

AGENDA  
PORT OF ROYAL SLOPE COMMISSION MEETING  
4572 Road 13.6 SW; Royal City, WA 99357  
November 10, 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)

CLOSE REGULAR MEETING AND OPEN PUBLIC HEARING ON 2021 COMPREHENSIVE PLAN

CLOSE PUBLIC HEARING ON COMP PLAN AND OPEN PUBLIC HEARING ON 2022 BUDGET

CLOSE PUBLIC HEARING ON 2022 BUDGET AND RECONVENE REGULAR MEETING

APPROVAL OF THE MINUTES FROM THE October 27<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

INTERNAL REVIEW OF ACCOUNTS

OLD BUSINESS

- 1. Grant County PUD
- 2. Rail to Lot 10 Update
- 3. Well 3 Funding

NEW BUSINESS

- 1. Adopt Resolution 2021.05 Comprehensive Plan 2021
- 2. Adopt 2022 Budget Resolutions 2021.06 & 2021.07
- 3. Waiver of Commissioner Compensation

COMMISSIONERS' REPORT

- 1. Frank Mianeck, Jr.
- 2. Alan Schrom
- 3. Davey Miller

OFFICE REPORT:

- 1. CBDL Membership Fee
- 2. Grant County Hazard Mitigation Plan
- 3. Employee Handbook
- 4. Official Retirement 12/31/2021
- 5. Employee Evaluation
- 6. Misc.

ADJOURN  
Next Regular Meeting November 24<sup>th</sup>, 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*

**November 10, 2021**

The November 10<sup>th</sup>, 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 & Davey Miller

Others Present: Executive Director Cathy Potter and Director Bonnie Valentine, and four PUD representatives arrived about 3:00: Anita Gruchalla, Greg Cardwell, David Klinkenberg and Chris Clarke.

**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.

Chairman Mianecki closed the regular meeting at 2:15 p.m. and opened the public hearing on the 2021 Comprehensive Plan. There were no comments.

At 2:20 p.m. Chairman Mianecki closed the public hearing on the Comprehensive Plan and opened the public hearing on the 2022 Budgets. There were no comments.

At 2:25 p.m. Chairman Mianecki closed the public hearing on the Budgets and reconvened the regular meeting.

**Approval of Minutes:** Commissioner Schrom made a motion to approve the minutes of the October 27<sup>th</sup>, 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 November 10<sup>th</sup>, 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, **November 10, 2021**. The Board does hereby approve those warrants as follows: **GF Payroll Warrants: #13120-13126** in the amount of **\$10,527.42**; **GF Warrants #13127-13137** in the amount of **\$5,096.63**; **IDF Warrants #6613-6621** in the amount of **\$5,897.41**.

**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, **November 10, 2021**, in the amount of **\$0** for the General Fund and **\$7,016.45** for the Industrial Development Fund. The Grant County Treasurer's statement for October 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. Grant County PUD:** After initial discussion about the Red Rock Substation and the schedule for completion, Commissioner Miller called for an Executive Session. Chairman MianECKi recessed the regular meeting at 3:23 p.m. to go into an Executive Session for land negotiations for approximately 30 minutes. At 4:00 p.m. Chairman MianECKi closed the Executive Session and reconvened the regular meeting.

Commissioner Schrom made a motion to accept the price that PUD is quoting for the transmission line easements along Road 13.6 SW and to approve moving forward with selling an additional +/-1.25 acres for the substation to PUD with PUD taking care of the boundary line adjustments and the sale documents. Commissioner Miller seconded the motion and the motion passed.

Commissioner Miller made a motion to allow PUD a construction easement so they can move forward. Commissioner Schrom seconded the motion and it passed.

**2. Rail to Lot 10 Update:** Gary Hall was able to convert Alan's elevation numbers to a program that the Railroad Engineer uses and sent them to him.

**3. Well 3 Funding:** Bonnie had sent the funding application to the EDC's Regional Director for preliminary review. She has gotten a response with suggestions to add some information. It was mentioned that we needed to show more beneficiary support for our project. The Commissioners discussed sending a letter to our water customers asking for their support for our third well project.

## **NEW BUSINESS**

**1. Adopt Resolution 2021.05 on the Comprehensive Plan 2021:** Commissioner Miller made a motion to adopt Resolution 2021.05 approving the Comprehensive Plan for 2021. Commissioner Schrom seconded the motion and it passed.

**2. Adopt Resolutions 2021.06 & .07 for the 2022 Budgets:** Commissioner Miller made a motion to adopt Resolutions 2021.06 & .07 approving the 2022 Budgets. Commissioner Schrom seconded the motion and it passed. The budget information will be sent to the County.

**3. Waiver of Commissioner Compensation:** After discussion that the Commissioners don't take the full amount allowed, each Commissioner decided to sign a form waiving some of the compensation.

## **COMMISSIONERS' REPORT**



1. **Commissioner Mianecki, Jr:** Frank talked to a customer about their water needs.

2. **Commissioner Schrom:** Alan finished the elevation measurements for the rail and sent them to our Engineer, Gary Hall. Alan also found the problem with the vent not closing at well #2.

3. **Commissioner Miller:** No report

#### OFFICE REPORT:

1. **CBDL Membership Fee:** Membership to the CBLC was discussed. Commissioner Miller made a motion to approve the membership dues for 2022. Commissioner Schrom seconded the motion and it passed.

2. **Grant County Hazard Mitigation Plan:** The Port has been asked to participate in the planning process for the Grant County Hazard Mitigation Plan. The first meeting is scheduled for November 16<sup>th</sup> at 1:00 via Zoom. Bonnie plans to attend the meeting to learn more about the process and time commitment.

3. **Employee Handbook:** A couple additional items were discussed. We should be able to present the completed handbook for Commissioner approval at the December meeting.

4. **Official Retirement:** Due to waiting for the Department of Retirement's audit to be complete, Cathy pushed her retirement date back a month to 12/31/2021.

5. **Employee Evaluation:** An evaluation sheet was reviewed. The Commissioners plan to fill it out and bring to the next meeting.

6. **Miscellaneous:** The next meeting is close to Thanksgiving and because there are no pressing issues right now, Commissioner Schrom made a motion to cancel the second meeting in November. Commissioner Miller seconded the motion and it passed. If there is something pressing requiring Commissioner approval that comes up before the December 8<sup>th</sup> meeting, we will hold a "Special" meeting.

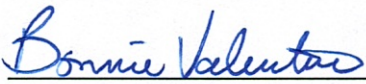
Bonnie and Cathy drove to the weir to check the Baird water as Dennis Beich said we are getting water on our property. The weir was closed.

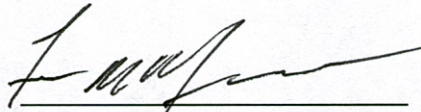
#### ADJOURN


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 5:20 pm.

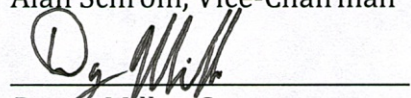
The next meeting is scheduled for December 8<sup>th</sup>, at 2:00 p.m.

Respectfully submitted,

  
Bonnie Valentine, Director

  
Frank Mianecki, Chairman

  
Alan Schrom, Vice-Chairman

  
Davey Miller, Secretary