

PORT OF ROYAL SLOPE

4572 Road 13.6 SW; Royal City, WA 99357

BOARD OF COMMISSIONERS

Alan Schrom

Davey Miller

Frank Mianecki

January 12, 2022

The January 12th, 2022, regular meeting of the Port of Royal Slope Commissioners was called to order at 2:10 p.m. by Chairman Mianecki.

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

Others Present: Director Bonnie Valentine.

Reorganization of the Board of Commissioners: Commissioner Schrom made a motion to reorganize the Board of Commissioners for 2022 as:

Chairman – Commissioner Alan Schrom

Vice-Chairman – Commissioner Davey Miller

Secretary - Commissioner Frank Mianecki

Commissioner Miller seconded the motion and it passed.

Commissioner Schrom chaired the rest of the meeting.

Approval of Agenda: Commissioner Miller made a motion to approve the agenda. Commissioner Mianecki 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 December 9th, 2021, meeting as written. Commissioner Mianecki seconded the motion and it passed.

Discussion of Warrants and Warrant Approval: Warrants were discussed. Commissioner Mianecki made a motion to approve the December 31st, 2021, year-end 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, **January 12, 2022**. The Board does hereby approve those warrants as follows: **GF Payroll Warrants: #13155-13165** in the amount of **\$24,364.89**; **GF Warrant #13166** in the amount of **\$77.04**; **IDF Warrant #6630** in the amount of **\$269.64**.

Commissioner Mianecki made a motion to approve the January 12, 2022, warrants as listed. Commissioner Miller seconded the motion and it passed.

The Board does hereby approve those warrants as follows: **GF Warrants: #13167-13181** in the amount of **\$9,289.01** and **IDF Warrants #6631-6637** in the amount of **\$7,430.26**.

Discussion of Revenues and Revenue Approval: After reviewing the income list, Commissioner Miller made a motion to approve the revenues received as presented. Commissioner Mianecki 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, **January 12, 2022**, in the amount of **\$30,446.48** for the General Fund and **\$5,004.34** for the Industrial Development Fund. The Grant County Treasurer's statement for December had not been received by time of the meeting.

NEW BUSINESS

1. Resolution 2022.1 Establish Regular Meetings in 2022: Resolution 2022.01 establishing the regular Commissioners' meetings in 2022 to two a month beginning January 12, 2022, being held on the second and fourth Wednesday of each month at 2:00 p.m. The second meeting in January will be held on January 26th at 2:00 p.m. Commissioner Miller made a motion to approve Resolution 2022.01 establishing regular meetings for 2022 as written. Commissioner Mianecki seconded the motion and the motion passed.

2. GC PUD Railroad Crossing Permit: Grant County PUD has requested a permit to add fiber to an existing wire crossing on existing poles on Road 17 SW. The project isn't expected take place until spring/summer of 2023. Commissioner Mianecki made a motion to approve Permit #202215 asking they submit it within 90 days of the expected project date. Commissioner Miller seconded the motion and it passed.

3. Lobbyist Contract: Zak Kennedy at Potts and Associates has sent a two-year and a three-year contract for the Commissioners to review for renewal. After discussion over what the Port expects from their lobbyist, the Commissioners have asked for some changes to the two-year contract.

4. Resolution 2022.02 Transferring funds from the General Fund to the Industrial Development Fund: A resolution transferring \$100,000 from the General Fund to the Industrial Development Fund without repayment. There will be no interest charged to either account. Commissioner Mianecki made a motion to approve Resolution 2022.02 transferring funds from the General Fund to the Industrial Development Fund as written. Commissioner Miller seconded the motion and it passed.

OLD BUSINESS

1. Fish & Wildlife Habitat Report: Eco-Systems NW has completed a Habitat Management Assessment regarding the development of a 400-acre Industrial Park. We will need to have a discussion with Grant County Planning to try and work through the process. The Port can't afford to put 400 acres aside for wildlife to develop 400 acres.

2. Adopt Resolution 2022.03 on Employee Handbook: The Commissioners reviewed the last changes made to the Handbook regarding compensatory and vacation time. Commissioner Miller made a motion to adopt the new Employee Handbook that supersedes all prior Employee Handbooks and Employee Resolutions. Commissioner Mianecki seconded the motion and it passed.

3. Rail to Lot 10: It appears there is enough information available for the engineer to begin the bid specifications for the Commissioners to review. It also sounds like ballast could be brought in by rail if practical when the time comes.

COMMISSIONERS REPORT

1. Alan Schrom: Alan had spent some time looking into and recommended the purchase of some Access training for himself and Bonnie. He also checked on the Well Dialer at Well 1 where he updated phone numbers. Alan went and looked at the rail where it is covered by a significant amount of mud in several places due to very warm temperatures and rapid melting of snow on the Bench.

2. Davey Miller: Davey helped Bonnie install heat tape and insulation on a leaky faucet at Well 2 to keep it from freezing in the single digit temperatures. He also received a Well alarm on New Year's Day. Fortunately, he alerted Bonnie who had not received the call to go check on the Wells. He mentioned a plow for the front of the four-wheeler to remove snow.

3. Frank Miannecki: No Report

OFFICE REPORT

1. Tour of Local Businesses with Grant County Commissioners: Director Valentine has been working with several local businesses to see if they would be willing to provide a tour to the GC Commissioners. Commissioners Stone and Jones are not from the area, and we thought it would be a good opportunity for them to learn more about businesses in Royal City. Commissioner Miller made a motion to provide and spend up to \$100 on lunch for the tour attendees. Commissioner Miannecki seconded the motion and it passed.

2. Letter to Congressman: Bonnie has been working with Zak at Potts & Associates to draft a letter to our congressmen requesting funds to rehab our rail line.

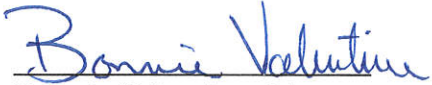
3. Well 3 Funding: Bonnie has been inquiring what it would take to apply for funding from the USDA for the Well 3 Project. She received word yesterday that the first round of applications is being accepted at the GC EDC next Tuesday January 18th. She will see if she can have an application ready to submit by the end of the day on January 18th.

4. Miscellaneous: Bonnie shared the quote received from Arden for a new chlorine system for Well 2. She will check into the cost difference between the pellets and the liquid chlorine we currently use. Information on the Elected Officials and Terms of Office form were confirmed and updated. Executive Director Potter left a booklet titled Years in Review for each of the Commissioners. It was a great read showcasing the Port's accomplishments during Cathy's career here at the Port from August 2002 to December 2021!


ADJOURN

As there was no other business brought before the Board, Commissioner Miller made a motion to adjourn the meeting. Commissioner Miannecki seconded the motion and Chairman Schrom adjourned the meeting at 5:00 p.m.

Next Regular Meeting is January 26, 2022, at 2:00.
Respectfully submitted,


Bonnie Valentine, Director


Alan Schrom, Chairman


Davey Miller, Vice-Chairman


Frank Miannecki, Secretary

PORT OF ROYAL SLOPE

4572 Road 13.6 SW; Royal City, WA 99357

BOARD OF COMMISSIONERS

Alan Schrom

Davey Miller

Frank Mianeki

January 26, 2022

The January 26th, 2022, regular meeting of the Port of Royal Slope Commissioners was called to order at 2:05 p.m. by Chairman Schrom.

Commissioners Present: Davey Miller, Alan Schrom and Frank Mianeki via Phone.
Others Present: Director Bonnie Valentine and Robert Weber.

Approval of Agenda: Commissioner Mianeki 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 January 12th, 2022, meeting as written. Commissioner Mianeki seconded the motion and it passed.

OLD BUSINESS

1. Fish & Wildlife Habitat Report: Commissioner Miller was at the office for a phone call with the Grant County Planning Department to discuss the Habitat Management Plan required by the WDFW to see if we can't begin to sort this out. It was decided it would be a good idea to get together and talk through the process with the Planning Department, our Biologist for the project and the Port Commissioners to try and come up with a reasonable plan for developing the 400-acre Industrial Park. Bonnie has been in communication with the Dennis Beich our Biologist for this project and he will need to do a follow-up survey to determine the absence or presence of the Washington Ground Squirrel this spring. Commissioner Miller made a motion to approve the follow-up survey and pay up to \$1,000 once it is completed. Commissioner Mianeki seconded the motion and it passed.

2. Lobbyist Contract: Commissioners reviewed the requested changes to the 2-year contract. Commissioner Mianeki made a motion to approve and sign the 2-year contract with Potts & Associates. Commissioner Miller seconded the motion and it passed.

3. Rail to Lot 10: There was some discussion about the Bid Specs for the rail spur to lot 10. Alan is working with the engineer to include only what the Port has committed to completing for the project. There was a discussion about using the Port's loader to prepare a place to stockpile ballast when the time comes.

COMMISSIONERS REPORT

1. Alan Schrom: Alan has been reviewing the Bid Specs for the Rail Spur to Lot 10. Alan attended the last of 4 UTC meetings and was available to give the train engineer/operator a ride from down in the canyon near Stewarts to his vehicle by GCPW. There was debris on the track that had not been cleared and the train could not get through it. Alan also attended a tour of a local business and lunch with Grant County Commissioners.

2. Davey Miller: Davey came to the office for a phone conversation with Damien at the Grant County Planning Department regarding the Habitat Management Plan.

3. Frank Miannecki: Frank attended the tour of a local business.

OFFICE REPORT

1. Tour of Local Businesses with Grant County Commissioners: Director Valentine organized tours of several local businesses for the Grant County Commissioners. Norwest Ingredients, Torklift Royal, Blue Sky, and Royal Ridge Fruits were all kind enough to give tours to the Grant County Commissioners. This was a great opportunity to show the Commissioners firsthand the unique and amazing companies we have here in the Port of Royal Slope.

3. Well 3 Funding: Bonnie worked some extra hours to meet the short deadline for the SIP application. She was able to get it submitted by the deadline and will do a presentation for the SIP Board on Friday February 4th via Zoom,.

4. Miscellaneous: Bonnie attended the 2022 WPPA Port Day on January 25th via Zoom. There was lots of discussion about the major ports in Washington concerning the congestion and dispersing of products from the docks. The other hot topic was the transition to green energy, hydrogen and electricity seem to be the two most popular choices to reduce greenhouse gas emissions.

ADJOURN

As there was no other business brought before the Board, Commissioner Miller made a motion to adjourn the meeting. Commissioner Miannecki seconded the motion and Chairman Schrom adjourned the meeting at 2:55 p.m.

Next Regular Meeting was changed from February 9th to February 8th, 2022, at 2:00 pm.

Respectfully submitted,



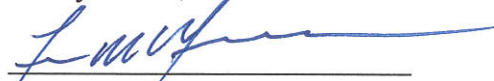
Bonnie Valentine, Director



Alan Schrom, Chairman



Davey Miller, Vice-Chairman



Frank Miannecki, Secretary