

PORT OF GRANDVIEW

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

SPECIAL & REGULAR MEETING

Tuesday, April 9th, 2024
11:00 a.m.; 6:00 p.m.

MINUTES

1. SPECIAL MEETING

The purpose of the Special Meeting was to attend a tour of the City of Grandview WWTP facilities starting at 11:00 a.m. Present were Commissioners Jim Sewell and Frank A. Lyall and Office Assistant Felicia Peña; members of the Washington State Department of Fish and Wildlife, Ducks Unlimited, and others.

The Special Meeting Tour concluded at 2:00 p.m. The Regular Meeting will continue at 6:00 p.m.

2. REGULAR MEETING CALL TO ORDER

The Regular Meeting was called to order by President Lyall at 6:05 p.m. on Tuesday, April 9th, 2024. Present were Commissioners Frank A. Lyall, Jim Sewell, and Richard Shenyer, Executive Director Randy Tucker, and Office Assistant Felicia Peña.

3. PUBLIC PARTICIPATION – none

4. CONSENT AGENDA

a) Warrant Approval – 610-0210 – General Fund

- Warrant #6601 to #6619 in the amount of \$9,913.11
- Warrant #6620 in the amount of \$854.80

b) Minutes of the March 12th–March 19th, 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. 3/31/2023

610-210	- \$	80,140.43
610-0220	- \$	815.93
610-0240	- \$	668.90
TIP	- \$	2,856,322.00

b) Port Auditor’s Monthly Budget Report

c) Loan Debt Service

d) 2023 Annual Income Report

e) Financial Report Draft

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

6. OLD BUSINESS

a) Wallace Way West Business Park

- i. Construction & Covenant Update** – Commissioners reviewed a letter received from Delmer and Terry Heitzman requesting an extension on their construction timeline.

Commissioner Sewell moved and Commissioner Shenyer seconded a motion to grant an extension of 12 months to the Heitzmans to complete construction in Wallace Way West. Motion carried.

- ii. Tolman CBU** – Executive Director Tucker informed Commissioners of a proposal made by Jason Tolman to share the cost of a cluster box unit that he will install with a concrete pad in the WWWBP cul-de-sac.

Commissioner Sewell moved and Commissioner Shenyer seconded a motion to approve the installation of a cluster box unit with future policy leaving the responsibility with developers. Motion carried.

7. NEW BUSINESS

- a) Valley Publishing Advertisement** – Commissioners agreed to continue to advertise in the Grandview Herald and discussed making updates to the information provided.

- b) Walmart 20 Year Celebration & Tour Invite** – Commissioners and staff discussed attending the Walmart Facility tour on April 23rd.

- c) Data Sharing Agreement** – Executive Director Tucker notified Commissioners of DSA forms that were sent by the Washington State Auditor.

- d) YVC Teach, Tour, and Taste Event** – Commissioners discussed attending a tour of the YVC Grandview Campus on April 12th.

- e) Surplus Pump OVS** – Director Tucker reported that the surplus irrigation pump has gone missing. He will continue to investigate until it is found.

- f) Legislative Districts** – Commissioners discussed the recent redistricting of legislative districts within Washington.

- g) City of Grandview WWTP** – Commissioners and staff recalled the Grandview WWTP facility tour. Commissioner Sewell proposed contributing to a planning grant to assist the WWTP.

8. UPCOMING EVENTS – WPPA 2024

- a) May 15th – 17th** – Spring Meeting, Stevensen, WA
b) June 26th – 28th – Finance & Administration Seminar, Vancouver, WA
c) July 11th – 12th – Directors Seminar, Kalama, WA

- d) July 22nd – 24th – Commissioners Seminar, Richland, WA
- e) September 19th – 20th – Environmental Seminar, Walla Walla, WA
- f) October 24th – 25th – Small Ports Seminar, Lake Chelan, WA
- g) December 11th – 13th – Annual Meeting, Bellevue, WA

9. **MAY 2024 REGULAR MEETING DATE** – Commissioners and staff discussed changing the next regular meeting date as it coincides with travel plans for the 2024 WPPA Spring Meeting.

Commissioner Shenyer moved and Commissioner Sewell seconded a motion to change the next regular meeting date from Tuesday, May 14th to Monday, May 13th, 2024.

10. **ADJOURNMENT** – The meeting adjourned at 7:37 p.m.

The next Regular Meeting will be held at 6:00 p.m. on Monday, May 13th, 2024, at 1313 W. Wine Country Rd., Suite #101, Grandview, Washington and via Zoom teleconference.

Respectfully,

C. James Sewell, Secretary