

# PORT OF SUNNYSIDE MINUTES OF THE BUSINESS MEETING

Held February 18, 2013

The February 18, 2013 Business Meeting was called to order at 5:15 p.m. by President Martin. The meeting was held at the Port of Sunnyside Administration Office at 2640 E. Edison Ave. Suite #1, Sunnyside, WA.

Commissioners and Staff present at the Study Session and Business Meeting:

Arnold Martin, Jeff Matson, Commissioners;  
Jay Hester, Executive Director;  
Jed Crowther, Property Development & Project Manager;  
Robert Farrell, Port Engineer;  
Gary Holwegner, Sprayfield Manager;  
Travis Jansen, Maintenance Manager;  
Vernita Coffey, Administrative Assistant; and  
Steve Winfree, Port Legal Counsel

List of guests available on request.

**PORT ENGINEER:** Robert Farrell presented a written report and the following items were discussed; (written report available upon request).

- Bob reported that he had solicited proposals from three firms for lining 9 more of our manholes. One firm did not respond, one firm refused to provide a ten year warranty and the firm that lined the manholes last year did do a site visit to examine the manholes that we want to line this year, and provided a proposal for the work.

- Bob stated that the Groundwater Advisory Committee (GWAC) met and approved a Formal work plan for submittal to the Dept. of Ecology. The work plan outlines the general steps the GWAC will take to develop the program for reducing nitrate concentrations in the groundwater of the Lower Yakima Valley. John Van Wingerden III attends these meetings as the alternate. Most of the participants are endeavoring to solve the problem which could be due to loadings that were possibly decades ago.

**SPRAYFIELD MANAGER:** Gary Holwegner presented a written report and the following items were discussed; (written report available upon request).

- Gary reported that he attended the Washington State Hay Growers Association Conference in January. He stated that it was a great learning experience.

**MAINTENANCE MANAGER:** Travis Jansen presented a written report and the following items were discussed; (written report available upon request).

- Travis provided photos of faux trusses for the Horizon building façade. This would dress up the appearance and allow for a permanent sign mount to keep from having new holes drilled into the building by each tenant.

- Travis also provided photos and blueprints of the new facility for the YV Tech skill center.

PROPERTY, DEVELOPMENT & PROJECT MANAGER: Jed Crowther presented a written report and the following items were discussed; (written report available upon request).

- Jed indicated that the City of Sunnyside held the bid opening on February 13<sup>th</sup> for the AWOS Airport Weather Tower. Roadway construction is anticipated March/April.

**ACTION ITEMS:**

- ▶ The consent agenda includes minutes of the Port Business Meeting held on February 4, 2013 and payables in the amount of \$92,424.42 issued on February 8, 2013 and payroll in the amount of \$40,388.94 issued on February 5, 2013 totaling \$132,813.36. Commissioner Matson moved to approve, Commissioner Martin seconded, motion carried.

**GENERAL COMMENTS:**

Staff Comments: Vernita stated that the Port administration office will have an Open House on Thursday, February 28, 2013 from 2-4 p.m.

Commissioner Comments: Commissioner Martin reported on the PNWA Regional Meeting he attended at the Port of Pasco on February 15.

Citizen Comments: None

EXECUTIVE SESSION: Executive session was called to order at 5:50 p.m. by President Martin to discuss personnel and real estate issues as allowed under RCW 42.30.110 subsection G & C. Session was expected to last 10 minutes. Session was extended an additional 5 minutes at 6:00 p.m. Session closed at 6:05 p.m.

ADJOURNMENT: The Business Meeting was adjourned at 6:06 p.m., peace and harmony prevailing.

  
\_\_\_\_\_  
Arnold Martin, President

ATTEST:  
  
\_\_\_\_\_  
Jeff Matson, Secretary