

AGENDA  
PORT OF ROYAL SLOPE COMMISSION MEETING  
4975 Road 13.5 SW; Royal City, WA 99357  
January 8, 2020  
1:00 P.M.

CALL TO ORDER – CHAIRMAN SCHROM  
ROLL CALL

REORGANIZATION OF THE BOARD OF COMMISSIONERS: (Motion to approve)  
CHAIRMAN – COMMISSIONER DAVEY MILLER  
VICE-CHAIRMAN – COMMISSIONER FRANK MIANECKI  
SECRETARY - COMMISSIONER ALAN SCHROM

CONDUCTING REMAINDER OF THE MEETING – CHAIRMAN MILLER  
APPROVAL OF AGENDA

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

OLD BUSINESS

1. Railroad
2. Equipment Garage
3. WPE – Kevin Richards – Plat
4. Waterline Extension to Tork Lift

NEW BUSINESS

1. Establish Regular Meetings in 2020

APPROVAL OF THE MINUTES FROM THE DECEMBER 18<sup>TH</sup>, 2019 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. Office Building
2. Water Manager Training/Bonnie
3. Lease on Niessner Property

ADJOURN  
Next Regular Meeting January 22<sup>nd</sup> @ 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*

**January 8, 2020**

The January 8<sup>th</sup>, 2020 regular meeting of the Port of Royal Slope Commissioners was called to order at 1:00 p.m. by Chairman Schrom.

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

Others Present: Director Cathy Potter, Bonnie Valentine, Paul Didelius. Robert Weber, Dist#10 Fire Chief Linn and Kevin Richards from WPE arrived later.

Reorganization of the Board of Commissioners: Commissioner Miller made a motion to reorganize the Board of Commissioners for 2020 as:

Chairman – Commissioner Davey Miller

Vice-Chairman – Commissioner Frank Mianecki

Secretary - Commissioner Alan Schrom

Commissioner Mianecki seconded the motion and it passed.

Commissioner Miller chaired the rest of the meeting.

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

### OLD BUSINESS

#### 1. Railroad:

- a. **Crab Creek Road Crossing:** An invoice from CCW, LLC in the amount of \$14,841.00 for the construction work on Crab Creek Road Crossing was reviewed and discussed. Commissioner Schrom made a motion to pay the invoice for the Crab Creek Road Crossing. Commissioner Mianecki seconded it and the motion passed.
- b. **UTC Defects:** Paul discussed the defects on the list from the UTC. He says they have been addressed and fixed. Cathy asked Paul to copy her in the future on emails when Paul notifies the UTC of the repairs.
- c. **Update on Car Loads:** Paul estimated 30-40 train car loads were shipped over the Royal Line in 2019. He discussed the current marketing and interests in rail service.
- d. **Siding for Royal Ridge Fruits and Cascade Flour:** The prices to put in the sidings were briefly discussed. It was reiterated that the Port will try to get funding for repairs to the main line, but the individual businesses will have to pay for rail on their property.
- e. **Rehabilitation of the Line – Funding:** It was discussed that we should try to submit an application for funding – even if there isn't much funding available. We may be more successful if we identify the whole project that needs funding and then ask for just a portion of it at a time. Also, we may be more successful if we have 30% match.
- f. **News Article about Trails:** A news article about the Palouse to Cascade Trails was discussed. An engineering firm will be submitting information that they gather about how this affects people along the trail to our legislators.



2. **Equipment Garage:** Heating for the Equipment Garage was discussed. Lief from Halme Builders was available on a conference call. They are waiting for the results from the energy audit. Once they have those results the permitting process can move forward.
3. **WPE:** Kevin Richards was here with the proposed plat. The Commissioners looked it over and discussed possible ways it could be done in phases. The second request for reimbursement to CERB was ready to be submitted. Commissioner Schrom made a motion for Chairman Miller to sign the reimbursement form. Commissioner Mianecki seconded the motion and it passed.
4. **Waterline Extension to TorkLift:** Clearing the area for the new waterline was discussed. We will verify with Gary Hall that he would like the brush mowed and not removed with a cat or tractor. We are waiting to hear back from the PUD about the possibility of consolidating some power poles and or relocating some guy wires that are in the way of the proposed waterline on the southwest corner of Torklift's property. The SEPA application was ready to be taken to the County Planning Department.

## **NEW BUSINESS**

**1. Establish Regular Meetings in 2020:** A resolution establishing the regular Commissioners' meetings in 2020 to two a month beginning in January 2020, being held on the second and fourth Wednesday of each month at 2:00 p.m. The next meeting in January will be held on January 22<sup>nd</sup> at 2:00 p.m. Commissioner Mianecki made a motion to approve Resolution 2020.01 establishing regular meetings for 2020 as written. Commissioner Schrom seconded the motion and it passed.

**Approval of Minutes:** Commissioner Mianecki made a motion to approve the minutes of the December 18, 2019 regular meeting as written. Commissioner Schrom seconded the motion and it passed.

### **Discussion of Warrants and Warrant Approval:**

Warrants were discussed. Commissioner Schrom made a motion to approve the December 2019 end warrants as listed. Commissioner Mianecki 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, **January 8, 2020**. The Board does hereby approve those December 2019 end warrants as follows: **GF Payroll Warrants: #12599-12612 in the amount of \$14,943.98.**

Commissioner Mianecki made a motion to approve the January 8, 2020 warrants as listed. Commissioner Schrom seconded the motion and it passed.

The Board does hereby approve those warrants as follows: **GF Warrants: #12613 - 12629 in the amount of \$6,262.56; and IDF Warrants #6381 - 6389 in the amount of \$7,291.21. The CERB #1 payment of \$36,305.80 which is due January 31<sup>st</sup> 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, **January 8, 2020** in the amount of **\$37,435.22** for the General Fund and **\$6,541.91** for the Industrial Development Fund. The Grant County Treasurer's report for December has not been received as of this date.

#### COMMISSIONERS' REPORT

**1. Commissioner Miller:** Davey leveled a portion of the lot south of Lad Irrigation. He also discovered that there is a fair amount of water leaking from the CCL irrigation ditch on the north side of this lot.

**2. Commissioner Mianecki:** Frank looked at the southwest corner of the Tork Lift property and agrees there is little room to install the waterline amongst the existing power poles and guy wires.

**3. Commissioner Schrom:** Alan removed some of the fence posts that were in the way of the waterline extension on Road 13.6 SW.

#### OFFICE REPORT:

**1. Office Building:** We are still looking into prices and the availability of a nice prefabricated building.

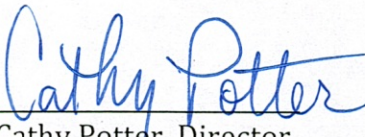
**2. Water Manager Training/Bonnie:** It was discussed to get started with the Operator in Training process the end of January as that is when she will be eligible to apply and then get her signed up for a class in Moses Lake in April. **It was also discussed that Bonnie should get her Notary license.** Commissioner Schrom made a motion for the Port to pay the necessary application and training expenses to get Bonnie certified as a Water Distribution Manager and to get her Notary license. Commissioner Mianecki seconded the motion and it passed.

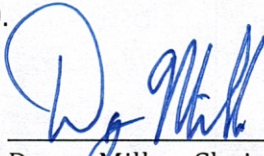
**3. Lease on Niessner Property:** It was discussed this property can not be leased at this time due to the LOCAL funding used to purchase it. The product that is stored on the land needs to be removed.


#### ADJOURN

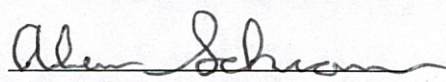
As there was no other business brought before the Board, Commissioner Mianecki made a motion to adjourn the meeting. Commissioner Schrom seconded the motion and Chairman Miller adjourned the meeting at 5:00 p.m.

Next Regular Meeting is January 22, 2020 at 2:00.  
Respectfully submitted,

  
Cathy Potter, Director

  
Davey Miller, Chairman

  
Frank Mianecki, Vice-Chairman

  
Alan Schrom, Secretary



AGENDA  
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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. Railroad (I HAVE SAVED APPROXIMATELY 2 HOURS FOR THIS)
2. Platting
3. Waterline Extension to TorkLift

NEW BUSINESS

APPROVAL OF THE MINUTES FROM THE JANUARY 8, 2020 REGULAR MEETING

APPROVAL OF MID JANUARY WARRANTS

COMMISSIONERS' REPORT:

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

OFFICE REPORT:

1. Office Building
2. Lease on Niessner Property
3. Office Rent Amount
4. PUD Open House at Port Office for New Distribution Lines  
**January 29<sup>th</sup> & February 5<sup>th</sup> 4-7pm**

ADJOURN

Next Regular Meeting February 12<sup>th</sup> @ 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*

**January 22, 2020**

The January 22<sup>nd</sup>, 2020 regular meeting of the Port of Royal Slope Commissioners was called to order at 2:04 p.m. by Chairman Miller.

Commissioners Present: Davey Miller & Alan Schrom

Others Present: Director Cathy Potter, Bonnie Valentine, Paul Didelius, Robert Weber, & Dist#10 Fire Chief Linn arrived later.

Commissioner Schrom made a motion to excuse Commissioner Mianecki from the meeting as he was on vacation and the motion passed.

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

Comments from Public: There were none.

**OLD BUSINESS**

**1. Railroad:** Several items were discussed with the Operator, Paul Didelius, including the maintenance he's done, renewing the lease, railroad activity and priority funding projects.

**2. Platting: The Plat was discussed.** We will plan to review and make more changes to the Plat at the next meeting.

**3. Waterline Extension to Tork Lift:** Cathy submitted the Discretionary Use Permit to the County on January 16<sup>th</sup>. Lindsay Schrom is going to remove the barbed wire fence running north and south. PUD met on site and will remove the guy wire during our construction.

**Approval of Minutes:** Commissioner Schrom made a motion to approve the minutes of the January 8, 2020 regular meeting as written and the motion passed.

**Discussion of Warrants and Warrant Approval:** The mid-January warrants were discussed. Commissioner Schrom made a motion to approve the mid-January 2020 warrants as listed 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, **January 22, 2020**. The Board does hereby approve those Mid-January 2020 warrants as follows: **GF Warrants: #12630-12634 in the amount of \$20,934.01 and IDF Warrant #6390 in the amount of \$150.00 was issued on January 16, 2020.**



## COMMISSIONERS' REPORT

1. **Commissioner Miller:** Davey had information about the in-floor heat from Valentine's shop showing usage of approximately 4.61 watts per square foot.

2. **Commissioner Mianeki:** Frank was absent.

3. **Commissioner Schrom:** Alan met with Grant County Planners to discuss the new Plat. He also changed out the jack for the printer since it was moved out of the north office.

## OFFICE REPORT:

1. **Office Building:** Bonnie had sketched a floor plan. We still haven't received the follow-up calls we were expecting.

2. **Lease on Niessner Property:** After discussion, it was decided to contact our attorney about this.

3. **Office Rent Amount:** A spreadsheet was created showing the amount we could lease office space for. Commissioner Schrom made a motion to approve the office rental amount and the motion passed.

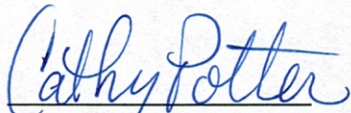
4. **PUD Open House at Port Office on January 29<sup>th</sup> and February 5<sup>th</sup> from 4-7 p.m. for public comments on new distribution routes.**

## ADJOURN

As Chairman Miller needed to leave, Commissioner Schrom made a motion to adjourn the meeting. Chairman Miller adjourned the meeting at 3:33 p.m.


Next Regular Meeting is February 12, 2020 at 2:00.

Respectfully submitted,

  
Cathy Potter, Director

  
Davey Miller, Chairman

  
Frank Mianeki, Vice-Chairman

  
Alan Schrom, Secretary