

PORT OF ROYAL SLOPE
4572 Road 13.6 SW; Royal City, WA 99357

BOARD OF COMMISSIONERS

Davey Miller

Frank Mianeki

Alan Schrom

October 11, 2023

The October 11th, 2023, regular meeting of the Port of Royal Slope Commissioners was called to order at 2:15 p.m. by Chairman Miller.

Commissioners Present: Davey Miller, Alan Schrom, and Frank Mianeki arrived later.
Others Present: Director Bonnie Valentine.

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

Comments from Public: There were none.

Approval of the Minutes: Commissioner Schrom made a motion to approve the minutes of the September 27th, 2023, regular meeting and it passed.

OLD BUSINESS

- 1. Royal Premix Road Crossing:** Tabled
- 2. Crab Creek Cattle Co Grazing Lease:** Ryan Stewart asked for permission to install new fencing to enhance cattle grazing and gathering. After the proposed changes were discussed Commissioner Schrom made a motion to approve the fencing changes and the motion passed.
- 3. Resolution 2023.02 Variance for Overhead Wireline:** Grant County Public Utility District is installing new and replacing previous fiber lines. They have applied for a variance to the overhead fiber, crossing the Port railroad on the west side of Road E SW. After reviewing the variance Commissioner Schrom made a motion to approve the one-time variance for Grant County PUD overhead fiber crossing at railroad milepost 2014.03 and the motion passed.
- 4. Construction Water:** Director Valentine made the changes to the Construction Water Contracts and the Policies & Procedures list. Commissioner Schrom made a motion to approve the Construction Water documents and the motion passed.
- 5. 2024 IDF Budget:** The 2024 IDF Budget was reviewed.
- 6. 2024 GF Budget:** The 2024 GF Budget was reviewed.

Discussion of Warrants and Warrant Approval: Warrants audited and certified by the auditing officer as required by RCW 42.24.090 and reimbursement claims as required by RCW 42.24.080 have been recorded in a listing and made available to the Board as of this

date, **October 11, 2023**. The Board does hereby approve those warrants as follows: **GF Payroll Warrants: #13538 – 13549** in the amount of **\$6,287.54**; **Warrants #13550-13555** in the amount of **\$3,020.10**; **IDF Warrants #6791 - 6797** in the amount of **\$2,697.66**.

Commissioner Schrom made a motion to approve the October 11, 2023, warrants as listed. Commissioner MianECKi seconded the motion and it passed.

Discussion of Revenues and Revenue Approval: After reviewing the income list, Commissioner MianECKi made a motion to approve the revenues received as presented. Commissioner Schrom seconded the motion and it 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 11, 2023**, in the amount of **\$4,714.63** for the General Fund and **\$14,460.18** for the Industrial Development Fund.

COMMISSIONERS REVIEW OF ACCOUNTS: Tabled

EXECUTIVE SESSION

Chairman Miller called for a 10-minute Executive Session at 5:25 to discuss Property Negotiations.

At 5:35 Chairman Miller closed the Executive Session and reconvened the Regular Meeting.

NEW BUSINESS

1. **GC All Ports Meeting November 17th:** The All-Ports Meeting will be held at the Port of Moses Lake on November 17th from 9 AM to 1 PM.
2. **Review 2023 Comprehensive Plan:** Director Valentine will make the recommended changes to the 2023 Comprehensive Plan.
3. **Combining the GF and the IDF Funds:** Director Valentine consulted with the Grant County Treasurer's Office and the Port no longer needs to keep the GF and the IDF Funds separate. Commissioner MianECKi made a motion to combine the Industrial Development Fund with the General Fund. Commissioner Schrom seconded the motion and it passed.

COMMISSIONERS REPORT

1. **Davey Miller:** Davey replaced the Block Heater on the CAT generator at Well 1 and installed the new cameras at the end of Road F SW.
2. **Frank MianECKi:** No Report.
3. **Alan Schrom:** Alan attended a tour of Wells 1 & 2 with Chief Linn from Royal Slope Fire on October 5th at 5 PM.

OFFICE REPORT

1. **Well on Call Coverage:** Commissioner Schrom made a motion to hire Doug Batey for a part time weekend on call position for well alarms. Commissioner MianECKi seconded the motion and it passed.

2. **Director Valentine Out of the Office 10-25 through 10-27:** Director Valentine will be out of the office using vacation time October 25th through October 27th.
3. **Miscellaneous:** Director Valentine reported on the Public Works seminar she went to in Spokane on Public Works Projects. She helped Commissioner Miller replace the block heater on the CAT generator at Well 1 and the cameras at the end of Road F SW. She attended a Well tour with the Royal Slope Fire Chief and Commissioner Schrom.

As there was no other business brought before the Board, Commissioner Mianecki made a motion to adjourn the meeting. Commissioner Schrom seconded the motion and Chairman Miller adjourned the meeting at 7:30 p.m.

Next Regular Meeting will be changed from Wednesday October 25th @ 2:00 pm to Tuesday October 24th at 2:00 pm

Respectfully submitted,


Bonnie Valentine, Director


Davey Miller, Chairman


Frank Mianecki, Vice-Chairman


Alan Schrom, Secretary

PORT OF ROYAL SLOPE
4572 Road 13.6 SW; Royal City, WA 99357

BOARD OF COMMISSIONERS

Davey Miller

Frank Mianecki

Alan Schrom

October 24, 2023

The October 24th, 2023, regular meeting of the Port of Royal Slope Commissioners was called to order at 2:25 p.m. by Chairman Miller.

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

Others Present: Director Bonnie Valentine.

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

Comments from Public: There were none.

Approval of the Minutes: Commissioner Mianecki made a motion to approve the minutes of the October 11th, 2023, regular meeting. Commissioner Schrom seconded the motion and it passed.

OLD BUSINESS

- 1. Royal Premix Road Crossing:** No update.
- 2. Resolution 2023.03 Combining the GF & IDF:** It has been determined that the Port of Royal Slope no longer has a need to keep two separate accounts. Commissioner Schrom made a motion to adopt Resolution 2023.03 combining the Industrial Development Fund with the General Fund. Commissioner Mianecki seconded the motion and it passed.
- 3. Review 2023 Comprehensive Plan:** The 2023 Comprehensive Plan was reviewed.
- 4. Review 2024 General Fund Budget:** The 2024 General Fund Budget was reviewed. Director Valentine will make the recommended changes.

NEW BUSINESS

- 1. Annual Conflict of Interest Statement:** The Conflict-of-Interest Policy was reviewed by each Commissioner and Director Valentine after which each person signed and initialed their Conflict of Interest Statement.

COMMISSIONERS REPORT

- 1. Davey Miller:** Davey helped Bonnie remove both meters and backflow preventer assemblies from fire hydrants and put them in well facilities to protect them from freezing.
- 2. Frank Mianecki:** No Report.

3. **Alan Schrom:** Alan found and flagged the monument on the southwest corner of CPC's property. He also attended a Zoom class with Bonnie about ransomware.

OFFICE REPORT

1. **Well on Call Schedule:** Ty will be covering Well Call while Director Valentine is out of town from October 25th to October 27th.
2. **Miscellaneous:** Director Valentine called our customers using the fire hydrant meter and back flow assemblies and let them know we were removing them from hydrants due to the expected freezing temperatures. Director Valentine will reach out to Hall Engineering for some additional waterline plans.

As there was no other business brought before the Board, Commissioner Mianecki made a motion to adjourn the meeting. Commissioner Schrom seconded the motion and Chairman Miller adjourned the meeting at 3:50 p.m.

Next Regular Meeting November 8th at 2:00 pm

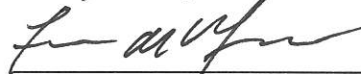
Respectfully submitted,



Bonnie Valentine, Director



Davey Miller, Chairman



Frank Mianecki, Vice-Chairman



Alan Schrom, Secretary