PORT OF LEWISTON
MINUTES OF REGULAR MEETING

July 13, 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 July 13th, 2022.

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

The meeting information was advertised as required, prior to the meeting. Port Commission President, Mike Thomason, convened the open meeting at 12:00 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: --Commissioner Thomason called for any citizen comments regarding Port business. Benn Brocksome, a lobbyist working with the Port of Lewiston, thanked the Commissioners for the opportunity to meet with them and give an update on the Legislative Session. Mr. Brocksome explained that there would be many new faces in the Legislation along with new committee heads and leaders.

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 June 8, 2022, and Special Meetings June 17, 2022, and June 30, 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:

Non-Active Agenda:

EDA Broadband Grant Update – Manager Corbitt started off by explaining to the Commission everything he has been doing to get up to date on all the Port's fiber projects and activities. Operations Manager, Jaynie Bentz, then updated the Commission on the EDA Grant for the Moscow to Grangeville project, stating that the Cultural Survey has been completed; all aspects have been cleared by legal and that the project is continuing to be pushed through to remain on track. Discussion regarding funding and the design/routing process was had.

Miscellaneous Project Updates:

a. Broadband Manager Job Description – Manger Corbitt has been working with the recruitment firm, Prothman, to fill the Broadband Manager position. A job description has been posted on the Port of Lewiston's website as well as several social media outlets.
b. Columbia Basin Collaborative – Manager Corbitt attended his first Columbia Basin Collaborative meeting.
c. Wind Energy Projects – Wind Blades are being stored on Port property. More blades are scheduled to come the week of July 23, 2022. The Idaho Transportation Board will be visiting to learn more about the wind blade project and discuss Port operations.

Community Outreach Updates:

a. Port Report Newsletter – The next Port of Lewiston Newsletter will be sent out at the end of the month of July.

Upcoming meeting – An Idaho Wheat Trade Team will tour Lewis-Clark Grain/Port on July 15, 2022. The next regular Port Commission is August 10, 2022.

DOCK OPERATIONS, TERMINAL II AND FIBER OPTIC NETWORK:

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

Dock Operations – The dock has been busy with scheduling and receiving barges. Port staff met with a company that is hoping to test moving pulp bails through the Port's dock.

Fiber Optic Network – The Port staff continue to work through service orders and construction of fiber segments.

COMMISSION COMMITTEE REPORTS:

Commissioner Klemm/LC Valley Chamber Government Affairs Committee/Natural Agricultural Resource Committee/PNWA representative – Commissioner Klemm attended the PNWA Summer Conference and stated that it was organized, well attended, and had great presentations scheduled for the conference. PNWA is advertising for a new Government Relations position. Commissioner Klemm also attended the Inland Northwest Partners Summer Meeting.

Commissioner Anderson/Urban Renewal Agency — Commissioner Anderson attended the URA Meeting where they paid bills and approved the cost share to the Orchards LOID – Bryden Road Improvements.

Commissioner Thomason/Valley Vision/Chamber of Commerce Board – Commissioner Thomason explained that the Chamber of Commerce is advertising for their Leadership class, as well as advertising for a trip to Croatia in 2023. Commissioner Thomason attended the Valley Vision Annual meeting that was held at the LCSC Training Center where they selected new officers.

FINANCIAL REPORT:

The Port Manager presented a Financial Statement prepared by the Port Auditors for the period ending June 30th, 2022. After discussion, Commissioner Anderson made a motion to approve the Financial Report as presented; seconded by Commissioner Klemm. Voting Aye – Commissioners Thomason, Anderson and Klemm; Voting Nay – None. The motion passed unanimously.

Discussion was had regarding reassigning signers for the bank accounts. The Commissioners decided that David Doeringsfeld would come off the account as a signer and is to be replaced by Scott Corbitt, as well as Jaynie Bentz coming off as the administrator and being replaced with Kim Petrie. Signers for all bank accounts will be

Mike Thomason, Jerry Klemm, Joseph Anderson and Scott Corbitt. Administrators for all bank accounts will be Kim Petrie.

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. 25466 - 25569, transfers and EFTPS for a total amount of $178,748.86; seconded by Commissioner Klemm. Voting Aye – Commissioners Thomason, Anderson and Klemm; Voting Nay – None. The motion passed.

EXECUTIVE SESSION: At 1:25 p.m. Port Commissioner Thomason called 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 Thomason made a motion to enter 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 1:26 p.m. Discussion was had regarding matters of hiring.

At 2:50 p.m. the Port Commission exited Executive Session and reconvened the open public meeting.

OTHER BUSINESS: Discussion was had regarding the Congressman Newhouse call after the CEQ report landed and the focus of the report being on power.

Being no further business, the meeting adjourned at 2:54 p.m.

Secretary
Joseph Anderson