

AGENDA
PORT OF ROYAL SLOPE COMMISSION MEETING
4975 Road 13.5 SW; Royal City, WA 99357

May 13, 2020

2:00 P.M.

DUE TO GOVERNOR'S ORDER, WE WILL PRACTICE SOCIAL DISTANCING

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. Waterline Extension
2. Equipment Garage:
 - a. PUD Invoice
 - b. Change Order #5

NEW BUSINESS:

1. DOT FRA Inspection Report
2. Avista Easement
3. Annual Financial Statement on Auditor's Website
- 4.

APPROVAL OF THE MINUTES FROM THE APRIL 8th, 2020 REGULAR MEETING

APPROVAL OF THE MINUTES FROM THE APRIL 22nd, 2020 REGULAR MEETING

APPROVAL OF THE MINUTES FROM THE APRIL 28th, 2020 SPECIAL 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. Wade Property
2. Global Fiberglass
3. Office Building - TLC
4. Approval Transfer Money from IDF to GF
5. Storage Shed Ordered
6. Information for Audit
7. Weed Board – Two Parcels

NEW BUSINESS (Continued):

1. Real Estate Negotiations – Executive Session

ADJOURN

Next Regular Meeting May 27th @ 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

May 13, 2020

The May 13th, 2020 regular meeting of the Port of Royal Slope Commissioners was called to order at 2:00 p.m. by Chairman Miller.

Due to the Coronavirus and the Governor's order, we implemented "social distancing" for the meeting. We have a large office and chairs were placed at least 6' apart. Disinfectant wipes were handed out to all. Face masks were encouraged. There are several complications in trying to do an internet meeting such as "Zoom" so we're doing the best that we can right now.

Commissioners Present: Davey Miller, Alan Schrom, and Frank Mianecki arrived 20 minutes later.

Others Present: Director Cathy Potter, Bonnie Valentine, Dist. #10 Fire Chief Eric Linn.

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

OLD BUSINESS

1. Waterline Extension: The ad went out today in the Columbia Basin Herald and the Tri Cities Herald requesting bids for the waterline extension to TorkLift.

2. Equipment Garage:

a. PUD Invoice: We received an invoice to change the power to one meter for the Port Office and Equipment Garage.

b. Change Order #5: Change Order #5 was discussed. It is a for a credit for reusing a CT Box. Commissioner Schrom made a motion to approve Change Order #5 and it passed.

NEW BUSINESS

1. DOT FRA Inspection Report: We had two FRA inspections. We received reports with suggested corrections along the line and we have received communications referencing the need for US DOT numbers on all railroad crossings between Othello and Royal City. Paul Didelius is aware of this.

2. Avista Easement: This easement was discussed, and it was determined the Port needs to talk to Paul Didelius to get his input. We need to be sure it will not impact the railroad.

3. Annual Financial Statement on Auditor's Website: Cathy informed the Commissioners that she has finished the Annual Financial Statement for 2019 and has submitted it online.

Approval of Minutes: Commissioner Schrom made a motion to approve the minutes of the April 8th, 2020 regular meeting as written. Commissioner Mianeki seconded the motion and the motion passed.

Approval of Minutes: Commissioner Schrom made a motion to approve the minutes of the April 22nd, 2020 regular meeting as written. Commissioner Mianeki seconded the motion and the motion passed.

Approval of Minutes: Commissioner Schrom made a motion to approve the minutes of the April 28th, 2020 special meeting as written and the motion passed.

Discussion of Warrants and Warrant Approval:

Warrants were discussed. Commissioner Mianeki made a motion to approve the May 13th, 2020 warrants as listed. Commissioner Schrom seconded the motion 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, **May 13th, 2020**. The Board does hereby approve those May 13th, 2020 warrants as follows: **Payroll Warrants: #12708 - 12716** in the amount of **\$11,129.90**. **GF Warrants: #12717 - 12729** in the amount of **\$142,420.71**; and **IDF Warrants #6416 - 6425** in the amount of **\$3,455.35**.

Discussion of Revenues and Revenue Approval:

After discussion about the income, Commissioner Schrom made a motion to approve the revenues received as presented. Commissioner Mianeki 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, **May 13th, 2020** in the amount of **\$66,251.82** for the General Fund and **\$4,969.93** for the Industrial Development Fund.

Commissioner's Review of Accounts: Commissioner Miller reviewed the General Fund and the Industrial Development Fund accounts, along with invoices and found them in order.

COMMISSIONERS' REPORT

1. **Commissioner Miller:** Nothing to Report.
2. **Commissioner Mianeki:** Frank has been trying to contact Beau at Empire Well Drilling to get a timeline for getting the Corfu Well capped and filled.
3. **Commissioner Schrom:** Alan checked on a piece of flat iron that was sticking up at the Crab Creek Crossing. He says it has been removed. Alan also spent some time on the computer making the change from Odessa Office to LocalTel for the fiber service at the office.

OFFICE REPORT

1. **Wade Property:** Colleen at Wade has asked if we would recommend a surveyor to help expedite the BLA.

2. Global Fiberglass: Still no response from them. Our attorney has tried calling and did not get an answer.

3. Office Building: Bonnie has been in contact with TLC. They are currently in the office two days a week. The plant is still in operation working on government housing projects.

4. Approval to Transfer money from the IDF to the GF: Commissioner Mianecki made a motion to approve the transfer of \$50,000 from the IDF to the GF. Commissioner Schrom seconded the motion and the motion passed.

5. Storage Shed: The storage shed is ordered and will be delivered tomorrow May 14th.

6. Information for Audit: Cathy and Bonnie have been gathering documents requested for the audit at the end of May.

7. Weed Board: We received letters from the Weed Control Board of Grant County referencing two parcels with noxious weeds that need to be taken care of.

NEW BUSINESS (Continued)

1. Real Estate Negotiations: Executive Session: Chairman Miller closed the regular meeting at 3:45 and opened Executive Session until 5:15 for property negotiations.

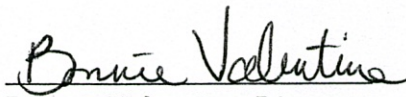
At 5:17 p.m. Chairman Miller closed the Executive Session and reconvened the regular meeting.

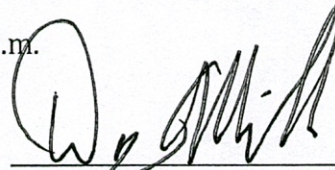
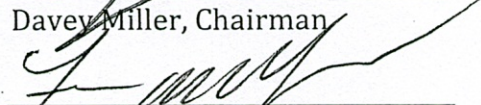
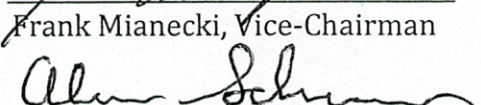
ADJOURN

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 the motion passed and Chairman Miller adjourned the meeting at 5:20 p.m.

Next Regular Meeting is May 27th, 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. Waterline Extension
2. Equipment Garage:
 - a. Nichiha Brick Board
 - b. Concrete Floor
 - c. Electrical
 - d. Working Lunch with Halme
3. Railroad
 - a. Avista Easement
 - b. Property Maintenance
 - c. Used rail at Taunton
 - d. Crossings & Agreements
 - e. Extending Rail to Lot 7

APPROVAL OF THE MINUTES FROM THE MAY 13th, 2020 REGULAR MEETING

COMMISSIONERS REVIEW OF ACCOUNTS

COMMISSIONERS' REPORT:

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

OFFICE REPORT:

1. Storage Shed – Seal & Insulate
2. Office Building

ADJOURN

Next Regular Meeting June 10th, 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

May 27th, 2020

The May 27th, 2020 regular meeting of the Port of Royal Slope Commissioners was called to order at 2:05 p.m. by Chairman Miller.

Due to the Coronavirus and the Governor's order, we implemented "social distancing" for the meeting. Facial masks were encouraged. We have a large office and chairs were placed at least 6' apart. Disinfectant wipes were handed out to all. There are several complications in trying to do an internet meeting such as "Zoom" so we're doing the best that we can right now.

Commissioners Present: Davey Miller, Frank Mianecki and Alan Schrom

Others Present: Director Cathy Potter and Bonnie Valentine and Fire District #10 Chief Linn

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

OLD BUSINESS

1. Waterline Extension: We have received two requests for bid packets at this time. They are due on Wednesday June 3rd by 5:30 pm. Our Engineer will be present to go over the bids received.

2. Equipment Garage:

a. Nichiha Brick Board: The Nichiha Brick Board has arrived and is being installed. It appears to be darker than what was picked out.

b. Concrete Floor: The concrete floor has been poured on the north end of the building. It was a very windy day and a portion of the floor developed some surface cracks from drying too fast. The cracks are not structural and Halme is looking into an epoxy to keep them from flaking.

c. Electrical: We have been informed that J&M Electric does not have enough wire to finish installing the radiant heat prior to pouring concrete. The wire is scheduled to be here Monday, June 1st. Because of this delay there are scheduling conflicts for concrete, overhead door installation etcetera. This could push the completion date from the middle of June into July.

d. Working Lunch with Halme: The Commissioners will provide lunch for the Halme Construction crew and do a walk-through of the building to check on the progress and discuss the above items. Commissioner Mianecki made a motion for the Port to purchase lunch for the Halme Crew on Thursday May 28th. Commissioner Schrom seconded the motion and it passed.

3. Railroad:

a. Avista Easement: The easement requested by Avista was discussed, and it has been determined we need more specific information from Avista before a decision can be made.

b. Property Maintenance: The Commissioners would like to see what it would cost to have the railroad easement surveyed along Gary Weaver's trailer park. The

railroad operator is concerned about safety because there is so much activity near the rail. We will contact Gary Weaver prior to getting a surveyor.

c. Used rail at Taunton: The siding at Taunton would need lots of work to be usable. The possibility of using this rail to help get the railroad south to Lot 11 was discussed.

d. Crossings & Agreements: Paul the rail operator has asked about rail crossings. He would like to go through them to determine the illegal ones and take them out. Paul talked about the cost of maintaining crossings, installing, and maintaining the required signage. He would like the Commissioners to consider crossing agreements with an annual fee.

e. Extending Rail to Lot 7: The Commissioners would like to contact Karl at TBY Inc. to get more detail on cutting and filling for the plans he drew up several years ago to extend rail from the existing rail line near Royal Ridge Fruits south to Lot 11.

Approval of Minutes: Commissioner Schrom made a motion to approve the minutes of the May 13th regular meeting. Commissioner Mianecki seconded the motion and it passed.

COMMISSIONERS' REPORT

1. Commissioner Miller: Davey sprayed the weeds around the Global Fiberglass product and along the railroad west of Road E SW.

2. Commissioner Mianecki: Frank talked to Beau at Empire Well Drilling. Beau said the well at Corfu has been capped and filled. We will be receiving the invoice soon.

3. Commissioner Schrom: Alan, Cathy, and Bonnie went with Paul Didelius and Dan Garrett on a railroad inspection. They looked at the area where Avista asked to enlarge their easement along the railroad and the encroachment of the railroad easement at Gary Weaver's trailer park and crossings.

OFFICE REPORT

1. Storage Shed: The storage shed has been delivered to Well #2. The insulation and sheeting are there ready to be installed. It will need a vent and some foam to fill some cracks along the eaves.


2. Office Building: We are still communicating some new ideas to TLC Modular Homes.

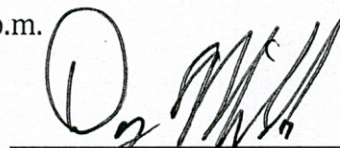
ADJOURN

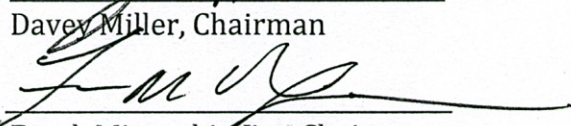
As there was no other business brought before the Board, Commissioner Mianecki made a motion to adjourn the meeting. Commissioner Schrom seconded the motion and the motion passed. Chairman Miller adjourned the meeting at 4:11 p.m.

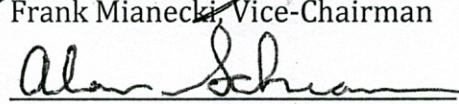
Next Regular Meeting is June 10th, 2020 at 2:00 p.m.

Respectfully submitted,


Bonnie Valentine, Director


Davey Miller, Chairman


Frank Mianecki, Vice-Chairman


Alan Schrom, Secretary