

AGENDA
PORT OF ROYAL SLOPE COMMISSION MEETING
4572 Road 13.6 SW; Royal City, WA 99357
February 9, 2021
12:00 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 JANUARY 28TH, 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

NEW BUSINESS

1. GCEDC Ballot for Election of Directors

OLD BUSINESS

1. Railroad Policy and Procedures
2. Leaky CCL Extension – Meeting
3. Development Agreement

COMMISSIONERS' REPORT:

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

OFFICE REPORT:

1. Office Building
2. Tyler Frank's Response
3. PUD Pole Replacement
4. Stewart Grazing Lease
5. Well Pumps/ Layne Pump
6. Development Strategy on Lots
7. Used Generator?
8. Misc.

ADJOURN

Next Regular Meeting February 24th @ 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

February 9, 2021

The February 9th, 2021, regular meeting of the Port of Royal Slope Commissioners was called to order at 12:15 p.m. by Chairman Mianecki.

Commissioners Present: Frank Mianecki, Alan Schrom and 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 it passed.

Comments from Public: There were none.

Approval of Minutes: Commissioner Miller made a motion to approve the minutes of the January 28th, 2021 regular meeting as written. Commissioner Schrom 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, **February 9, 2021**. The Board does hereby approve those warrants as follows: **GF Warrant #12925** in the amount of **\$55.39**, **Payroll Warrants: #12926-12935** in the amount of **\$11,083.58** and **GF Warrants #12936-12947** in the amount of **\$9,164.98**, **GF General Journal Entry** in the amount of **\$64.43**, **IDF Warrants #6523-6533** in the amount of **\$17,255.77** and **LTGO payment for CERB #1** in the amount of **\$36,305.80**.

Commissioner Schrom made a motion to approve the February 9, 2021 warrants as listed. Commissioner Miller seconded the motion and it passed.

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, **February 9, 2021** in the amount of **\$8,679.40** for the General Fund and **\$19,936.25** for the Industrial Development Fund. The Grant County Treasurer's report for January has not been received as of this date.

NEW BUSINESS

1. **GCEDC Ballot for Election of Directors:** The Commissioners reviewed the GCEDC ballot for the Election of Directors. Commissioner Miller made a motion to vote on the ballot as presented as no one was running opposed. Commissioner Schrom seconded the motion and it passed.

OLD BUSSINESS

1. **Railroad Policy and Procedures:** The Commissioners read the Railroad Policy and Procedures and asked questions. Commissioner Miller made a motion to adopt the Port of Royal Slope Policy & Procedures 2/2021 Railroad Right-of-Way as written. Commissioner Schrom seconded the motion and it passed.

2. **Leaky CCL Extension – Meeting:** The Port was on QCBID's meeting agenda on February 2nd to discuss the leaky CCL. There was lots of great discussion about the areas the leaking water is affecting and possible solutions. It was decided the most cost-effective way to determine that lining the canal would help dry up the affected areas would be to line it with clay in the areas suspected of leaking the most. If the clay has a positive impact reducing the leakage the discussion should be revisited to talk about a more permanent repair. Documenting the wet areas to help determine if lining the CCL with clay helps was also discussed.

3. **Development Plan with the County:** Damien Hopper at the Grant County Planning Department has reviewed and returned some comments on our Development Agreement with the County. Bonnie will follow up with some questions from the Commissioners and set up a meeting with Damien to discuss the Agreement.

COMMISSIONERS' REPORT

1. **Commissioner Mianeck, Jr:** Frank was able to attend the Zoom meeting with the QCBID to discuss the leaky CCL and possible solutions. He will also be checking on a used CAT generator similar to the one at Well 1. Frank contacted QCBID Board Member Derik Allred prior to the meeting so he would be aware of our concerns related to the leaky CCL.

2. **Commissioner Schrom:** Alan has been working on getting some phone equipment ready for VOIP service. He was at the office when Engineer Gary Hall stopped into the office and they discussed the additional elevation points needed for the rail spur to Lot 10. Alan made several trips to check on a utility pole the GC PUD replaced near the railroad on Road E SW.

3. **Commissioner Miller:** Spent some time investigating the gravel pit and the area where Tyler Frank had requested a private rail crossing and easement. Davey had contacted QCBID Board member Ko Weyns prior to the meeting to share our concern with the CCL leakage.

OFFICE REPORT:

1. **Office Building:** Ideas for the new Port office were discussed.

2. **Tyler Frank's Response:** Tyler Frank sent a nice email in response to the Commissioner's rejection of his proposed rail crossing and easement to his property from Road E SW.

3. **PUD Pole Replacement:** The PUD replaced a rotten pole in the Railroad Right of Way east of Road E SW. There was lots of good communication between the PUD, the Rail Operator, and the Port. The pole was replaced without incident.

4. Stewart Grazing Lease: Jessica Stewart reported they had not had any cattle grazing on Port property since May 2020.

5. Well Pumps / Layne Pump: Layne Pump was here on February 8th. They adjusted the laterals on the well pumps at Well 1 & Well 2. They reported approximately ¼" adjustment at each well.

6. Development Strategy on Lots: It was discussed how the Port would like to develop its industrial park. We would like businesses who plan to use the rail to be on a lot with rail. It would be ideal for businesses with a store front to be nearer Highway 26 and for the more industrial businesses to be towards the southern part of the industrial park.

7. Used Generator: Frank has found a used generator similar to the generator at Well 1. The Port is looking into how feasible it would be to purchase a generator to have a backup at Well 2.

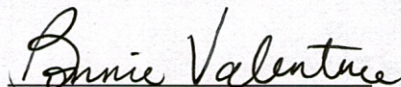
8. Miscellaneous: Alan has determined we will need to buy some new phones for our new VOIP Service when it is ready. Commissioner Miller made a motion to spend up to \$300.00 on new phone equipment for the VOIP service. Commissioner Schrom seconded the motion and it passed.

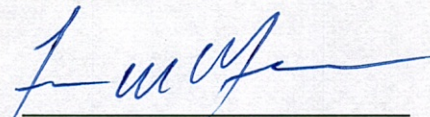
ADJOURN


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 Miannecki adjourned the meeting at 2:30 p.m.

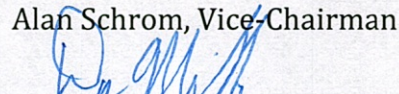
The next meeting will be held on February 24th at 9:00 a.m.

Respectfully submitted,


Bonnie Valentine, Director


Frank Miannecki, Chairman


Alan Schrom, Vice-Chairman


Davey Miller, Secretary

AGENDA
PORT OF ROYAL SLOPE COMMISSION MEETING
4572 Road 13.6 SW; Royal City, WA 99357
February 24, 2021
9:00 A.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 FEBRUARY 9TH, 2021 REGULAR MEETING

OLD BUSINESS

1. Development Plan with County
2. Office Building
3. Avista Easement

NEW BUSINESS

1. Discussion of 10 acres available

COMMISSIONERS' REPORT:

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

OFFICE REPORT:

1. CCL
2. Well 1 Repairs
3. Department of Revenue Lease Hold Tax Audit
4. Misc.

ADJOURN

Next Regular Meeting March 10th @ 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

February 24, 2021

The February 9th, 2021 regular meeting of the Port of Royal Slope Commissioners was called to order at 9:00 p.m. by Chairman Mianecki.

Commissioners Present: Frank Mianecki, Alan Schrom and 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 it passed.

Comments from Public: There were none.

Approval of Minutes: Commissioner Schrom made a motion to approve the minutes of the February 9th, 2021 regular meeting as written. Commissioner Miller seconded the motion and it passed.

OLD BUSINESS

1. Development Plan with the County: Damien Hooper set up a Webex meeting so he could share documents with the Port Commissioners while discussing some details of the Development Agreement. Utilities, roads, wetlands, and the SEPA were among the topics discussed to help determine the best way to proceed with this project.

2. Office Building: There was a discussion of phases for building a new office and what each phase could include.

3. Avista Easement: The Commissioners have requested a drawing showing where Avista proposes to build their transmission line. It was also requested this drawing show where the line goes beyond Port property. We had hoped to have this information by today's meeting.

NEW BUSINESS

1. Discussion of 10 acres available: The Port Commissioners discussed purchasing 10 acres that would join two properties already owned by the Port with the possibility of extending the rail to them. Commissioner Miller made a motion for the Executive Director or the Director to make an offer for the 10 acres. Commissioner Schrom seconded the motion and it passed.

After further discussion about the adjoining property, Commissioner Miller made a motion to start platting the Niessner property we acquired in 2019. Commissioner Schrom seconded the motion and it passed.

COMMISSIONERS' REPORT

1. Commissioner Mianecki: Frank contacted the person selling a used generator similar to the one at Well 1 and was told it had been sold.

2. Commissioner Schrom: Alan was called to assist in troubleshooting a well pump failure alarm at Well 1 on February 17th. After resetting the power on the well pump, it still wouldn't start. It was decided to call Dan Booth to do a more in-depth investigation. Alan has been monitoring the diversion of water by the QCBID while they are installing the clay lining in a portion of the CCL.

3. Commissioner Miller: Davey did check on QCBID's progress lining the CCL with clay.

OFFICE REPORT:

1. CCL: The QCBID has been very proactive. They started working on lining the CCL with clay last week. It looks like they could be finishing the targeted area soon.

2. Well 1 Repair: There was a well pump fail alarm on Wednesday February 17th at Well 1. It was decided to call Dan Booth after Bonnie, Cathy and Alan all tried to restart the well pump. Dan was able to come and trouble shoot Well 1 at about 4:20 the same day. Dan and Alan were able to trace the problem to a failed flow switch for the pre-lube meter. Thursday Bonnie ordered a new switch for \$334.89 from Ferguson Enterprises. The switch arrived Friday afternoon and was installed Saturday morning by Bill and Alan.

3. Department of Revenue Lease Hold Tax Audit: Cathy received a call from the Department of Revenue on doing an audit on Lease Hold Taxes collected on leases from the year 2017 to 2020. Cathy and Bonnie have collected, verified, and emailed the requested information. We hope to hear back soon if any additional information is needed.


4. Miscellaneous: Inland Potable Services called the office on Tuesday to let us know they plan to be here early next week to clean the reservoirs at Wells 1 & 2. Zack Kennedy called to check in and let us know how Jim Potts is getting along and to let us know this year's legislative session is definitely different than years past. We also received a phone call from Jim Potts checking in to see how the Port is getting along. The Commissioners, Cathy, and Bonnie all signed a get-well card to send to Jim as he is recovering from being ill.

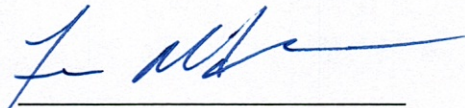
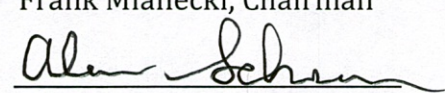
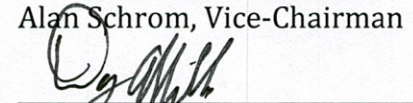
ADJOURN

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 11:37 a.m.

The next meeting will be held March 10, at 2:00 p.m.

Respectfully submitted,


Bonnie Valentine, Director


Frank Mianecki, Chairman

Alan Schrom, Vice-Chairman

Davey Miller, Secretary