PORT OF LEWISTON
MINUTES OF REGULAR MEETING

March 13, 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 3:00 p.m. on March 13, 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 General Manager Scott Corbitt, Operations Manager Jen Blood, and Communications Coordinator Mary Iacobelli Also present were developer Dick White, Luke C. Orander of The Avens Group, and Reece Hewett and Ron Hewett of Kenaston Corporation.

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, 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 for the Regular Meeting of February 23, 2024. 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.

PRESENTATIONS:

The Commission heard presentations from two developers interested in locating a VA clinic on property within the Peter K. Wilson Business and Technical Park in response to a request for proposals from the US Department of Veterans Affairs.

a. **Luke C. Orander, founder and CEO, The Avens Group:** Mr. Orander discussed his company's previous experience building VA facilities. He stated that the group has previous experience in the Peter K. Wilson Business and Technical Park, having worked with Kenaston Corporation, a Lewiston contractor, to build Clearview Eye Clinic.
b. **Ted O'Shea, Fred Fatemi, and Omeed Fatemi, Dublin EDT, via Zoom:** The group, based in Georgia, stated they have a lot of experience building similar projects, including VA clinics. They also have worked extensively with government in general, including the US Army Corps of Engineers, and have both engineering and construction divisions.

The Commission thanked both parties for their presentations. The issue will likely be discussed further at a special meeting.

MANAGER'S REPORT:

Action Agenda:

a. **Consider for Approval Letter of Intent to enter into a lease with Admiral Beverage for long-term agreement to least 12.76 acres in Harry Wall Industrial Park:** The Commission discussed moving forward with the agreement with Admiral Beverage Corporation, a Pepsi distributorship, that wants to construct a new facility estimated at 75,000 square feet in the Port, specifically on the old Eko property. The letter of intent specifies a 50-year lease agreement. With approval, the Port attorneys will begin the process of drafting a proposed lease agreement for consideration at a future meeting. After further review and discussion, Commissioner Anderson made a motion to accept the letter of intent, seconded by Commissioner Thomason. Voting Aye – Commissioners Anderson, Klemm, and Thomason. Voting Nay – None. The motion passed unanimously.

Non-Action Agenda:

a. **Goals Table Review:** Manager Corbitt reviewed the current status of various goals and projects for the Port. He highlighted the Port's recent receipt of a much-needed license from the US Army Corps of Engineers for the Northwest Fourslide project.
b. **Recent Port Trips:** Manager Corbitt updated the Port on recent trips, including his recent meeting with the recent Idaho Freight Advisory Committee, and the annual Mission to Washington, which was attended by Manager Corbitt, Operations Manager Jen Blood, and Commissioner Anderson.
c. **Finance Manager Update:** Manager Corbitt stated the Port has received eight resumes and would move toward a more formal interview process.

DOCK OPERATIONS, TERMINAL II AND FIBER OPTIC NETWORK:

Terminal I – Manager Corbitt said Terminal 1 revenues are about 12 percent above budget for the year. Also, ahead of the locks reopening at the end of March, the log yard is filling up, and there is a lot of interest in using the skid pad for various training and events.

Terminal II – Manager Corbitt stated revenues are on budget. He also discussed equipment repairs and the upcoming annual crane certification.

COMMISSION COMMITTEE REPORTS:

Commissioner Thomason/Chamber of Commerce/Valley Vision/USACE Meeting: Commissioner Thomason mentioned the chamber had to cancel the annual agricultural banquet, and there are also some staff changes. Valley Vision is continuing recruitment and fundraising efforts. He also updated the Commission on his recent attendance at a meeting hosted by the US Army Corps of Engineers about developing a coalition of public stakeholders to discuss USACE projects.

Commissioner Klemm/Inland Northwest Partners/USACE Updates: Commissioner Klemm stated he attended the Inland Northwest Partners meeting, and said it was an informative, good event. He also stated that he listed to the regular USACE update on various repairs on the dams, and said things are moving along well.

Commissioner Anderson/Urban Renewal Agency: Commissioner Anderson said the URA closed a revenue allocation area on East Main and those funds will be returned to the taxing districts. He also said the Mission to Washington went well.

FINANCIAL REPORT:

General Manager Corbitt presented a Financial Statement prepared by the Port Auditors for the period ending February 29, 2024. After review 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. 27144-27199, transfers, and EFTPS for a total amount of $143,386.85; seconded by Commissioner Klemm. Voting Aye – Commissioners Thomason, Anderson and Klemm; Voting Nay – None. The motion passed.

ADJOURNMENT:

The meeting was adjourned at 4:12 p.m.

Secretary
Joseph Anderson