PORT OF CENTRALIA
Established 1986

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Minutes
Regular Meeting of the
PORT OF CENTRALIA
April 20, 2022
Port of Centralia Administrative Office & Via Teleconference
3:00 PM

Attendees: Commissioners: Kyle Markstrom, Julie Shaffley, Peter Lahmann
Executive Director: Kyle Heaton
Press: Coralee Taylor and Franklin Taylor, The Chronicle
Public: Jan Banevich; Jan Nontell; Dawn Merchant; Rebecca Staebler; Scott Tennant; Brian Dow; Paul Crowner; and Eric Sonnenberg, Economic Alliance of Lewis County
Teleconference: Three unknown callers

1) **Call Meeting to Order/Introductions:** Commissioner Markstrom called the meeting to order at 3:00 p.m.

2) **Approval of Agenda:** Commissioner Shaffley made a motion to approve the April 20, 2022, agenda as submitted. Commissioner Lahmann seconded the motion. The motion carried.

3) **Approval of Minutes:** Commissioner Lahmann made a motion to approve the April 6, 2022, regular meeting minutes. Commissioner Shaffley seconded the motion. The motion carried.

4) **Approval of Warrants:** Commissioner Lahmann made a motion to approve warrants 22411 through 22431 with an aggregate amount of $63,585.42. Commissioner Shaffley seconded the motion. The motion carried.

5) **New Business:**

   a) **Executive Director Report:** Kyle Heaton reported that 4Legz LLC toured 1711 Midway Court and the Port's portion of the work is completed. The gas line has been installed and Puget Sound Energy will be making the connection within the next four weeks. He said that 4Legz has a number of things to do before the gas service arrives, including sealing the floors because the product they make is food-grade, but the project is nearly completed.

   Kyle stated that there has been issues with the side sewers on Midway Court. The Port excavated a pothole at 1710 Midway Court to locate a clog in the side sewer. The tenant does not have enough employees to trigger the blockage, so the Port had the side sewer jetted and videoed. He said that the sewer has too many bends and the main itself on Midway Court has considerable material in it, possibly as a result of UNFI being upstream of it. The Port is going to work with the City of Centralia to get the main jetted.

   Kyle reported that he had a meeting with Puget Sound and Pacific Railroad to discuss the Kuper Road railroad crossing. He said that they also discussed the Port supplying an additional culvert, with them installing. He said that the Port is working with Sierra Pacific Industries, STIHL, Walmart, and the other tenants in the neighborhood to address the drainage in the area. The Port

will be doing ditch maintenance projects this summer and there will be both public and private culverts that will need to be addressed.

Kyle stated that the Port is still waiting for the Federal Highway Administration permit for the offramp. He said that there have been considerable submissions from AECOM, the Port's ramp engineer. They are actively working on it but he does not have a date when it will be completed. He reported that the Port is down to the last few comments between the Port's and City engineers on the Yew Street extension. He said that he did not connect with the Port's engineer this week for an update, but it is his understanding that they have been resolving them. He said that the Port hopes to go to bid by the end of the month for the Yew Street extension project.

Kyle gave a brief quarterly budget report. He said that the Port is currently over 25% in revenue and under 25% in expense. He said that the operating revenue is somewhat up and the Port expects it to exceed the budget this year based on some transactions that will be brought forward later. He said that non-operating revenue might not reach the number in the budget but it is possible it will be within range.

Commissioner Lahmann thanked Kyle Heaton for the budget status update and said that it looked good. He asked if the sewer problems on Midway Court were on the side sewer or in the main line. Kyle Heaton replied that it was a clog at the side sewer that spurred the investigation but it was debatable if the issue began at the building or from the main line backing up. He said the biggest thing was not to point fingers and to get flow and movement. Commissioner Lahmann responded that he knew that when sewer lines are laid there are percentages that you go to. If it is under 2%, then there will be back up and over 5% the liquids run away from the solids. He said he was just curious to troubleshoot what the problem is. Kyle Heaton said that the line predates him but he is sure that it was inspected by the City and has gravity because it is 16-and-a-half feet down. Commissioner Lahmann said that it should have plenty of fall. Kyle Heaton agreed.

b) **Committee Reports:** Commissioner Shaffley said that she attended the Centralia-Chehalis Chamber of Commerce's executive meeting. She announced that the Port, in conjunction with the Chamber, is going to have a shred day on Earth Day, April 22, from 8:00 am to 12:00 pm. She said that people are allowed to bring from two grocery bags to two banker boxes of information that needs to be shredded to the Chamber office. Commissioner Markstrom said that he has heard from a lot of people that are excited about the event because banks have not been accepting shredding due to COVID restrictions and a lot of people are working from home generating documents that need to be shredded.

Commissioner Lahmann reported that he attended the Centralia City Council meeting and the Lewis County Board of County Commissioners meeting. He said that on the Saturday following Earth Day there will be a city cleanup, primarily held in Chehalis, and in conjunction the Lewis County Historical Museum will also be doing their annual cleanup. The City will meet in the museum's parking lot at 9:00 am if anyone would like to come out and bring rags, gloves, clippers, and everything else for a cleanup at the museum and downtown.

Commissioner Shaffley congratulated Commissioner Markstrom and his wife on their new baby girl.

6) **Good of the Order/Public Comment:** Jan Banevich, of Centralia, said that she did not have anything for today.

   Paul Crowner, of Centralia, also declined to make public comment.

   Brian Dow, of Centralia, said that he submitted a public records request a couple of weeks prior for a budget analysis and financial reports. He asked why a public records request was necessary and why it was not just handed out. He said that he received it that day, so it was in a timely manner, but it was not really what he had in mind. He observed that constituents could have a little more detail as to where money goes and where money comes in. He said that he thought there could be a little more and he would appreciate it.

7) **Adjourn:** Commissioner Lahmann made a motion to adjourn the meeting at 3:11 p.m. Commissioner Shaffley seconded the motion. The motion carried.

COMMISSIONER

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