PORT OF LEWISTON
MINUTES OF REGULAR MEETING

August 14, 2024

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 August 14, 2024.

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 General Manager Scott Corbitt, Operations Manager Jen Blood, Finance & Property Manager Preston Comstock, and Communications Coordinator Mary Iacobelli. Also present were Justin Luther and Kacey Jackson.

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

AGENDA APPROVAL:

President Thomason called for review of the Regular Meeting agenda. Commissioner Klemm made a motion to approve the agenda as amended, seconded by Commissioner Anderson. Voting Aye – Commissioners Anderson, Klemm, and Thomason. Voting Nay – None. The motion passed unanimously.

CITIZEN COMMENTS: None

ADOPTION OF MINUTES:

Commissioner Mike Thomason called for review of the draft minutes for the Regular Meeting of July 10, 2024. Commissioner Klemm made a motion to accept the minutes of all three meetings as presented, seconded by Commissioner Anderson. Voting Aye – Commissioner Anderson, Klemm, and Thomason. Voting Nay – None. The motion passed unanimously.

PRESENTATIONS

Justin Luther and Kacey Jackson of Snake River Adventures presented to the Commission regarding their interest in locating a boat dock for their business in the Port of Lewiston in conjunction with the Confluence project. Discussions will continue as the Confluence project proceeds.

MANAGER'S REPORT:

Action Agenda:

a. **Consider for Approval a Lease Agreement with Columbia Grain for an area containing approximately 4.48 acres in the Harry Wall Business and Industrial Park with a Lease Rate of $3,000.00 Monthly, Effective July 26, 2024 with Termination Date of October 10, 2024 (Roll Call Vote):** Manager Corbitt reviewed the proposed lease, which is similar to past agreements with the company. After review and discussion, Commissioner Klemm moved to approve the lease agreement as presented, seconded by Commissioner Anderson. Voting Aye – Commissioner Anderson, Klemm, and Thomason. Voting Nay – None. The motion passed unanimously.

b. **Consider for Approval a Lease Agreement with Cornerstone Builders for Use of Building Located at 1212 6th Ave N in the Northport Area with a Lease Rate of $1,500.00 Monthly, Effective August 19, 2024 with a Termination Date of November 19, 2024 (Roll Call Vote):** Manager Corbitt reviewed the proposal with the Commissioners. After review and discussion, Commissioner Anderson made a motion to approve the lease agreement as presented, seconded by Commissioner Klemm. Voting Aye – Commissioners Klemm, and Thomason. Voting Nay – None. Abstaining: Commissioner Anderson. The motion passed.

Non-Action Agenda:

a. **Goals Table Review:** Manager Corbitt reviewed the status of various goals and projects for the Port.

b. **WSDOT Transportation Study Advisory Committee:** This committee has is working on a report that will summarize the impact on commerce if dams are breached. Manager Corbitt is continuing to facilitate efforts to gather the necessary information to provide for the 40+ member committee. He will keep the Commission updated on progress.

c. **Bureau of Reclamation Water Use Study:** Manager Corbitt facilitated meetings at the Port between Bureau of Reclamation officials and shareholders whose water usage would be affected by dam breaching, including representatives from the City of Lewiston. Manager Corbitt said he would keep the Commissioners updated on the situation.

d. **Washington Association of Wheat Growers Event:** This event (August 20) will include congressional staffers with the goal of educating them about the current state and future of the wheat industry in the region. The Port will host a lunch, discussion and tour starting out at the future Confluence building.

e. **Sen. Mike Crapo Staff Visit:** Manager Corbitt recently met with members of Sen. Crapo's staff. They went on a tour and discussions were had regarding the importance of dams.

f. **Freight Advisory Committee:** The committee held its quarterly meeting at the Port, and Manager Corbitt took them on a tour of the Port and its facilities. He stated they were impressed with the Port's impact.

g. **Upcoming Meetings and Events:** Manager Corbitt detailed several upcoming meetings, including the Pacific Northwest Waterways Association Cocktail Hour (August 19), Washington Association of Wheat Growers event (August 20), regular Port Commission Meeting (September 11), and the PNWA Annual Convention in Vancouver, WA (Oct. 1-3).

DOCK OPERATIONS, TERMINAL II AND FIBER OPTIC NETWORK:

- **Terminal I**: Manager Corbitt said Terminal 1 has been very active, primarily with activity by Clearwater Fiber and Alta Forest Products.

- **Terminal II:** Manager Corbitt reviewed fire system maintenance and improvements at the Best Building. He said the Port is also investigating repairs for the roof at Inland 465.
- **Fiber Optic Network**: Operations Manager Blood updated the Commission on fiber projects in the area, including new signups and finalizing new routes for fiber.

COMMISSION COMMITTEE REPORTS:

- **Commissioner Anderson/Urban Renewal Agency/Idaho Farm Bureau:** Commissioner Anderson updated the Port on the status of URA closing the East Main Street Revenue Allocation Area. The Port will have its portion of tax dollars contributed to the project returned. Commissioner Anderson also recently served as a guide on a river boat tour for Idaho Farm Bureau and encouraged their involvement in the dam issue.
- **Commissioner Thomason/Valley Vision:** Commissioner Thomason said Valley Vision's annual meeting went well, and the agency's new website is up and running. New officers were also elected.

FINANCIAL REPORT

Manager Corbitt presented two Financial Reports as prepared by the Port Auditors for the periods ending June 30, 2024 and July 31, 2024. After review and discussion, Commissioner Anderson made a motion to approve both Financial Reports as presented; seconded by Commissioner Klemm. Voting Aye – Commissioners Thomason, Anderson and Klemm; Voting Nay – None. The motion passed unanimously.

ACT ON CLAIMS:

The Commission reviewed claims against the Port as presented. A motion was made by Commissioner Anderson to approve and pay Port Vouchers Nos. 27494-27582, transfers, and EFTPS for a total amount of $285,801.70; seconded by

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

EXECUTIVE SESSION:

At 1:32 p.m. Port Commissioner Thomason called for a motion to enter Executive Session in accordance with Idaho Code §74-206(1)(a): *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. (Roll Call Vote)* Commissioner Anderson made a motion to enter Executive Session, seconded by Commissioner Klemm. Voting Aye – Commissioner Thomason, Klemm and Anderson; Voting Nay – None. The motion passed.

ADJOURNMENT:

At 3:27 p.m. the Port Commission exited Executive Session and the meeting was adjourned.

Secretary
Joseph Anderson