

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

APPROVAL OF THE MINUTES FROM THE June 23rd, 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

NEW BUSINESS

1. Appraisal on 4 Acre Lot – PUD
2. GCEDC 2021 Annual Membership

OLD BUSINESS

1. WPE 400+ Acre Plat Update
2. Rail to Lot 10 Update
3. AVISTA Project
4. Funding Information for Water System & Roads

COMMISSIONERS' REPORT

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

OFFICE REPORT:

1. Beverly Bridge Zoom Meetings
2. 75hsp Pump @ Well 1
3. CCL Extension Mapping
4. Office Building
5. Misc.

ADJOURN

Next Regular Meeting July 28 @ 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

July 14th, 2021

The July 14th, 2021, regular meeting of the Port of Royal Slope Commissioners was called to order at 2:14 p.m. by Chairman Mianecki.

Commissioners Present: Frank Mianecki and Alan Schrom.

Others Present: Executive Director Cathy Potter and Director Bonnie Valentine.

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

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

Comments from Public: There were none.

Approval of Minutes: Approval of the minutes from the June 23rd regular meeting was tabled until the next regular meeting.

Discussion of Warrants and Warrant Approval: Warrants were discussed.

Commissioner Schrom made a motion to approve the July 14th, 2021, warrants as listed 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, **July 14, 2021**. The Board does hereby approve those warrants as follows: **GF Payroll Warrants: #13033-13043** in the amount of **\$11,266.87**; **GF Warrants #13044-13056** in the amount of **\$4,937.54**; **IDF Warrants #6573-6579** in the amount of **\$6,697.25**.

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, **July 14th, 2021**, in the amount of **\$32,082.89** for the General Fund and **\$5,964.26** for the Industrial Development Fund.

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

NEW BUSSINESS

1. Appraisal on 4 Acre Lot – PUD: The Port has received the requested appraisal from Agri/Com Appraisals for the 4 Acre Lot adjacent to the PUD's lot on Road E SW.

2. GCEDC 2021 Annual Membership: There was some discussion about the membership fee and what the GCEDC does for the Port. This last year they did help complete a feasibility study required by CERB. Joseph Akers has been here to introduce himself. He over sees the business retention department at the EDC. Nic Thurston was also here recently and did some great drone footage of Port property for us. Commissioner Schrom made a motion to pay the annual \$1,500.00 membership fee and the motion passed.

OLD BUSSINESS

1. WPE 400+ Acre Plat Update: It has been 2 weeks since Bonnie sent WPE an email with an attachment showing them exactly what Grant County is looking for in a Major Plat. Bonnie sent an email again yesterday asking if there has been any progress made and has not heard back from WPE. The Commissioners would like to see this project completed in the very near future.

2. Rail to Lot 10 Update: Commissioner Schrom brought in his computer to show the subtle changes he is making for the alignment of the rail spur.

3. AVISTA Project: AVISTA is planning on doing the tree and weed removal on the south side of the railroad track near the Weaver Trailer Court and the new transmission line as one project, not as two individual projects. They are hoping it will reduce the number of required permits. Cathy is trying to clarify and eliminate some redundant permitting.

4. Funding Information for Water System and Roads: Bonnie has been working on filling out some applications for funding through the EDA for a 3rd Well and for the roads and water mains in the new industrial park. The Commissioners read the applications and thought they appeared to be ready to send.

COMMISSIONERS' REPORT

1. Commissioner Miannecki, Jr: Frank had nothing to report.

2. Commissioner Schrom: Alan is finishing up the final alignment details and elevations for the Rail Spur to Lot 10. He met with Ryan from TEM on Monday July 12th at Well 1 to reprogram the Medium Flow Pump to shut off at 55% and so booster pumps 1 &/or 2 will run.

3. Commissioner Miller: Davey sent a text saying he would not be able to attend the meeting.

OFFICE REPORT:

1. Beverly Bridge Zoom Meetings: Bonnie listened into the Beverly Bridge Zoom Meeting on Thursday July 8th. They are continuing to work out all the parking, ceremony, ribbon cutting details.

2. 75hsp Pump @ Well 1: Bonnie and Commissioner Schrom called Ryan at TEM on Friday July 9th to have him come and reprogram the medium flow (75hsp) pump at Well 1. Ryan was able to come and do the reprogramming Monday morning July 12th. This seems to be working. The medium flow pump and the 2 booster pumps have stopped cycling on and off every 2-3 minutes.

3. CCL Extension Mapping: Cathy and Bonnie took some pictures of the stakes along the CCL to check on the canal leakage. The weeds have grown so much the last couple of months they could only find a few stakes. The culvert that goes under the tracks near the GCPW is dry on both the north and south side of the track. There are still some places with standing water when compared with the pictures taken in April and with so many weeds, we can't get to the area that had running water to see if it has improved or not. We are wondering where the water is coming from and if it would be beneficial for the CCL to be lined even farther to the west.

4. Office Building: There was some discussion about building the new office with a number of energy efficient systems and the possibility of making it eligible for some grants.

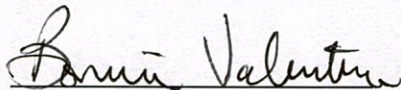
5. Miscellaneous: Cathy has been contacted by the Department of Retirement asking for information so they can conduct an audit for the year 2020. Michael Valentine hauled a trailer to Yakima to pick up 2 pallets of Multi-Chlor for the Port and the Port paid for the fuel. Grant County Fire Department #10 has sent the Port a bill and report for the annual fire hydrant testing. All of the hydrants passed.

ADJOURN

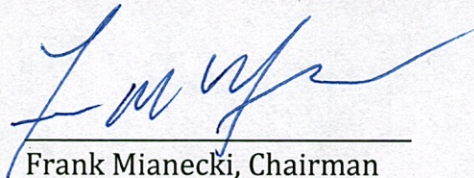
As there was no other business brought before the Board, Commissioner Schrom made a motion to adjourn the meeting. Commissioner Mianecki adjourned the meeting at 4:40.

The next meeting has been changed from July 28th at 2:00 p.m. to July 29th at 1:00 p.m.

Respectfully submitted,



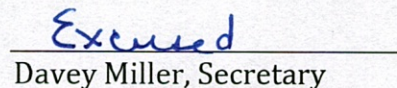
Bonnie Valentine, Director



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
July 29, 2021
1:00 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 June 23rd, 2021, REGULAR MEETING

APPROVAL OF THE MINUTES FROM THE July 14th, 2021, REGULAR MEETING

NEW BUSINESS

1. North Sky Communications Short Term Lease
2. Cole Eilers' Property
3. First Right of Refusal/Blue Sky Property

OLD BUSINESS

1. WPE 400+ Acre Plat Update
2. Rail to Lot 10 Update
3. AVISTA Project
4. Funding Information for Water System
5. PUD

COMMISSIONERS' REPORT

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

OFFICE REPORT:

1. Office Building
2. County Gravel Pit
3. Update from Joseph Akers
4. Retirement December 1st
5. Misc.

ADJOURN

Next Regular Meeting August 11th @ 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

July 29th, 2021

The July 29th, 2021, regular meeting of the Port of Royal Slope Commissioners was called to order at 1:05 p.m. by Chairman Mianecki.

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

Others Present: Executive Director Cathy Potter and Director Bonnie Valentine.

Approval of Agenda: Commissioner Schrom made a motion to approve the agenda. Commissioner Miller 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 from the June 23rd, regular meeting as written. Commissioner Miller seconded the motion and it passed.

Commissioner Schrom made a motion to approve the minutes from the July 14th regular meeting as written and the motion passed.

NEW BUSSINESS

1. North Sky Communications Short Term Lease: This company is installing fiber throughout the Royal area and is looking for a place to park their equipment and employees' vehicles for approximately 4 months. After discussion, Commissioner Miller made a motion to draft up a lease for the property across from GCPW and because it is a short-term lease to waive the security deposit. Commissioner Schrom seconded the motion and the motion passed.

2. Cole Eilers' Property: The property was reviewed, and a drawing made to send to Cole and get his thoughts.

3. First Right of Refusal/Blue Sky Property: Grant County Title Company needs the long legal description on a First Right of Refusal that was recorded with the County as it appears part of it encompasses the Blue Sky Management Property. Cathy has the revised legal, cover sheet and original documents to take to the County and rerecord. Commissioner Schrom made a motion to approve rerecording the legal description and paying the expenses to do so. Commissioner Miller seconded the motion and it passed.

OLD BUSSINESS

1. WPE 400+ Acre Plat Update: Bonnie received an email that we need to come to WPE's office and sign some documents that are ready to be taken to the County on the preliminary plat, SEPA, etc. Bonnie and Cathy plan to go there Friday.

2. Rail to Lot 10 Update: Alan emailed the new elevations to Hall Engineering along with a long letter of explanations. Alan still wants to do some staking at the southern end of the rail extension.

3. AVISTA Project: Cathy received the draft Wireline Crossing Agreement back with several "markups" from Avista's attorney. These were forwarded to our attorney, Chris Ries and his comments were discussed at the meeting. The Commissioners also had a couple of changes to the agreement. Commissioner Schrom made a motion to forward the Wireline agreement with the changes to Avista. Commissioner Miller seconded the motion and it passed.

4. Funding Information for Water System: Bonnie has received feedback from her contact at the EDC on the Project Briefs she submitted. The EDC contact was very encouraging and thought the well project would have a good chance of getting funded especially if we can get some letters of support from beneficiaries for the project.

5. PUD: We received a copy of the appraisal on Lot 4 from PUD. They were not available to discuss the amount of land they determined they need or the price of the lot. Hopefully, they will be ready at the next meeting.

COMMISSIONERS' REPORT

1. Commissioner Mianecki, Jr: Frank had nothing to report.

2. Commissioner Schrom: Alan worked on the rail to Lot 10 project and wrote a long letter of explanation about the new elevations.

3. Commissioner Miller: Davey had concerns about making sure the Port is being fair to all employees concerning their benefits. It was discussed that we've been working on updating the Employee Handbook but will wait until the Department of Retirement audit is completed.

OFFICE REPORT:

1. Office Building: There was discussion that there may be funding available for building the Port office if we could use part of it for a training classroom.

2. County Gravel Pit: We were informed by Grant County Engineer, Keith Elefson that he is rummaging through documents to determine how to surplus the County gravel pit on Adams Road. He believes he will know something in two to three weeks.

3. Update from Joseph Akers from GCEDC: Joseph had been visiting businesses in the area today and stopped by to give us updates. He mentioned that he is still working with Torklift in hiring qualified people. We discussed Work Source and BBCC and wondered if they would be interested in having a training room in the basement of the new office building that we plan to build.

4. Retirement December 1st: Cathy set her retirement date as December 1, 2021. Bonnie is well qualified and has the same certifications on the water system. She will do a great job!

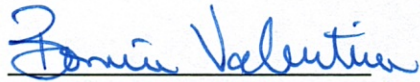
5. Misc.: After discussion about short term leases and the work involved with them. Commissioner Miller made a motion to establish a minimum lease amount of \$500 a month plus leasehold tax. Commissioner Schrom seconded the motion and the motion passed.

ADJOURN

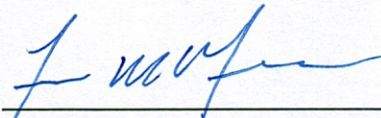
As there was no other business brought before the Board, Commissioner Schrom made a motion to adjourn the meeting. Commissioner Miller seconded the motion and Chairman Mianecki adjourned the meeting at 5:25 pm.

The next regular meeting is August 11th at 2:00 p.m.

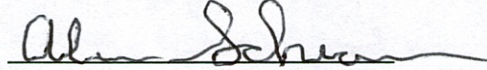
Respectfully submitted,



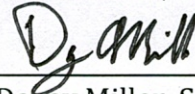
Bonnie Valentine, Director



Frank Mianeki, Chairman



Alan Schrom, Vice-Chairman



Davey Miller, Secretary