

**PORT OF LEWISTON
MINUTES OF REGULAR MEETING**

April 10, 2019

The regular meeting of the Port Commission was held at the Port District Office at the hour of 12:00 p.m. on April 10, 2019.

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, Jaynie Bentz, Assistant Port Manager. Port Commission President, Mary Hasenoehrl, convened the open meeting at 12:01 p.m.

AGENDA APPROVAL:

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

CITIZEN COMMENTS: -- None.

ADOPTION OF MINUTES:

Port Commission President, Mary Hasenoehrl, called for review of the draft minutes. The Port Commission examined the Minutes for the Regular Meeting of March 8th, 2019. Commissioner Klemm made a motion to accept all Minutes as presented; seconded by Commissioner Thomason. The motion passed unanimously.

MANAGER'S REPORT:

Active Agenda:

None

Non-Active Agenda:

City of Lewiston Infrastructure Update - Joe Kaufman and Chris Davies from the City of Lewiston gave an update on the Water Treatment Plant, Wastewater Treatment

Plant, and the Storm Water Utility. The upgrades to the Water and Wastewater Treatment Plants are funded by water and wastewater fees. In 2018 City of Lewiston sewer rates were increased by 40% to cover the expenses. Central Orchards Sewer District and Lewiston Orchards Sewer District set their own rates. The City of Lewiston is approved for loans from the DEQ with rates between 1% - 1.5% with payments beginning after the projects are finished. There is also \$1 million in loan forgiveness for the Water Treatment Plant. The City is in the process of educating the public about the loans and rates before the May 21st bond election. The vote is about approval for debt financing; the rate adjustments previously implemented are the mechanism for repayment of the loans.

The City of Lewiston's Storm Water Master Plan is almost complete. They are in the process of reviewing the Storm Water Task Force recommendations. Residential customers will have a flat fee based on property size. Commercial customers will have a tiered fee.

McCall Construction - Manager Doeringsfeld is working with Kyle McCall and is in the process of setting up a meeting with all permitting entities. The intent of the meeting is for Kyle McCall and the Port to learn about what regulations and controls are needed for the proposed construction debris disposal site Mr. McCall is requesting the Port to approve. Manager Doeringsfeld asked if a Commissioner would like to be at the meeting. Commission Klemm stated he would like to sit in on the meeting.

Draft FY 20 Budget – A draft budget was provided to the Port Commission. Work sessions have been scheduled with the Port Commission.

Community Outreach Update:

The next Port report is due out this Summer or early Fall.

Manager Doeringsfeld updated the Port Commission on the Live Streaming of Port Commission meeting. The equipment is set up but training is outstanding. There was discussion regarding a need for a policy on video archiving.

Upcoming Meetings/Events:

Pioneer Ports Meeting – April 10th at Fonk's Coffee House, Colfax, WA at 6:00 pm

Columbia River Basin Task Force – April 23 & 24, Portland – David attending.
Andrus Center for Public Policy - Energy, Salmon, Agriculture and Community – April 23, Boise. Commissioner Hasenoehrl attending.

Regular Port Commission Meeting – May 8th at 12:00 pm

TERMINAL II AND FIBER OPTIC NETWORK REPORTS:

Terminal II (Inland 465) –Port Manger Doeringsfeld gave an update on the roof at Inland 465. Space Builders will be painting the roof, weather permitting. There is about \$20,000 work of work left on the roof. Manager Doeringsfeld reported that the fire pump will need repacked for the fourth time.

Dock Operations - Manager Doeringsfeld discussed the need of wire cables for the crane to be included in the next budget year. The crane was just recertified during its annual inspection. Next year will be the five-year recertification of the crane with a heavy pick. Crane Operator, Chad Smith passed his five-year crane recertification.

A short recess was taken at 1:50 p.m. Commission Hasenoehrl reconvened the meeting at 1:55 p.m.

Fiber Optic Network – Jaynie Bentz, Assistant Port Manger, reviewed the status of construction and service requests.

COMMISSION COMMITTEE REPORTS:

Commissioner Klemm/LC Valley Chamber Government Affairs Committee and Natural Agricultural Resource Committee member, PNWA representative – Reported that Karl Dye of Valley Vision reported on Cruise Boat EDA grant to the Natural Resource Committee. At the Government Affairs meeting Bill McKowen, Interim Airport Manager, presented and update on airport activities.

Commissioner Thomason/Valley Vision/Chamber of Commerce Board – Reported that the Interim Airport Manager, Bill McKowen, presented an airport update at the Chamber of Commerce Board Meeting.

Commissioner Hasenoehrl/Urban Renewal Agency— Reported that open meeting laws were discussed at the last Urban Renewal Agency Meeting. She also reported on the URA East Orchards sewer line project.

FINANCIAL REPORT:

The Port Manager presented a Financial Statement prepared by the Port Auditors for the ending March 31, 2019. Port Manager, Doeringsfeld next reviewed a Port Financial Summary concerning the status of Port funds on March 31, 2019. Discussion was had regarding opening an account with Washington Trust Bank for \$250,000.00. Commissioner Thomason made a motion to approve the Financial Report as presented; seconded by Commissioner Klemm. 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. 20403-20488, transfers and EFTPS for a total amount of \$130,269.89; seconded by Commissioner Klemm. Voting Aye – Commissioners Thomason, Hasenoehrl and Klemm; Voting Nay – None. The motion passed.

EXECUTIVE SESSION: -- At 2:37 p.m. Commissioner Thomason made a motion to enter into executive session pursuant to Idaho Code §74-206-(1)(e) - *To consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations;* seconded by Commissioner Klemm. Voting Aye – Commissioners Thomason, Klemm and Hasenoehrl. The motion passed unanimously. The Port Commission discussed preliminary negotiations involving matters of commerce in which the governing body is in competition with other states.

The Port Commission exited executive session at 3:05 p.m.

Being no further business, the meeting adjourned at 3:06 p.m.

Mike Thomason

Secretary
Mike Thomason