

**PORT OF LEWISTON**  
**MINUTES OF SPECIAL MEETING**  
**May 2, 2019**

The special meeting of the Port Commission was held at the Port District Office at the hour of 12:00 p.m. on May 2, 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 General Manager and Jaynie Bentz, Assistant Manager. The meeting was called to order at 12:00 p.m. by Port Commission President, Mary Hasenoehrl.

**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.

**EXECUTIVE SESSION:**

At 12:15 p.m. Commissioner Thomason made a motion to enter into Executive Session pursuant to Idaho Code §74-206 (1) (b) – *To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student*; seconded by Commissioner Klemm. Voting Aye – Commissioner Thomason, Klemm, Hasenoehrl; voting Nay – None. The motion passed. The Port Commission entered into executive session at 12:20 p.m. Discussions were had regarding evaluations of the Port Manager and Assistant Manager.

The Port Commission exited Executive Session at 2:16 p.m. and took a short break. Open session reconvened at 2:23 p.m.

**CITIZEN COMMENTS:**

Port Commission President, Mary Hasenoehrl, called for citizen comments. No citizen comments were offered.

**ACTIVE AGENDA:**

Manager, David Doeringsfeld, presented for review and consideration of approval an Access and Services Agreement with Alta Forest Products effective May 2, 2019, through April 30, 2021, to access the Port's dock and yard for log storage and operations. Discussion was had regarding the type of logs, location of storage area, dock primacy for access and review of revenues. Commissioner Klemm made a motion to approve the agreement as presented and authorize the Port Manager to sign the contract; seconded by Commissioner Thomason. Voting Aye – Commissioner Thomason, Klemm, Hasenoehrl; voting Nay – None. The motion passed.

Next, Manager Doeringsfeld presented for review and consideration of approval an Acknowledgement of Ten Year Lease Extension as an option exercised by Swift Transportation, Inc. to continue leasing a 5-acre site for a term of November 1, 2019, through October 31, 2029. Discussion was had regarding the location of the property and review of revenues. Commissioner Thomason made a motion to approve the Acknowledgement of Ten Year Lease Extension as presented; seconded by Commissioner Klemm. Voting Aye – Commissioner Thomason, Klemm, Hasenoehrl; voting Nay – None. The motion passed.

**NON-ACTIVE AGENDA:**

Work Session to draft FY20 Port of Lewiston budget – Manager Doeringsfeld presented a work book offering revisions from the previous work session. The Port Commission reviewed the work book page by page.

Discussions were had regarding the increase of city utility rates, the cost of city required reporting of fire system inspections, and the costs impending for a stormwater program. Discussion was had regarding if stormwater costs are fees or a tax. The Port Commission established wages and salaries, reviewed rental rates and reviewed the itemized amounts for Land Acquisition and Economic Development.

Discussion was had regarding the levy rate, levy amount and possible foregone taxes. The Port Commission proposed the levy amount.

Discussion was had regarding conducting open houses within the month of May at some of the Nez Perce County communities.

Being no further business, the meeting adjourned at 3:30 p.m.

*Mike Thomason*

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Secretary  
Mike Thomason