

AGENDA
PORT OF ROYAL SLOPE COMMISSION MEETING
4572 Road 13.6 SW; Royal City, WA 99357
September 8, 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 August 25th, 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. Railroad Crossing Request

OLD BUSINESS

1. Rail to Lot 10 Update
2. Well 3 Funding

COMMISSIONERS' REPORT

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

OFFICE REPORT:

1. Comprehensive Plan Review
2. Well Budget
3. Blue Sky's Valve
4. Upcoming Legislative Session
5. Office Building
6. Cell Phone/Office Phone
7. Misc.

ADJOURN

Next Regular Meeting September 22nd, 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

September 8th, 2021

The September 8th, 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.

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 Miller made a motion to approve the minutes of the August 25th, 2021, 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 August 25th, 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, **September 8, 2021**. The Board does hereby approve those warrants as follows: **GF Warrant #13076** in the amount of **\$300.00**; **GF Payroll Warrants: #13077-13084** in the amount of **\$10,875.43**; **GF Warrants #13085-13096** in the amount of **\$17,510.73**; **IDF Warrants #6590-6599** in the amount of **\$13,484.05**.

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, **September 8, 2021**, in the amount of **\$20,877.11** for the General Fund and **\$20,535.07** for the Industrial Development Fund. The Grant County Treasurers' report for August has not yet been received.

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. Railroad Crossing Request: Gary Potter, representing Mike Brown, brought in an application for a private railroad crossing. The Commissioners asked some questions and asked him to put flags out to mark the desired location of the crossing so they can go look at it as they find time.

OLD BUSINESS

1. Rail to Lot 10 Update: Commissioner Schrom has been working with the engineer to combine data points from old track information and new track information to decide if there are any additional elevations needed.

2. Well 3 Funding: Bonnie presented a draft of the application to the EDA for funding Well 3. The Commissioners made several suggestions, and she will make a few changes. She is waiting for some equipment cost estimates, beneficiary support letters, and the application should be ready to submit.

COMMISSIONERS' REPORT

1. Commissioner MianECKi, Jr: Frank came to the office after our last meeting to sign the agreement with Avista.

2. Commissioner Schrom: Alan has spent considerably more time on the Rail to Lot 10 project so the engineer can get an accurate cut and fill plan. He has a webinar on hydronic heating and cooling that he and Commissioner Miller would like to watch.

3. Commissioner Miller: Davey came to assist getting water turned off to Blue Sky so they could fix a broken pipe.

OFFICE REPORT:

1. Comprehensive Plan Review: The Comprehensive Plan was reviewed. There were updates and changes to make. The changes and updates will be made for the Commissioners to review by October if not sooner.

2. Well Budget: The Well Budget for 2022 was reviewed. There are some updates to be made. Those updates will be completed for the Commissioners to review soon.

3. Blue Sky Valve: Blue Sky had a broken water pipe. Cathy and Bonnie went to turn off the water and could not get the valve to close completely. It was discussed to have Jeremy come in and help exercise all the valves more often to ensure they operate correctly.

4. Upcoming Legislative Session: There was more discussion on legislation that was passed this year and how it affects the Port. The Commissioners discussed which topics might be worth bringing to the attention of our legislators in the next session. Discussion was on the Long-Term Care mandate, Defunding the Police, the Paid Family Leave Act. There was also WSDOT chose to go to a cheaper road deicer, we lost a business that was planning to locate here along with bringing in over 100 railcars annually.

5. Office Building: Commissioners Schrom and Miller will try to find a time they can watch the webinar on hydronic heating / cooling as a possible system for the new office. Cathy will reach out for information on the possibility of using a part of the new office as a training center.

6. Cell Phone/Office Phone: The office phone number and service through CenturyLink has gotten increasingly problematic and unreliable. Bonnie has been working on getting our office phone number transferred to the cell phone, so we only have one number.

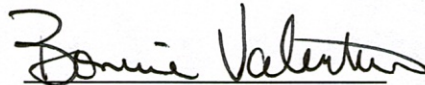
7. Miscellaneous: Bill has replaced the packing on the well pump at Well 1 and the leak has stopped. A check valve at Well 1 on Booster Pump 1 failed. Bill came and verified that was the problem. Cathy has ordered a replacement valve and it should be here next week. Weed control was also discussed and we will investigate some alternatives to spraying and see if they are viable.

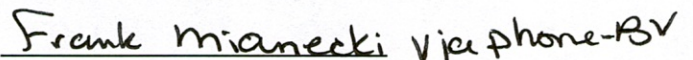
ADJOURN


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 Miannecki adjourned the meeting at 5:51 pm.

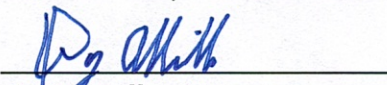
The next meeting is scheduled for September 22nd at 2:00 p.m.

Respectfully submitted,


Bonnie Valentine, Director


Frank Miannecki, Chairman


Alan Schrom, Vice-Chairman


Davey Miller, Secretary

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PORT OF ROYAL SLOPE COMMISSION MEETING
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September 22, 2021
2:00 P.M.

CALL TO ORDER – CHAIRMAN MIANECKI
ROLL CALL

APPROVAL OF AGENDA

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APPROVAL OF THE MINUTES FROM THE September 8th, 2021, REGULAR MEETING

NEW BUSINESS

1. IDF Budget

OLD BUSINESS

1. Rail to Lot 10 Update
2. Railroad Crossing Request

COMMISSIONERS' REPORT

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

OFFICE REPORT

1. 2021 Small Port Seminar
2. Well 1 Check Valve
3. Office Building
4. WDFW comments on New Industrial Park
5. Weeds
6. Misc.

ADJOURN

Next Regular Meeting October 13th, 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

September 22, 2021

The September 22nd, 2021, regular meeting of the Port of Royal Slope Commissioners was called to order at 2:03 p.m. by Chairman Mianecki.

Commissioners Present: Frank Mianecki via phone, Alan Schrom & Davey Miller
Others Present: Executive Director Cathy Potter and Director Bonnie Valentine and Robert Weber.

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 8th, 2021, meeting as written. Commissioner Schrom seconded the motion and it passed.

NEW BUSINESS

1. IDF Budget: The Industrial Development Fund Budget was discussed, and changes made. Updates will be made for final approval.

OLD BUSINESS

1. Rail to Lot 10 Update: Gary the Port's engineer is working on compiling all the data to get an accurate cut and fill plan.

2. Rail Crossing Request: Commissioner Miller brought some pictures showing the area for the proposed crossing. There was a discussion about the elevations and the possible need for culverts to protect the rail from runoff.

COMMISSIONERS' REPORT

1. Commissioner Mianecki, Jr: Frank gave us a brief update on Bill King who has been in the hospital. It sounds like he should get to come home soon.

2. Commissioner Schrom: Alan attended the UTC Stakeholders ZOOM meeting on September 21st. They are hoping to come up with a plan to make at grade crossings on state highways safer. Their next meeting will be on November 2nd. He has been continuing to work with the engineer on the data for the rail to Lot 10. Alan went to Well 1 Tuesday afternoon to figure out why the prelube meter/switch at Well 1 wasn't shutting off. He removed several pieces of debris most likely dislodged when the check valve was replaced.

3. Commissioner Miller: Davey and Jeremy came in Monday morning to replace the check valve for booster pump 1 at Well 1. He took time prior our meeting to find flags marking the site for the requested rail crossing and took some pictures to show the elevation of the rail compared to the approaches.

OFFICE REPORT:

1. 2021 Small Port Seminar: The WPPA is sponsoring the Small Port Seminar in Leavenworth October 21st and 22nd. Cathy and Bonnie are interested in going. Time will tell if it be in person or virtual. Commissioner Schrom made a motion to pay for the seminar fees and a hotel room on October 21st if necessary. Commissioner Miller seconded the motion and it passed.

2. Well 1 Check Valve: Commissioner Miller and Jerimy replaced the check valve at Well 1 on booster pump 1. They made some adjustments in pipe length since the new check valve was a bit different. Commissioner Miller made a motion to purchase a second check valve for booster pump 2 at Well 1 since it is approximately the same age and some extra Victaulic pipe. Commissioner Schrom seconded the motion and it passed.

3. Office Building: Commissioner Schrom is investigating the possibility of hydronic heat as a more efficient way to heat and cool the new office.

4. WDFW comments on New Industrial Park: We have received a letter from the Grant County Planning Department stating the WDFW has requested a Habitat Management Plan and as a result our project is on hold status until we have answers to satisfy their questions. Bonnie will get ahold of the Planning Department to find out what exactly is involved.

5. Weeds: Cathy has reached out to investigate solutions available to control the weeds in addition to spraying. It appears to be too late in the season for most of them. Cathy and Bonnie attempted to cut off the seed pods and blooms on the purple loose strife. It is a very difficult and time-consuming task making it impractical. However, they were able to fill several large garbage bags. There was much discussion on how to best control the weeds this fall as well as next spring. Commissioner Miller will go look at the weeds in question after today's meeting.

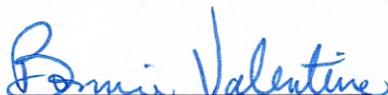
6. Miscellaneous: The FRA and the UTC are inspecting the railroad from Othello to Royal.

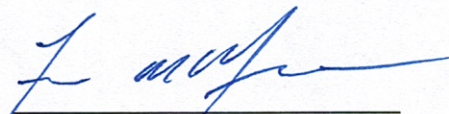
ADJOURN

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 Miannecki adjourned the meeting at 4:08 pm.


The next meeting is scheduled for October 13th, at 2:00 p.m.

Respectfully submitted,



Bonnie Valentine, Director



Frank Miannecki, Chairman



Alan Schrom, Vice-Chairman


Davey Miller, Secretary