

PORT OF GRANDVIEW

Regular Meeting #4
Tuesday, May 9th, 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, May 9th, 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, Office Manager Mary Barnett.

2. PUBLIC PARTICIPATION – Mark Thornsberry with Clean Air Authority arrive at 7:45pm right before adjournment.

3. CONSENT AGENDA

a) Warrant Approval – 610-0210 – General Fund

- Warrants #6393 to #6406 in the amount of \$120,365.43
- Warrant #6407 in the amount of \$1,087.15
- Warrants #6408 to #6409 in the amount of \$1,490.58

b) Warrant Approval – 610-0220 – Construction Fund

- Warrant #1051 in the amount of \$12,763.40
- Warrant #1052 in the amount of \$44,337.48

c) Minutes of the April 11th, 2023 Regular Meeting

d) Minutes of the April 18th, 2023 Special 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. 3/31/2023

610-0210 - \$ 274,947.42

610-0220 - \$ 90,454.93

610-0240 - \$ 829.95

TIP - \$ 1,198,322.00

b) Port Auditor's Monthly Budget Report

c) Outstanding Debt Reports

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

5. EXECUTIVE SESSION – An Executive Session to discuss the disposal and/or acquisition of property was called to order by President Shenyer at 6:27 p.m. and expected to last 30 minutes. No action is expected. The Executive Session adjourned at 7:10 p.m. with no action taken. Resume regular meeting at 7:10 pm motion to accept ACC purchase and sales agreement of Ramandeep Malhi at \$30,000 per acre of 2.61 acres.

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

6. OLD BUSINESS

a) Wallace Way West Entrance Road

i. **Port Engineer Travis Marden** – Travis reviewed with Commissioners and Executive Director the details of WWBPWII Change Orders 1, 2, 3, 4, and 5.

ii. **Motion to Approve Change Order #5 for Wallace Way West Infrastructure Improvements, West Entrance Road**

Commissioner Lyall moved and Commissioner Sewell seconded a motion to approve the Change Order #5 for the Wallace Way West Business Park Infrastructure Improvements project. Motion carried.

iii. **Motion to Approve Progress Payment #5 in the amount of \$251,767.56 to Culbert Construction Inc. for Wallace Way West Infrastructure Improvements, West Entrance Road**

Commissioner Sewell moved and Commissioner Lyall seconded a motion to approve Progress Payment #5 for the Wallace Way West Business Park Infrastructure Improvements project in the amount of \$251,767.56. Motion carried.

iv. **Motion to Transfer \$271,232.89 from 610-0210 General Fund to 610-0220 Construction Fund**

Commissioner Lyall moved and Commissioner Sewell seconded a motion to approve the transfer of \$271,232.89 from 610-0210 General Fund to 610-0220 Construction Fund. Motion carried.

- b) **YCDA Small Business Innovation Fund (SBIF)** - Nothing available at this time, still being reviewed.
- c) **Personnel Manual Update - in progress**
- d) **2022 American Rescue Plan Act Funds Update** – not available yet
- e) **YCDA Comprehensive Economic Development Strategy Grant** - not available at this time
- f) **Yakima Valley College Economic Development Program** – Info about applicants will be available at end of April.
- g) **Port Retreat – Update Comprehensive Plan** – Commissioners and staff discussed possible locations for Port Retreat.
- h) **Executive Director’s Report**
 - i. **Wallace Way Business Park West Update**
 - **Construction Update – Port Engineer Travis Marden**
Walk through will be Friday, April,14 at 10:00 a.m.
 - **Disposition of Pump, Surplus Property Sale** – Ads will be placed beginning next week.

- ii. **Trade Show Review** – Executive Director Randy Tucker and Commissioner Frank Lyall reviewed their attendance at the Food Northwest Process & Packaging Expo trade show on April 4-6, 2023 in Portland.

- i) **Office Manager's Report**

7. NEW BUSINESS

8. UPCOMING EVENTS

- a) **May 17-19, 2023** – WPPA 2023 Spring Meeting, Davenport Hotel, Spokane - *registration & hotel completed*
- b) **June 7-9, 2023** – WPPA 2023 Finance & Administration Seminar, Alderbrook Resort, Union
- c) **July 13-14, 2023** – WPPA 2023 Directors Conference, Hotel Indigo, Everett
- d) **July 24-26, 2023** – WPPA 2023 Commissioner Seminar, Alderbrook Resort, Union
- e) **Sept. 21-22, 2023** – WPPA 2023 Environmental Seminar, Silver Cloud Hotel, Point Ruston, Tacoma
- f) **Oct. 26-27, 2023** – WPPA 2023 Small Ports Seminar, Campbell's Resort, Chelan
- g) **Dec. 6-8, 2023** – WPPA 2023 Annual Meeting, Hilton Vancouver

9. ADJOURNMENT – The meeting adjourned at 7:46 p.m.

The next Regular Meeting will be held at 6:00 p.m. on Tuesday, May 9th, 2023, at 1313 W. Wine Country Rd., Suite #101, Grandview, Washington and via Zoom teleconference.

Respectfully submitted,

Frank A. Lyall, Secretary