

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

BOARD OF COMMISSIONERS

Alan Schrom

Davey Miller

Frank Mianecki

November 9, 2022

The November 9th, 2022, regular meeting of the Port of Royal Slope Commissioners was called to order at 2:18 p.m. by Chairman Schrom.

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

Others Present: Director Bonnie Valentine, Gil Alvarado, and Stewart Hilmes arrived later.

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

Comments from Public: There were none.

Chairman Schrom closed the regular meeting at 2:20 p.m. and opened the public hearing on the 2023 Budgets. There were no comments.

At 2:30 p.m. Chairman Schrom closed the public hearing on the 2023 Budgets and opened the public hearing on the Comprehensive Plan. There were no comments.

At 2:50 p.m. Chairman Schrom closed the public hearing on the Comprehensive Plan and opened the public hearing on Redistricting. There were no comments.

At 3:10 p.m. Chairman Schrom closed the public hearing on Redistricting and opened the public hearing on BLA Lot 16. There were no comments.

At 3:20 p.m. Chairman Schrom closed the public hearing on BLA Lot 16. There were no comments.

At 3:25 p.m. Chairman Schrom reconvened the regular meeting.

Approval of the Minutes: Commissioner Mianecki made a motion to approve the minutes of the October 26th, 2022, meeting as written. Commissioner Miller seconded the motion and it passed.

NEW BUSINESS

- 1. Adopt 2023 Budgets Resolutions 2022.10 and 2022.11:** Commissioner Mianecki made a motion to adopt Resolutions 2022.10 and 2022.11 approving the 2023 Budgets. Commissioner Miller seconded the motion and it passed.

2. **Adopt Resolution 2022.12 Comprehensive Plan 2022:** Commissioner Miller made a motion to adopt Resolution 2022.12 approving the 2022 Comprehensive Plan. Commissioner MianECKi seconded the motion and it passed.
3. **Adopt Resolution 2022.13 Commissioner Redistricting:** Commissioner MianECKi made a motion to adopt the 2022 Commissioner Redistricting map. Commissioner Miller seconded the motion and it passed.
4. **Resolution 2022.14 BLA Norwest and Lot 16:** Details of Resolution 2022.14 were discussed. Norwest Ingredients is purchasing 3 acres from adjoining Lot 16 for \$90,000.00, paying for the BLA and Director Valentine is given the authority to complete the transaction. Commissioner Miller made a motion approving Resolution 2022.14. Commissioner MianECKi seconded the motion and it passed.
5. **Waiver of Commissioner Compensation:** After discussing that the commissioners don't take the full amount of compensation allowed, each Commissioner signed a form waiving a portion of the allowable compensation.
6. **Annual Conflict of Interest:** The Commissioners and Executive Director reviewed the Conflict-of-Interest Policy and filled out their annual conflict-of-interest statements.
7. **Executive Session – Property Negotiations- Fly By:**

At 4:30 p.m. Chairman Schrom closed the regular meeting and opened the Executive Session to discuss property negotiations for 10 minutes.

At 4:40 p.m. Chairman Schrom closed the Executive Session and reconvened the regular meeting.

OLD BUSSINESS

1. **Rail Spur to Lot 10 - Change Order No. 1:** Change Order No.1 is for the addition of joint restraints for the waterline going under the rail spur. Commissioner MianECKi made a motion to approve Change Order No. 1. Commissioner Miller seconded the motion and it passed. Earthwork for the Rail Spur to Lot 10 is progressing. They are in the early stages of installing the first culvert and hope to have the forms for the waterline protection ready next Tuesday for concrete. We had a break in the waterline on Monday November 7th. The waterline was repaired, disinfected, and back in service by 10:30 p.m. Tuesday November 8th. Water samples were gathered and delivered to the lab this morning for testing.
2. **Industrial Park – Gil Alvarado:** Gil attended the meeting to update the Commissioners on his progress at the county. They have had lots of new faces, and he is getting them familiar with our project. Director Valentine will email WPE to inform them Gil is working on our project so they can work together directly.
3. **Inter Local Agreement:** Grant County Public Works has reviewed the Inter local Agreement and sent it back ready for signatures. Commissioner Miller made a motion to sign the ILA and return it to GCPW. Commissioner MianECKi seconded the motion and it passed.

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, **November 9, 2022**. The Board does hereby approve those warrants as follows: **GF Warrant #13344** in the amount of **\$2,700.00**; **Payroll Warrants: #13345 - 13350** in the amount of **\$5,358.49**; **GF Warrants #13351 – 13361** in the amount of **\$159,491.90**; **IDF Warrants #6706 – 6716** in the amount of **\$3,833.23**. **IDF Warrants #6706, 6711, 6712** are **void**.

Commissioner Mianecki made a motion to approve the November 9, 2022, warrants as presented. Commissioner Miller seconded the motion and it passed.

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 it 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, **November 9, 2022**, in the amount of **\$677.04** for the General Fund and **\$4,486.92** for the Industrial Development Fund.

COMMISSIONERS REVIEW OF ACCOUNTS: Tabled.

COMMISSIONERS REPORT

1. **Alan Schrom:** Alan worked on the scanner at the office. He temporarily reprogrammed the Well 2 to reduce the waterline pressure during a waterline repair and helped open and close valves during the repairs to the broken pipe.
2. **Davey Miller:** Davey helped locate valves and monitor water while flushing the line after necessary repairs were made to the waterline.
3. **Frank Mianecki:** Frank helped test the alarm for the water system.

OFFICE REPORT


1. **SIP Presentation:** Director Valentine presented the Port's application to SIP for a Third Well on November 4th. She answered their questions and felt like it went well. We should hear later this month on the CG Commissioners decision.
2. **Lead & Copper Samples:** Director Valentine has asked KUO/Matrix Labs for a refund on the Lead and Copper samples done in July since she will need to repeat them when DOH ODW is ready. The labs test results were not accurate.
3. **Miscellaneous:** Cody at Torklift informed Bonnie that he had found a loose ground wire on the remote read for the potable water meter and fixed it. Simon from RYAL will be here next week to discuss existing and potential new rail customers.

ADJOURN

As there was no other business brought before the Board, Commissioner Mianecki made a motion to adjourn the meeting. Commissioner Miller seconded the motion, and Chairman Schrom adjourned the meeting at 6:40 p.m.

Next Regular Meeting November 23rd @ 10:00 am

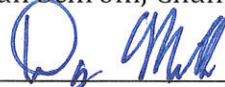
Respectfully submitted,



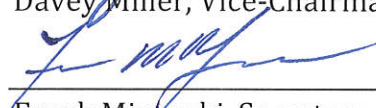
Bonnie Valentine, Director



Alan Schrom, Chairman



Davey Miller, Vice-Chairman



Frank Miahecki, Secretary

PORT OF ROYAL SLOPE

4572 Road 13.6 SW
Royal City, WA 99357

BOARD OF COMMISSIONERS

Alan Schrom

Davey Miller

Frank Mianeki

November 23, 2022

The November 23rd, 2022, regular meeting of the Port of Royal Slope Commissioners was called to order at 10:04 a.m. by Chairman Schrom.

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

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

Comments from Public: There were none.

Approval of the Minutes: Commissioner Miller made a motion to approve the minutes of the November 9th, 2022, meeting as written. Commissioner Mianeki seconded the motion and it passed.

NEW BUSINESS

- 1. Wide Format Printer:** Director Valentine has contacted Business Interiors to get information about the cost of a wide format printer. Having large documents printed is expensive. BIE doesn't have or receive used wide format printers. She has asked for detailed pricing on leasing versus purchasing and hopes to have more information by the next meeting.
- 2. Lot 10 Earthwork:** The Commissioners would like to do some earthwork on Lot 10. We have received an estimated cost. The project will be done as a limited small works project using our Small Works Roster as the cost will be less than \$50,000.
Commissioner Miller made a motion approving a contract and for Commissioner Schrom to sign the contract for this project. Commissioner Mianeki seconded the motion and it passed.

OLD BUSINESS

- 1. Rail Spur to Lot 10:** Stewart Hilmes gave an update on the completion of the waterline protection located at the north end of the rail spur. They will be bringing in some fill from Callahan's pit to complete the subgrade in the next week and a half or so. Then they can start bringing in sub-ballast. The earthwork is looking great.
- 2. PSA Norwest Ingredients:** The Commissioners reviewed the final draft of the purchase and sale agreement with Norwest Ingredients. The Boundary Line Adjustment has been completed. The northern 3 acres of Lot 16 is being sold to Norwest Ingredients for \$30,000/acre. Commissioner Miller made a motion to sign the PSA with Norwest

Ingredients and for Director Valentine to collect payment, sign, file and pay for filing fees for all necessary documents finalizing the sale. Commissioner Mianecki seconded the motion and it passed.

COMMISSIONERS REPORT

1. **Alan Schrom:** Alan has helped Director Valentine monitor concrete pours for the waterline protection on the Rail Spur to Lot 10 project. He also replaced a ballast on one of the lights over the map cabinets.
2. **Davey Miller:** Davey attended a meeting with RYAL to discuss old & new rail prospects. It would be great to have an increase in rail traffic.
3. **Frank Mianecki:** No Report.

OFFICE REPORT

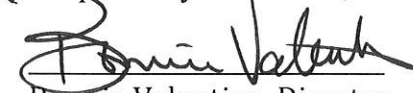
1. **Miscellaneous:** Director Valentine will be taking documents to Ephrata to get them recorded and she will be taking concrete samples to WPE in Moses Lake as needed. She has reached out to clarify ownership on some property on the county's website. A heater at Well #1 failed and has been turned off. There are some commercial kitchen items on the Surplus Site that we are interested in purchasing.

ADJOURN

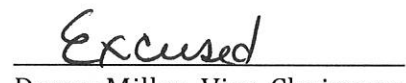
As there was no other business brought before the Board, Commissioner Miller made a motion to adjourn the meeting. Commissioner Mianecki seconded the motion, and Chairman Schrom adjourned the meeting at 12:21 p.m.


Next Regular Meeting December 14th @ 2:00 p.m.

Respectfully submitted,


Bonnie Valentine, Director


Alan Schrom, Chairman


Davey Miller, Vice-Chairman


Frank Mianecki, Secretary