PORT OF LEWISTON
MINUTES OF REGULAR MEETING

December 18, 2024

The regular meeting of the Port Commission was held on December 18, 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 was General Manager Scott Corbitt, Finance and Property Manager Preston Comstock, Operations Manager Jen Blood, and Communications Coordinator Mary Iacobelli. Also present were Nez Perce County Commissioner-elect Joe Gish, Nez Perce County Commissioner Doug Havens, Lewiston-Nez Perce County Airport Director Mike Isaacs, Lewiston-Nez Perce County Regional Airport Authority Chairman Gary Peters, Vikky Ross of Beautiful Downtown Lewiston, and Dawn Aliverti of Presnell Gage.

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

CONVENE REGULAR MEETING:

At 12:00 p.m. Port Commission President Mike Thomason convened the Regular Meeting of the Port Commission.

AGENDA APPROVAL:

President 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:

Vikky Ross of Beautiful Downtown Lewiston addressed the Commissioners regarding cruise boat activity. She said once cruise boats start docking at the Confluence property, BDL would like some involvement with passenger traffic. General Manager Corbitt said he would keep her informed.

ADOPTION OF MINUTES:

President Thomason called for review of the draft minutes for the Regular Meeting of November 13, 2024. Commissioner Klemm made a motion to accept the minutes as presented; seconded by Commissioner Anderson. Voting Aye – Commissioner Anderson, Klemm and Thomason. Voting Nay – None. The motion passed unanimously.

PRESENTATIONS:

1. **Commissioner Doug Havens, Nez Perce County:** Commissioner Havens was joined by County Commissioner-elect Joe Gish, Lewiston-Nez Perce County Airport Director Mike Isaacs, and Lewiston-Nez Perce County Regional Airport Authority Chairman Gary Peters in presenting to the Port Commissioners about efforts to keep United Airlines at the Lewiston airport.
2. **Dawn Aliverti, Presnell Gage on FY 2024 Audit:** Dawn Aliverti of Presnell Gage presented the Jun 30, 2024 year-end audit report. She stated the report was "unmodified" and "clean". Highlights include the following:
    - The Port has assets totaling $40.8 million with no long-term debt.
    - The Port's change in position (equal to net income in the private sector) was a positive $1.8 million.
    - While the Port finished the fiscal year with an operating loss of $196,841, this was largely due to depreciation expenses of $599,557, which is not typically budgeted for by governmental agencies.
    - The Port's net position improved by $1.8 million over last year.

MANAGER'S REPORT:

Active Agenda:

1. **Review and Approval of FY 2024 Audit (Roll Call Vote)**: Following the presentation by Presnell Gage, Commission Anderson made a motion to approve the audit as presented; seconded by Commissioner Klemm. Voting Aye – Commissioners Klemm, Anderson, and Thomason. Voting Nay – None. The motion passed unanimously.

2. Consider for approval 4th Amendment to Lease Agreement dated September 15, 2017 with United Parcel Service, Inc. increasing monthly lease rate to $750.00 monthly affective February 1, 2025 with a term extended to January 31, 2030 (Roll call vote): After review and discussion, Commission Anderson made a motion to approve the lease amendment as presented; seconded by Commissioner Klemm. Voting Aye – Commissioners Klemm, Anderson, and Thomason. Voting Nay – None. The motion passed unanimously.

Non-Active Agenda:

1. **Goals Table Review:** Manager Corbitt reviewed the status of various goals and projects at the Port.
2. **WSDOT Transportation Study/Bureau of Reclamation Water Use Study:** Manager Corbitt updated the Commission on the progress of both studies.
3. **Confluence Project Update:** Manager Corbitt highlighted the progress of the project, including the grading of what will be the bus turnaround.
4. **Presentations:** Manager Corbitt told Commissioners about two recent presentations he made to two groups: The Idaho Society of Professional Engineers and the Tri-State Grain Growers. He also attended a visit by Sofidel, the company that recently acquired the Clearwater Paper Corporation's tissue division.
5. **Upcoming Meetings:** The Port's next Regular Commission Meeting is Wednesday, Jan. 8, 2025, and the next Pioneer Ports meeting is Monday, Feb. 24, 2025. In addition, the Port will participate in the annual Mission to Washington advocacy trip March 3-5, 2025.

DOCK OPERATIONS, TERMINAL II AND FIBER OPTIC NETWORK:

- **Terminal I:** The docks continue to be very active, will lots of pulp moving in and out of the warehouse. Manager Corbitt noted that Wadsworth Brothers, the construction company working on Memorial Bridge that has used Terminal 1 for staging, is almost done with the bridge and will soon be leaving the Port.
- **Terminal II:** Sprinkler updates at the Best Building are in progress and Inland 465 roof repairs are also continuing.

- **Fiber Optic Network:** Operations Manager Blood updated the Commission on fiber projects in the area, including new user agreements and finalization of the Middle Mile route.

COMMISSION COMMITTEE REPORTS:

- **Commissioner Klemm/Idaho Water Users Association/LC Valley Chamber:** Commissioner Klemm, who is a member of the IWUA resolutions committee, presented information from the Pacific Northwest Waterways Association and Port at a recent meeting for the committee. Proposed resolutions will be presented for final approval at the IWUA's convention in January. Commissioner Klemm also attended the chamber's government affairs committee and updated the Commission on that meeting.
- **Commissioner Anderson/Valley Vision:** Commissioner Anderson attended what was to have been a welcome breakfast for a potential manufacturer, but that person was not able to make it. He still attended the breakfast.
- **Commissioner Thomason/LC Valley Chamber/Valley Vision:** Commissioner Thomason updated fellow commissioners on changes to the chamber board as well as upcoming changes in downtown Lewiston. He also went to Valley Vision's holiday meeting, which was well attended.

FINANCIAL REPORT:

The Port Manager presented a Financial Statement prepared by the Port Auditors for the period ending November 30, 2024. After review and 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. A motion was made by Commissioner Anderson to approve and pay Port Vouchers Nos. 27842-27939, transfers and EFTPS for a total amount of $469,742.66; seconded

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

EXECUTIVE SESSION:

At 2:12 p.m. Commissioner Thomason called to enter Executive Session pursuant to Idaho Code §74-206(1)(f): *To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. (Roll Call Vote)* Commissioner Anderson made a motion to enter Executive Session; seconded by Commissioner Klemm. Voting Aye – Commissioners Thomason, Anderson and Klemm; Voting Nay – None. The motion passed unanimously.

ADJOURNMENT:

Being no further business, the meeting adjourned at 2:57 p.m.

Secretary
Joseph Anderson