PORT OF LEWISTON
MINUTES OF REGULAR MEETING

February 9, 2022

The regular meeting of the Port Commission was held at the Port District Office, 1626 6th Ave. N, Lewiston, ID, at the hour of 12:00 p.m. on February 9th, 2022.

Present at the meeting were Port Commission President, Mike Thomason, and Port Commission Vice-President, Jerry Klemm, Commission Secretary/Treasurer, Joe Anderson. Administrative staff in attendance was David Doeringsfeld, Port Manger, and Jaynie Bentz, Assistant Port Manager.

To promote public health and safety and pursuant to the Idaho State Governor's Phased Re-Opening Plan for the State due to the COVID-19 pandemic, this public meeting was opened to limited public walk-in attendance in accordance with CDC guidelines regarding social distancing practices. Masks and hand sanitizer were made available to public attendees. The meeting information was advertised as required, prior to the meeting. Port Commission President, Mike Thomason, convened the open meeting at 12:01 p.m.

AGENDA APPROVAL:

Port Commission President, Mike Thomason, called for review of the agenda. Commissioner Klemm made a motion to approve the agenda as presented; seconded by Commissioner Anderson. Voting Aye – Commissioner Anderson, Klemm, and Thomason. Voting Nay – None. The motion passed unanimously.

CITIZEN COMMENTS: --None.

ADOPTION OF MINUTES:

Port Commission President, Mike Thomason, called for review of the draft minutes. The Port Commission examined the minutes for the Regular Meeting of January 12, 2022, and Special Meeting January 27, 2022. Commissioner Anderson made a motion to accept the minutes as presented; seconded by Commissioner Klemm.

Voting Aye – Commissioner Anderson, Klemm and Thomason. Voting Nay – None. The motion passed unanimously.

MANAGER'S REPORT:

Active Agenda:

Consider for approval a lease agreement with Ryder System, Inc. (Trucking Company) effective February 1, 2022, in the amount of $200.00 per month – Manager Doeringsfeld asked the Commission to table this item, since Port staff had not received the signed contract back from the Ryder System, Inc. legal team.

Non-Active Agenda:

Discuss proposal to locate a truck shop within Northport area – The Commission discussed a proposal to locate a metal building on Port property. The building would be used as a shop for 4 logging trucks and a chip trailer. The trucks and trailer would utilize the site for parking. Manager Doeringsfeld stated that living on the discussed property would not be allowed and expressed concerned about building a shop instead of just leasing land to park trucks. The Commission also expressed concern; Commissioner Klemm asked about factoring in any job creation opportunities, Commissioner Anderson understands the importance of the trucking operation but also wants to ensure the Port District will maintain an upscale industrial appearance. The Commission asked Manager Doeringsfeld and the potential leasee to continue discussing details about the building and property aesthetics.

Consider a request from Rick Keane with Millennium, LLC for a reduction in the lease rate on 3.88-acres – Manager Doeringsfeld explained Port staff is looking into the costs of reduced rent versus the cost of the road name change. Mr. Keane is putting together a cost estimate for how much it would cost him when the name of the street his business is located on changes. The previous rental amount was $808 a month and has now increased to $1,212 per month. Manager Doeringsfeld is hoping to have a finalized answer by the March Commission meeting.

Miscellaneous Project Updates:

a. EDA Grant Application for Cruise Dock – The grant has been submitted and has been moved from the tourism category to another category to help with competitiveness under EDA's advice. Manager Doeringsfeld is optimistic.

Community Outreach Updates:

a. Port Report – The Port Report was sent out in January.
b. Riverfest 2022 – Riverfest 2022 will most likely be virtual this year and will be held in September 2022.
c. Northwest Irrigation Operators – David speaking on February 16, 2022
d. Idaho House, Agriculture Committee – David speaking on February 17, 2022

Upcoming meeting – The next regular Port Commission meeting is March 9, 2022.

DOCK OPERATIONS, TERMINAL II AND FIBER OPTIC NETWORK:

Terminal II –The Terminal has been extremely busy with regular operations.

Dock Operations – Company inquired about a wind turbine project for 2022. Lock closure begins February 13 and ends March 19.

Fiber Optic Network – The Port staff continues to work through service orders and construction of fiber segments. Staff is engaged in funding that is coming down through the State. The cultural survey for the EDA fiber grant is continuing but has been stalled due to heavy snow fall.

COMMISSION COMMITTEE REPORTS:

Commissioner Klemm/LC Valley Chamber Government Affairs Committee/Natural Agricultural Resource Committee/PNWA representative – Commissioner Klemm attended the Idaho Water Users Association Convention; it was a successful event. Commissioner Klemm gave a report on the IWUA resolution committee about updates to dams and river system resolutions. Commissioner Klemm also attended the Government Affairs meeting; the guest speaker, the Director of the

Metropolitan Planning Organization, presented about their role in the community and future projects, one being an overpass for the casino. Natural Resources Committee has kicked off its re-institution of the committee. Pacific Northwest Waterways Association has selected a new Executive Director, Heather Stebbings.

Commissioner Anderson/Urban Renewal Agency — Commissioner Anderson attended his first URA meeting where they discussed their draft annual report; as well as attending the City's "Open Meeting" workshop. Commissioner Anderson participated in a Farm Bureau video interview that was taped down on the Port's dock.

Commissioner Thomason/Valley Vision/Chamber of Commerce Board – Commissioner Thomason reported that Valley Vision sent a letter of support for the Port of Lewiston's Cruise Dock EDA grant. Valley Vision has finished up fundraising events and recruitment of a prospect seems to be favorable. Commissioner Thomason attended the Annual Lewis-Clark Valley Chamber Banquet where new officers were announced. Commissioner Thomason also attended the Idaho Chamber Alliance meeting down in Boise and had the opportunity to mingle with legislatures and the Governor to discuss matters of work force needs and development.

FINANCIAL REPORT:

The Port Manager presented a Financial Statement prepared by the Port Auditors for the period ending January 31st, 2022. After discussion, Commissioner Klemm made a motion to approve the Financial Report as presented; seconded by Commissioner Anderson. Voting Aye – Commissioners Thomason, Anderson 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 Anderson to approve and pay Port Vouchers Nos. 25044 – 25124, transfers and EFTPS for a total amount of $129,972.27; seconded by Commissioner Klemm. Voting Aye – Commissioners Thomason, Anderson and Klemm; Voting Nay – None. The motion passed.

EXECUTIVE SESSION: At 1:21 p.m. Port Commissioner Thomason called for a motion to enter Executive Session pursuant of Idaho Code §74-206(1) (a) – *To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need.*

Commissioner Anderson made a motion to enter into Executive Session; seconded by Commissioner Klemm. Roll Call; Voting Aye – Commissioner Thomason, Anderson, and Klemm; Voting Nay – None. The motion passed.

The Port Commission entered Executive Session at 1:21 p.m. Discussion was had regarding consideration of hiring an employee.

At 2:39 p.m. the Port Commission exited Executive Session and reconvened the open public meeting.

OTHER BUSINESS: None

Being no further business, the meeting adjourned at 2:40 p.m.

Secretary
Joe Anderson