

AGENDA  
PORT OF ROYAL SLOPE COMMISSION MEETING  
4975 Road 13.5 SW; Royal City, WA 99357  
February 12, 2020  
2:00 P.M.

CALL TO ORDER – CHAIRMAN MILLER  
ROLL CALL

APPROVAL OF AGENDA

COMMENTS FROM PUBLIC (on agenda or non-agenda items) – (LIMITED TO 3 MINUTES)

OLD BUSINESS

1. Equipment Garage-
2. Waterline Extension to Tork Lift
3. WPE – Plat
4. CERB

NEW BUSINESS

1. CCL Extension Meeting/Review

APPROVAL OF THE MINUTES FROM THE JANUARY 22, 2020 REGULAR MEETING

DISCUSSION OF WARRANTS AND WARRANT APPROVAL

Payroll Warrants  
General Warrants  
IDF Warrants  
LTGO Transfers/Payments

DISCUSSION OF REVENUES & REVENUE APPROVAL

COMMISSIONERS REVIEW OF ACCOUNTS

COMMISSIONERS' REPORT:

1. Davey Miller
2. Frank Miannecki, Jr.
3. Alan Schrom.

OFFICE REPORT:

1. PUD Hearings
2. Juwi Support Letter
3. Wade Property
4. Property Interest
5. Office Building
6. GCEDC Proxy
7. Lease on Niessner Property
8. Manager Training & 3 Month Employee Review for Bonnie

ADJOURN

Next Regular Meeting February 26 @ 2:00 pm



## PORT OF ROYAL SLOPE

4975 Road 13.5 SW; Royal City, WA 99357

### BOARD OF COMMISSIONERS

*Davey Miller*

*Frank Mianecki*

*Alan Schrom*

**February 12, 2020**

The February 12<sup>th</sup>, 2020 regular meeting of the Port of Royal Slope Commissioners was called to order at 2:01 p.m. by Chairman Miller.

Commissioners Present: Davey Miller, Frank Mianecki, Alan Schrom

Others Present: Director Cathy Potter, Bonnie Valentine, Leif Rosenlund, and Robert Weber.

**Approval of Agenda:** Commissioner Mianecki made a motion to approve the agenda. Commissioner Schrom seconded the motion and it passed.

### OLD BUSINESS

**1. Equipment Garage:** Leif from Halme Builders was here to discuss the equipment garage. He has submitted plans and permits to Grant County. Leif is in the process determining the details for the floor drains and the radiant heat. He brought some samples of a product from Nichiha which would replace the brick work on the original design. Commissioner Mianecki made a motion to sign the Notice to Proceed with Construction. Commissioner Schrom seconded the motion and it passed.

**2. Waterline Extension to TorkLift:** The Commissioners discussed getting some breakdowns in the bid so they can make some informed decisions on deductive alternatives if the bid comes in over the budgeted amount. The permitting process has been started. We now must do a Cultural Resources Survey as requested by the Colville Indian Tribes.

**3. WPE:** The Commissioners went over the proposed plat from WPE and made some changes.

**4. CERB:** We received a letter from the Grant County Commissioners approving payments for the Waterline Extension Project of \$26,600.00 over 5 years so the Port will receive the full \$133,000.00 grant.

### NEW BUSINESS

**1. Crab Creek Lateral:** Commissioner Miller and Bonnie met with John Mele from the Quincy Columbia Basin Irrigation District. They went to the site to show John the amount of water leaking from the canal and discussed possible solutions to stop the leaking. John will be emailing a permit to be filled out so it can be sent to QCBID for review.

**Approval of Minutes:** Commissioner Schrom made a motion to approve the minutes of the January 22<sup>nd</sup>, 2020 regular meeting as written and it passed.

### Discussion of Warrants and Warrant Approval:

Warrants were discussed. Commissioner Mianecki made a motion to approve the January 31<sup>st</sup>, 2020 Payroll warrants and the February 12<sup>th</sup>, 2020 warrants as listed. Commissioner Schrom seconded it and the motion passed.



Warrants audited and certified by the auditing officer as required by RCW 42.240.90 and reimbursement claims as required by RCW 42.240.80 have been recorded in a listing and made available to the Board as of this date, **February 12<sup>th</sup>, 2020**. The Board does hereby approve those January 31<sup>st</sup> Payroll warrants as follows: **Payroll Warrants: #12635 - 12643 in the amount of \$9,804.74.**

The Board does hereby approve those February 12<sup>th</sup>, 2020 warrants as follows: **GF Warrants: #12644 – 12656 in the amount of \$58,757.57; and IDF Warrants #6391 - 6397 in the amount of \$7,751.51. The LOCAL #2 payment of \$3,140.50 which was due December 2<sup>nd</sup>, 2019 is also approved.**

#### **Discussion of Revenues and Revenue Approval:**

After discussion about the income, Commissioner Schrom made a motion to approve the revenues received, as presented. Commissioner MianECKi seconded the motion and the motion passed.

Revenues audited and certified by the auditing officer have been recorded in a listing made available and reviewed by the Board as of this date, **February 12, 2020** in the amount of **\$3,312.13** for the General Fund and **\$12,779.34** for the Industrial Development Fund. The Grant County Treasurer's report for January has not been received as of this date.

#### **COMMISSIONERS' REPORT**

**1. Commissioner Miller:** Davey met with Bonnie Valentine and Dave Mele from QCBID and discussed possible solutions to stop the CCL from leaking water onto the lot south of Lad Irrigation.

**2. Commissioner MianECKi:** Frank went to check on the well at Corfu and discussed capping and filling this well. Frank also attended the 2<sup>nd</sup> public hearing that the PUD held at the Port office on February 5<sup>th</sup>.

**3. Commissioner Schrom:** Alan walked the railroad west to towards Royal Ridge to get a better idea what kind of shape this portion of the track is in and what it might take to clean it up. He also met with Kent at the Grant County Planning Department to answer some questions referencing the equipment garage. Alan attended the 1<sup>st</sup> public hearing on January 29<sup>th</sup> that the PUD held at the Port office.

#### **OFFICE REPORT**

**1. PUD Public Hearings:** The PUD held two public hearings at the Port Office. The PUD Commissioners each attended at least one of the hearings. The PUD Staff was very informative about the proposed transmission routes and were a pleasure to work with. Commissioner MianECKi made a motion to sign a thank you letter to the PUD Commissioners for attending the hearings. Commissioner Schrom seconded the motion and it passed.

**2. Juwi Support Letter:** Juwi asked for a letter of support for their solar project. Commissioner MianECKi made a motion to sign the letter of support for Juwi. Commissioner Schrom seconded the motion and it passed.

**3. Wade Property:** The Preliminary Boundary Line Adjustment was filed with Adams County last week. In checking with Adams County, it sounded like the legal description needs to be rewritten.

**4. Property Interest:** We had an interested party inquire about lots for sale in the industrial park.

**5. Office Building:** We are currently checking with several manufacturers on prices for a modular and mobile home as possibilities for a new office.



**6. GCEDC Proxy:** The GCEDC candidates up for election were discussed. Commissioner Schrom made a motion to approve the ballot as presented. Commissioner Mianecki seconded the motion and it passed.

**7. Lease on Niessner Property:** A deadline was discussed for the removal of product that is stored on the land with fines if the deadline is not met.

**8. Water Manager Training/Bonnie:** Bonnie has applied for her Notary Public and has signed up as an OIT for Water Distribution Manager 1. She is registered for a 3-day class in Moses Lake April 21-23<sup>rd</sup> to prepare for the WDM-1 test. She had a 3-month employee review.

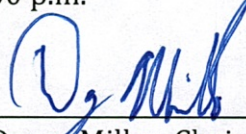
## **ADJOURN**

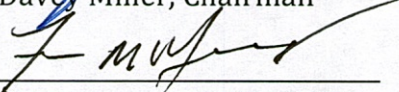
As there was no other business brought before the Board, Commissioner Mianecki made a motion to adjourn the meeting. Commissioner Schrom seconded the motion and Chairman Miller adjourned the meeting at 7:40 p.m.

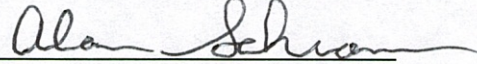
Next Regular Meeting is February 26<sup>th</sup>, 2020 at 2:00 p.m.

Respectfully submitted,

  
Bonnie Valentine, Director

  
Davey Miller, Chairman

  
Frank Mianecki, Vice-Chairman

  
Alan Schrom, Secretary



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CALL TO ORDER – CHAIRMAN MILLER  
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APPROVAL OF AGENDA

COMMENTS FROM PUBLIC (on agenda or non-agenda items) – (LIMITED TO 3 MINUTES)

OLD BUSINESS

1. Equipment Garage-
2. Waterline Extension – Cultural Resources Survey
3. WPE – Plat
4. CCL Extension Liner Costs
5. Corfu Well

NEW BUSINESS

1. Lease of Office Space

APPROVAL OF THE MINUTES FROM THE FEBRUARY 12, 2020 REGULAR MEETING

COMMISSIONERS' REPORT:

1. Davey Miller
2. Frank Miannecki, Jr.
3. Alan Schrom.

OFFICE REPORT:

1. Office Building
2. Lease on Niessner Property
3. Wade Property

ADJOURN

Next Regular Meeting March 11, 2020 @ 2:00 pm



## PORT OF ROYAL SLOPE

4975 Road 13.5 SW; Royal City, WA 99357

### BOARD OF COMMISSIONERS

*Davey Miller*

*Frank Mianecki*

*Alan Schrom*

**February 26, 2020**

The February 26<sup>th</sup>, 2020 regular meeting of the Port of Royal Slope Commissioners was called to order at 2:00 p.m. by Chairman Miller.

Commissioners Present: Davey Miller, Frank Mianecki, & Alan Schrom

Others Present: Director Cathy Potter, Bonnie Valentine, Leif Rosenlund, Tony Garcia, Dist#10 Fire Chief Linn & Robert Weber arrived later.

**Approval of Agenda:** Commissioner Schrom made a motion to approve the agenda. Commissioner Mianecki seconded the motion and the motion passed.

**Comments from Public:** The Fire Department has invited Port Commissioners and staff to their "appreciation dinner" on Friday, March 6<sup>th</sup> at 6:30.

### OLD BUSINESS

**1. Equipment Garage:** Leif Rosenlund and Tony Garcia were here from Halme Builders discussing the schedule for the construction of the equipment garage. Leif says building permits should be in by March 31<sup>st</sup>. They will start the demolition and removal of the pump islands on March 2<sup>nd</sup>. Leif recommends using the program ProCore to help track change orders as the project progresses. We will have construction progress meetings with Halme Builders every other Tuesday at 2:00 starting on Tuesday March 10<sup>th</sup>.

**2. Waterline Extension to TorkLift:** Cathy sent out the RFP for the Cultural Resources Survey to seven companies on Friday, February 21<sup>st</sup>. The proposals are due by Wednesday, March 11<sup>th</sup> at 2:00 p.m.

**3. WPE – Plat:** The Commissioners discussed getting the plat and the traffic study completed in time and on budget to be reimbursed by CERB.

**4. CCL Extension Liner Costs:** We received an estimated cost from QCBID to line the Crab Creek Lateral to stop the leaking. The Commissioners talked about seeing if any other affected landowners would be interested in cost sharing.

**5. Corfu Well:** The Commissioners decided the well should be capped and filled. After reaching out to three well drilling companies in our area about the project, only one submitted a bid. Commissioner Schrom made a motion to have Empire Well Drilling cap and fill the Corfu well. Commissioner Mianecki seconded the motion and the motion passed.

### NEW BUSINESS

**1. Lease of Office Space:** Grant County Fire District 10 has an interest in leasing office and some storage space. After discussion, Commissioner Mianecki made a motion to approve the lease agreement. Commissioner Schrom seconded the motion and the motion passed. They are a taxing authority and will be exempt from paying Leasehold tax.

**Approval of Minutes:** Commissioner Schrom made a motion to approve the minutes of the February 12, 2020 regular meeting as written. Commissioner Mianecki seconded the motion and the motion passed.



## COMMISSIONERS' REPORT

**1. Commissioner Miller:** Davey will be going to Goldendale to tour TLC Modular Homes.

**2. Commissioner Mianeki:** Frank contacted D & C Drilling, Empire Well Drilling and Boyce Drilling to see if they would give us a bid on filling and capping the Corfu Well. The only company interested was Empire Well Drilling.

**3. Commissioner Schrom:** Alan is working on the Snake River Dams Resolution and will be going to Goldendale to tour TLC Modular Homes in Goldendale.

## OFFICE REPORT:

**1. Office Building:** Bonnie had sketched a floor plan. We still haven't received the follow-up calls we were expecting. We have scheduled a tour of the TLC Manufacturing facility on Thursday, February 27<sup>th</sup> in Goldendale.

**2. Lease on Niessner Property:** After discussion, it was decided to contact our attorney about this and have him write a letter. A motion was made by Commissioner Schrom to have our attorney draft a letter to Global Fiberglass reference the removal of their product from our property. Commissioner Mianeki seconded the motion and the motion passed.

**3. Wade Property:** There has been no news. We will contact our attorney to see if we can raise the lease amount.

## ADJOURN

Commissioner Mianeki made a motion to adjourn the meeting. Commissioner Schrom seconded the motion and Chairman Miller adjourned the meeting at 4:35 p.m.

A Special Meeting is scheduled to go on a tour at TLC Modular Homes in Goldendale on Thursday February 27<sup>th</sup>.

Next Regular Meeting is March 11, 2020 at 2:00.

Respectfully submitted,

Bonnie Valentine  
Bonnie Valentine, Director

Excused  
Davey Miller, Chairman

Frank Mianeki  
Frank Mianeki, Vice-Chairman

Alan Schrom  
Alan Schrom, Secretary