PORT OF CENTRALIA
Established 1986

3508 Galvin Road · Centralia, WA 98531-9002
Phone 360-736-3527 · Fax 360-330-5666
www.portofcentralia.com

Minutes
Regular Meeting of the
PORT OF CENTRALIA
April 6, 2022
Port of Centralia Administrative Office & Via Teleconference
3:00 PM

Attendees: Commissioners: Kyle Markstrom, Julie Shaffley, Peter Lahmann
Executive Director: Kyle Heaton
Public: Brian Dow; Jan Banevich; and Elizabeth Cameron, City of Centralia
Teleconference: Two 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 Lahmann made a motion to approve the April 6, 2022, agenda as submitted. Commissioner Shaffley seconded the motion. The motion carried.

3) **Approval of Minutes:**

   a) Commissioner Lahmann made a motion to approve the March 16, 2022, regular meeting minutes. Commissioner Shaffley seconded the motion. The motion carried.

   b) Commissioner Shaffley made a motion to approve the March 25, 2022, special meeting minutes. Commissioner Lahmann seconded the motion. The motion carried.

4) **Approval of Warrants:** Commissioner Lahmann made a motion to approve warrants 22375 through 22392 with an aggregate amount of $578,543.52. Commissioner Shaffley seconded the motion. The motion carried.

5) **New Business:**

   a) **Executive Director Report:** Kyle Heaton reported that the Furgerson Schmidt transaction closed the previous Friday. He thanked the Commissioners for their assistance in getting the Restrictive Covenant lifted so that the transaction could close.

   Kyle said that the Reality Homes boundary line adjustment is completed and closed and the end user is now in the surveying process.

   Kyle stated that the 1711 Midway Court improvements are nearly complete. The flooring installation is nearly complete. The electricians have been working on the lighting upgrade, but are now waiting on parts and will return soon. Kyle said that he would be meeting with Puget Sound Energy the next day to begin establishing gas service to the building. He said that 4Legz may be able to take occupancy May 1, 2022.

Kyle reported that the Port's engineers are working on finalizing contract documents for the Yew Street extension. The Port hopes the project will be out to bid later this month. He said that the Washington State Department of Transportation has signed off on it and now the Port's engineer is addressing the City Engineer's comments. He expects that it will be completed next week.

Kyle said that the Port is currently working with Sierra Pacific Industries to replace the railroad crossing on Kuper Road. It was built in 2003-2004 to railroad specifications at the time using concrete tubs. The railroad has since moved away from tubs because they break, just as they did on Kuper Road so now trucks dip as they go over the crossing. The new crossing will be installed at no expense to the Port; Puget Sound and Pacific Railroad maintains it. They will be putting in Omega panels, like what is currently installed on Hoss Road and Robert Thompson Road, where it is laid on big switch ties so if a panel breaks, they can be replaced individually and not have to get underneath the tub. He said that the work should be completed in April.

Kyle stated that the Port is also working with Sierra Pacific Industries for some utility line extensions. The Port is investigating some infrastructure projects in the area and he will keep the Commissioners apprised as it develops, if it develops.

Kyle reminded the Commissioners that the Port had reached out to the City of Centralia regarding the truck parking that has been occurring on Steelhammer Lane and Mahoney Drive, which are the only two roads the Port has dedicated to the City. The City engineer has responded that they are working on getting 'no parking' signs and are working it into their maintenance schedule. He said that the Port is installing its own 'no parking any time' signs on its portion of the road by UNFI. The Port has been mostly successful in chasing most of the parked vehicles away but there is a school bus that is there daily. Kyle said that he has had a conversation with the driver and he is an employee of UNFI. The bus is too large to park in the parking lot and it is only parked on the road during his shift. He is saving for a smaller car so the Port is giving him some leeway. The Port has also had issues on Kuper Road and posted 'no parking' signs there. The trucks and a motorhome then moved around the corner to Foron Road. Kyle thanked Sheriff Snaza and his staff for addressing the issue in under 24 hours.

b) **Easement Agreement – PV Centralia 48 LLC:** Kyle stated that the Port held public hearings in 2015 and 2018 with the previous property owner of the Long Road Mobile Estates. The easement will connect one stormwater pond to another stormwater pond. It will be completely buried so they won't know it is there once it is installed, but there will have to be trees removed for it to occur. He said that the property owners will lose around a dozen mature fir trees. After the project completion, the Port will install a fence so that there is a barrier again between the property and the railroad. Since that public hearing, the previous property owner passed away and the heirs sold the mobile home park. The Port was able to make contact with the new owners and the discussion has been much more amicable. They are trying to clean up the park and bring standards up and are open to changing things to make it look better. Kyle said that the easement was prepared by Heather Burgess and their attorney has reviewed it.

Commissioner Lahmann asked if there was a portion of this easement that had already been acquired. Kyle Heaton replied that that was this same easement and the previous landowner had refused to come to terms. He said that the Port had previously agreed to treat their stormwater through the catchbasin, but the new property owners were not interested in that.

Commissioner Shaffley made a motion to approve the Easement Agreement with PV Centralia 48 LLC. Commissioner Lahmann seconded the motion. The motion carried.

Commissioner Shaffley asked Kyle Heaton if he could expand on the property purchase by Furgerson Schmidt. Kyle Heaton responded that Furgerson Schmidt purchased approximately 5.2 acres from the Port off of Northpark Drive. At their own expense, they will be extending utilities off of Northpark Drive and constructing a road to their parcel. He said that the company will be constructing a 100,000-square-feet concrete tilt-up facility that they expect will be underway sometime this summer. Commissioner Shaffley said that she was excited for it to happen.

c) **Committee Reports:** Commissioner Shaffley said that she was happy to say that the Centralia-Chehalis Chamber of Commerce has hired a new executive director. She said that the Chamber has done extensive interviewing and they selected Cynthia Mudge. She said that Cynthia Mudge was introduced at the Chamber's annual banquet and they were excited to have her working and getting everything together. Commissioner Shaffley added that the Chamber is going to have a forum on April 14, 2022, at 11:30 am at O'Blarney's. She also said that the Economic Alliance of Lewis County is scheduling a Post COVID Summit on June 15, 2022, from 3:00 to 5:30 pm. There will be a variety of speakers that are going to be talking about the supply chain breakdown and different things that have occurred since COVID. She said that it will be very interesting and invited everyone to be there.

Commissioner Lahmann reported that he attended the Lewis County Commissioners and Mayors meeting where they discussed infrastructure. He said that Senator Murray, Senator Cantwell, and Representative Hererra Beutler all have discretionary funding with a short time frame for requests for infrastructure funding. He suggested that the Port consider requesting funding and the projects that he thought of were Long Road where it ties into the Yew Street extension and possibly upgrading Alder Street from Yew Street to Mellen Street. He thought there was still interest with the City to put a roundabout at the Alder Street/Mellen Street intersection because they think once it is developed there will be more traffic that won't want to use the Yew Street turn and will use the cutoff. He said that he doesn't know how the Port would work it and wouldn't expect the Port to be the primary, but if the Port and the City could invest in it then maybe those streets could be upgraded. He thought it would make the Port look good.

6) **Good of the Order/Public Comment:** Jan Banevich, of Centralia, commented that she thought she would be coming to thank the Commissioners for listening to them about posting the agenda sooner than 24 hours prior to the meeting, but then she saw the agenda and that is not an agenda. She said that there was nothing on there, which is typical of the agendas. She said that according to the dictionary, an agenda is a list or outline that stands to be considered or done and there is nothing like that on this. There is not usually nothing on the agenda and this is an outline for an agenda, but it is not an agenda. She said that she hoped in the future that they can get the Port to understand what an agenda is and get them to post an actual agenda and not an outline.

Elizabeth Cameron with the City of Centralia said that she had come to the meeting to introduce herself. She said that she was not familiar with Kyle Heaton but wanted to say hello because the Port's collaboration with the City is very important.

Brian Dow, of Centralia, said that he was interested in seeing some kind of financial report or expenditure list for each month. He said that he asked at the front desk but was handed a records request form, and at other agencies he has dealt with in the past they have some kind of monthly financial report available so the public can stay up to speed on what is being approved or brought in because they are interested. He doesn't think he should have to fill out a public records request form for that.

Commissioner Lahmann stated that he had a calendar item that he would like to add. There is a group that is working on maybe doing some restoration on the Fort Borst Blockhouse and if anybody is interested in that, to either contact him or former Mayor Lee Coumbs. He said that there is some funding already put aside for it and Lee Coumbs has some logs at a mill being kiln dried. He said that he is not sure how it is going to go together but they are going to talk about with Emil Pierson with the City and a few others to see if the group can get the Blockhouse to stand up straighter for another 50 years.

7) **Adjourn to Executive Session:** Commissioner Shaffley made a motion to adjourn the meeting to executive session to discuss real estate matters pursuant to RCW 42.30.110(1)(b) at 3:25 p.m. Commissioner Lahmann seconded the motion. The motion carried. Kyle Heaton stated that executive session should last approximately five minutes with no decisions likely.

8) **Adjourn:** Commissioner Shaffley made a motion to adjourn the meeting at 3:16 p.m. Commissioner Lahmann seconded the motion. The motion carried.

Peter Lahmann
COMMISSIONER

COMMISSIONER