

PORT OF GRANDVIEW

Tuesday, June 14th, 2022
7:00 p.m.

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

MINUTES

1. CALL TO ORDER

The Special Meeting was called to order by President Jim Sewell at 7:02 p.m. on Tuesday, June 14th, 2022 at 1313 W. Wine Country Rd., Suite #101, Grandview, Washington and via Zoom. Present were Commissioners Jim Sewell, Richard Shenyer, and Frank Lyall, Executive Director Randy Tucker, Office Manager Mary Barnett, and Port Engineer Travis Marden.

2. PUBLIC PARTICIPATION – none.

3. CONSENT AGENDA

a) Warrant Approval – 610-0210

- Warrant #6150 to #6163 in the amount of \$23,545.90
- Warrant #6164 in the amount of \$1,031.63
- Warrant #6165 in the amount of \$1,848.42

b) Minutes of the May 10th, 2022 Regular Meeting Minutes of the May 12th, 2022 Special Meeting

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

4. COMMUNICATIONS – Written & Oral

a) Yakima Co. Treasurer Reports Fund Bal. 5/31/2022

610-0210 - \$ 238,894.45
610-0220 - \$ 573,913.00
610-0240 - \$ 9,337.47
TIP - \$ 1,585,121.00

b) Port Auditor's Monthly Budget Report

Commissioner Shenyer moved and Commissioner Lyall seconded a motion to receive the Treasurer and Auditor Reports. Motion carried.

5. **EXECUTIVE SESSION** – An Executive Session was called to order by President Jim Sewell at 7:09 p.m. The Executive Session was expected to last 30 minutes with no action expected. The purpose of the Executive Session was to consider the disposal and/or acquisition of property as permitted pursuant to RCW 42.30.110(1). At 7:39 p.m., President Sewell extended the Executive Session for an additional 30 minutes. The Executive Session adjourned at 8:09 p.m. No action was taken.

The meeting went back into Regular Session at 8:10 p.m.

6. **OLD BUSINESS**

- a) **Personnel Manual Update** – Office Manager Mary Barnett reported that revisions to the Personnel Manual are in progress.
- b) **EV Media Advertising Sign Site Leases** – Executive Director Randy Tucker reported that EV Media will sign the two new advertising sign site leases and will return them to the Port for signature.
- c) **2022 American Rescue Plan Act Funds Update**
Executive Director Randy Tucker has applied for ARPA funds from Yakima County, for utility services to Grandview Business Park. Randy advised that no matching funds are required from the Port for ARPA funds.
- d) **Executive Director’s Report**
 - i. **Broadband Update – CERB Planning Grant, Petrichor**
Executive Director Randy Tucker reported about plans for Petrichor’s meeting with broadband providers to talk about service. President Sewell advised that the meeting should take place in the Port’s office and asked Commissioner Shenyer to chair that meeting.
 - ii. **Property Signs** – Randy Reported that we are waiting for sign installation by Pleasant Ridge Construction.
 - iii. **Wallace Way Business Park West Update**

- Construction Costs – Port Engineer Travis Marden Reported that he will have final construction cost estimate on June 15th. The bid package will be compiled and completed on June 15th and will be published in the local newspapers.
- Bureau of Reclamation Agreement update – Randy reported that he recorded the Relocation Agreement & Confirmation Deed and the Quitclaim Deed and is waiting to receive signed copies from the BOR.
- Weed Control – Randy Tucker reported that Ruben Hernandez is taking over Oscar Hernandez' mowing business (Oscar's Tractor Custom Service). Property owners Heitzman and Barajas will reimburse the Port for the mowing of their properties in Wallace Way BP West.
- Poles, Wire & Anchor Removal - The Port received a letter from Leroy Ridenour stating that he will need additional time to remove the poles and wire from the Wallace Way BP West property, and that he is unable to remove the anchors from the property, as they were much larger and buried deeper than was anticipated. Executive Director Randy Tucker agreed and suggested that it would take larger equipment to remove the 4 foot anchors that are baked into the clay. He suggested that the Port relieve Mr. Ridenour of the responsibility of removing the anchors, and that the Port hire Oscar's Tractor Custom Service to remove a portion of the anchors at a cost of \$420 plus tax, as he is mowing that area with equipment that can remove them. Randy also reported that the anchors are rusted and broken, of no value, and should be discarded.

Commissioner Shenyer moved and Commissioner Lyall seconded a motion to extend the time by 30 days for Leroy Ridenour to remove poles and wire from Wallace Way Business Park West and to relieve him of the responsibility of removing the anchors. Motion carried.

Commissioner Lyall moved and Commissioner Shenyer seconded a motion authorizing the payment of warrant #6166 in the amount of \$453.60 to pay an invoice from Oscar's Tractor Custom Service for removal of the anchors from Wallace Way Business Park West. Motion carried.

iv. WPPA 2022 Finance Seminar Review

Randy Tucker reported on his attendance at the 2022 WPPA Finance Seminar in Chelan on June 8-10.

e) Office Manager's Report

i. Office Manager Mary Barnett reported that she would be taking vacation June 27-30 and returning to the office on July 5th.

ii. Mary Barnett reported that there will be no Zoom coverage of the August 9th Regular Meeting.

7. NEW BUSINESS

a) Yakima Valley Fair & Rodeo Advertising

Commissioner Lyall moved and Commissioner Shenyer seconded a motion to approve Port advertising purchases of \$500 and \$300 at the 2022 Yakima Valley Fair & Rodeo. Motion carried.

b) Grandview/Sunnyside Pathway Committee – Commissioners and staff discussed a request from the Lower Yakima Valley Trails & Recreation Pathway Association for financial support of the re-pavement of the Grandview/Sunnyside Pathway and Parking Areas.

Commissioner Shenyer moved and Commissioner Lyall seconded a motion to send a letter of support for the re-pavement of the Grandview/Sunnyside Pathway and Parking Areas. Motion carried.

c) President Sewell advised Commissioners and staff that the Port sent a floral wreath to the funeral of Pete Olmstead, who was the last of the founding POG Commissioners.

8. UPCOMING EVENTS

- a) **July 13-15, 2022** – WPPA 2022 Directors’ Seminar, Hotel Bellwether, Bellingham – **registration open**
- b) **July 25-27, 2022** – WPPA 2022 Commissioner Seminar, Marcus Whitman Hotel, Walla Walla – **registration open**
- c) **Sept. 21-23, 2022** – WPPA 2022 Environmental Seminar, Enzian Inn, Leavenworth
- d) **Oct. 20-21, 2022** – WPPA 2022 Small Ports Seminar, Enzian Inn, Leavenworth
- e) **Dec. 7-9, 2022** – WPPA 2022 Annual Meeting, Hotel Murano, Tacoma
- f) **April 4-6, 2023** – 2023 Food Northwest Process & Packaging Expo, Oregon Convention Center, Portland
- g) **May 17-19, 2023** – WPPA 2023 Spring Meeting, Davenport Hotel, Spokane

9. **POG DEBT/ANNUAL PAYMENTS**

<i>Due Date</i>	<i>Debt/Payee</i>	<i>Amount</i>
8-1-2022	K&J Self Storage Unit Annual Rental	\$660 (no increase from 2021)
12-1-2022	2012 LTGO Bond	\$40,000 (P) \$8,843 (I)
12-15-2022	Escrow Pacific (Lois Higgins Family) – Parcel B	\$55,878.87
2-15-2023	Addie Sybouts Electrical Svc. Reimbursement	\$157.80
6-1-2023	2012 LTGO Bond	\$8,183 (I)
6-1-2023	SIED Loan – YC-FBI-14	\$16,653 (P) \$1,686 (I)
6-1-2023	SIED Loan – YC-WBP-14	\$28,405 (P) \$2,875 (I)
6-1-2023	SIED Loan – YC-WWII-22	\$39,886.24 (P) \$14,172.06 (I)
8-1-2023	K&J Self Storage Unit Annual Rental	\$660
12-1-2023	2021 LTGO Bond	\$45,000 (P) \$8,183 (I)
12-1-2023	Escrow Pacific (Lois Higgins Family) – Parcel B	\$55,878.87

10. **ADJOURNMENT** – The meeting adjourned at 9:16 p.m. The next Regular Meeting will be held at 7:00 p.m. on Tuesday, July 12th, 2022, at 1313 W. Wine Country Rd., Suite #101, Grandview, Washington, and via Zoom teleconference.

Respectfully submitted,

Richard Shenyer, Secretary