

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

BOARD OF COMMISSIONERS

Frank MianECKi

Alan Schrom

Davey Miller

April 10, 2024

The April 10th, 2024, 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: Director Bonnie Valentine and Jeanna Eldredge.

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

Comments from Public: There were none.

Approval of the Minutes: Commissioner Schrom made a motion to approve the minutes of the March 28th, 2024, regular meeting. Commissioner Miller seconded the motion and it passed.

NEW BUSINESS

- 3. FireFly Cyber Security:** This company has reached out to see if we would be interested in their Cyber Security Services. After a brief discussion it was decided the Port is not interested.

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 **April 10, 2024**. The Board does hereby approve those April 10th, 2024, warrants as follows: **GF Payroll Warrants: #13665 - 13676** in the amount of **\$7,252.89** and **Warrants #13677 - 13695** in the amount of **\$12,698.19**.

Commissioner Miller made a motion to approve the April 10th, 2024, warrants as listed. Commissioner Schrom seconded the motion and it passed.

Discussion of Revenues and Revenue Approval: After reviewing the income list, Commissioner Schrom made a motion to approve the revenues received as presented. Commissioner Miller 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, **April 10, 2024**, in the amount of **\$2,768.12** for the General Fund. The Grant County Treasurer's report for March had not been received at this time.

COMMISSIONERS REVIEW OF ACCOUNTS: Commissioner Miller reviewed and compared the warrants with invoices. He asked Director Valentine several questions and found everything to be in order.

OLD BUSINESS

7. **Royal Premix Road Crossing:** Nothing new.
8. **FD#10 Water Connection-Survey:** The survey is complete. The engineer has drafted a plan, and it has been sent to QCBID for approval.
9. **CPC Water Connection:** The placement for the meter was discussed.
10. **Valle Transportation Water Connection:** Nothing new.

COMMISSIONERS' REPORT

4. **Frank Mianecki:** No Report
5. **Alan Schrom:** Alan checked in with the technician servicing the CAT generator last Thursday and he discussed the plans for the FD #10 water connection with the engineer.
6. **Davey Miller:** Davey helped move some spare parts from Well 1 to Well 2 and he met with the engineer and discussed the CPC water connection.

OFFICE REPORT

4. **2020-2022 Audit:** Director Valentine had a TEAMS meeting with the auditor, who had a couple of questions about a water invoice and a question about Cathy Potter's last paycheck. Director Valentine was able to answer their questions and provide additional documentation. She will get the documents on procurement to the auditor.
5. **Part Time Help:** There was a discussion about needing someone to do a project versus long-term part-time help.
6. **Miscellaneous:** Director Valentine will be on vacation April 19-22 and June 20-23. Alan Peterson and Brandon Nicholas from the SBDC stopped by the office last week while Commissioner Schrom was here. They were in the area and wanted to check in. The final PSA documents for the BRC Holdings purchase were reviewed with one minor change. Commissioner Schrom made a motion to accept the documents for the BRC Holdings purchase with the minor change. Commissioner Miller seconded the motion and it passed.

ADJOURN

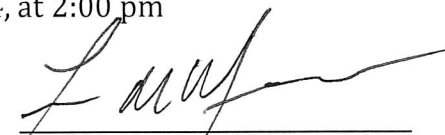
As there was no other business brought before the Board, Commissioner Miller made a motion to adjourn the meeting. Commissioner Schrom seconded the motion and Chairman Mianecki adjourned the meeting at 4:20 p.m.

Next Regular Meeting will be on April 24th, 2024, at 2:00 pm

Respectfully submitted,



Bonnie Valentine, Director



Frank Mianecki, Chairman



Alan Schrom, Vice-Chairman



Davey Miller, Secretary

PORT OF ROYAL SLOPE
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BOARD OF COMMISSIONERS

Frank Mianecki

Alan Schrom

Davey Miller

April 24, 2024

The April 24th, 2024, regular meeting of the Port of Royal Slope Commissioners was called to order at 2:05 p.m. by Vice-Chairman Schrom.

Commissioners Present: Alan Schrom. Frank Mianecki and Davey Miller called in.
Others Present: Director Bonnie Valentine and Robert Weber.

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

Comments from Public: There were none.

Approval of the April 10th, 2024 Regular Meeting Minutes: Tabled

NEW BUSINESS

1. **Enduris-Equipment:** It is time for the annual review of the Port's insurance policy. There was a discussion about necessary updates.
2. **Chlorine Pump:** The chlorine pump at Well 2 is about due to be replaced before it fails. Director Valentine has priced a replacement pump to match the one at Well 1 with rebuild kit and a replacement valve. Commissioner Miller made a motion to approve the purchase of chlorine pump and other backup parts and spend up to \$1,800.00. Commissioner Mianecki seconded the motion and it passed.

OLD BUSINESS

1. **Royal Premix Road Crossing:** Nothing new.
2. **FD#10 Water Connection:** Director Valentine will take the Application for Work in the Right of Way for Grant County Public Works in Ephrata tomorrow and she hopes to have written permission for the project from QCBID soon. The engineer is working on the final design for the water line and the contract documents.
3. **CPC Water Connection:** Nothing new.
4. **Valle Transportation Water Connection:** Nothing new.
5. **GC PUD Lease of Lot:** Commissioner Miller made a motion to waive the security deposit on this lease. Commissioner Mianecki seconded the motion and it passed.
6. **CAT Generator Report:** Tabled

COMMISSIONERS' REPORT

1. **Frank Mianecki:** Tabled
2. **Alan Schrom:** Tabled
3. **Davey Miller:** Tabled

OFFICE REPORT

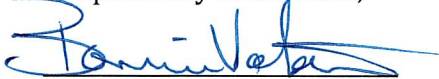
1. **2020-2022 Audit:** Director Valentine has sent some of the procurement documents requested by the auditor and will continue to send documents as time allows.
2. **Part Time Help:** Tabled
3. **Miscellaneous:** Director Valentine is making repairs to a small leak at Well 1 in the chlorine system. North Sky Communications has notified the Port that they will be done with work in the area soon and will not be exercising the lease extension at the end of June. Director Valentine received a reminder that SIP applications are due April 30th. She believes the Road E SW Water Line Project would be eligible.
Commissioner Miller made a motion for Director Valentine to submit an application to SIP for assistance with the Rd E SW Water Line Extension and it passed.

ADJOURN

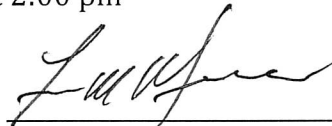
As there was no other business brought before the Board, Commissioner Miller made a motion to adjourn the meeting and Chairman Schrom adjourned the meeting at 2:30 p.m.

Next Regular Meeting will be on May 8th, 2024, at 2:00 pm

Respectfully submitted,



Bonnie Valentine, Director



Frank Miahecki, Chairman



Alan Schrom, Vice-Chairman



Davey Miller, Secretary