PORT OF LEWISTON
MINUTES OF REGULAR MEETING

August 10, 2023

The regular meeting of the Port Commission was held at the Port District Office, 1626 6th Ave. N, Lewiston, ID, at the hour of 9:00 a.m. on August 10th, 2023.

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 were Scott Corbitt, Jen Blood and Kim Petrie. Also in attendance was Kristin Meira, Director of Government Affairs for American Cruise Lines.

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

CONVENE REGULAR MEETING:

At 9:00 a.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 – Commissioners 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 July 12, 2023 and the Special Meeting of July 31, 2023. 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:

a. **Designation as Property No Longer Needed for District Purposes pursuant to Idaho Code 70-1610, the Ore Conveyor Belt and Supporting Structure:** Manager Corbitt asked the Commission to review and consider for approval the designation as property no longer needed for district purposes pursuant to Idaho Code 70-1610, pertaining to the ore conveyor belt and supporting structure. Manager Corbitt reviewed the history of the structure, noting that it has not been used since at least 1997, and that its removal will allow for the redevelopment of the parcel. Operations Manager Jen Blood reviewed the engineering drawing for the planned parcel development, including the cruise boat dock and RV park, and how the conveyor structure would conflict with the plans. After review and discussion, Commissioner Anderson made a motion to approve the designation of the property no longer needed for district purposes pursuant to Idaho Code 70-1610; seconded by Commissioner Klemm. Voting Aye – Commissioners Anderson, Klemm, and Thomason. Voting Nay – None. The motion passed unanimously.

Non-Active Agenda:

Miscellaneous Project Updates:

a. **Goals Table Review:** Manager Corbitt and the Commission discussed an updated goals table, and asked the Commissioners to review the draft and come back with any additions they would like to see. Commissioner Thomason asked to add coordinating with the City of Lewiston to mitigate the cost of stormwater. Manager Corbitt committed to have a detailed goal in place by October 1, 2023. Other goals included Middle Mile fiber project

design, plan for high wide and heavy load, further entrepreneurship efforts and employee training program.

b. **Idaho Transportation Department Freight Advisory Committee:** Manager Corbitt is now a member of the committee, which consists of private and public stakeholders of the freight industry around the state. He noted that the ITD board will have a workshop in Lewiston on September 20 to discuss various projects around the state.
c. **Northwest Fourslide Groundbreaking:** Manager Corbitt thanked the Port team for all they did to make the event a success.
d. **Pac Trans WDOT Student Visit:** Manager Corbitt discussed a visit by high schoolers as part of a WDOT program to expose the students to expose them to various examples of the transportation industry. The students were given a tour and presentation about the Port and the services it offers.
e. **Communication Upgrades:** Manager Corbitt discussed increased social media presence on Facebook and LinkedIn focusing on positive news in the Port and plans to update the website and the Port newsletter.
f. **Washington Association of Wheat Growers:** The August 23 event was discussed, including the visit by US Representative Russ Fulcher of Idaho.

DOCK OPERATIONS, TERMINAL II AND FIBER OPTIC NETWORK:

Terminal I – There are currently 13 turbine blades left and they are scheduled to be moved out in the near future. The future of the parcel was discussed.

Terminal II – Flat roof issues are being activity worked on at the 465 building. Also, Best Building fire systems are being evaluated in conjunction with direction from the City of Lewiston.

Fiber Optic Network – Operations Manager Jen Blood recently attended a class on fiber optic networks to assist her as she continues her efforts with the network, and she plans on pursuing additional opportunities. Discussions continue with RuCon, our design engineer on the project. Operations Manager Blood also updated the Commissioners on the Middle Mile

project, including possible fiber routes and working with the Idaho Broadband Advisory Board on the final contract.

COMMISSION COMMITTEE REPORTS:

Commissioner Klemm/Government Affairs Committee & Inland Northwest Partners — Commissioner Klemm participated in a Governor's Water Conference via YouTube, and said the information was very useful. Also, attended a GAC meeting that featured City of Lewiston Mayor Dan Anderson. He also attended an INP event in Spokane that included many of our local colleagues.

Commissioner Anderson/Urban Renewal Agency: Discussed changes to the URA committee. Also discussed East Orchards sewer segments and how to move forward.

Commissioner Thomason/Idaho Water Users, Lewis Clark Valley Chamber of Commerce & Valley Vision – Commissioner Thomason received information on public meetings from IWU, and sat in on a training session on open meetings that he found helpful. He noted that the Chamber now has a physical office on 6th Street in Clarkston and is finalizing the selection of its new director. Commissioner Thomason also discussed the election of new board members for Valley Vision, as well as the approval of a new Mission Statement.

FINANCIAL REPORT:

General Manager Corbit presented a Financial Statement prepared by the Port Auditors for the 12-month period ending July 31st, 2023. He also reviewed the status of the Port's recent reinvestment efforts with area banks. After review 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. 24578-24666, transfers and EFTPS for a total amount of $166,352.47; seconded by Commissioner Klemm. Voting Aye – Commissioners Thomason, Anderson and Klemm; Voting Nay – None. The motion passed.

ADJOURN:

The meeting was adjourned at 10:30 a.m.

Secretary
Joseph Anderson