

**PORT OF LEWISTON  
MINUTES OF REGULAR MEETING**

**September 11, 2018**

The regular meeting of the Port Commission was held at the Port District Office, 1626 6<sup>th</sup> Ave North, Lewiston, ID, at the hour of 3:00 p.m. on September 11, 2018.

Present at the meeting were Port Commission President, Mary Hasenoehrl, Port Commission Vice-President, Jerry Klemm, and Port Commission Secretary/Treasurer, Mike Thomason. Administrative staff in attendance were David Doeringsfeld, Port Manager, and Jaynie Bentz, Assistant Port Manager. Port Commission President, Mary Hasenoehrl, convened the open meeting at 3:00 p.m.

**AGENDA APPROVAL:**

Port Commission President, Mary Hasenoehrl, called for review of the agenda. Commissioner Klemm made a motion to approve the agenda as presented; seconded by Commissioner Thomason. The motion passed unanimously.

**CITIZEN COMMENTS:** -- None.

**ADOPTION OF MINUTES:**

The Port Commission examined the Minutes for the Regular Meeting of August 8, 2018, and Special Meetings held August 6, August 22, and August 29, 2018, respectively. A motion was made by Commissioner Klemm to accept the Minutes as presented and not as incorrectly listed on the agenda as there was no meeting held on August 21, 2018; seconded by Commissioner Thomason. The motion passed unanimously.

**MANAGER'S REPORT:**

**Active Agenda:**

For consideration of approval, Manager Doeringsfeld presented a Right of First Refusal Agreement with Bret and Eddieka Christensen for review and approval for Lots 5, 6, 7, Block 1 of the Harry Wall Industrial Park, terminating March 31, 2019, in the

amount of \$5,000.00. Manager Doeringsfeld commented that the Christensen's want to secure the property while they are continuing to complete their due diligence. Their interest is to construct an amusement park that includes services for both adults and children. If the Christensen's want to move forward, then the Port Commission will have additional opportunities to discuss and review any lease or bonding terms and conditions. Commissioner Thomason made a motion to approve the Right of First Refusal Agreement with Bret and Eddieka Christensen as presented; seconded by Commissioner Thomason. Voting Aye – Commissioners Hasenoehrl, Klemm and Thomason; voting Nay – None. The motion passed.

Next, Manager Doeringsfeld presented for review and approval a Client Services Agreement with David Evans & Associates for completion of a Master Plan for development of the Confluence Riverfront site for a fee of \$118,029.00. After review and discussion regarding the scope of work, Manager Doeringsfeld recommended approval of the Agreement. Commissioner Klemm made a motion to approve the Client Services Agreement as presented; seconded by Commissioner Klemm. Each Commissioner complimented Mr. Witthaus' presentation, flexibility and thoroughness of the scope of work. Voting Aye – Commissioners Thomason, Klemm, and Hasenoehrl. Voting Nay – none. The motion passed unanimously.

Manager Doeringsfeld next presented information regarding the nomination of the Lochsa River Corridor to the National Register of Historic Places. Discussion was had regarding the designated area boundaries, how the Sites of Historic Preservation Office is currently engaged in consultation, the designation process and upcoming meetings, and the potential economic impacts that could result from the designation. Consensus was had that another layer of designations could result in further loss of use on Highway 12 for movement of commerce mirroring what happened with the Wild and Scenic designation for the same area. After further discussion, Commissioner Thomason made a motion to oppose the designation and assign the Port Manager to develop a letter that would reflect the Port Commission's position for submission into the record; seconded by Commissioner Klemm. Voting Aye – Commissioners Thomason, Klemm and Hasenoehrl; voting nay – none. The motion passed. Commissioner Hasenoehrl stated she would attend the September 12 public hearing in Grangeville to submit the letter.

## **Non-active Agenda -- Miscellaneous Project Review/Updates & events:**

Personnel – Melissa Riggers accepted the position of Communications and Office Assistant for the Port of Lewiston and will begin September 17, 2018.

Community Outreach Update –

Riverfest at the Port of Clarkston - September 8, 2018, was well attended.

Nez Perce County Fair – September 20-23, 2018

Upcoming Meeting/Events:

Strategic Planning meeting – Sept 18 at 10:00am

Nez Perce County Fair – Sept 20-23

US Army Corps of Engineers Navigation meeting in Walla Walla – Sept 21

Next Regular meeting of the Port Commission – Rescheduled to Oct 8 at noon

## **REPORTS: TERMINAL II, DOCK OPERATIONS AND FIBER OPTIC NETWORK:**

David Doeringsfeld, Port General Manager, reported updates regarding at Terminal II (Inland 465) public warehouse facility stating that SpaceBuilders is presently on the roof applying the roof sealant to the final section of the roof.

Port Manager, David Doeringsfeld, next provided updates on Terminal I, the public dock facilities. He reported that 9 sawdust barges crossed the dock in August and activities remain high.

Year to Date container shipments remain at zero and wheat shipments are down - 2.98%. Container shipments and wheat shipments for the month of August, as compared to the same month last year, reflect a -100% change in container shipments and an increase of 37% in wheat shipments for the month. A Year to Date and August shipping summary of statistics was reviewed. Year to date bulk grain barges calling LCT total 120 and shipped 381,122 tons of wheat. Year to date break bulk calling the Port dock total 49 barges and 122,500 tons of cargo.

Assistant Manager, Jaynie Bentz, reported that approximately 4-5 new locations have been connected to the Port's network. Projects under construction this month include connection to the new ARRF station at the airport and in the new Nez Perce Drive extended on to Warner Ave.

## **COMMISSION COMMITTEE REPORTS:**

Commissioner Hasenoehrl/Urban Renewal Agency— Reported that the East Orchards Sewer project has been well received by residents where many homeowners are taking advantage of the incentives offered to connect to the new sewer system and removed themselves from personal septic systems. The project is expected to complete December 1, 2018.

Commissioner Thomason/Valley Vision – Reported that Valley Vision Executive Director, Karl Dye, is working toward a 2020 vision focusing on work force development and local needs of the community. He continued that the LCV Chamber had 33 people sign up for this year's Leadership program and is pleased to see it continue. The Chamber is also working on the upcoming North Idaho Legislative Chamber Tour and currently looking for sponsorships. This year's tour will be based out of Post Falls, ID.

Commissioner Klemm/LC Valley Chamber Government Affairs Committee, Chamber Natural Resource Committee, PNWA Board of Directors – Reported that the Government Affairs Committee is also discussing about the North Idaho Legislative Tour and potential issues. He also attended the US Chamber of Commerce meeting. The Natural Resource Committee did not meet.

## **FINANCIAL REPORT:**

As the next order of business, the Port Manager presented a Financial Statement prepared by the Port Auditors for two months ending August 31, 2018. The Port Manager next reviewed a Port Financial Summary concerning the status of Port funds on August 31, 2018. After review and discussion, Commissioner Thomason made a motion to approve the Financial Report as presented; seconded by Commissioner Thomason. Voting Aye – Commissioners Thomason, Hasenoehrl and Klemm; Voting Nay – None. The motion passed unanimously.

## **ACT ON CLAIMS:**

The next order of business was review and discussion of claims against the Port as presented by the Check Detail Sheet. A motion was made by Commissioner Thomason to approve and pay Port vouchers Nos. 21843 through 21914, transfers and

EFTPS for a total amount of \$167,974.02; seconded by Commissioner Klemm. Voting Aye – Commissioners Thomason, Hasenoehrl and Klemm; Voting Nay – None. The motion passed.

**OTHER BUSINESS:** -- Review of the Nez Perce County Fair shift schedule was reviewed for personnel coverage at the booth.

Being no further business, the meeting adjourned at 3:47 p.m.

*Mike Thomason*

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Secretary  
Mike Thomason