PORT OF LEWISTON
MINUTES OF REGULAR MEETING

July 9, 2025

The regular meeting of the Port Commission was held at the Port District Office, 1626 6th Ave. N, Lewiston, ID, at 12:00 p.m. on June 18, 2025.

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, Property & Finance Manager Preston Comstock.

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

CONVENE REGULAR MEETING:

At 12:00 p.m. President 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 as presented; seconded by Commissioner Anderson. Voting Aye – Commissioners Anderson, Klemm, and Thomason. Voting Nay – None. The motion passed unanimously.

CITIZEN COMMENTS: NONE.

ADOPTION OF MINUTES:

President Thomason, called for review of the draft minutes. The Port Commission examined the minutes for the Regular Meeting of June 18, 2025. 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:

- **Consider for approval lease to G&E Spa Essentials of Seaport Business Center, Suite C, 1708 6th Ave N., 1,423 sq feet, for lease price of $600.00 per month. (Roll call vote)** After review and discussion, Commissioner Klemm made a motion 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.

Non-Active Agenda:

1. **Goals Table Review:** Manager Corbitt reviewed the status of various goals and projects at the Port.
2. **Property Manager Security Update/WPPA Update:** Finance & Property Manager Preston Comstock reviewed the status of various properties and security updates along with a report on his recent participation at the 2025 WPPA Finance & Administration Seminar in Walla Walla.
3. **Dam Heroes Mississippi Stakeholder Report:** Manager Corbitt and Commissioner Klemm discussed the recent trip with the group from the Upper Mississippi Waterway Association. Recapping key insights from the stakeholder tour on the Upper Mississippi River, emphasizing lessons learned and continued engagement on LSRD.
4. **BYU Idaho student visit report:** Manager Corbitt, Mary Iacobelli, and Commissioner Anderson welcomed a student visit arranged by Commissioner Anderson, showcasing terminal activity and local maritime careers.
5. **Upcoming Meetings and Events:** The Port's next Regular Commission Meeting will be August 13, 2025. Other upcoming meetings and trips were also discussed.

DOCK OPERATIONS, TERMINALS, AND FIBER REPORTS

- **Terminal I:** Activity has picked up at the terminal, with ALTA Forest Products and Lewis-Clark Terminal both getting busier with shipments.
- **Terminal II:** The terminal has been very busy with increased activity from Clearwater Paper as they prepare for their upcoming outage.

- **Terminal III:** The initial cruise boat season is proceeding well, with two boats docking regularly. Coordination and communication remained strong.
- **Fiber:** Construction on the Middle Mile network set to begin later this summer.

COMMISSION COMMITTEE REPORTS:

- **Commissioner Anderson/Urban Renewal Agency:** Prioritizing areas of focus to make progress on their projects.
- **Commissioner Thomason/Valley Vision/Chamber of Commerce:** Progress being made on the hiring process for the director position at the chamber. Valley Vision's annual meeting scheduled for July 29th.
- **Commissioner Klemm:** Attended the M84 at the port of Kalama and provided a report.

FINANCIAL REPORT:

Postponed until the August meeting.

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. 26426-26478, transfers and EFTPS for a total amount of $150,147.14; seconded by Commissioner Klemm. Voting Aye – Commissioners Thomason, Anderson and Klemm; Voting Nay – None. The motion passed unanimously.

EXECUTIVE SESSION:

At 1:27 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.* Commissioner Klemm made a motion to enter into Executive Session; seconded by Commissioner Anderson. Voting Aye – Commissioners Thomason, Anderson, and Klemm. Voting Nay – None. The motion passed unanimously.

ADJOURNMENT:

Being no further business, the meeting was adjourned at 2:19 p.m.

Secretary
Joseph Anderson