

AGENDA
PORT OF ROYAL SLOPE COMMISSION MEETING
4572 Road 13.6 SW; Royal City, WA 99357
October 14, 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)

APPROVAL OF THE MINUTES FROM THE September 23rd, 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

OLD BUSINESS

1. Railroad:
 - a. Rail Extension to Lot 10
 - b. Operator Lease Renewal Draft
2. Comprehensive Plan Review
3. Budget Review

NEW BUSINESS

1. WPE/CERB Final Report
2. Building New Office

COMMISSIONERS' REPORT:

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

OFFICE REPORT:

1. Water Reservoir Cleaning & Inspection Bids
2. Well 1 Tank Level Indicator
3. Global Fiberglass Update
4. Miscellaneous

ADJOURN

Next Regular Meeting October 28th, 2020 @ 2:00 pm

PORT OF ROYAL SLOPE

4572 Road 13.6 SW; Royal City, WA 99357

BOARD OF COMMISSIONERS

Davey Miller

Frank Mianeki

Alan Schrom

October 14, 2020

The October 14th, 2020 regular meeting of the Port of Royal Slope Commissioners was called to order at 2:08 p.m. by Chairman Miller.

Due to the Coronavirus and the Governor's order, we implemented "social distancing" for the meeting.

Commissioners Present: Davey Miller, Alan Schrom.

Others Present: Director Cathy Potter and Bonnie Valentine.

Commissioner Schrom made a motion to excuse Commissioner Mianeki and the motion passed.

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

COMMENTS FROM PUBLIC: There were none.

Approval of Minutes: Commissioner Schrom made a motion to approve the minutes of the September 23rd, 2020 regular meeting as written, the motion passed.

Discussion of Warrants and Warrant Approval:

Warrants were discussed. Commissioner Schrom made a motion to approve the October 14th, 2020 warrants as listed, 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, **October 14th, 2020**. The Board does hereby approve those October 14th, 2020 warrants as follows: **Payroll Warrants: #12836 - 12847** in the amount of **\$11,525.53**; **GF Warrants: #12848 - 12858** in the amount of **\$3,260.28**; and **IDF Warrants #6479 - 6490** in the amount of **\$34,121.90**.

Discussion of Revenues and Revenue Approval:

After discussion about the income, Commissioner Schrom made a motion to approve the revenues received as presented 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, **October 14th, 2020** in the amount of **\$3,961.19** for the General Fund and **\$155,850.08** for the Industrial Development Fund.

Commissioner's Review of Accounts: Commissioner Miller came in early to review the General Fund and Industrial Development accounts. He also reviewed the invoices for the credit card and receipts for Petty Cash. He found no discrepancies.

OLD BUSINESS

1. Railroad:

a. Rail Extension to Lot 10: Commissioner Schrom has been working diligently on the route for the rail spur to Lot 10. We will talk with Gary Hall and see how close together we should put stakes when marking the route. There was a discussion about construction not being possible the during winter. Our rail Operator Paul Didelius has submitted a great FRAP application to see if we can get some funding to help with this project. We hope to know mid-November if it is selected.

b. Operator Lease Renewal: There were some changes made to the contract after last meetings discussions including making it a 10-year term. The Commissioners reviewed the changes made in the draft contract. They feel it is ready to send to the Operator for his review.

2. Comprehensive Plan Review: Changes were made to the Comprehensive Plan after it was reviewed at the second September meeting. The Commissioners reviewed the changes.

3. Budget Review: The Commissioners went over the budget and made some changes. We will make the changes for them to review at the next meeting.

NEW BUSINESS

1. WPE/CERB Final Report: We had sent what we thought was a final report to CERB, we have since received notice that we needed to have a feasibility study done for our Plat. We are trying to find the most economical way to get this done. Commissioner Schrom made a motion to not accept the change order from WPE to do the Feasibility Study required by CERB, the motion passed. Commissioner Schrom made a motion to retain \$15,000.00 from the final payment to WPE until Phase I of the new plat is through the approval process with the county, the motion passed.

2. Building New Office: We brainstormed some ideas for a new steel office building.

COMMISSIONERS' REPORT

1. Commissioner Miller: Davey cut some stakes for Cathy and Bonnie to mark lot corners along the proposed road in Phase I of the new Plat.

2. Commissioner Miannecki: Frank was absent

3. Commissioner Schrom: Alan shared the cut and fill plan for the rail spur to Lot 10 with Gary Hall. He has also been using the new surveying equipment to find the lot corners along the road in the new Plat. While setting up the survey equipment at Well 1 Alan noticed the generator was running and responded to a Well Alarm. The following week he noticed the water tank level indicator laying on the ground and he tied the cables off so the probes would not fall in the tank.

OFFICE REPORT

1. Water Reservoir Cleaning and Inspection: Bonnie sent out 5 requests for bids from our Small Works Roster asking for bids to clean and inspect both of the water reservoirs. She received 3 bids back. Commissioner Schrom made a motion to spend up to

\$5,000.00 to get the reservoirs cleaned and inspected before the 15th of April and the motion passed.

2. Well 1 Tank Level Indicator: The water level indicator at Well 1 was found on the ground on Friday October 9th. Bill checked out on Sunday and said we need new cable. Cathy has ordered new cable.

3. Global Fiberglass Update: Global Fiberglass has cleaned up their lot. They finished today and it looks great!

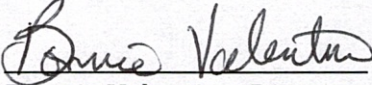
4. Miscellaneous: Bishop Spray Service was here spraying weeds at the Bartelson lot, Cathy and Bonnie asked them for a quote to spray for weeds at the water facilities. The Quote came in at \$1,100.00 to spray for weeds at both facilities once in the fall and once in the spring. Commissioner Schrom made a motion to contact Bishop Spray Service and have them spray for weeds at the Well Facilities twice a year for \$1,100.00, the motion passed. Bonnie spoke with Ray Valle and he will be sending some money soon and plans to come to a meeting in November to speak to the Commissioners about the cost of water meters.

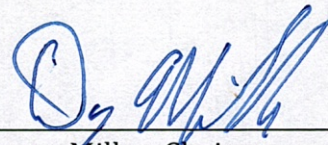
ADJOURN

As there was no other business brought before the Board, Commissioner Schrom made a motion to adjourn the meeting, the motion passed. Chairman Miller adjourned the meeting at 6:30 p.m.


Next Regular Meeting is October 28th, 2020 at 2:00 p.m.

Respectfully submitted,


Bonnie Valentine, Director


Davey Miller, Chairman

Excused
Frank Miannecki, Vice-Chairman


Alan Schrom, Secretary

AGENDA
PORT OF ROYAL SLOPE COMMISSION MEETING
4572 Road 13.6 SW; Royal City, WA 99357
October 29, 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. Rail Extension to Lot 10
2. Budget Review
3. Building New Office
4. Comprehensive Plan Review
5. CERB Planning Study

NEW BUSINESS

1. Site Registration Contract
2. Conflict of Interest Statements

COMMISSIONERS' REPORT:

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

APPROVAL OF THE MINUTES FROM THE OCTOBER 14th, 2020 REGULAR MEETING

OFFICE REPORT:

1. Well 1 Tank Level Indicator
2. CARES Funding
3. Garbage Rd F
4. VOIP CenturyLink
5. Port of Mattawa
6. PUD
7. RR Construction Complaint
8. Miscellaneous

ADJOURN

Next Regular Meeting November 10, 2020 @ 2:00 pm

PORT OF ROYAL SLOPE

4572 Road 13.6 SW; Royal City, WA 99357

BOARD OF COMMISSIONERS

Davey Miller

Frank Mianecki

Alan Schrom

October 29, 2020

The October 29th, 2020 regular meeting of the Port of Royal Slope Commissioners was called to order at 2:10 p.m. by Chairman Miller.

Due to the Coronavirus and the Governor's order, we implemented "social distancing" for the meeting.

Commissioners Present: Davey Miller, Alan Schrom, and Frank Mianecki.
Others Present: Director Cathy Potter, Bonnie Valentine

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

COMMENTS FROM PUBLIC: There were none.

OLD BUSINESS

1. Rail Extension to Lot 10: Commissioner Schrom has plotted the points for the rail spur. He and Bonnie have been able to flag almost half of the 300 points plotted. This will serve as a good visual for the engineer and help determine where more elevation shots need to be taken for a more precise cut and fill plan.

2. Budget Review: The Commissioners were able to review the budget and make some final changes before it is adopted in November.

3. Building New Office: Tabled

4. Comprehensive Plan Review: The Comprehensive Plan was reviewed and will be ready to adopt at the next meeting in November.

5. CERB Planning Study: Cathy and Bonnie are working on the final study for CERB. They are gathering all the information they can to take it to Grant County EDC to ask if they can assist in completing it.

NEW BUSINESS

1. Site Registration Contract: We have received a contract from Mark Nelson to complete the site registrations for Phase 1 of the new Plat. Commissioner Mianecki made a motion for Cathy to sign and return the contract. Commissioner Schrom seconded the motion and it passed.

2. Conflict of Interest Statements: Commissioners Miller, Schrom, and Mianecki reviewed and signed the Conflict of Interest Statement. Cathy and Bonnie also reviewed and signed the Conflict of Interest Statement.

COMMISSIONERS' REPORT

1. Commissioner Miller: Davey helped Bonnie move the fire hydrant meter from the office to Well #2 so it would not freeze. Davey assisted with holes for the new Plat for Site Registrations with the GC Health District. Jerimy will finish insulating the floor in the storage shed at Well #2 tomorrow.

2. Commissioner Mianecki: Frank was asked by an individual about hunting rights on Port Property.

3. Commissioner Schrom: Alan has continued putting in a lot of time getting the railroad spur closer to a reality. He spent hours flagging and GPSing points for the rail spur. Alan was also checking in to tablets versus laptops for the CARES funding.

Approval of Minutes: Commissioner Schrom made a motion to approve the minutes of the October 14th, 2020 regular meeting as written and the motion passed.

OFFICE REPORT

1. Well 1 Tank Level Indicator: Bill repaired the water level indicator on the reservoir at Well 1 but, now it is stuck at 31'. I have contacted Bill and he will fix it as soon as he can.

2. CARES Funding: Commissioner Schrom is researching laptops and tablets to see what might be the most practical for our purposes. Then we will submit something to the County asking for CARES Funding.

3. Garbage Road F: Cathy and Bonnie spent a couple of afternoons picking up garbage at the end of Road F last week. They hauled off 2 pickup loads of garbage. Fire District #10 and Northwest Wholesale were both nice enough to share the extra space in their dumpsters!

4. VOIP CenturyLink: Bonnie has contacted CenturyLink again about changing our phone service to VOIP. They have responded with some questions to answer.

5. Port of Mattawa: Lars from the Port of Mattawa has contacted Cathy asking if we would be interested in partnering with them to preserve their local refuse transfer station. The Port of Royal Slope Commissioners do not feel it would be of benefit to the citizens in our Port District since Ephrata is closer for them than Mattawa.

6. PUD: The PUD is requesting a crossing permit. Cathy had a draft of a contract ready for the Commissioners to review. Commissioner Mianecki made a motion to send the contract to the Port's attorney for one more review. Commissioner Schrom seconded the motion and it passed.

7. RR Construction Complaint: We were contacted by the BLM referencing a complaint about construction in an area near the railroad right of way. We are currently asking for more information to try and verify the location and if the rail operator has made any changes.

8. Miscellaneous: Commissioner Miller was asked about anti-gel and algae treatments for the fuel tank on the generator at Well 1. He said he will get the fuel treated.

The leaking Crab Creek Lateral was brought up again and the cost of getting it lined.

Commissioner Mianecki made a motion to grant a onetime forgiveness to Brawny, Inc and waive the \$100.00 late fee. Commissioner Schrom seconded the motion and it passed.

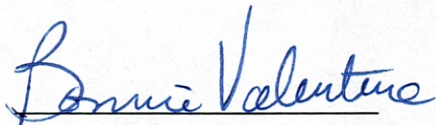
ADJOURN

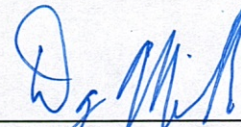
As there was no other business brought before the Board, Commissioner Schrom made a motion to adjourn the meeting. Commissioner Mianeki seconded the motion and Chairman Miller adjourned the meeting at 5:00 p.m.

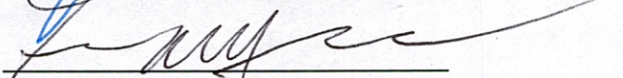
Next Regular Meeting is November 10th, 2020 at 2:00 p.m.

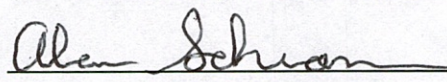
Public Hearing to adopt the 2020 Comp. Plan and the 2021 Budget November 10th, 2020

Respectfully submitted,


Bonnie Valentine, Director


Davey Miller, Chairman


Frank Mianeki, Vice-Chairman


Alan Schrom, Secretary