



MINUTES OF THE BUSINESS MEETING

Held May 19, 2025

The May 19, 2025, Business Meeting was called to order at 5:15 p.m., by President Martin. The meeting was held at the Port of Sunnyside's Business Administration Office located at 2405 Reith Way, Suite 2, Sunnyside, WA.

Commissioners and Staff present at the Business Meeting:

Arnold Martin, Commission President
Jim Grubenhoff, Commission Vice President
Tyler, Schilperoort, Commission Secretary
Rob Faber, Legal Counsel
Lucia Navarro, Executive Director

Adam Smith, Project Manager
Delilah Saenz, Finance Director
Travis Jansen, Operations Manager
Jasmine Chavez, Admin Assistant

GUESTS:

GUEST COMMENTS:

DISCUSSION / ACTION ITEMS:

Executive Director

- **Resolution 2025-06** – This resolution sets rental rates for the use of the gravel lot located at 507 E. Edison Avenue.
- **Gravel lot** – Yakima Eco Solutions is interested in renting out the gravel lot from July to October on the second and fourth Sundays of each month.

Operations Manager

- **IWWTF** – The plant is currently treating over 2 million gallons per day and operating at 85% capacity. High loadings from Darigold continue to impact treatment performance. Travis recently spoke with Darigold's environmental representative, and they discussed the need to update the contracted discharge limits.
- **Titus** - The plant needs to move forward with Phase 2 of the Lagoon 2/3 aerator enhancement project. This phase includes the purchase of 14 additional aerators to maintain treatment capacity and support moderate growth, as aeration remains a challenge.
- **Rotschy** - Change order #8 authorizes Rotschy to trench and install conduit before pouring the equipment pads.

#9 allows for the removal of existing aerators and the installation of new aerators, blowers, and electrical components. This change order also extends the substantial completion date to October 31, 2025.

- **Parametrix** – Parametrix is preparing a treatment improvement memo and evaluating options to enhance capacity.

Project Manager

Weekly communication with Jason Silva of Sabor Vida continues to keep the project on track. We are two weeks away from his anticipated opening date.

Permits for the new admin building remodel have been received. We are now waiting for final specifications before going out to bid, with the goal of presenting them for approval at the June 16 meeting.

ACTION ITEMS:

- Motion to approve the consent agenda which includes minutes of the Business Meeting held on May 5, 2025, payroll issued on May 5, 2025, in the amount of \$55,104.17, and payables issued on May 9, 2025, in the amount of \$367,469.90 totaling \$422,574.07. Commissioner Grubenhoff moved to approve; Commissioner Schilperoort seconded. Motion approved 3-0.
- To approve Resolution 2025-06 A Resolution setting the rental rate for the gravel lot located at 5th Street & E Edison Ave. Commissioner Schilperoort moved to approve; Commissioner Grubenhoff seconded. Motion approved 3-0.
- To approve the gravel lot rental agreement with Yakima Eco Solutions and authorize Lucia Navarro to sign on behalf of the Port. Commissioner Grubenhoff moved to approve; Commissioner Schilperoort seconded. Motion approved 3-0.
- To authorize the purchase of 14 aerators from Titus Wastewater Solutions in the amount of \$1,189,536.80 and authorize Travis Jansen to sign on behalf of the Port. Commissioner Schilperoort moved to approve; Commissioner Grubenhoff seconded. Motion approved 3-0.
- To approve Change Order #8 with Rotschy for \$20,188.12 plus tax for trenching and conduit for 14 aerators and authorize Travis Jansen to sign on behalf of the Port. Commissioner Grubenhoff moved to approve; Commissioner Schilperoort seconded. Motion approved 3-0.
- To approve Change Order #9 with Rotschy for \$84,881.66 plus tax to remove existing aerators, install 14 new aerators, and extend the substantial completion date to October 31, 2025, and authorize Travis Jansen to sign on behalf of the Port. Commissioner Schilperoort moved to approve; Commissioner Grubenhoff seconded. Motion approved 3-0.

STAFF COMMENTS:

Delilah noted that the new Lab Analyst has started. The financial audit begins on the 27th and will last 2–3 weeks, followed by the accountability audit. She also reported receiving the second half—\$1.5 million—from SEID for the Pacific Ag project.

Lucia shared that she attended the Spring Meeting and described it as a wonderful experience. A lot was learned, and she had the opportunity to meet numerous individuals from various Ports who were helpful and encouraging.

COMMISSIONER COMMENTS:

Tyler expressed regret for missing the Spring Meeting due to illness.

Jim shared that he attended the meeting but had to leave early due to illness. He enjoyed the time he was there and was especially impressed with Lucia, noting he had the opportunity to learn more about her.

Arnold commented that he attended the meeting and found it productive. He noted that Friday's legislative report was one of the better ones presented.

EXECUTIVE SESSION:

The Executive Session was opened at 6:08 p.m. by President Martin to discuss Real Estate, Personnel and Legal issues as allowed by RCW 42.30.110 Subsections C, G, and I, respectively. The session was expected to last 15 minutes with no action expected. The session ended at 6:23 p.m.

ADJOURNMENT:

The Business Meeting adjourned at 6:24 p.m., peace and harmony prevailing.



Arnold Martin, President

ATTEST


Tyler Schilperoort, Secretary