PORT OF LEWISTON
MINUTES OF REGULAR MEETING

September 13, 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 12:00 p.m. on September 13th, 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.

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

CITIZEN COMMENTS:

Blake and Mercia Neace, owners of AGPRO, an agricultural products manufacturer and retailer, expressed interest in expanding to property located east of the Northwest Fourslide property. They need a new building plus additional land area for their operations. They are open to either purchase or a long-term lease. General Manager Corbitt stated he would follow up with them about potential options moving forward.

CONVENE PUBLIC HEARING:

At 12:18 p.m. Port Commission President, Mike Thomason, convened the Public Hearing to hear comments regarding the Port of Lewiston reserving FY24 Forgone Tax Revenues as required by statute of the Idaho Code 63-802(1)(f). The Idaho Code requires that a public hearing be held and that the board of the entity using Forgone Revenue must take a vote and create a resolution to reserve the Forgone Revenue.

Manager Corbitt reported that an amount of $15,797.00 of the current year's allowable increase in its forgone tax revenue amount was available to reserve to the Port of Lewiston's total forgone balance for potential use in subsequent years. He continued that the Forgone amount is the difference between the maximum annual 3% tax levy increase the Port may levy less the amount they actually approved to levy.

President Thomason, called for citizen comments. No comments had been submitted, and at 12:21 p.m. Commissioner Thomason declared the public hearing closed.

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.

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 August 10, 2023. 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.

MANAGER'S REPORT:

Active Agenda:

a. **Consider for Approval Resolution No. 2023-02 to Reserve the Forgone Allowable Amount of $15,797.00 for Fiscal Year 2024 to be Included in the Port's Total Forgone Balance for Potential Use in Subsequent Years, Pursuant to Idaho Code 63-802(1)(f):** President Thomason said he didn't see the need to reserve the forgone amount since the Port has never used it in the past and the Port is in good financial standing. Commissioner Klemm said despite this, there may come a time when the Port would need the ability to collect the funds, and supported approval. After further review and discussion, Commissioner Klemm made a motion to adopt the resolution, seconded by Commissioner Anderson. Voting Aye – Commissioners Anderson and Klemm. Voting Nay – President Thomason. The motion passed.

b. **Consider for Approval a Lease Agreement with PCS, Inc. of Approximately 0.25 acres Plus a Building in the Confluence Riverfront Property with Lease Rate of $212.50 Monthly Affective October 1, 2023:** After review and discussion, Commissioner Anderson made a motion to approve the lease agreement as presented, seconded by Commissioner Klemm. Voting Aye – Commissioners Anderson, Klemm and Thomason. Voting Nay – None. The motion passed unanimously.

c. **Consider for Approval Resolution No. 2023-03 to Assign Jen Blood and Scott Corbitt as Replacements for Kim Petrie for Administrative Access to Bank Accounts:** After review and discussion, Commissioner Anderson made a motion to approve Resolution as presented, 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. **Pepsi Corporation's Interest in Port Property Purchase:** Manager Corbitt and the Commissioners discussed Pepsi's interest in purchasing the old Eko property. Manager Corbitt said he would keep Commissioners updated as further discussions took place.

b. **Discussion Regarding Northwest Fourslide Property:** Manager Corbitt and the Commissioners discussed the ongoing development of the property and the value of the project versus the cost.

DOCK OPERATIONS, TERMINAL II AND FIBER OPTIC NETWORK:

Terminal I – There is currently 1 turbine blade left and they are scheduled to be moved out at any time. The future of the parcel was discussed.

Terminal II – The roof at the Inland 465 building is still being worked on by K&G. The Commission will be updated as progress continues.

COMMISSION COMMITTEE REPORTS:

Commissioner Klemm/Government Affairs Committee — Commissioner Klemm said the most recent GAC meeting included a good discussion on taxes with City of Lewiston Mayor Dan Anderson.

Commissioner Anderson/Urban Renewal Agency: Commissioner Anderson said the URA now has a full board.

FINANCIAL REPORT:

General Manager Corbit presented a Financial Statement prepared by the Port Auditors for the period ending August 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. 24667-24766, transfers and EFTPS for a total amount of $260,496.25; seconded by Commissioner Klemm. Voting Aye – Commissioners Thomason, Anderson and Klemm; Voting Nay – None. The motion passed.

EXECUTIVE SESSION:

At 1:39 p.m. Port Commissioner Thomason called to enter Executive Session pursuant to Idaho Code §74-206(1)(f) – *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.*

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

The Port Commission entered Executive Session.

At 2:15 p.m. the Port Commission exited Executive Session and the meeting was adjourned.

Secretary
Joseph Anderson