

**PORT OF LEWISTON
MINUTES OF REGULAR MEETING**

May 8, 2019

The regular meeting of the Port Commission was held at the Port District Office at the hour of 12:00 p.m. on May 8, 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, and Port Manager, Jaynie Bentz, Assistant Port Manager. Port Commission President, Mary Hasenoehrl, convened the open meeting at 12:05 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 April 10, 2019, and Special Meetings of April 10th, April 17th, April 19th, and May 2nd, 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:

Proposed Draft Amended FY19 Budget – Manager Doeringsfeld presented the Port Commission a draft page for review and discussion. He noted that the draft amended budget is based on ten months of actual numbers and forecasting for the remaining two months. Open discussion was had regarding revenues for Terminal 1

activities and the actual receipts in tax revenue. Manager Doeringsfeld then reviewed expenses including Terminal 1 and Fiber Optic network. After discussion, Commissioner Thomason made a motion to accept the proposed amended FY19 budget as presented for publication and public comment at a budget hearing set for June 12, 2019, at 12:00 p.m. at the Port District Administration building; seconded by Commissioner Klemm. Voting Aye – Commissioners Thomason, Klemm, Hasenoehrl; voting Nay – none. The motion passed. Port Commission Secretary Thomason signed the Notice of Publication.

Proposed Draft FY20 Budget – Manager Doeringsfeld presented the Port Commission a draft FY20 workbook for review and discussion. He commented that the workbook should reflect discussions of previous workshops held by the Port of Lewiston’s Commission. Open discussion was had of the Proposed Draft FY20 budget. Commissioner Thomas made a motion to accept the draft FY20 budget as presented for publication and allow public comment at a budget hearing set for June 12, 2019, at 12:00 p.m. at the Port District Administration building; seconded by Commissioner Klemm. Voting Aye – Commissioner Hasenoehrl, Thomason and Klemm; voting Nay – None. The motion passed. Port Commission Secretary Thomason signed the Notice of Publication.

Resolution 19-02 – Manager Doeringsfeld presented a copy of Resolution 19-02 for review and consideration. The resolution resolves to levy a property tax sufficient to raise the sum of \$405,000.00 for FY20, commencing July 1, 2019, and a public hearing on the proposed budget to be held June 12, 2019, at 12:00 p.m. at the Port District Administration building. Commissioner Klemm made a motion to approve Resolution 19-02 as presented; seconded by Commissioner Thomason. Voting Aye – Commissioner Hasenoehrl, Thomason, Klemm; voting Nay – none. The motion passed. Port Commission President Hasenoehrl signed the Resolution.

Port of Vancouver Public Comment Letter – Manager Doeringsfeld presented a draft public comment letter addressed to the Port of Vancouver, USA, for signatures and consideration of approval. The letter conveys concerns regarding the Port of Vancouver, USA’s, draft policy to eliminate the handling of fossil fuels and equipment. Discussion was had regarding related cargos utilizing the Columbia River to their inland destinations. Commissioner Klemm made a motion to approve the letter as

presented; seconded by Commissioner Thomason. Voting Aye – Commissioners Hasenoehrl, Thomason and Klemm; voting Nay – None. The motion passed. All commissioners signed the letter as presented.

Non-Active Agenda:

McCall Construction - Manager Doeringsfeld is working with Kyle McCall of McCall Construction on their interest in a canyon on Port property for inert debris disposal. Manager Doeringsfeld, Commissioner Thomason, Kyle McCall, Idaho DEQ, Nez Perce County Health Department and the City of Lewiston met to discuss the permitting and long-term concerns. As a result, Manager Doeringsfeld recommended to sell the land, instead of lease to avoid responsibility for the long-term liability of the property. Port staff was directed to continue working with McCall Construction.

Community Outreach Update - Discussion was had about budget outreach sessions. Jaynie will send an email out to Commissioners to see what dates work, then schedule accordingly.

Upcoming Meeting/Events - Port of Whitman County's Family Fun day, at Boyer Park, is June 8th, Port of Lewiston's staff will be assisting that day. The Port of Lewiston's Regular Meeting is June 12th.

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 working on the roof this fiscal year and then again in the fall.

Dock Operations - Manager Doeringsfeld discussed the new tenant Alta Forest Products. They will start exporting logs in June. They are also interested in leasing the back of the Container Yard Office trailer. The Port could still occupy the front if container on barge returns.

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

COMMISSION COMMITTEE REPORTS:

Commissioner Thomason/Valley Vision/Chamber of Commerce Board – Reported that the Valley Vision annual meeting is in June. Commissioner Thomason also reported that the Chamber’s Idaho Legislative lunch was well attended and they have also reposted the Legislative Affairs position.

Commissioner Klemm/LC Valley Chamber Government Affairs Committee and Natural Agricultural Resource Committee member, PNWA representative – Reported that Idaho DEQ presented on NPDES discharge permitting at the Natural Agricultural and Resource Committee. At the Government Affairs Committee meeting there was a presentation by Shawn Stubbers and Alan Nygaard, with City of Lewiston about the upcoming bonding election for the Waste Water Treatment Plant and the Water Treatment Plan improvements.

Commissioner Hasenoehrl/Urban Renewal Agency— Commissioner Hasenoehrl, reported that the Andrus Policy Center meeting on Salmon continues to create good discussions. The URA meeting will be next week.

FINANCIAL REPORT:

The Port Manager presented a Financial Statement prepared by the Port Auditors for the ending April 30, 2019. Port Manager, Doeringsfeld next reviewed a Port Financial Summary concerning the status of Port funds on April 30, 2019. 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. 20489-20562, transfers and EFTPS for a total amount of \$111,440.54; seconded by Commissioner Klemm. Voting Aye – Commissioners Thomason, Hasenoehrl and Klemm; Voting Nay – None. The motion passed.

EXECUTIVE SESSION: - None

Being no further business, the meeting adjourned at 1:08 p.m.

Mike Thomason

Secretary
Mike Thomason