

AGENDA
PORT OF ROYAL SLOPE COMMISSION MEETING
4572 Road 13.6 SW; Royal City, WA 99357
December 9, 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)

APPROVAL OF THE MINUTES FROM THE November 10th, 2021, REGULAR MEETING

DISCUSSION OF WARRANTS AND WARRANT APPROVAL

- Payroll Warrants
- General Warrants
- IDF Warrants
- LTGO Transfers/Payments

DISCUSSION OF REVENUES & REVENUE APPROVAL

INTERNAL REVIEW OF ACCOUNTS

OLD BUSINESS

1. Rail to Lot 10 Update
2. Well 3 Funding
3. Adopt Resolution on Employee Handbook
4. Fish & Wildlife Habitat Report

COMMISSIONERS' REPORT

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

OFFICE REPORT:

1. Department of Retirement Audit Completion
2. Grant County Hazard Mitigation Plan
3. Business Journal
4. Bulk Water Delivery
5. Employee Evaluation
6. Royal Solar Update
7. Letter to Congressmen About Rail
8. NorthStar Communications Lease
9. Misc.

ADJOURN
Next Regular Meeting December 22, 2021 @ 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

December 9, 2021

The December 9, 2021, regular meeting of the Port of Royal Slope Commissioners was called to order at 2:07 p.m. by Chairman Mianecki.

Commissioners Present: Frank Mianecki, Alan Schrom & Davey Miller

Others Present: Executive Director Cathy Potter and Director Bonnie Valentine

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

Comments from Public: There were none.

Approval of Minutes: Commissioner Schrom made a motion to approve the minutes of the November 10th, 2021, meeting as written. Commissioner Miller seconded the motion and it passed.

Discussion of Warrants and Warrant Approval: Warrants were discussed.
Commissioner Miller made a motion to approve the December 9th, 2021, warrants as listed. Commissioner Schrom seconded the motion and the motion 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, **December 9, 2021**. The Board does hereby approve those warrants as follows: **GF Payroll Warrants: #13138-13144** in the amount of **\$9,665.07**; **GF Warrants #13145-13154** in the amount of **\$5,142.15**; **IDF Warrants #6622-6629** in the amount of **\$13,916.31**. Also approved are the **LOCAL #1 interest payment of \$3,375.00** and the **LOCAL #2 interest payment of \$17,375.00**.

Discussion of Revenues and Revenue Approval: After reviewing the income list, Commissioner Schrom made a motion to approve the revenues received as presented. Commissioner Miller 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, **December 9, 2021**, in the amount of **\$49,283.97** for the General Fund and **\$6,575.50** for the Industrial Development Fund. The Grant County Treasurer's statement for November had not been received by time of the meeting.

INTERNAL REVIEW OF ACCOUNTS: Director Valentine prepared all the financial information and Executive Director Potter went through the internal control check list and found no discrepancies.

OLD BUSINESS

1. Rail to Lot 10 Update: Gary Hall sent some preliminary drawings which included the cut and fill portions. After reviewing, Commissioner Schrom said he would send Gary an email with some questions and find out if Gary has enough information to draw up bid documents.

2. Well 3 Funding: Director Valentine received three additional Beneficiary forms completed by the businesses in support of this project. She is ready to submit the application to the EDA for funding.

3. Adopt Resolution on Employee Handbook: After discussing vacation, sick leave, and comp time payouts, it was decided to make a few more changes and review again in January.

4. Fish & Wildlife Habitat Report: We received a preliminary report from Dennis Beich in which he found some burrows but couldn't identify the animals that used them. He said he will have to wait until next Spring to determine this. We have a lot of Shrub Steppe (sagebrush) and if we have to mitigate this, we may need to acquire another 400 acres! It was decided to visit with our 13th District Legislators to discuss this potential over-reaching by Fish & Wildlife.

COMMISSIONERS' REPORT

1. Commissioner MianECKi, Jr: No report

2. Commissioner Schrom: Alan was present at the Port office for the Department of Retirement exit audit. He also was here to meet with the representatives of the Royal Solar Project. Alan talked to our railroad Operator Paul Didelius, at the Open House, about sending a letter to the FRA about using our track for possible Research & Development of alternative powered locomotives on the rail in exchange for them fixing the rail line.

3. Commissioner Miller: Davey attended the last-minute open house for the Port and visited with our Engineer, Attorney, Lobbyists, County Commissioners, and the local community.

OFFICE REPORT:

1. Department of Retirement Audit Completion: The audit results showed that the reporting of vacation and comp time buy-outs were reported incorrectly. Bonnie and Cathy corrected all the issues.

2. Grant County Hazard Mitigation Plan: After discussion, Commissioner Miller made a motion to approve Director Valentine attending the meetings about this. Commissioner Schrom seconded the motion and it passed.

3. Business Journal: It was decided to not advertise in the Business Journal at this time.

4. Bulk Water Delivery: There was discussion about the connections on the bulk water system and if the Port could do anything to help with the issues.

5. Employee Evaluation: The Commissioners filled out an evaluation form for Director Valentine.

At 5:22 pm Chairman MianECKi called for a 10-minute Executive Session to discuss employee evaluations. At 5:32 Chairman MianECKi reconvened the regular meeting. Commissioner Miller made a motion to raise Director Valentine's salary to \$48,880 starting January 1, 2022, which will increase the hourly pay to \$23.50. Commissioner Schrom seconded the motion and it passed.

6. Royal Solar Update: Royal Solar had just met at a workshop with the County to discuss with the County's potential ruling about no renewable energy projects being

allowed on land that has been irrigated. If the County rules this way, then this project is dead. If the County can rule that the land has to be in the Bureau of Reclamation's approval of farmland then they hope to continue as this land was farmed but was never considered for water by the USBR. They asked the Port for suggestions and support.

7. Letter to Congressmen About Rail: Our Lobbyist suggested we write a letter to our congressmen about getting funding for a rehabilitation project for the railroad.

8. NorthStar Communications Lease: NorthStar Communications requested extending their short-term lease an additional 4 months. As this was already a renewable lease, and the security deposit already waived, the Commissioners took no further action.

9. Misc. Open House Expenses: Commissioner Miller made a motion to spend up to \$200 in purchasing a cake, punch and supplies for the Open House. Commissioner Schrom seconded the motion and the motion passed.

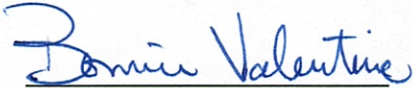
ADJOURN

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 6:03 pm.

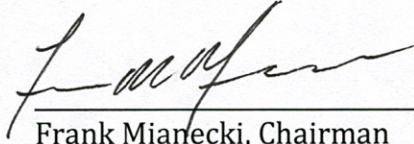
The second meeting in December is cancelled.

The next meeting will be held on January 12th, at 2:00 p.m.

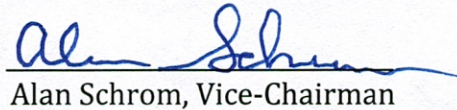
Respectfully submitted,



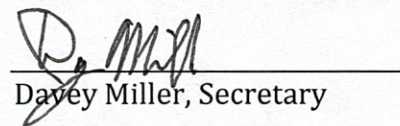
Bonnie Valentine, Director



Frank Mianecki, Chairman



Alan Schrom, Vice-Chairman



Davey Miller, Secretary