

# PORT OF GRANDVIEW

Regular Meeting #2  
Tuesday, February 14th, 2023  
6:00 p.m.

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

## MINUTES

### 1. CALL TO ORDER

The meeting was called to order by President Richard Shenyer at 6:12 p.m. on Tuesday, February 14th, 2023 at 1313 W. Wine Country Rd., Suite #101, Grandview, Washington and via Zoom teleconference. Present were Commissioners Richard Shenyer, Frank Lyall and Jim Sewell, Executive Director Randy Tucker, and Office Manager Mary Barnett.

### 2. PUBLIC PARTICIPATION - none

### 3. CONSENT AGENDA

#### a) Warrant Approval – 610-0210 – General Fund

- Warrants #6330 to #6348, in the amount of \$67,605.10
- Warrant #6349 in the amount of \$1,236.43

#### b) Warrant Approval – 610-0220 – Construction Fund

- Warrant #1045 in the amount of \$13,966.56
- Warrant #1046 in the amount of \$611,798.44

#### c) Minutes of the January 10th, 2023 Regular Meeting

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

### 4. COMMUNICATIONS – Written & Oral

#### a) Yakima Co. Treasurer Reports Fund Bal. 1/31/2023

610-0210 - \$	221,181.75
610-0220 - \$	104,420.93
610-0240 - \$	720.27
TIP	- \$ 1,810,121.00

#### b) Port Auditor's Monthly Budget Report

#### c) Outstanding Debt Reports

*Commissioner Sewell moved and Commissioner Lyall seconded a motion to receive the Communication Reports. Motion carried.*

**5. EXECUTIVE SESSION** – An Executive Session was called to order by President Shenyer at 6:22 p.m. The Executive Session was expected to last for 15 minutes, with no action expected. At 6:38 p.m. the Executive Session was extended for an additional 15 minutes. The Executive Session adjourned at 6:53 p.m. with no action taken.

The Regular Meeting resumed at 6:54 p.m.

**6. OLD BUSINESS**

**a) Resolution No. 23-01 – Surplus Personal Property**

*Commissioner Lyall moved and Commissioner Sewell seconded a motion to approve Resolution No. 23-01 for the sale of surplus property. Motion carried.*

**RESOLUTION NO. 23-01  
SURPLUS PERSONAL PROPERTY**

*WHEREAS, the Port of Grandview as a Port District of the State of Washington has the authority to sell property which the Port has determined is no longer needed for Port purposes; and,*

*WHEREAS, the Port has determined that the personal property described in Attachment 1 to this Resolution is no longer needed for Port purposes.*

**NOW THEREFORE, it is hereby resolved by the Port of Grandview Commission:**

- 1. The Property listed on Attachment 1 is declared to be surplus.*
- 2. The Port is hereby authorized to sell the Property and, if the Property is not marketable at a reasonable expense or effort, to otherwise dispose of the Property.*
- 3. Port management is authorized to market or dispose of the Property and to convey and transfer title.*

*ADOPTED by the Port Commission of the Port of Grandview this 14<sup>th</sup> day of February, 2023, and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof.*

**PORT OF GRANDVIEW COMMISSION**

\_\_\_\_\_  
*Richard Shenyer*

\_\_\_\_\_  
*Frank A. Lyall*

\_\_\_\_\_  
*C. James Sewell*

**ATTACHMENT 1**

**PORT OF GRANDVIEW  
PUMP TO BE SURPLUSSED**

1 – 7.5 HP 3-Phase Pump  
1 – Large Barrel Filter & Housing  
1 – Electrical Panel

**b) Wallace Way West Entrance Road**

- i. **Change Order #3 Wallace Way West Infrastructure Improvements, West Entrance Road** - Commissioners and Executive Director discussed three requests listed on Change Order #3.
  
- ii. **Progress Payment #3 to Culbert Construction for Wallace Way West Infrastructure Improvements, West Entrance Road**
  
- iii. **Motion to Transfer Funds from TIP to 610-0210 General Fund (Investment Transaction)**
  
- iv. **Motion to Transfer Funds from 610-0210 General Fund to 610-0220 Construction Fund (Funds Transfer)**

*Commissioner Sewell moved and Commissioner Lyall seconded a motion to approve the transfer of \$611,798.44 from the Treasurer's Investment Pool to 610-0210 General Fund, the transfer of \$611,798.44 from 610-0210 General Fund to 610-0220 Construction Fund, Change Order #3 from Culbert Construction for Wallace Way Business Park West Infrastructure Improvements, and Warrant #1046 in the amount of \$611,798.44 for Progress Payment #3 to Culbert Construction for Wallace Way Business Park West Infrastructure Improvements. Motion carried.*

**c) Motion to approve \$50,000 payment to Petrichor Broadband LLC for Broadband Feasibility Study**

*Commissioner Lyall moved and Commissioner Sewell seconded a motion to approve Warrant #6339 in the amount of \$50,000 to Petrichor Broadband LLC for the balance due on the Broadband Feasibility Study. Motion carried.*

**d) Motion to approve \$5,000 pledge payment to Yakima County Development Association (YCDA)**

*Commissioner Lyall moved and Commissioner Sewell seconded a motion to approve Warrant #6343 in the amount of \$5,000 for the pledge payment to the Yakima County Development Association. Motion carried.*

**e) Personnel Manual Update – in progress**

**f) 2022 American Rescue Plan Act Funds Update – no action taken**

**g) YCDA Comprehensive Economic Development Strategy Grant – no action taken**

**h) Yakima Valley College Economic Development Program – on hold**

**i) Port Retreat – Update Comprehensive Plan – on hold**

**j) Executive Director’s Report**

**i. Broadband Update – CERB Planning Grant, Petrichor**

A check for the \$50,000 CERB grant was received by the Port. Warrant #6343 in the amount of \$50,000 was approved by Commissioners to pay Petrichor Broadband LLC the balance due for the Broadband Feasibility Study.

ii. **Wallace Way Business Park West Update**

- **Construction Update** – Executive Director Randy Tucker updated Commissioners on construction progress with Cascade Natural Gas and Spectrum Internet.
- **Disposition of Pump, Surplus Property Sale** – Executive Director Randy Tucker reported that the Port’s surplus pump would be advertised for sale in the Feb. 15<sup>th</sup> and 22<sup>nd</sup> issues of The Grandview Herald and the Sunnyside Sun.
- **Proposed Drone Video for WWBPW** – Executive Director Randy Tucker reported that there are no drones available for videography at this time.

iii. **Trade Show Review – WineVit 2023, WineVit membership**

Executive Director Randy Tucker reported on his attendance at the WineVit 2023 trade show in Kennewick on Feb. 7-8, 2023. Randy and Commissioners discussed whether to continue the Port’s attendance at WineVit.

iv. **New Port District Maps** - Executive Director Randy Tucker shared the new port district maps with Commissioners and staff.

k) **Office Manager’s Report**

- i. **U.S. Bank Credit Card Rebate** – Office Manager Mary Barnett reported on the credit card rebate the Port received from U.S. Bank.

7. **NEW BUSINESS**

- a) **WPPA Port Day Review** - Commissioner Frank Lyall reported on his attendance at WPPA Port Day in Olympia on February 2<sup>nd</sup>.

**b) Motion to approve expenses for Port of Grandview Commissioners and staff to attend 2023 WPPA seminars and meetings**

*Commissioner Lyall moved and Commissioner Sewell seconded a motion to approve expenses for commissioners and staff to attend 2023 WPPA seminars and meetings. Motion carried.*

**c) Valley Publishing - Industry 2023 Advertising Opportunity**

*Commissioner Sewell moved and Commissioner Lyall seconded a motion to purchase ad space from Valley Publishing in the Industry 2023 supplement. Motion carried.*

**d) Randy Tucker Appointment to SIED Board** – Executive Director Randy Tucker reported that Commissioner Sewell nominated Randy to the SIED Board, and that appointment was approved on Jan. 31<sup>st</sup>.

**8. UPCOMING EVENTS**

- a) April 4-6, 2023** – 2023 Food Northwest Process & Packaging Expo, Oregon Convention Center, Portland – ***registration & hotel completed***
- b) May 17-19, 2023** – WPPA 2023 Spring Meeting, Davenport Hotel, Spokane
- c) June 7-9, 2023** – WPPA 2023 Finance & Administration Seminar, Alderbrook Resort, Union
- d) July 24-26, 2023** – WPPA 2023 Commissioner Seminar, Alderbrook Resort, Union
- e) Oct. 26-27, 2023** – WPPA 2023 Small Ports Seminar, Campbell’s Resort, Chelan
- f) Dec. 6-8, 2023** – WPPA 2023 Annual Meeting, Hilton Vancouver

**9. ADJOURNMENT** – The Regular Meeting adjourned at 8:17 p.m.

The next Regular Meeting will be held at 6:00 p.m. on Tuesday, March 14th, 2023, at 1313 W. Wine Country Rd., Suite #101, Grandview, Washington and via Zoom teleconference.

Respectfully submitted,

Frank Lyall, Secretary