



MINUTES OF THE BUSINESS MEETING
Held November 17, 2014

The November 17, 2014 Business Meeting was called to order at 5:15 p.m. by President Grubenhoff. The meeting was held at the Port of Sunnyside Administration Office located at 2640 E Edison Avenue, Suite 1, Sunnyside, WA.

Commissioners and Staff present at the Business Meeting:
Jim Grubenhoff, Jeff Matson, Arnold Martin, Commissioners
Jay Hester, Executive Director
Robert Farrell, Engineer
Travis Jansen, Project Manager
Carol Carter, Finance Officer
Gary Holwegner, Sprayfield Manager
Steve Winfree, Legal Counsel

List of guests present available upon request.

Citizen Comments: None

EXECUTIVE DIRECTOR: Jay Hester presented a written report and the following items were discussed; (written report available upon request).

- Jay presented Contract Amendments for Seneca Foods, LLC. Discussion followed on whether Seneca has one or two contracts. It was noted that A&R (Andrus & Roberts) has not discharged for a long time.

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

- Bob presented Industry Contract Amendments. General comments were posed regarding if the Master Industry Contracts should be modified rather than have a series of amendments.

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

- Gary reported that Spray field staff has been preparing the irrigation system and spray field equipment for winter weather.
- Gary stated soil sampling of the spray field's is close to completion.

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

- Travis stated that he expects to receive a letter from Apollo, Inc. which will outline that four of five project classified systems of the Anaerobic Pretreatment Facility are substantially complete.

NOTICE ITEMS:

Ports Annual Christmas Gathering for commission and Staff, Doc's Pizza, Dec 5 at 6:00 pm

Sunnyside Lighted Farm Implement Parade, December 6, 2014 at 6:30 pm

Continuing Legal Education, Hyatt Regency, Bellevue December 9, 2014

WPPA Annual Meeting, Hyatt Regency, Bellevue December 9-12, 2014

ACTION ITEMS:

- The consent agenda includes: minutes of the Port Business Meeting held on November 3, 2014, minutes of the Port Business Meeting: Rate Hearing held on November 4, 2014, payables in the amount of \$99,281.16 issued on November 7, 2014, and payroll in the amount of \$39,579.25 issued on November 5, 2014, totaling \$138,860.41. Commissioner Matson moved to approve, Commissioner Martin seconded, motion approved 3-0.
- Approve Amendment Seven and Assumption with Seneca Foods, LLC d/b/a Seneca Foods Independent Sunnyside Plant – 1525 W 4th Street, Sunnyside, WA, and authorize Jay Hester to sign on behalf of the Port.
Commissioner Martin moved to approve, Commissioner Matson seconded, motion approved 3-0.
- Approved Amendment One and Assumption with Seneca Foods Independent, LLC, d/b/a Seneca Foods Independent South Hill Storage - 319 E South Hill Road, Sunnyside, WA and authorize Jay Hester to sign on behalf of the Port.
Commissioner Matson moved to approve, Commissioner Martin seconded, motion approved 3-0.
- Approve Amendment Thirteen with Johnson Foods, Inc. and authorize Jay Hester to sign on behalf of the Port.
Commissioner Martin moved to approve, Commissioner Matson seconded, motion approved 3-0.
- Approve Amendment Four with DRR Fruit Products Company, Inc. and authorize Jay Hester to sign on behalf of the Port.
Commissioner Matson moved to approve, Commissioner Martin seconded, motion approved 3-0.
- Approve Change Order No. 4 with Apollo, Inc. for an increase in the amount of \$12,456.69 and authorize Travis Jansen to sign on behalf of the Port.
Commissioner Martin moved to approve, Commissioner Matson seconded, motion approved 3-0.

GENERAL COMMENTS:

Staff Comments: Jay announced that Angela Smith has been hired as the Administrative Assistant to begin work November 24, 2014.

Steve Winfree complimented the Port on the lack of change orders in the Anaerobic Digester project which he attributed to the attention to detail during the design stage.

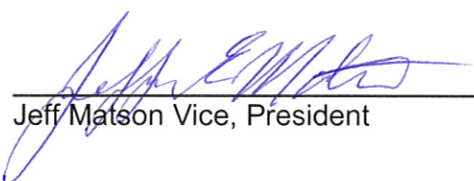
Commissioner Comments: Commissioner Matson stated he was glad we found someone to help in the office, and to help remove stress from Vernita. Commissioner Matson also extended gratitude to staff and contractors for their hard work on the Anaerobic Digester project.

Commissioner Grubenhoff stated he was glad to see that the Anaerobic Digester project is almost completed. Commissioner Grubenhoff followed Commissioner Matson's comments, and thanked the staff for all of their hard work.

EXECUTIVE SESSION:

Executive Session was called to order at 5:47 p.m. by President Grubenhoff to discuss real estate as allowed by RCW 42.30.110 Subsection C. Session was expected to last 30 minutes. Session was extended an additional 10 minutes at 6:17 p.m. Session was extended an additional 10 minutes at 6:27 p.m. Session closed at 6:37 p.m. No action taken.

ADJOURNMENT: The Business Meeting was adjourned at 6:38 p.m., peace and harmony prevailing.



Jeff Matson Vice, President

ATTEST:



Arnold Martin, Secretary

