

PORT OF GRANDVIEW

1313 W. Wine Country Rd. Suite #101
Grandview, Washington 98930

REGULAR MEETING

Tuesday, March 12th, 2024 6:00 p.m.
Tuesday, March 19th, 2024 12:00 p.m.

MINUTES

1. CALL TO ORDER

The Regular Meeting was called to order by President Lyall at 6:02 p.m. on Tuesday, March 12th, 2024. Present were Commissioners Frank A. Lyall, Jim Sewell, Richard Shenyer, Executive Director Randy Tucker, Office Assistant Felicia Peña, Dave Lorenz, and Lupe Lorenz.

2. PUBLIC PARTICIPATION – none

3. GUEST PRESENTATION: Dave Lorenz, Grandview WWTP Superintendent

Superintendent Dave Lorenz gave a presentation explaining findings in recent water tests performed at the Grandview Waste Water Treatment Plant. An increase in secondary contaminants required an AKART (all known, available and reasonable methods of prevention, control and treatment) assessment. The results of which prompted authorities to issue a complete drainage of all WWTP lagoons. Superintendent Lorenz explained his idea to collaborate with various local organizations, including Ducks Unlimited and the Washington State Game Department, which owns part of the drainage land. This collaboration would help to prevent complete lagoon drainage for ecological and financial purposes.

Grandview WWTP engineers will continue the presentation with more details on Tuesday, March 19th, 2024 at 201 Division St. Grandview, WA, 98930.

4. CONSENT AGENDA

a) Warrant Approval – 610-0210 – General Fund

- Warrant #6580-#6599 in the amount of \$11,038.12
- Warrant #6600 in the amount of \$695.22

b) Minutes of the February 6th, 2024 Special Meeting

c) Minutes of the February 13th, 2024 Regular Meeting

Commissioner Sewell moved and Commissioner Shenyer seconded a motion to approve Consent Agenda. Motion carried.

5. COMMUNICATIONS – Written & Oral

a) Yakima Co. Treasurer Reports Fund Bal. 2/29/2024

610-210	- \$	1,342,245.41
610-0220	- \$	815.93
610-0240	- \$	622.65
TIP	- \$	1,583,322.00

b) Port Auditor's Monthly Budget Report

c) Loan Debt Service

Commissioner Sewell moved and Commissioner Shenyer seconded a motion to accept the Communications Reports. Motion carried.

6. OLD BUSINESS

- a) **Grandview Business Park – Construction** – Executive Director Tucker explained the planned locations of new water and sewer lines in Grandview Business Park.
- b) **Wallace Way West Business Park – Construction & Covenants** – Commissioners and staff discussed a letter received from Gabriel and Silvia Barajas requesting a 12-month extension for construction on their covenant. Director Tucker reported that there was no response yet from the Heitzmans regarding their covenant in Wallace Way Business Park.

Commissioner Sewell moved and Commissioner Shenyer seconded a motion to grant an extension of 12 months to Barajas to start and complete construction. Motion carried.

- c) **101 Stover Road**
 - i. **Sign Update** – Addie Sybouts has not made contact with Eagle Signs.
 - ii. **Driveway Update** – Executive Director Tucker recounted hiring Cliff's Septic to clear a clogged storm drain in the driveway entrance at 101 Stover Road. The attempt was successful.
- d) **Drone Update** – Executive Director Tucker explained the features of the Port's newly purchased camera drone.
- e) **KeyBank Notice – Business Card Accounts Closure Due to Inactivity**

7. NEW BUSINESS

- a) **Minutes – Formal Filing** – Office Assistant Felicia Peña reported on their ongoing effort to bring the Port's official Minutes Book up to date by printing out any missing minutes to be signed by the respective secretary.
- b) **Petersen Engagement Letter 2024** – Commissioners discussed the letter received from Petersen CPAs and Advisors, confirming their preparation for the Port's requested annual financial report.

8. UPCOMING EVENTS – WPPA 2024

- a) **May 15th – May 17th** – Spring Meeting, Stevensen, WA
- b) **June 26th – June 28th** – Finance & Administration Seminar, Vancouver, WA
- c) **July 11th – July 12th** – Directors Seminar, Kalama, WA
- d) **July 22nd – July 24th** – Commissioners Seminar, Richland, WA
- e) **September 19th – September 20th** – Environmental Seminar, Walla Walla, WA
- f) **October 24th – October 25th** – Small Ports Seminar, Lake Chelan, WA
- g) **December 11th – December 13th** – Annual Meeting, Bellevue, WA

9. **EXECUTIVE SESSION** to consider the acquisition of property as permitted pursuant to RCW 42.30.110(1)

**EXECUTIVE SESSION CALLED TO ORDER AT 8:05;
TO LAST 20 MINUTES. ADDITIONAL 30 MINUTES.
EXECUTIVE SESSION ADJOURNED AT 8:55 WITH NO ACTION TAKEN.**

10. **MEETING CONTINUATION** – The meeting ended at 8:55 p.m. and will continue on Tuesday, March 19th, 2024 at 12:00 p.m.
11. **INDUSTRIAL MANAGERS MEETING** – The meeting continued at 12:00 p.m. on Tuesday, March 19th, 2024 at 201 Division St. Grandview, WA, 98930 during the City of Grandview Industrial Managers Meeting.

City of Grandview

**INDUSTRIAL MANAGERS MEETING
March 19, 2024**

MEETING AGENDA

Welcome and Introductions

*Hector Mejia, Grandview Public Works Director
Shane Fisher, Grandview City Administrator
Dave Lorenz, Grandview WWTP Superintendent*

Completed and Upcoming Sewer Improvement Projects

Justin Bellamy, PE, and Jakob Michael, EIT, HLA Engineering and Land Surveying, Inc.

- Sewer Trunk Main Replacement (2020-2022)
- Sludge Drying Bed Improvements (2021 and 2023)
- Headworks Bypass Improvements and Influent Forcemain Repair (2023)
- OIE and W 5th Street Sewer Main Replacement (2023-2024)

Collection System Hydrogen Sulfide Generation and Treatment

Dean Smith, PE, HLA Engineering and Land Surveying, Inc.

- Collection System Testing and Analysis
- Bioxide Treatment System

Wastewater Treatment Plant Upgrades

Rob Scott, PE, HLA Engineering and Land Surveying, Inc.

- Need for Project
- Future Capacity
- Estimated Cost and Schedule
- Funding and Wastewater Rate Impacts

Questions?

Closing Remarks

Hector Mejia, Grandview Public Works Director

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12. ADJOURNMENT – The meeting adjourned at 1:00 p.m.
The next Regular Meeting will be held at 6:00 p.m. on Tuesday, April 9th, 2024, at 1313 W.
Wine Country Rd., Suite #101, Grandview, Washington and via Zoom teleconference.

Respectfully,

C. James Sewell, Secretary