

# **PORT OF LEWISTON MINUTES OF REGULAR MEETING**

**January 9, 2019**

The regular meeting of the Port Commission was held at the Port District Office at the hour of 12:00 p.m. on January 9, 2019.

Present at the meeting were 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. Attending via audio conference call, Port Commission President, Mary Hasenoehrl. Port Commission President, Mary Hasenoehrl, requested Commissioner Klemm to chair today's meeting. Commissioner Klemm convened the open meeting at 12:01 p.m.

## **AGENDA APPROVAL:**

Port Commission Vice-President, Jerry Klemm, called for review of the agenda. Commissioner Thomason made a motion to amend the agenda to include listing the minutes of Jan 2, 2019 for consideration of approval; seconded by Commissioner Hasenoehrl. The motion passed unanimously.

## **ELECTION OF OFFICERS:**

Commissioner Thomason made a motion to retain the slate of officers as they stand: Commissioner Hasenoehrl as President, Commissioner Klemm as Vice-President and Commissioner Thomason as Secretary/Treasurer; seconded by Commissioner Hasenoehrl. Voting Aye – Commissioner Hasenoehrl, Thomason and Klemm; voting Nay – None. The motion passed.

Open discussion was had regarding committee assignments. Consensus was had that each Commissioner will retain their respective committee assignments as follows:

Commissioner Hasenoehrl – Urban Renewal Agency and LCV Chamber Ag Committee

Commissioner Klemm – PNWA Board and Executive Committee, LCV Natural Resource Committee, LCV Government Affairs Committee

Commissioner Thomason – Valley Vision Board and Executive Committee, LCV Chamber Board

**CITIZEN COMMENTS:**

Kathy Schrader, 704 4<sup>th</sup> Ave, Lewiston, ID – Stated that she supports the Port’s Master Planning efforts for development of the Confluence Waterfront property.

**ADOPTION OF MINUTES:**

Port Commission Vice-President, Jerry Klemm, called for review of the draft minutes. The Port Commission examined the Minutes for the Regular Meeting of December 12, 2018, and Special Meetings of December 12 and 18, 2018, and January 2, 2019. Commissioner Thomason made a motion to accept all Minutes as presented; seconded by Commissioner Hasenoehrl. The motion passed unanimously.

**MANAGER’S REPORT:**

**Active Agenda:** -- None.

**Non-Active Agenda:**

Pending Leases – Manager Doeringsfeld reported that staff is working on draft leases with Dynamic Designs for leasing Suite E in the incubator building. Also a lease amendment is being negotiated with United Parcel Service for a longer term. He expects these leases will be brought forward at the next Port Commission meeting.

Confluence Riverfront Master Plan Update – A special meeting of the Port Commission is scheduled for January 15, 2019, at 9:00 a.m. as another work session with David Evans & Associates. Additionally, an initial meeting request with the U.S. Army Corps of Engineers in Walla Walla has been made regarding this project. The Port Commission will tour docks and passenger vessel amenities at The Dalles and Richland in conjunction with the PNWA Regional Meeting in Tri- Cities.

Colonel Wright Way Landscaping and utility Extensions -- Tree planting on both sides of the roadway is pending. Trees to be installed on the west side of the street is not an issue. An encroachment permit has been applied for with the city to plant trees in the city’s right-of-way on the east side. The permit is pending city approval. If not approved, the Port will plant trees outside of the city’s right-of-way but they will not be in a straight line.

Community Outreach Update – A community luncheon featuring Kristin Meira, from PNWA, will be held on Jan 17 at 11:30 a.m. at the Red Lion.

Upcoming Meetings/Events:

Columbia River Basin Task Force – Jan 29 & 30, Boise, ID

Ag Transportation Committee – Feb 1, 2019, Boise, ID

Regular Port Commission meeting – Feb 13 at noon

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

Terminal II (Inland 465) -- David Doeringsfeld, Port General Manager, reported that the warehouse is completely full and activity is high.

Terminal I (Public Dock Facilities) – Next, Manager Doeringsfeld reported that a rail/barge program is being coordinated by the Port of Portland for container shipping. Currently, the rate discussed will be approximately \$300-\$400 below the trucking rate per container. Final steps include commitments from the processors who have so far indicated a favorable response. Implementation is hopeful for April-May, 2019.

Shipping Year to Date (Jan-Dec) -- 187 bulk grain barges have shipped for Lewis Clark Terminal totaling 620,586 tons of product and 76 break bulk barges have shipped for the Port totaling 190,000 tons of product. For the month of December, wheat shipments decreased -36%, totaling 42,900 tons, over the same month last year totaling 67,441 tons.

Fiber Optic Network – Jaynie Bentz reported that staff has met with all customers regarding goals and opportunities. Staff also met with Joint Users to discuss possible construction partnerships. Ms. Bentz also reported on status of construction projects.

## **COMMISSION COMMITTEE REPORTS:**

Commissioner Klemm/LC Valley Chamber Government Affairs Committee and Natural Resource Committee Member – Reported that the LCV Government Affairs committee discussed Governor Little's budget recommendations and Education Funding formula. No other reports were provided.

Commissioner Thomason/Valley Vision/Chamber of Commerce Board – Reported that he attended the URA meeting, as proxy, for Commissioner Hasenoehrl. The URA had an election of officers, received an update on the Nez Perce Drive extended project stating it should be open at the end of the month, received an update on the east Orchard Sewer project and the potential for expansion, received approval from the Idaho State Tax Commission for establishing the Bryden Ave Revenue Allocation Area. No other reports were provided.

Commissioner Hasenoehrl/Urban Renewal Agency (URA)— No report was provided. She thanked the Port Commission for working with her to call into today's meeting.

### **FINANCIAL REPORT:**

As the next order of business, the Port Manager presented a Financial Statement prepared by the Port Auditors for six months ending December 31, 2018. He reported that revenues are ahead with 41% remaining; expenses are slightly lower than budget at 42.25% remaining; Land Acquisition & Development is over with 34%. Open discussion was had regarding Terminal I revenues are ahead due to increased activity and fiber expenses will go over for the year. The Port Manager next reviewed a Port Financial Summary concerning the status of Port funds on December 31, 2018. Commissioner Thomason made a motion to approve the Financial Report as presented; seconded by Commissioner Hasenoehrl. 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. 20175-21256, transfers and EFTPS for a total amount of \$275,456.49; seconded by Commissioner Hasenoehrl. Voting Aye – Commissioners Thomason, Hasenoehrl and Klemm; Voting Nay – None. The motion passed.

**EXECUTIVE SESSION:**

Commissioner Thomason made a motion to enter into Executive Session in accordance with Idaho Code §74-206(1) (f) *To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated;* seconded by Commissioner Hasenoehrl. Voting Aye – Commissioner Hasenoehrl, Klemm, Thomason; voting Nay – None. The motion passed.

At 1:30 p.m. the Port Commission entered into Executive Session. The Port Commission communicated with legal counsel to discuss the legal ramifications of and legal options for controversies not yet being litigated. At 1:35 p.m. the Port Commission exited Executive Session and reconvened the open meeting, then recessed until 1:48 p.m.

Being no further business, the meeting adjourned at 2:17 p.m.



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Secretary  
Mike Thomason