PORT OF LEWISTON
MINUTES OF REGULAR MEETING

October 10, 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 3:00 p.m. on October 10th, 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 and David Doeringsfeld.

The meeting information was advertised as required, prior to the meeting.

CONVENE REGULAR MEETING:

At 3:00 p.m. Port Commission President, Mike Thomason, convened the Regular Meeting of the Port Commission.

AGENDA APPROVAL:

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

CITIZEN COMMENTS:

Commissioner Thomason asked if there were any public comments received. DeAnn Scrabeck, a member of the Friends of the Airport Group attended the meeting to gain knowledge about dock activities and grain transportation. Ms. Scrabeck also wanted to know about the Port's involvement in Pacific Northwest Waterways Association (PNWA) and involvement with American Cruise Lines (ACL)

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 September 14, 2022, and Special Meetings of September 12, 2022 and September 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:

Grant Administration Contract – The Port Commission considered for approval a grant administration contract with Clearwater Economic Development Association (CEDA) for services in the amount of $25,000 related to the administration of the Economic Development Administration (EDA) award for the middle mile dark fiber build from Moscow to Grangeville. Commissioner Anderson made a motion to approve the contract; seconded by Commissioner Klemm. Voting Aye – Commissioner Anderson, Klemm, and Thomason; Voting Nay – None. The motion passed.

Non-Active Agenda:

Miscellaneous Project Updates:

a. Goals Table – Manager Corbitt discussed changes made to the Port Staff Goals Table. The Middle Mile Project goal was taken off and a Strategic Session Goal was added.
b. North Idaho Legislative Tour (NILT)Sponsorship – Manager Corbitt explained that the Port would be Platinum Sponsors for the event. The sponsorship includes a thirty-minute presentation to discuss the Port and four tickets to all events. NILT will be taking place November 14 – November 16, 2022.
c. EDA Grant – Port staff is working to get Request for Proposal (RFP) distributed. Port staff will be having their first meeting with EDA employees within the next week, these meetings are to provide direction to move smoothly through the process.
d. Cruise Boat Dock – Manager Corbitt is in discussion with American Cruise Lines about building a cruise boat dock. The Port is working with a local contractor to design upland improvements. This project will help to make a space for cruise boat guests and locals to use.

e. Northwest 4 Slide – Manager Corbitt has received a verbal approval to the purchase agreement and informed the Commission that a signed agreement should be sent to the Port soon.
f. Dredging – Dredging is expected to begin in December 2022. All timelines have been met.
g. Federal Mediation & Conciliation Service (FMCS) update – Manager Corbitt gave an update regarding the legal matters within the FMCS stay.
h. Bridge Inspection Update – The railroad bridge has recently been inspected and is in good condition.

Community Outreach – The Lewis-Clark Valley Leadership group had their class retreat; it was successful, and the class is looking forward to learning more about the Valley. The Port has been involved in the Economic Development Day of Learning in the past.

Upcoming meeting –The next regular Port Commission is November 9, 2022 at 3:00 p.m. PNWA Annual Conference will be held in Vancouver, WA, October 12 through October 14, 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.

Fiber Optic Network – The Port staff continue to work through service orders and construction of fiber segments. Manager Corbitt and Port Broadband Manager, Christina Mangiapani, attended a local broadband event to better understand importance of fiber.

COMMISSION COMMITTEE REPORTS:

Commissioner Klemm/LC Valley Chamber Government Affairs Committee/Natural Agricultural Resource Committee/PNWA representative – Commissioner Klemm attended the Government Affairs Committee Meeting where Valley Vision gave a presentation on their attributes.

Commissioner Anderson/Urban Renewal Agency — Commissioner Anderson will attend the URA Meeting happening on October 11, 2022.

Commissioner Thomason/Valley Vision/Chamber of Commerce Board – Commissioner Thomason reported Valley Vision is still in the process of hiring a new director.

FINANCIAL REPORT:

The Port Manager presented a Financial Statement prepared by the Port Auditors for the period ending September 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.

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. 25770 - 25823, transfers and EFTPS for a total amount of $98,308.02; seconded by Commissioner Klemm. Voting Aye – Commissioners Thomason, Anderson and Klemm; Voting Nay – None. The motion passed.

EXECUTIVE SESSION: At 3:46 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.*

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.*

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

The Port Commission entered Executive Session at 3:47 p.m. Discussion was had regarding matters of employee evaluation and matters of trade.

At 5:05 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 5:06 p.m.

Secretary
Joseph Anderson