

PORT OF LEWISTON
MINUTES OF SPECIAL MEETING
January 4, 2012

A special meeting of the Port of Lewiston Commission was held at the hour of 1:00PM on January 4, 2012, at the Port of Lewiston Administrative offices, Lewiston, Idaho, pursuant to notice duly given.

Port Commission President, Jerry Klemm, and Port Commission Vice-President, Mary Hasenoehrl and Secretary/Treasurer, Dan Johnson were present. Staff in attendance were Port Manager, David Doeringsfeld, and Port Assistant Manager, Jaynie Bentz. A guest in attendance for a portion of the meeting was Elaine Williams, reporter for the Lewiston Tribune.

The meeting was called to order at 1:00 p.m. by President, Jerry Klemm.

Opening comments by Commission President, Jerry Klemm, were congratulations to Commissioner Johnson for his recent senate seat appointment to the Idaho State Legislature, vacated by Senator Joe Stegner. Commissioner Hasenoehrl and staff also voiced congratulations in his opportunity to serve the district's constituents. Next, Commission President, Jerry Klemm, stated that the purpose of the special meeting was for the 2012 election of officers, review of commissioner outside committee assignments, review of the meeting calendar, and to review and discuss prioritization of long and short-term port projects together with staff.

The first order of business, Commission President, Jerry Klemm, opened discussion regarding the election of 2012 officers. After discussion, Commissioner Hasenoehrl made a motion to elect Commissioner Klemm as Port Commission President; seconded by Commissioner Johnson. The motion passed unanimously.

Commissioner Johnson made a motion to elect Commissioner Hasenoehrl as Port Commission Vice-President; seconded by Commissioner Klemm. The motion passed unanimously.

Commissioner Hasenoehrl made a motion to elect Commissioner Johnson as Port Commission Secretary/Treasurer; seconded by Commissioner Klemm. The motion passed unanimously.

Commission President, Jerry Klemm, next invited review of the 2012 regularly scheduled port commission and outside committee meetings. Discussion was had regarding review of times, dates, potential conflicts and frequency of port and outside committee meetings.

Next, Commission President, Jerry Klemm, invited discussion regarding outside committee assignments. After discussion, each commissioner agreed to represent the Port of Lewiston, attend and meet requirements set forth by the outside committee, and to continue serving on the same outside committees they served in 2011. 2012 Committee assignments are:

Commissioner Klemm -- Lewis Clark Valley Chamber of Commerce and the Pacific Northwest Waterways Association

Commissioner Hasenoehrl – Urban Renewal Agency

Commissioner Johnson – Valley Vision, Inc.

Elaine Williams, reporter for the Lewiston Tribune, entered the meeting.

After discussion, there was consensus among the commission that should one commissioner be unavailable to attend their assigned committee meeting, another commissioner may attend as a substitute with prior approval from the commission and the outside committee. Additionally, Commissioner Johnson suggested consideration for each commissioner to provide a short report regarding their assigned committees during the monthly port commission meeting in an effort to keep the entire commission informed, barring executive committee items. Both Commissioners Hasenoehrl and Klemm concurred and directed Port Manager, David Doeringsfeld, to provide time for outside committee reports by commissioners on future agendas for the monthly port commission meeting.

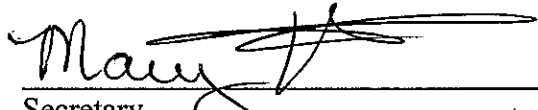
Next, Port Manager, David Doeringsfeld, presented the Port Commission with a Project summary handout. After review and discussion, two projects gained concurrence as top priority items:

- 1.) To address a solution to the decrease in container volumes moving through the Port of Lewiston -- Port Manager, David Doeringsfeld, advised the port commission that the 2011 total container volume only generated slightly more revenue than expenses. He noted that there was a 14 week lock outage at the beginning of 2011 however, since the river reopened, volumes peaked and then have trended downward due to a disparity in steamship pricing for overseas shipping rates for Puget Sound ports versus Portland. Discussion was had regarding next steps including staff and commissioners to meet with customers, management at the Port of Portland, the new operator of T-6, management of barge companies as well as consideration for

- reinstating a Columbia-Snake River System marketing campaign. Commissioner Hasenoehrl offered to actively participate in meeting with stakeholders.
- 2.) To begin the process of updating the Port of Lewiston 5-Year Strategic Plan – Discussion was had regarding the significance of the plan helping with the upcoming and future budgets as well as the project prioritization process as a whole.

Next, Port Manager, David Doeringsfeld, continued his update, in part, by stating a rail repair project is scheduled during the March, 2012, lock outage. Wide gauge railroad tracks will be repaired at the container yard entrance to resume railcars entering into the 6th Ave North tracks. The rail repair project has an estimated cost of \$50,000-\$60,000. Additionally, two Port Reports are intended to be published this year, one in mid-February and again around October. A copy of the Project Summary is attached, hereto.

There being no further business the meeting adjourned at 1:57 p.m.


Secretary
Vice-President

PORT OF LEWISTON
Project Summary
January 4, 2012

General Port Projects:

- Terminal II Sprinkler System – Constn. complete
- Container Yard Volume
 - Priority Issue. We have seen a significant decrease in container volumes. Plan to meet with customers and Port of Portland to address Columbia/Snake System container on barge volumes.
- Longview Fibre Site
 - Idaho Forest Products has vacated the site. Exploring possibility of another logging company to lease site. Need to develop a stormwater plan if the site is used for log storage.
- Working with City on acceptance of Wall Street into City street system
 - Having difficulty defining responsibility for stormwater drainage in east draw
- Terminal II Dock Levelers
 - Constn. to begin mid Jan 2012
- COE Permit Approval for Dock and Development of 2-ac Site East of Terminal II
 - Expect decision to issue COE 404 and 408 Permits by March 1, 2012

Container Yard Projects:

- Container Yard Operations:
 - Exxon/Imperial Exit and Site Release
 - Clearwater Paper Import Pulp Schedule
 - Manage Daily CY Operations
 - Respond to project quotes/inquiries
- Container Dock Extension
 - Investigate financing options – Approx. \$1.5 M needed for constn.
- Container Yard Office Repairs
 - Repair damage from vehicle accident
 - New siding around building using Port personnel as time permits

- Highway 12 & 95 Oversized Cargo Shipments
 - Work with ITD to develop oversized cargo policy for Highways 12 & 95
- Update Public Tariff for:
 - Dockage fees for barge length
 - Wharfage fees
- Rail Improvements to Entrance of Container Yard
 - Extremely important we undertake project
 - Have retained Riedesel Engineering to prepare bid documents

Port Administrative Projects:

- Update Port 5-yr. Strategic Plan & Capital Projects
- Update Port Personnel Policy Manual
 - Plan to conduct employee personnel reviews during January 2012
- Update Standard Lease language for Lease Agreements/Renewals
- Develop a Records Retention Policy
- Development Plan for 23-ac Harry Wall North Site
- Rail Expansion Plan within Northport to Handle 52-car Unit Trains
- FY-13 Budget Process Begins April 2012
- Port Report Published in Tribune mid-February 2012
- Update Web Site with New Aerial Photos
 - Jaynie is revising web site as time allows
- COE Land Lease for Terminal II and Container Yard Warehouse
 - Developing local constn. projects in-lieu of direct lease payment to COE
 - COE is delinquent in responding to proposed project development
- Salmon Recovery/Navigation Issues
 - PMSP
 - Dredging