

AGENDA
PORT OF ROYAL SLOPE COMMISSION MEETING
4572 Road 13.6 SW; Royal City, WA 99357
June 9th, 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 MAY 26TH, 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. PUD Substation Lot
2. Consumer Confidence Report – 2020
3. Interagency Data Sharing Agreement with SAO
4. Re-Districting

COMMISSIONERS' REPORT

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

OLD BUSINESS

1. WSDOT Gravel Pit
2. Development Agreement
3. Funding Sources
4. Telephone System

OFFICE REPORT:

1. Rail to Lot 10 – Engineers
2. Office Building
3. TorkLift 8" Remote Read
4. Beverly Bridge Zoom Meetings (2nd Thursday Monthly 12:30 – 2:00)
5. Avista Tree Removal
6. Connell Rail Meeting June 30th @ 1pm.
7. Misc.

ADJOURN

Next Regular Meeting June 23rd @ 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

June 9, 2021

The June 9th, 2021, regular meeting of the Port of Royal Slope Commissioners was called to order at 2:10 p.m. by Chairman Mianecki.

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

Others Present: Executive Director Cathy Potter and Director Bonnie Valentine. Anita Gruchalla, David Klinkenberg & Greg Cardwell from Grant County PUD joined the meeting later.

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 May 26th, 2021, regular meeting as written. Commissioner Schrom seconded the motion and it passed.

Discussion of Warrants and Warrant Approval: Warrants were discussed. Commissioner Miller made a motion to approve the June 9th, 2021, warrants as listed. 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, **June 9, 2021**. The Board does hereby approve those warrants as follows: **GF Payroll Warrants: #13014-13021** in the amount of **\$11,230.36**; **GF Warrants #13022-13032** in the amount of **\$9,572.59**; **IDF Warrants #6564-6572** in the amount of **\$18,298.01** and **LTGO** payments for **LOCAL #1** in the amount of **\$18,750.00** and **LOCAL #2** in the amount of **\$43,000.00**.

Discussion of Revenues and Revenue Approval: After discussion about the income, 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, **June 9, 2021**, in the amount of **\$72,246.52** for the General Fund and **\$4,656.65** for the Industrial Development Fund.

INTERNAL 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.

NEW BUSINESS

1. **PUD Substation:** Anita Gruchalla, David Klinkenberg, & Greg Cardwell were here from Grant County PUD to discuss their request for an additional 120' of property to the west of their lot for the new Red Rock Substation. There were several scenarios discussed but no decisions made. The Port will get an appraisal and the PUD will also get an appraisal for the 4.81-acre lot to determine a price for the lot or a portion of the lot. The PUD hopes to have the substation completed by the end of 2022.

2. **Consumer Confidence Report – 2020:** Cathy and Bonnie have updated the information in the CCR. After being reviewed by the Commissioners, Commissioner Miller made a motion to send the 2020 CCR to the Port's water customers. Commissioner Schrom seconded the motion and it passed.

3. **Interagency Data Sharing Agreement with SAO:** This new agreement with the State Auditors Office Authorizes the sharing of confidential information from the Port to the SAO. After some discussion, Commissioner Schrom made a motion for Commissioner Mianecki to sign the agreement and return it to the SAO. Commissioner Miller seconded the motion and it passed.

4. **Re-Districting:** Cathy and Bonnie attended a webinar discussing a delay in releasing the 2020 Census information and the shortened timeline to re-district if it needs to be done. The 2020 Census information would normally have been released by the end of May, however due to Covid-19 the information will not be released until the end of September. This will only give districts 2 months to get any re-districting completed and submitted.

COMMISSIONERS' REPORT

1. **Commissioner Mianecki, Jr:** Frank had nothing to report at this time.

2. **Commissioner Schrom:** Alan is working on the rail spur to Lot 10. He is determining where he needs to record some additional elevations. He has been investigating the necessary hardware needed to get VoIP for the office.

3. **Commissioner Miller:** Davey has sent an RSVP to attend the Beverly Bridge Grand Opening Event on September 13th, 2021. Davey asked Bonnie to send a follow up email to Senator Warnick referencing their phone conversation about the Beverly Bridge and the Renslow Trestle. The Senator responded that she had an appointment with the WA Parks Regional Manager and would get back to him ASAP.

OLD BUSINESS

1. **WSDOT Gravel Pit:** The Port has received the Quitclaim Deed for the WSDOT Gravel Pit. The parcel numbers are 160126000 and 16012800. Chairman Mianecki signed the document, and it will be returned to WSDOT with the necessary warrants.

2. **Development Agreement/Covenants/Plat:** Bonnie has gotten an approval on the latest draft of the Development Agreement from Grant County Planning. After a review and some discussion, Commissioner Miller made a motion to approve, sign and submit the final draft of the Development Agreement with the associated fees to the Grant County Planning Department. Commissioner Schrom seconded the motion and it passed.

3. **Funding Sources:** Cathy has written a letter asking our Legislators for funds to buy property adjacent to the Port's property. In the letter she expresses the once in a lifetime opportunity for the Port and our lack of funds to purchase the property out-right. Commissioner Schrom made a motion to approve of the letter and for it to be mailed to the appropriate Congressmen, Senators, and Representatives. Commissioner Miller seconded the motion and it passed.

4. Telephone System: Alan will review some of the documents Bonnie received from Lumen referencing equipment compatible to set the office up with VoIP.

OFFICE REPORT:

1. Rail to Lot 10 – Engineers: Alan has been in communication with Gary Hall on the route for the Rail Spur to Lot 10. There has been a slight alignment change and Alan will need to collect some additional elevations for engineering purposes.

2. Office Building: Nothing new on this project.

3. Torklift 8" Remote Read: Bonnie is trying to work with North Central Construction for a solution to get a remote read on the 8" fire-line at Torklift. Gary Hall researched for a replacement for the 5/8" meter to find one with a remote read. Bonnie will send the information to NCC tomorrow.

4. Beverly Bridge Zoom Meetings (2nd Thursday Monthly 12:30 – 2:00): Commissioner Miller asked Bonnie to attend the meeting to see if there was any new information.

5. Avista Tree Removal: Cathy has had some communication from Avista. She is trying to clarify their definition of cleanup and removal of trees and debris from the south side of the railroad tracks behind the Weaver trailer court. The contractor doing the work does plan to remove all of the trees too big to masticate but wants to leave the rest of the masticated materials 20' away from the railroad. The commissioners are concerned any debris left behind would be a fire hazard.

6. Connell Rail Meeting June 30th @ 1pm: This information was shared with the Commissioners in case they were interested in attending.

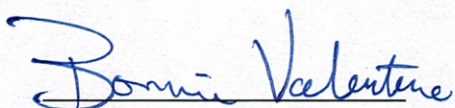
6. Misc.: Bonnie has been working on writing a grant to fund a 3rd Well including the necessary supporting infrastructure. She has been in contact with the regional the Economic Development Representative for Washington State to try and determine which grant would best fit the project.


ADJOURN

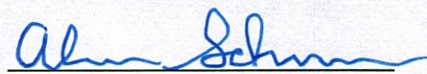
As there was no other business brought before the Board, Commissioner Miller made a motion to adjourn the meeting. Commissioner Schrom seconded the motion and Chairman Mianecki adjourned the meeting at 6:20 p.m.

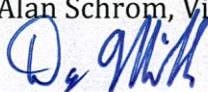
The next meeting will be held on June 23rd at 2:00 p.m.

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
June 23rd, 2021
2:00 P.M.

CALL TO ORDER – CHAIRMAN MIANECKI
ROLL CALL

APPROVAL OF AGENDA

RECESS 45 MINUTES FOR TOUR OF SPINACH FACILITY

RECONVENE REGULAR MEETING

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

APPROVAL OF THE MINUTES FROM THE JUNE 9TH, 2021 REGULAR MEETING

COMMISSIONERS' REPORT

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

OLD BUSINESS

1. Development Agreement
2. Rail to Lot 10 – Funding
3. Railroad Permits

OFFICE REPORT:

1. Office Building
2. TorkLift 8" Remote Read
3. Avista Tree Removal
4. Misc.

ADJOURN

Next Regular Meeting July 14th @ 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

June 23, 2021

The June 23rd, 2021, regular meeting of the Port of Royal Slope Commissioners was called to order at 2:04 p.m. by Vice Chairman Schrom.

Commissioners Present: Alan Schrom and Davey Miller.

Others Present: Executive Director Cathy Potter, Director Bonnie Valentine and Robert Weber. Chief Linn was here just for a few minutes to discuss fire hydrant testing.

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

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

Vice Chairman Schrom recessed the meeting at 2:07 so the Port could have a tour of the spinach company across the street. This will take approximately 45 minutes.

Vice Chairman Schrom reconvened the meeting at 2:57.

Comments from Public: Robert Weber discussed the WSRB Fire rating has dropped to 6 for all of Fire District 10. It was a 6 in Royal City last year but is now a 6 throughout. He also said they are looking for a new training officer.

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

COMMISSIONERS' REPORT

1. Commissioner Mianecki, Jr: Frank called in saying he could not attend the meeting.

2. Commissioner Schrom: Bonnie and Alan flagged the re-alignment on a portion of the rail going to Lot 10. Alan plans to get the new elevations and will send them to the railroad engineer. Alan also worked on the telephone for a full week, and they are still not working.

3. Commissioner Miller: No report

OLD BUSSINESS

1. Development Agreement: Bonnie is getting all the forms completed and gathering up all the documents that need to be taken to the County. WPE talked to Damien Hooper at the County to get clarification on what is needed for the Preliminary Major Plat submittal.

2. Rail to Lot 10: Paul notified us that the FRAP funding came through.

3. Railroad Permits: There was discussion about the Port being the permitting agency but would like to know what Paul Didelius would prefer for insurance on projects. We had a short conference call with Paul, and he said he would get us some information.

OFFICE REPORT:

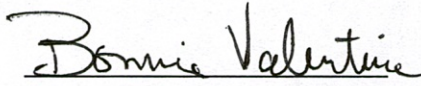
- 1. Office Building:** This may not move forward until the prices of materials drop.
- 2. Torklift Remote Read:** After several emails, North Central Construction said they would be installing a new meter that will have a remote read.
- 3. Avista Tree Removal:** We are waiting for insurance so they can move forward.
- 4. Misc: Weeds, News Article, Fire Pump:** We were notified that we have Pepper Weed along the rail by Stewarts. Bill said he will spray as soon as he has a few hours. Bonnie clicked on a link from the EDA that said "ports" and the article about our Well #2 project came up. The fire department has been testing our fire hydrants and there was discussion about the fire pump settings.

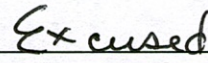
ADJOURN


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

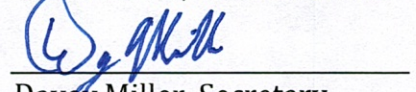
The next meeting will be held on July 14th at 2:00 p.m.

Respectfully submitted,


Bonnie Valentine, Director


Frank Mianeki, Chairman


Alan Schrom, Vice-Chairman


Davey Miller, Secretary