

AGENDA  
PORT OF ROYAL SLOPE COMMISSION MEETING  
4572 Road 13.6 SW; Royal City, WA 99357  
April 14, 2021  
2:00 P.M.

CALL TO ORDER – CHAIRMAN MIANECKI  
ROLL CALL

APPROVAL OF AGENDA

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

NEW BUSINESS

1. Joseph Akers from GCEDC
2. Cole Eilers – WSDOT Property
3. Tony Jenks

APPROVAL OF THE MINUTES FROM THE MARCH 24<sup>TH</sup>, 2021 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. Frank Miannecki, Jr.
2. Alan Schrom
3. Davey Miller

OLD BUSINESS

1. 13.6 LLC
2. Lot 10 Rail
4. Zoning Light to Heavy
5. Development Agreement/Covenants
6. Resolution 2021.03 – Capacity Charges

OFFICE REPORT:

1. Office Building
2. Short Line Bill 5065
3. Victoria Lincoln WPPA
4. Title for Trailer
5. WPPA Training
6. Avista Easement
7. Wade Fence
8. Leaky CCL Extension
9. Easement in exchange for a road
10. Inspection Reports for Reservoirs
11. Misc.

ADJOURN

Next Regular Meeting April 28<sup>th</sup> @ 2:00 pm



## PORT OF ROYAL SLOPE

4572 Road 13.6 SW; Royal City, WA 99357

### BOARD OF COMMISSIONERS

*Frank MianECKi*

*Alan Schrom*

*Davey Miller*

**April 14, 2021**

The April 14<sup>th</sup>, 2021 regular meeting of the Port of Royal Slope Commissioners was called to order at 2:00 p.m. by Chairman MianECKi.

Commissioners Present: Frank MianECKi, Alan Schrom and Davey Miller.

Others Present: Executive Director Cathy Potter, Joseph Akers from GCEDC Business Development, Brandon Jenks, Cole Eilers and Director Bonnie Valentine joined after her Zoom class finished about 4:45pm.

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

**Comments from Public:** There were none.

### NEW BUSINESS

**1. Joseph Akers from GCEDC:** Joseph talked about his background of being in Grant County over 30 years and his work experience. He has made three trips to the Royal area to visit with businesses, developers, the City and the Port to find out how he can help them to be sustainable and grow. He wants to know what their needs are and what the needs are in the community. Lack of housing seems to be a common problem in all of Grant County. Joseph has met with several businesses and plans to check in with the Port quarterly.

**2. Cole Eilers – WSDOT Property:** Cole expressed his interest in the WSDOT surplus property that could be mined. He would like to work with the Port in crushing gravel and ballast in the future. He also talked about selling the Port part of the land he just purchased. After a good discussion, Commissioner Miller made a motion to pull our interest in the surplus property. Commissioner Schrom seconded the motion and it passed.

**3. Jenks:** Brandon Jenks came to the meeting to express his interest along with Tony's, in purchasing some Port property for the batch plant and unit storages they want to build. He said he checked with the County on changing the zoning from light to heavy and it shouldn't be a problem but may take 120 days. Brandon was going to look at two other lots that the Port has and get back to us about the next steps.

**Approval of Minutes:** Commissioner Miller made a motion to approve the minutes of the March 24<sup>th</sup>, 2021 regular meeting as written. Commissioner Schrom seconded the motion and it passed.

Commissioner Schrom made a motion to approve the April 14<sup>th</sup>, 2021 warrants as listed. Commissioner Miller seconded the motion and it passed.



**Discussion of Warrants and Warrant Approval:** 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, **April 14, 2021**. The Board does hereby approve those warrants as follows: **GF Warrants Payroll Warrants: #12968-12978** in the amount of **\$11,424.55** and **GF Warrants #12979-12995** in the amount of **\$8,762.21** and **IDF Warrants #6544-6551** in the amount of **\$186,232.17**.

**Discussion of Revenues and Revenue Approval:** After discussion about the income, Commissioner Miller made a motion to approve the revenues received as presented. Commissioner Schrom 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, **April 14<sup>th</sup>, 2021** in the amount of **\$17,790.97** for the General Fund and **\$5,415.96** for the Industrial Development Fund.

**REVIEW OF ACCOUNTS:** Director Valentine prepared all the financial information and Executive Director Potter went through the internal control check list and verified that everything was correct.

## **COMMISSIONERS' REPORT**

1. **Commissioner Miannecki, Jr:** Frank dropped off a marketing binder to the company that is expressing interest in locating on Port property where there is rail.
2. **Commissioner Schrom:** Alan worked on the program for designing the office building and responded to our Engineer's questions about the rail to Lot 10.
3. **Commissioner Miller:** Davey contacted Jeremy to fix the large Port sign by the golf course where the wind blew a portion of it down.

## **OLD BUSSINESS**

1. **13.6 LLC:** The purchase of the 10 acres has been completed.
2. **Lot 10 Rail:** Gary Hall had a few questions about the rail and excavation. He will be getting us the preliminary design on the cut and fill excavation and an estimate of the costs by the end of this month.
3. **Zoning Light to Heavy:** Cathy checked into the zoning differences and the procedures. It sounds like we'd have to do a SEPA and a Zoning application and could complete the process in 120 days. However, to change all the lots in the Saddle Mountain Industrial Park, it would take three separate applications because the land has to be contiguous.
4. **Development Agreement/Covenants:** Bonnie had a list of items from the Grant County Development Code for the Commissioners to discuss and try to decide what items they would like to include in the Development Agreement, on the Plat or in covenants for the new industrial park. It was suggested to contact our attorney to get his opinion on covenants.
5. **Resolution 2021.03 – Capacity Charges:** After much discussion about the large amount of water used for one or two months a year, and how it stresses the water system, along with trying to get businesses to be more conservative, Commissioner Miller made a motion to adopt Resolution 2021.03 to have capacity charges for customers using



over 10,000,001 gallons of water per month through the meter reading cycle.  
Commissioner Schrom seconded the motion and it passed.

#### **OFFICE REPORT:**

**1. Office Building:** Bonnie had made some interior layout designs of the proposed new office building. This was discussed.

**2. Short Line Bill 5065:** Bonnie talked to the Port's lobbyist about this bill which would have an adverse effect on our rail operator. She also sent a response to our representatives requesting them to not support it. The Bill passed through the Senate and was read in the House and is sitting in committee.

**3. Victoria Lincoln, WPPA:** Victoria Lincoln requested a list of infrastructure projects from the Port. The WPPA was compiling a list to take to the Legislature to show the need for funding. Cathy sent a list of projects the Port would need help funding including an additional well, the road for the new plat and rail.

**4. Title for the Trailer:** Cathy was able to take the paperwork for the curtain side trailer in to get the title. We should be getting the title in the mail soon.

**5. WPPA Training:** The WPPA is offering some classes next month for \$50 for each class. The topics covered are: Changes to the Public Records Act, Open Public Meetings Act, Public Contracting and SEPAs. Commissioner Miller made a motion for Cathy and Bonnie to attend the training for at a cost of \$50 per class. Commissioner Schrom seconded the motion and it passed.

**6. Avista Easement:** Larissa from Avista had questioned whether they could remove some trees and shrubs on the south side of the rail near the Weaver Trailer Court. Cathy and Bonnie did a field trip and noted that there is a lot of debris and dried tumbleweeds in this area that could easily start a fire and that there are several trees within the 50' right of way of the rail. We hope to work something out with Avista to allow them to clean this up. Larissa also said she will see if they can do a title report on the property to the west along the Highway. Even though WSDOT sent information that they don't own this property, Adams County WSDOT as the owner.

**7. Wade Fence:** Bonnie and Cathy also toured the Wade Orchard and took pictures of the fence they installed. It appears that there is no further encroachment at this time.

**8. Leaky CCL Extension:** Bonnie and Cathy also went over the route and took pictures of where they had placed monitoring stakes south of the leaky CCL extension. It appears the water has gone down very little for most of the way with the exception of where the irrigation district placed the pipe when they were diverting the water. The water was gone in that area.

**9. Easement in exchange for a road:** There had recently been discussion that the Port had granted a 60' x 360' easement in exchange for a road to be built. After reviewing the file, it was noted that the Agreement expired June 2019. No road has been built so no easement was given.

**10. Inspection Reports for Reservoirs:** We received the reports for the two water reservoirs. After reviewing it was determined there were no repairs that needed to be done.

**11. Misc.:** There is a prospective business that would like to come by on Thursday. None of the Commissioners can make it as it was such short notice so Bonnie and Cathy will get as much information from the business as possible.



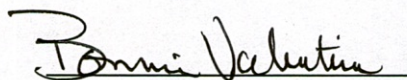
Bonnie has completed her Cross-Connection Control Class. Commissioner Miller made a motion to pay the fees for Bonnie to take her Cross-Connection Control Specialist Exam. Commissioner Schrom seconded the motion and it passed.

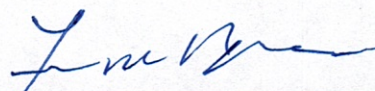
**ADJOURN**

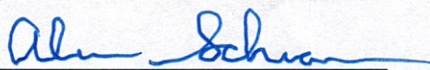
As there was no other business brought before the Board, Commissioner Miller made a motion to adjourn the meeting. Commissioner Schrom seconded the motion and Chairman MianECKi adjourned the meeting at 6:50 p.m.

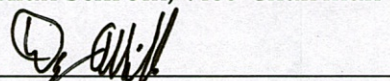
The next meeting will be held on April 28<sup>th</sup> at 2:00 p.m.

Respectfully submitted,

  
Bonnie Valentine, Director

  
Frank MianECKi, Chairman

  
Alan Schrom, Vice-Chairman

  
Davey Miller, Secretary



AGENDA  
PORT OF ROYAL SLOPE COMMISSION MEETING  
4572 Road 13.6 SW; Royal City, WA 99357  
April 29, 2021  
2:00 P.M.

CALL TO ORDER – CHAIRMAN MIANECKI  
ROLL CALL

APPROVAL OF AGENDA

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

NEW BUSINESS

1. G to G Recycling Prospect: Code Name – Tennessee Whiskey (2:30)
2. Cole Eilers (3:30)
3. Lots Below Lad Prospect: Code Name – Cornflakes
4. Grant County Surplus Land

APPROVAL OF THE MINUTES FROM THE April 14<sup>th</sup>, 2021 REGULAR MEETING

COMMISSIONERS' REPORT:

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

OLD BUSINESS

1. Lot 10 Rail
2. Avista Easement
3. Development Agreement/Covenants

OFFICE REPORT:

1. Office Building
2. State Auditor's Annual Financial Statement
3. Chlorine Tanks at Well 2
4. Lot 16 Prospect: Code Name - Star Wars
5. Taunton Substation
6. Beverly Bridge
7. Bonnie's CCC Test May 14th
8. Misc.

ADJOURN  
Next Regular Meeting May 12<sup>th</sup> @ 2:00 pm



## PORT OF ROYAL SLOPE

4572 Road 13.6 SW; Royal City, WA 99357

### BOARD OF COMMISSIONERS

*Frank Mianecki*

*Alan Schrom*

*Davey Miller*

**April 29, 2021**

The April 29<sup>th</sup>, 2021 regular meeting of the Port of Royal Slope Commissioners was called to order at 2:13 p.m. by Chairman Mianecki.

Commissioners Present: Frank Mianecki, Alan Schrom and Davey Miller.

Others Present: Executive Director Cathy Potter, Director Bonnie Valentine, Christopher Stapleton, and Cole Eilers arrived after the meeting began.

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

**Comments from Public:** There were none.

### NEW BUSINESS

**1. G to G Recycling Prospect: Code Name – Tennessee Whiskey (2:30):**

Tennessee Whiskey arrived at approximately 2:20 pm, he took time to explain his current logistics and operations to the Commissioners and answered numerous questions about their process. There was much discussion about the future use of rail and the benefit of being located in the Port's Industrial Park.

**2. Cole Eilers – WSDOT Property (3:30):** Cole reported he has purchased the Surplus WSDOT property. There was discussion over what portion of his newly acquired property in the HIP the Port is interested in. Cole is supportive of the Port's endeavors to grow rail service to Royal City.

**3. Lots Below Lad Prospect: Code Name – Cornflakes:** There was no new information about this company.

**4. Grant County Surplus Land:** We were notified by a local resident that the County will have some surplus land. The local resident is interested in approximately 11 acres. They would like the Port to purchase the land from the County, then trade them for some of their land close to our industrial park. We will look into this.

**Approval of Minutes:** Commissioner Schrom made a motion to approve the minutes of the April 14th, 2021 regular meeting as written. Commissioner Miller seconded the motion and it passed.

### COMMISSIONERS' REPORT

**1. Commissioner Mianecki, Jr:** Frank received a phone call from an individual possibly interested in purchasing a lot for his local business.



**2. Commissioner Schrom:** Alan has been working on a CAD drawing for the Port's new office. He spent some time at the office checking on why Cathy's emails go to the recipient's junk mail.

**3. Commissioner Miller:** Davey helped trouble shoot the bulkhead fittings on the chlorine tanks that started leaking at Well #2.

## **OLD BUSSINESS**

**1. Lot 10 Rail:** Cathy received a phone call from Gary Hall trying to clarify some questions on the proposed rail spur to Lot 10. There seems to be some confusion as to whether or not there is a change in the scope of work.

**2. Avista Easement:** Cathy and Bonnie met on site east of the Thacker Road Railroad Crossing near Othello with Larissa Pruitt from Avista to discuss an easement for a new transmission line. After looking at all of the trees (many of them dead) and brush in the easement area it was decided it would be a great starting point if Avista could have someone cut down and dispose of the trees and other vegetation.

**3. Development Agreement/Covenants:** Bonnie sent an email to the Port's attorney to see if he had any suggestions regarding covenants in the new industrial park. Chris went over many of the pros and cons of covenants, vesting in the Grant County Codes and specifically adding things to the Purchase and Sales Agreements.

## **OFFICE REPORT:**

**1. Office Building:** Alan shared the floorplan and other design ideas he has been working on for the new Port office.

**2. State Auditor's Annual Financial Statement:** Several BARS numbers were changed this year on the Annual Financial Statement. Cathy & Bonnie attended a Zoom class and after many attempts using various modes of communication we were finally able to get our questions answered. We did successfully submit the Annual Financial Statement as required. After review by the Commissioners, Commissioner Schrom made a motion to approve the Annual Financial Statement. Commissioner Miller seconded the motion and it passed.

**3. Chlorine Tanks at Well 2:** The chlorine tanks at Well #2 developed a slow leak and were filling up the containment vessel. The leak was narrowed down to the bulkhead fittings on the tanks. Bonnie and Cathy purchased some containers so we could empty one tank at a time for repairs. Bill attempted fixing it with a new gasket, but they continued to leak. Bonnie was able to order new fittings from Grainger for approximately \$100.00 with new gaskets. Bill will put one on a tank this evening.

**4. Lot 16 Prospect: Code Name - Star Wars:** Star Wars has reached out looking for a price on Lot 16. We look forward to working with this local business if he chooses to move forward.

**5. Taunton Substation:** Commissioner Miller made a motion to make an offer on the Taunton Substation and adjoining 7-acre parcel. Commissioner Schrom seconded the motion and it passed.

**6. Beverly Bridge:** Cathy shared an email and a picture she had received showing the progress on the resurfacing of the Beverly Bridge as part of the Cascade to Palouse Trail.

**7. Bonnie's CCC Test May 14<sup>th</sup>:** Bonnie has scheduled to take her Cross Connection Control Test for May 14<sup>th</sup> in Kennewick.



**8. Misc.:** Commissioner Miller is up for re-election this year and will need to file the appropriate paperwork May 17<sup>th</sup> and May 21<sup>st</sup>.

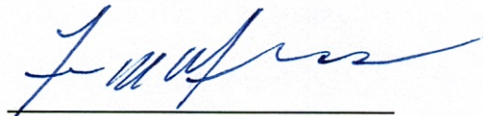
**ADJOURN**


As there was no other business brought before the Board, Commissioner Schrom made a motion to adjourn the meeting. Commissioner Miller seconded the motion and Chairman Mianecki adjourned the meeting at 6:08 p.m.

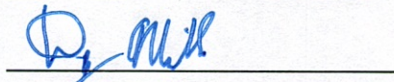
The next meeting will be held on May 12<sup>th</sup> at 2:00 p.m.

Respectfully submitted,

  
Bonnie Valentine, Director

  
Frank Mianecki, Chairman

  
Alan Schrom, Vice-Chairman

  
Davey Miller, Secretary