



MINUTES OF THE BUSINESS MEETING
Held November 5, 2018

The November 5, 2018 Business Meeting was called to order at 5:16 p.m., by President Martin. The meeting was held at the Port of Sunnyside's Administration Office located at: 2640 E. Edison Avenue, Ste. 1, Sunnyside, WA.

Commissioners and Staff present at the Business Meeting:

Arnold Martin, Commission President
Jim Grubenhoff, Commission Vice President
Tyler Schilperoort, Commission Secretary
Jay Hester, Executive Director
Travis Jansen, Project Manager
Cory Wilson, Plant Operator
Lucia Navarro, Administrative Assistant
Rob Faber, Legal Counsel

GUESTS:

Parker Leach, Centennial Tank Cleaning
Brandon Ball, Parametrix

The public hearing on Amendment and Supplement No. 30 to the Comprehensive Plan was opened at 5:18 p.m. by President Martin

LEGAL COMMENTS: Rob Faber commented that as per RCW 53.20.010 notice was given of the public hearing on Amendment and Supplement No. 30 to the Comprehensive Plan via publication in the Daily Sun News. The notice ran in the Daily Sun News on Friday, October 19, and again on the following Friday, October 26, 2018. As of meeting time there were no public comments received.

Citizen Comments: None

The public hearing was closed at 5:22 p.m.

Comments: Commissioner Grubenhoff expressed his thanks for Brandon Ball of Parametrix for attending the Small Port's Seminar in Leavenworth and meeting with Port staff to discuss the upcoming UV/Disinfection projects at the Industrial Waste Water Treatment Facility. Brandon responded that it has been great working with the Port.

DISCUSSION/ACTION ITEMS:

FINANCE OFFICER:

- The projected budget was presented for review. There were no new comments or questions from Commissioners or staff.

EXECUTIVE DIRECTOR:

- Jay presented the farm leases for Veldhuis, Rollinger and Jones for approval. He shared with the Commissioners that the leases have a 5-year term but the Port does have the option to terminate the lease after the first year if the property isn't being maintained up to the Port's standard. All farm leases will commence on January 1, 2019.

PROJECT MANAGER:

- Travis provided an update on the Nutrien rail project. He stated the inspection was completed on October 19th by Union Pacific. The inspection report was received earlier today and Rail Works will be working on fixing the miscellaneous items outlined in the report. Travis shared that Central Washington Rail Road is asking for a 50-foot walk way on both sides of Nutrien's unloading area. Commissioner Martin asked if this addition will be completed within the 20-day extension period. Travis stated that more time would be needed for this.
- Travis shared that construction is moving along at the Eye Center property. Paving is expected to begin on Tuesday, November 6th.

PORT OPERATOR:

- Cory presented Task Authorization No. 8 & 9 from Parametrix for approval. Task 9 is for the On Call Technical Support and Facility Planning at the IWWTF in the amount of \$100,496.34. Commissioner Martin asked if this amount will be the maximum amount allowed for this project. Jay responded yes, this is the total project amount and any amounts that exceed this will need to be brought to the commission as a change order. Commissioner Martin asked Cory how Parametrix has been to work with during the past year. Cory responded that they have been very helpful in working with permitting agencies and providing technical support over the last year. Brandon commented that the new mixing zone agreement with Ecology will be a cost savings to the Port. Commissioner Grubenhoff asked if Parametrix had been to a meeting with Ecology to discuss the mixing zone agreement. Brandon responded that they have attended two meetings with the Department of Ecology and the Port. He stated that Ecology staff have been very positive in helping with this mixing zone project. Commissioner Martin stated that it was good to hear that because the Port and the Department of Ecology have both learned to work together throughout the years. Commissioner Schilperoort asked Brandon what the extent of his knowledge is with bio-gas. Brandon responded that Parametrix has a special team that they work with that are very knowledgeable in this area.
- The UV Disinfection System was also discussed. Brandon shared that new limitations from Ecology will be effective in February of 2019. Brandon and IWW Staff are working with Ecology on a 1-year extension to February 2020. Brandon explained the need for the new UV Disinfection System is due in part to the high fecal limits that are received from all of the dischargers to the IWWTF. The UV System will eliminate the fecals which will allow them to meet the decreased permit limits. He stated the UV system is the cleaner technology to eliminate the fecals and the filter that is included in this project will allow the UV to use less power to run the UV lamps. This project is expected to reliably meet the new TSS limits that will go into effect in February. Commissioner Martin asked what will happen to the solids that will be removed. Brandon responded that these will be backwashed in the CAL. Commissioner Martin asked if this backwash will infect the entire system. Brandon responded that the backwash will not add to the chloroform load as it is the same concentration coming out. Commissioner Martin asked what percentage of fecals will be killed off with the UV. Brandon responded that essentially 100% of the fecals will be killed

with the new UV system. Commissioner Schilperoort asked if it is fair to say that under this system the cleaner the water is initially, will allow the UV to be more effective. Brandon stated yes, getting rid of the solids will help the UV work more efficiently. Commissioner Martin asked if the UV is most of the cost in the overall cost estimate. Brandon replied that the UV is the less expensive than the filter that is a part of this project. Commissioner Martin asked if we can go out for bid for this project. Jay stated that the Port has fulfilled the bidding requirements by advertising for Statements of Qualifications from Architectural and Engineering firms at the beginning of the year. Rob asked Commissioner Martin if he is questioning if the Port needs to go out for proposals for the UV project. Commissioner Martin stated yes, that is his question. Rob responded that the Port does not need to go out for proposals. Commissioner Grubenhoff stated that the original technical assistance consulting agreement has led us to this point with Parametrix, they have done the research and work to get the Port to this point. Commissioner Martin stated he understands that but wants to make sure the Port doesn't need to go out for bid considering the total cost of this project. Rob commented that he is absolutely sure that the Port does not need to go out for bids at this point in the project.

GENERAL COMMENTS:

Staff Comments: None

Legal Comments: None

Commissioner Comments: Commissioner Grubenhoff thanked Parker for attending tonight's meeting.

Commissioner Schilperoort asked Parker how long he has been with Centennial Tank. Parker responded that he has been with Centennial Tank for 2 years as the Vice President.

ACTION ITEMS:

- The consent agenda includes:

Minutes of the Business Meeting held on October 15, 2018, Special Meeting minutes of the meeting held on October 18, 2018, and Special Meeting minutes of the meeting held on October 25, 2018. Payroll issued on October 19, 2018 in the amount of \$35,274.80, payables issued on October 25 & 30, 2018 in the amount of \$706,444.49, payroll issued on November 5, 2018 in the amount of \$39,981.27, totaling \$781,700.56. Commissioner Grubenhoff moved to approve, Commissioner Schilperoort seconded. Motion approved 3-0.

- Motion to approve Resolution 2018-09 A Resolution Adopting Amendment and Supplement No. 30 to its Comprehensive Plan of Development. Commissioner Schilperoort moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.
- Motion to approve the Custom Harvesting Contract in the amount of \$82 per dry ton with Ruurd Veldhuis for 385 acres of Sprayfields and authorize Jay Hester to sign on behalf of the Port. Commissioner Grubenhoff moved to approve, Commissioner Schilperoort seconded. Motion approved 3-0.
- Motion to approve the Farm Lease with Rodney Jones for 30.77 acres of Pasture and Farmland and authorize Jay Hester to sign on behalf of the Port. Commissioner Schilperoort moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.
- Motion to approve the Farm Lease with Markus Rollinger for 33.5 acres of Farmland and

authorize Jay Hester to sign on behalf of the Port. Commissioner Grubenhoff moved to approve, Commissioner Schilperoort seconded. Motion approved 3-0.

- Motion to approve Change Order No. 1 with Rail Works for 20 additional calendar days to the contract time at no additional cost and authorize Travis Jansen to sign on behalf of the Port. Commissioner Schilperoort moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.
- Motion to approve the Scope of Work with Parametrix for IWWTF Technical Support and Facilities Planning in the amount of \$100,496.34 plus tax and authorize Jay Hester to sign on behalf of the Port. Commissioner Grubenhoff moved to approve, Commissioner Schilperoort seconded. Motion approved 3-0.
- Motion to approve the Scope of Work with Parametrix for UV Disinfection System and Polishing Filter in the amount of \$421,234.67 plus tax and authorize Jay Hester to sign on behalf of the Port. Commissioner Schilperoort moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.

EXECUTIVE SESSION: None

ADJOURNMENT: The Business Meeting adjourned at 6:34 p.m., peace and harmony prevailing.



Arnold Martin, President

ATTEST: 

Tyler Schilperoort, Secretary