

AGENDA
PORT OF ROYAL SLOPE COMMISSION MEETING
4572 Road 13.6 SW; Royal City, WA 99357
October 13, 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 SEPTEMBER 22, 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. WA CARES Fund
2. General Fund Budget
3. Organic Grazing Lease
4. Potential New Business

OLD BUSINESS

1. New Industrial Park Plat
2. Rail to Lot 10 Update
3. Well 3 Funding
4. Private Rail Crossing

COMMISSIONERS' REPORT

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

OFFICE REPORT:

1. Police Support Letter
2. Blair Kooistra Article
3. FRA Report
4. Office Building
5. Water Rates
6. Misc.

ADJOURN

Next Regular Meeting October 27th, 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

October 13, 2021

The October 13th, 2021, regular meeting of the Port of Royal Slope Commissioners was called to order at 2:15 p.m. by Chairman Mianecki.

Commissioners Present: Frank Mianecki, Alan Schrom & Davey Miller

Others Present: Executive Director Cathy Potter and Director Bonnie Valentine, Justin Brown and two of his employees

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 Miller made a motion to approve the minutes of the September 22nd, 2021, meeting as written. Commissioner Schrom seconded the motion and it passed.

Discussion of Warrants and Warrant Approval: Warrants were discussed. Commissioner Schrom made a motion to approve the October 13th, 2021, warrants as listed. Commissioner Miller 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, **October 13, 2021**. The Board does hereby approve those warrants as follows: **GF Payroll Warrants: #13097-13108** in the amount of **\$11,213.42**; **GF Warrants #13109-13119** in the amount of **\$6,478.38**; **IDF Warrants #6600-6612** in the amount of **\$3,610.02**.

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, **October 13, 2021**, in the amount of **\$5,632.05** for the General Fund and **\$12,477.69** 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 found no discrepancies. Commissioner Miller compared the warrants with the check register and found no discrepancies.

NEW BUSINESS

1. WA CARES Fund: The new Washington Cares Fund was reviewed. The date for an individual to opt out by and the date mandatory contributions begin for individuals not opting out was discussed.

2. General Fund Budget: The General Fund Budget for 2022 was discussed and compared to the 2021 budget and some changes were made. It will be updated and ready for final review in November.

3. Organic Grazing Lease: The Port received notice from the Weed District about having a noxious weed, Purple Loose Strife, growing on land by the CCL wasteway. Cathy and Bonnie tried to cut off the blooms and bag them, but it was a struggle getting through the tall weeds. There was discussion about getting rid of them in an environmentally safe way by having goats graze there. Commissioner Miller made a motion to pay for having goats graze the weedy area. Commissioner Schrom seconded the motion and it passed.

4. Potential New Business: A local businessman is interested in some property that the Port owns. After discussion about what his use would be, the businessman said he will do some additional checking with his accountant on prices of buildings, etc. The businessman brought in two of his employees that seemed excited to acquire land close by their other property.

OLD BUSINESS

1. New Industrial Park: The request from the WDFW for a Habitat Management Plan for the SEPA on the land the new Master Plat will be on, was discussed and it was decided to get a second opinion and quote.

2. Rail to Lot 10 Update: The engineer is working on a cut and fill plan. He hopes to have it ready very soon.

3. Well 3 Funding: Gary our engineer is working on a project report for the EDA application for the Well 3 project.

4. Private Rail Crossing: The cost and width of the rail crossing was discussed. The cost for supplies the Port has available to be used in the crossing was also discussed.

COMMISSIONERS' REPORT

1. Commissioner Miannecki, Jr: Frank has no report at this time.

2. Commissioner Schrom: Alan attended the JCT Zoom interview on Friday October 8th. He also came to install the new monitor and camera/speaker combo on the laptop.

3. Commissioner Miller: Davey came and fixed a gap in the curtain on the trailer stored at Well #2 to keep birds out.

OFFICE REPORT:

1. Police Support Letter: The Port of Royal Slope was asked to advertise on t-shirts the Royal City Police Department gives away during SummerFest and other community events. The Commissioners support the Police Department however, they don't feel this is a responsible way to spend Port funds.

2. Blair Kooistra: Blair was on vacation in Eastern Washington in September of 2020 and took photos of a train on the Port's rail near Othello recreating similar photos he took as a teenager in the 1980's. He wrote a nice article about the Port bringing rail service back to Royal City and included some of these photos in the Annual 2021 edition of the Locomotive magazine.

3. FRA Report: The FRA was here inspecting the railroad the end of September. The reports were printed and reviewed. There were not any required remedial actions listed.

4. Office Building: Nothing to report.

5. Water Rates: The current water rates were reviewed, and it was decided not to make any changes at this time.

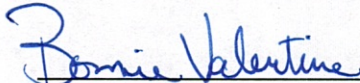
6. Miscellaneous: The Port Commissioners and staff have been invited to a Soup Lunch put on by the Seniors on October 27th at 12:00 at the Community Center.

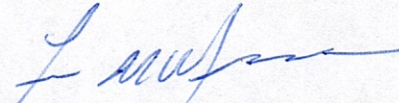
ADJOURN


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 Commissioner Miannecki adjourned the meeting at 6:30 pm.

The next meeting is scheduled for October 27th at 2:00 p.m.

Respectfully submitted,


Bonnie Valentine, Director


Frank Miannecki, Chairman


Alan Schrom, Vice-Chairman


Davey Miller, Secretary

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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 OCTOBER 13, 2021, REGULAR MEETING

NEW BUSINESS

1. Brandt Mayo Grant County EDC
2. Annual Conflict of Interest
3. Railroad Easement - Eilers

OLD BUSINESS

1. Review Budgets
2. New Industrial Park Plat- F&W Habitat Report
3. Rail to Lot 10 Update
4. Well 3 Funding

COMMISSIONERS' REPORT

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

OFFICE REPORT:

1. Office Building
2. Royal Solar Update
3. Employee Handbook
4. Employee Payroll & Healthcare
5. Misc.

ADJOURN

Next Regular Meeting November 10, 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

October 27, 2021

The October 27th, 2021, regular meeting of the Port of Royal Slope Commissioners was called to order at 2:01 p.m. by Chairman Mianecki.

Commissioners Present: Frank Mianecki, Alan Schrom & Davey Miller

Others Present: Executive Director Cathy Potter and Director Bonnie Valentine, GCEDC Executive Director, Brant Mayo and Cole Eilers arrived later.

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 October 13, 2021, meeting as written. Commissioner Miller seconded the motion and it passed.

NEW BUSINESS

1. Brant Mayo Grant County EDC: Brant talked about the County putting a moratorium on renewable energy projects. This should expire in March of 2022. He said the EDC has been holding their meetings virtually but are now holding them in-person. They will always have the virtual option available. They hired Rachel Lang for their business development/expansion liaison to replace Joseph Akers. Skill Source and Big Bend contacts were discussed.

2. Annual Conflict of Interest: The Commissioners and staff reviewed the Conflict-of-Interest Policy and filled out their conflict-of-interest statements.

3. Railroad Easement - Eilers: Cole was in to discuss the possible rail easement across his property and his plans for the future involving this lot.

OLD BUSINESS

1. Review Budgets: The GF, IDF & LTGO budgets were discussed along with the Levy statement. The Port will have them on file for anyone interested.

2. New Industrial Park Plat – F & W Habitat Report: After getting cost estimates on doing the F & W Habitat Report, Commissioner Miller made a motion to hire Ecosystems NORTH WEST to complete the study. Commissioner Schrom seconded the motion and it passed. Chairman Mianecki signed the contract.

3. Rail to Lot 10 Update: Gary Hall sent a preliminary drawing with locations of where we need additional elevation numbers. Commissioner Schrom has been working to get this information for him.

4. Well #3 Funding: Gary Hall sent us updated Feasibility Study on the Well 3 project. We are almost ready to submit to the EDA for funding.

COMMISSIONERS' REPORT

1. **Frank Mianeki:** Frank contacted a potential business to discuss the property.
2. **Alan Schrom:** Alan worked on the rail to lot 10 and attended a conference call with the representatives of the Royal Solar Project.
3. **Davey Miller:** Davey had no report.

OFFICE REPORT:

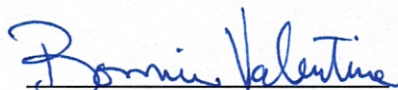
1. **Office Building:** Bonnie passed around a brochure with a similar picture of what we are wanting for the new office.
2. **Royal Solar Update:** Their zoning change was approved however, the County put a six-month moratorium on renewable energy projects. Concerns included how the end of the project would look and whether there would be a lot of waste in the County. Also, of concern is to not allow this on "irrigated lands" and how they determine this... by Farm Unit or by irrigation.
3. **Employee Handbook:** This was reviewed, and changes made. We will work on it until we are satisfied with it.
4. **Employee Payroll & Healthcare:** After reviewing Resolution 2008.10 and the eligibility of employees for health insurance, Commissioner Miller made a motion to approve the Waiver of Employee Health Insurance form that Director Bonnie Valentine signed. Commissioner Schrom seconded the motion and the motion passed. Commissioner Miller made a motion for the Port to pay the full premium on Health Insurance for Director Bonnie Valentine starting January 1, 2022. Commissioner Schrom seconded the motion and it passed.
5. **Misc:** Bonnie attended the Small Port's Conference in Leavenworth last Thursday and Friday and reported on the State Auditor's FIT tool on their website along with the MRSC help website. A port project was discussed and how they attended the IACC Conference and received a lot of help from the funders and advisors there. Also discussed was types of debt and debt capacity. Cathy attended the conference on Friday, as well.

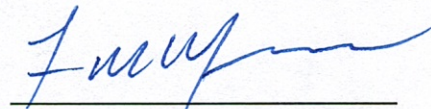
ADJOURN

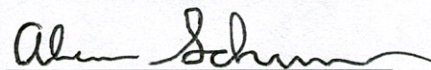
As there was no other business brought before the Board, Commissioner Schrom made a motion to adjourn the meeting. Commissioner Miller seconded the motion and Commissioner Mianeki adjourned the meeting at 5:58 pm.

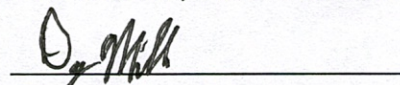
The next meeting is scheduled for November 10th at 2:00 p.m.

Respectfully submitted,


Bonnie Valentine, Director


Frank Mianeki, Chairman


Alan Schrom, Vice-Chairman


Davey Miller, Secretary