

PORT OF GRANDVIEW

Regular Meeting #3
Tuesday, March 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 6:07 p.m. on Tuesday, March 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 #6350 to #6366, in the amount of \$11,243.65
- Warrant #6367 in the amount of \$971.72

b) Warrant Approval – 610-0220 – Construction Fund

- Warrant #1047 in the amount of \$22,651.94
- Warrant #1048 in the amount of \$222,073.49

c) Minutes of the February 14th, 2023 Regular Meeting

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

4. AMENDMENT TO FEBRUARY 14, 2023 REGULAR MEETING MINUTES

Commissioner Sewell moved and Commissioner Lyall seconded a motion to amend the February 14, 2023 Regular Meeting Minutes to add a motion to give the Executive Director and Office Manager 8% COLA hourly rate increases effective January 1, 2023. Motion carried.

5. COMMUNICATIONS – Written & Oral

a) Yakima Co. Treasurer Reports Fund Bal. 2/28/2023

610-0210 - \$ 182,197.55

610-0220 - \$ 702,253.37
610-0240 - \$ 757.15
TIP - \$ 1,198,322.00

b) Port Auditor's Monthly Budget Report

c) Outstanding Debt Reports

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

6. EXECUTIVE SESSION - An Executive Session was called to order by President Richard Shenyer at 6:07 p.m. and was expected to last 30 minutes, with 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). The Executive Session adjourned at 7:00 p.m.

The Regular Meeting resumed at 7:01 p.m.

a) Resolution No. 23-02 – A Resolution to Approve the Sale of Property

Commissioner Lyall moved and Commissioner Sewell seconded a motion to approve the sale of Lot 1 at Grandview Business Park to Ramandeep Malhi in the amount of \$460,000. Motion carried.

**RESOLUTION 23-02
A RESOLUTION OF THE PORT OF GRANDVIEW
APPROVING SALE OF REAL PROPERTY**

WHEREAS, the Port is authorized by RCW 53.08.090 to sell real property owned by the Port no longer needed for Port purposes.

WHEREAS, the real property described in Exhibits A and B attached to this Resolution (hereafter "Property") is no longer needed by the Port for public purposes and the Port has determined to sell the Property for development by private parties.

WHEREAS, Ramandeep Malhi, an individual, has submitted to the Port the Real Estate Purchase and Sale Agreement attached to this Resolution for the purchase of the Property.

NOW, THEREFORE, BE IT RESOLVED by the Port Commission of the Port of Grandview as follows:

1. The Property described in Exhibits A and B is declared to be excess to the future needs of the Port of Grandview and the Port shall sell the real property.

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2. The Port of Grandview shall enter into the Real Estate Purchase and Sale Agreement in the form attached to this Resolution to sell the Property to Ramandeep Malhi.
3. The Port of Grandview shall close the sale of the real property in accordance with the provisions of the Real Estate Purchase and Sale Agreement in the form attached to this Resolution.

IT IS FURTHER RESOLVED that the President of the Port Commission of the Port of Grandview is authorized to execute the Real Estate Purchase and Sale Agreement on behalf of the Port in the form attached to this Resolution with any modifications necessary to make the Agreement effective between the Port and Ramandeep Malhi.

IT IS FURTHER RESOLVED that the President of the Port Commission of the Port of Grandview is authorized to execute any documents necessary to implement this Resolution and to complete the sale and conveyance of the real property by the Port in accordance with the terms of the Real Estate Purchase and Sale Agreement.

ADOPTED by the Port Commission of the Port of Grandview this 14th day of March, 2023, and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof.

PORT OF GRANDVIEW COMMISSION

Richard Shenyer
President

Frank A. Lyall
Secretary & Investment Officer

Jim Sewell
Commissioner

7. OLD BUSINESS

a) Wallace Way West Entrance Road

- i. **Motion to Approve Change Order #4 for Wallace Way West Infrastructure Improvements, West Entrance Road**

Commissioner Lyall moved and Commissioner Sewell seconded a motion to approve Change Order #4 in the amount of \$7,335.90 from Culbert Construction Inc. for the Wallace Way BP West Infrastructure Improvements project. Motion carried.

- ii. **Motion to Approve Progress Payment #4 to Culbert Construction for Wallace Way West Infrastructure Improvements, West Entrance Road**

Commissioner Sewell moved and Commissioner Lyall seconded a motion to approve Progress Payment #4 to Culbert Construction Inc. in the amount of \$222,073.49 for the Wallace Way BP West Infrastructure Improvements project. Motion carried.

- iii. **Motion to Transfer \$244,725.43 from 610-0210 General Fund to 610-0220 Construction Fund –see 3b**

Commissioner Lyall moved and Commissioner Sewell seconded a motion to approve the transfer of \$244,725.43 from the 610-0210 General Fund to the 610-0220 Construction Fund. Motion carried.

- b) **Personnel Manual Update** – in progress
- c) **2022 American Rescue Plan Act Funds Update** – no action taken
- d) **YCDA Comprehensive Economic Development Strategy Grant** – no action taken
- e) **Yakima Valley College Economic Development Program** – Per email from Stacey Kautz at the YVC Foundation, she will know by the end of April if there are qualified applicants for the scholarship. Commissioner Sewell recommended that we invite Stacey to a meeting with commissioners or staff to discuss the scholarship.
- f) **Port Retreat – Update Comprehensive Plan** - on hold
- g) **Executive Director’s Report**
 - i. **Wallace Way Business Park West Update**
 - **Construction Update** – Executive Director Randy Tucker updated Commissioners on construction progress with sidewalks and curbs and on the Tolman building.
 - **Disposition of Pump, Surplus Property Sale** – Commissioners and Executive Director discussed re-running the surplus pump ad for another four weeks later in the spring, including adding advertising in the Capital Press and Craig’s List.
 - **Proposed Drone Video for WWBPW** – Randy Tucker reported that there are no drones available at this time.

- **Port District Maps** – Randy Tucker reported on plans to frame the new Port District maps.

h) Office Manager's Report

Office Manager Mary Barnett reported on the Petersen CPA request for data for the 2022 Annual Report and the name change for the Chmelik law firm.

8. NEW BUSINESS

a) YCDA Small business Innovation Fund (SBIF) Grant

b) Extra Mile Student Center Golf Tournament Advertising Opportunity

Commissioner Lyall moved and Commissioner Sewell seconded a motion to purchase advertising at the Extra Mile Student Center Golf Tournament in the amount of \$1,000. Motion carried.

9. 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 - ***registration & hotel completed***
- c) June 7-9, 2023** – WPPA 2023 Finance & Administration Seminar, Alderbrook Resort, Union
- d) July 13-14, 2023** – WPPA 2023 Directors Conference, Hotel Indigo, Everett
- e) July 24-26, 2023** – WPPA 2023 Commissioner Seminar, Alderbrook Resort, Union
- f) Sept. 21-22, 2023** – WPPA 2023 Environmental Seminar, Silver Cloud Hotel, Point Ruston, Tacoma

g) Oct. 26-27, 2023 – WPPA 2023 Small Ports Seminar, Campbell’s Resort, Chelan

h) Dec. 6-8, 2023 – WPPA 2023 Annual Meeting, Hilton Vancouver

10. ADJOURNMENT – The meeting adjourned at 8:12 p.m.

The next Regular Meeting will be held at 6:00 p.m. on Tuesday, April 11th, 2023, at 1313 W. Wine Country Rd., Suite #101, Grandview, Washington and via Zoom teleconference.

Respectfully submitted,

Frank Lyall, Secretary