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
October 24, 2022
Port of Centralia Administrative Office & Via Teleconference
3:00 PM

Attendees: Commissioners: Kyle Markstrom, Peter Lahmann, and Julie Shaffley
Executive Director: Kyle Heaton
Port Counsel: Ray Liaw, Van Ness Feldman (via teleconference)
Press: Owen Sexton, The Chronicle
Public: Scott Tennant; Rick Schnatterly; Bob Jackins; Coralee Taylor; Lindy Waring; Chad Taylor; Cynthia Mudge, Centralia-Chehalis Chamber of Commerce; Paul Crowner; Jan Banevich; and Brian Dow
Teleconference: Four 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 October 24, 2022, agenda as submitted. Commissioner Shaffley seconded the motion. The motion carried.

3) **Executive Session: Real Estate Matters RCW 42.30.110(1)(c):** Commissioner Markstrom adjourned the meeting to executive session to discuss real estate matters pursuant to RCW 42.30.110(1)(c) at 3:01 p.m. Kyle Heaton stated that executive session should last approximately five minutes with decisions likely.

4) **Reconvene:** Commissioner Markstrom reconvened the meeting to regular session at 3:06 p.m.

5) **Good of the Order/Public Comment:** Commissioner Markstrom stated that this time during the Port Commission's meetings is for the public to provide their comments. The Port Commission welcomes and encourages their comments and participation. He said that the public is welcome to comment on items on the agenda or items not on the agenda; however, this is not time for the Commission to answer questions. He said that if the public asks a question and would like a follow-up, to please provide contact information and the Port will do its best to follow up at a later date. He said that those attending remotely via teleconference or others who are unable to attend can submit written comments to agraber@portofcentralia.com before 2:00 p.m. the day of the meetings. Those written comments will be attached to the meeting minutes. He added that everyone is lucky to live in a great community where they are all passionate about making the community a great place to live. While everyone might not always agree on how to achieve that, it is important that everyone recognizes that they can all be passionate about their ideas while also respecting each other. He reminded everyone that they have three minutes for their comments and if the time limit is reached, he will ask them to wrap up their comments.

Scott Tennant, of Chehalis, said that he was attending the meeting because he had provided the Port and Commissioners with a motion for a citizens governing committee for the Port. He said that now that has been done it is open for everyone to look at as per the motion. He asked for everyone to read it and to tell him what they think.

Rick Schnatterly, of Centralia, thanked the Commissioners for the ECONorthwest fiscal report that was released at the last meeting. He said that he likes numbers, so when he reached page nine and took a look at the property taxes being paid by Port tenants he was impressed with over $4 million going to the school district. He said that it reminded him of 1971 when the school levees failed several years in a row and because of that, the school district was in dire straits and needed to make drastic cuts. A lot of after-school activities were curtailed, middle school programs were shut down, and teachers lost jobs. He said that during his senior year of high school he was a class officer and there were no after-school activities except for a few sports, but then things changed. The levy started passing and it passed for several years in a row. He explained that what changed was that the levy was being promoted that the steam plant and the coal mine were coming on board and they were going to be paying a significant amount of the school tax because farmland was being converted to industrial land at a much higher tax rate. He remembered that numbers were being thrown out from 30% to 50% of the taxes were being paid by the steam plant. He said that by taking a look at the report and the taxes being paid, if those businesses were not in the community, every man, woman, and child that lives in Centralia and divided it up with what the businesses are paying, it comes to $455 per person to make up the difference. That is over $1,800 per family. He said that the businesses in the Port of Centralia make a huge impact on the quality of life for Centraliaites and he thanked the Commissioners for their work.

Paul Crowner, of Centralia, said that a couple of months ago Commissioner Lahmann brought up the idea of the Port officially giving approval of the North County Interchange or Industrial Access, as well as working closely with the Washington State Department of Transportation. He recalled that there was a consensus with the other Commissioners and Kyle Heaton that this was not necessary and no motion was passed and the idea dropped. He said that in a related issue, he was appointed this summer along with four others to the Lewis County Citizens Budget Committee and has been working with the Lewis County Board of County Commissioners on the 2023 budget. Together, the BOCC and his committee have been listening to budget requests and information from various department heads, such as the Treasurer, Assessor, public health, Coroner, parks and recreation, Superior Court, jail, Sheriff, and public works. He said that it has been many days and hours of work and stacks of paper. In a few days, the committee will give their report to the BOCC with their recommendations for the budget requests. He said that one item he found most interesting was in the roads fund annual construction program and lots of fine print. He had asked Josh Metcalf, the director of Lewis County Public Works, about one item that was in reference to a new I-5 interchange and it was called the North County Industrial Access. His answer was affirmative and he had tactfully went on to say that the various groups that have a stake in the project have been reticent in working together so WSDOT has now taken then lead. They are in the process of studying traffic from Grand Mound to Mellen Street, including traffic flows on Harrison Avenue. WSDOT will research how an interchange would impact and affect traffic on Harrison Avenue as well as the freeway. Paul Crowner said that in hindsight it appears to him that Commissioner Lahmann was pressured in his request and at this point the Port will have some catching up to do if the Port wants to have full partnership and input with WSDOT and Lewis County, as well. He asked what could be done and what can the Port do to rectify this previous error in judgment.

Jan Banevich, of Centralia, declined to make public comment.

Brian Dow, of Centralia, said that he liked the fiscal report that came out at the last meeting and said that it had a lot of information. He asked if the Port was going to get on board with Zoom and let people call in and ask questions or make comments anytime soon. He said that they have been asking for quite a while and it seems important to a lot of people.

Cynthia Mudge, the Executive Director of the Centralia-Chehalis Chamber of Commerce, thanked the Port Commissioners for their continued support of the Chamber and all of their efforts to help businesses, their members, city, and many of the Port tenants. She announced that the Tick-or-Treat Transit will be running on October 31, 2022. The Chamber will be working with Twin City Transit to transport kids and their families around Centralia, Chehalis, and up to the mall for their trick or treating this year.

6) **Approval of Minutes:** Commissioner Shaffley made a motion to approve the October 5, 2022, public hearing and regular meeting minutes. Commissioner Lahmann seconded the motion. The motion carried.

7) **Approval of Warrants:** Commissioner Lahmann made a motion to approve warrants 22718 through 22741 with an aggregate amount of $102,158.39. Commissioner Shaffley seconded the motion. The motion carried.

8) **New Business:**

   a) **Executive Director Report:** Kyle Heaton reported that Midway Underground has begun to move in to the Centralia Station site. He said that their job trailer is there and the contractor has begun to accept materials. Sewer pipes are stacking up and other components are on their way. Once manholes and concrete vaults appear, then they will likely move in and get to work, but in the meantime, they are still waiting on equipment. Commissioner Markstrom said that it was very exciting to see that actually happening over there. He said that he had been out of town for a week-and-a-half and when he returned and saw that, along with messages on his phone from people excited to see activity over there, he thought that the community is getting fired up for it and said it is exciting.

   Kyle Heaton replied that WinCo is also very fired up for it. He said that he had very good conversations with them the week prior and that they understand where the Port is at in the process. He reported that he speaks with them weekly and they are as desirous for the Port to begin work as the Port is. He said that the Port completed the asbestos abatement on the Alder Street house and is waiting for permits and has begun testing on the Brotherson Road apartments as the units come empty. He said that asbestos will likely be found, especially in the upper stories where flooding did not force remodeling.

   Kyle Heaton reported that Linden Comansa's SEPA is nearly completed. Rognlin's has begun work on the overhead door for the yard so that project is progressing along. He said that Furgerson Schmidt is nearing their permit issuance. He met with their engineer's the previous week to try to iron out the last few issues with the City, which he thinks has been done so a permit should be issued later in the week.

Kyle Heaton stated that the preliminary 2023 budget is on file and available in the meeting as well as at the front desk. The public hearing on the budget will be held on the third Wednesday in November as it has been done in the past. He said that the Port is still waiting on the final tax numbers from the Lewis County Assessor's Office but it is early yet and the Assessor's Office usually has them available that third week in November. He told the Commissioners that if they have any questions or comments to please feel free to submit them to Port staff between now and then so they can be addressed.

b) **Resolution No. 2022-03 Approving the Redistricting Plan for Port Commissioner Districts:** Kyle Heaton reminded the Commissioners that they held a public hearing regarding the redistricting plan on October 5, 2022. Amy Graber has worked closely with the Lewis County Auditor on the plan. He said that he appreciates the Auditor's Office's help with the plan and for helping the Port to save money. He said that the plan is prepared to go forward and that while the populations have gone up, the precincts will remain the same as they have in the past.

Commissioner Shaffley made a motion to approve Resolution No. 2022-03 Approving the Redistricting Plan for the Port Commissioner Districts as a Result of the 2020 Census Data. Commissioner Lahmann seconded the motion. The motion carried.

c) **Potential Sale of Property – Tax Parcel #23565-4-1, 23563:** Kyle Heaton presented the Commissioners with the Purchase and Sale Agreement between the Port of Centralia and Sierra Pacific Industries for the property located at 3210 Foron Road, which the Port acquired earlier in the year from the former Dulin Construction. He said that the Port has been working with Sierra Pacific Industries since that acquisition on getting what the Port needs out of the property, including that the Port will receive a perpetual drainage easement so that it will be able to go through and maintain all of the drainage conveyances around the outside of the property in perpetuity. The Port was also able to get an easement that would allow the Port to construct a freeway sign at some point in the future should the Commissioners deem it necessary to do so. He reminded the Commissioners that the signs have to be located within the industrial park and have freeway visibility, which is tricky. Those requirements made this parcel very interesting to the Port. He said that Sierra Pacific Industries has been very supportive of the Port putting up a sign there and has welcomed the opportunity to help out on that. He said that he very much appreciates Sierra Pacific Industries, Scott North, Gary Blanc, and their real estate people for helping the Port to get it done in short order. He said that it has been a hard negotiation but it is done.

Commissioner Shaffley made a motion to approve the Purchase and Sale Agreement between the Port of Centralia and Sierra Pacific Industries for the property located at 3210 Foron Road. Commissioner Lahmann seconded the motion. The motion carried.

d) **Committee Reports:** Commissioner Shaffley said that she just wanted to discuss the Centralia-Chehalis Chamber of Commerce's Trick-or-Treat Transit and that with the holiday season coming up there will be a lot of different functions and she encouraged everyone to be involved. She said that she would keep everyone updated and so will Cynthia Mudge.

Commissioner Lahmann said that he had attended the Centralia City Council meeting and the Mayors' meeting. He said that he spoke to someone with the Washington State Department of Social and Health Services and they are currently looking for a piece of property to build a new

facility in Lewis County. He said that he directed them to contact Kyle Heaton and see if something could be worked out.

9) **Adjourn:** Commissioner Shaffley made a motion to adjourn the meeting at 3:21 p.m. Commissioner Lahmann seconded the motion. The motion carried.

COMMISSIONER

COMMISSIONER

Amy Graber

From: Scott Tennant (via Google Docs) [redacted]
Sent: Monday, October 24, 2022 1:28 PM
To: Amy Graber
Subject: Port Motion
Attachments: Port Motion.pdf

Scott Tennant attached a document

Scott Tennant [redacted] has attached the following document:

This is the motion for the commissioners to consider.

Port Motion

Google LLC, 1600 Amphitheatre Parkway, Mountain View, CA 94043, USA
You have received this email because [redacted] shared a document with you from Google Docs.

I recognize that open government is critical to building citizen trust and is a key contributor to achieving different policy outcomes in diverse domains including public sector integrity and anti-corruption, public sector modernization, civic freedom, digital government, public procurement, public sector innovation, public financial management, and human resource management, as well as all major socio-economic targets within the framework of the 2030 Global Agenda for Sustainable Development Goals;

I recognize that stakeholder participation increases government accountability, broadens citizens' empowerment and influence on decisions, builds civic capacity, improves the evidence base for policy making, reduces implementation costs, and taps wider networks for innovation in policy-making and service delivery;

I recognize the need for establishing a clear, actionable, evidence-based, internationally recognized, and comparable framework for open government, as well as its related process, output, outcome, and impact indicators taking into account the diverse institutional and legal settings of the Members and non-Members having adhered to the Recommendation (hereafter the "Adherents");

I **am considering** that open government strategies and initiatives are a shared responsibility of all branches and levels of government, according to their existing legal and institutional frameworks, and that therefore this Recommendation is relevant to all of them;

Please consider this Motion of proposal to form a Public Governance Committee of the Centralia Port

I. The Port agrees that, for the purpose of the present Recommendation, the following definitions are used:

- **Open Government:** a culture of governance that promotes the principles of transparency, integrity, accountability, and stakeholder participation in support of democracy and inclusive growth;
- **Open State:** when the executive, legislature, judiciary, independent public institutions, and all levels of government - recognizing their respective roles, prerogatives, and overall independence according to their existing legal and institutional frameworks - collaborate, exploit synergies, and share good practices and lessons learned among themselves and with other stakeholders to promote transparency, integrity, accountability, and stakeholder participation, in support of democracy and inclusive growth;
- **Open government strategy:** a document that defines the open government agenda of the central government and/or of any of its sub-national levels, as well as that of a single public institution or thematic area, and that includes key open government initiatives, together with short, medium and long-term goals and indicators;
- **Open government initiatives:** actions undertaken by the government, or by a single public institution, to achieve specific objectives in the area of open government, ranging from the drafting of laws to the implementation of specific activities such as online consultations;
- **The policy cycle:** includes 1) identifying policy priorities 2) drafting the actual policy document, 3) policy implementation; and 4) monitoring implementation and evaluation of the policy's impacts;
- **Stakeholders:** any interested and/or affected party, including individuals, regardless of their age, gender, sexual orientation, religious and political affiliations; and institutions and organizations, whether governmental or non-governmental, from civil society, academia, the media, or the private sector;
- **Stakeholder participation:** all the ways in which stakeholders can be involved in the policy cycle and in service design and delivery, including:
  - **Information:** an initial level of participation characterized by a one-way relationship in which the government produces and delivers information to stakeholders. It covers both
    on-demand provision of information and "proactive" measures by the government to disseminate information.

– **Consultation:** a more advanced level of participation that entails a two-way relationship in which stakeholders provide feedback to the government and vice-versa.
It is based on the prior definition of the issue for which views are being sought and requires the provision of relevant information, in addition to feedback on the outcomes of the process.

– **Engagement:** when stakeholders are given the opportunity and the necessary resources (e.g. information, data and digital tools) to collaborate during all phases of the policy cycle and in the service design and delivery.

- **Open government literacy:** the combination of awareness, knowledge, and skills that public officials and stakeholders require to engage successfully in open government strategies and initiatives;

- **Levels of government:** refers to central and sub-national levels of government.

II. I recommend that Adherents develop, adopt and implement open government strategies and initiatives that promote the principles of transparency, integrity, accountability, and stakeholder participation in designing and delivering public policies and services, in an open and inclusive manner. To this end, Adherents should:

1. take measures, in all branches and at all levels of the government, to develop and implement open government strategies and initiatives in collaboration with stakeholders and to foster commitment from politicians, members of parliaments, senior public managers, and public officials, to ensure successful implementation and prevent or overcome obstacles related to resistance to change;

2. ensure the existence and implementation of the necessary open government legal and regulatory framework, including through the provision of supporting documents such as guidelines and manuals, while establishing adequate oversight mechanisms to ensure compliance;

3. ensure the successful operationalization and take-up of open government strategies and initiatives by:

   (i) Providing public officials with the mandate to design and implement successful open government strategies and initiatives, as well as the adequate human, financial, and technical resources, while promoting a supportive organizational culture;

   (ii) Promoting open government literacy in the administration, at all levels of government, and among stakeholders.

4. coordinate, through the necessary institutional mechanisms, open government strategies, and initiatives - horizontally and vertically - across all levels of government to ensure that they are aligned with and contribute to all relevant socio-economic objectives;

5. develop and implement monitoring, evaluation, and learning mechanisms for open government strategies and initiatives by:

   (i) Identifying institutional actors to be in charge of collecting and disseminating up-to-date and reliable information and data in an open format;

   (ii) Developing comparable indicators to measure processes, outputs, outcomes, and impact in collaboration with stakeholders; and

   (iii) Fostering a culture of monitoring, evaluation, and learning among public officials by increasing their capacity to regularly conduct exercises for these purposes in collaboration with relevant stakeholders.

6. To actively communicate on open government strategies and initiatives, as well as on their outputs, outcomes, and impacts, in order to ensure that they are well-known within and outside government, to favor their uptake, as well as to stimulate stakeholder buy-in;

7. To proactively make available clear, complete, timely, reliable, and relevant public sector data and information that is free of cost, available in an open and non-proprietary machine-readable format, easy to find, understand, use and reuse, and disseminated through a multi-channel approach, to be prioritized in consultation with stakeholders;

8. To grant all stakeholders equal and fair opportunities to be informed and consulted and actively

engage them in all phases of the policy cycle and service design and delivery. This should be done with adequate time and at minimal cost while avoiding duplication to minimize consultation fatigue. Further, specific efforts should be dedicated to reaching out to the most relevant, vulnerable, underrepresented, or marginalized groups in society, while avoiding undue influence and policy capture;

9. To promote innovative ways to effectively engage with stakeholders to source ideas and co-create solutions and seize the opportunities provided by digital government tools, including through the use of open government data, to support the achievement of the objectives of open government strategies and initiatives;

10. All while recognizing the roles, prerogatives, and overall independence of all concerned parties and according to their existing legal and institutional frameworks, explore the potential of moving from the concept of open government toward that of an open state.

III. I invite the Port to disseminate this Recommendation.

IV. I invite Adherents to disseminate this Recommendation at all levels of government.

V. I invite non-Adherents to take due account of, and adhere to, this Recommendation.

VI. I instruct the Public Governance Committee to:

a. develop process and impact indicators against which to measure the implementation of this Recommendation; and

b. monitor the implementation of this Recommendation, including through the use of the developed indicators, open government reviews, and comparative studies, and report thereon to the Council no later than three years following its adoption and regularly after that.