



MINUTES OF THE BUSINESS MEETING
Held October 7, 2019

The October 7, 2019 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: None

DISCUSSION/ACTION ITEMS:

EXECUTIVE DIRECTOR:

- A lease extension with Ecological Land Services was presented for approval. This extension maintains all of the previous agreements as their original lease. The only difference is that the base rent has increased by 2% for the extension.
- The rental home at 2393 Sheller Road was discussed. Jay shared that he had received a request from the current tenant for the return of his security deposit prior to vacating the home. The return of the deposit will assist the current tenant secure a new living situation and be out before the deadline of October 31, 2019. Commissioner Grubenhoff stated that he didn't see a problem in returning the tenants own money back to him. Commissioner Schilperoort and Commissioner Martin both stated that they had no objection to returning the deposit to the renter early.
- The upcoming Industry user meeting scheduled for October 15, 2019 was discussed. Commissioner Schilperoort asked if the Port had received any RSVPs from the Industries. Jay responded that no RSVPs had been received.

PROJECT MANAGER:

- The UV Filtration system bids were discussed. Travis shared with the Commission that bids for the project were received on September 30. A total of four bids were received with the lowest coming in from Rotschy's, Inc. at \$1,820,000. Commissioner Martin asked if the bids were in the range of the Port's expectation. Jay responded that the bids were right on with the expectations. Commissioner Schilperoort asked how long after the bid is officially awarded will the work begin. Travis shared that a few

documents will need to be filled out after the project is awarded and once all of the paperwork is completed then the work can begin. Travis stated that the goal is to get all of the products ordered by the end of the month.

GENERAL COMMENTS:

Staff Comments: None

Legal Comments: Rob shared that the property sale to Oxarc is dead. Oxarc representatives have shared their desire to not move forward with the deal. They were not responsive to sitting down with Port representatives to discuss their issues with the property covenants as originally presented and instead have chosen to stop the deal and move on. Commissioner Grubenhoff stated that it is too bad that this deal fell through but that just means it is not meant to be.

Commissioner Comments: Commissioner Grubenhoff stated that the presentation done by Parametrix and Cory at the Special Meeting on September 30 was done quite well. The discussion was great and he said everyone did a great job.

Commissioner Martin asked if having more SBRs at the plant would help in addressing the upsets that are sent to the plant. Cory responded that having more SBRs would not speed up the treatment process as all of the water would still have to get treated in the same amount of time that we are currently treating upsets when they come in. Jay commented that the IWWTF is now reaching its capacity in the amount of water it is receiving daily from the industries. It is the capacity issue that are now leading the expansion discussions. Commissioner Martin asked if the SBRs are fed at the same time. Cory responded yes, but that it also depends on the type of water the IWWTF is receiving. Commissioner Martin asked Cory if he thinks the addition of MBRs (Membrane Reactors) will take care of the current solids issues. Cory stated the addition of MBRs is expected to ease the treatment and speed it up which will allow the Port to have more control.

ACTION ITEMS:

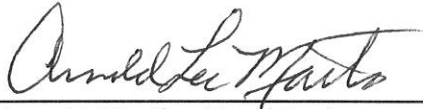
- The consent agenda includes:

Minutes of the Business Meeting held on September 16, 2019 and minutes of the Special Meeting held on September 30, 2019. Payroll issued on September 20, 2019 in the amount of \$35,059.38, payables issued on September 25, 2019 in the amount of \$101,264.12, payroll issued on October 5, 2019 in the amount of \$38,633.50, totaling \$174,957.00. Commissioner Grubenhoff moved to approve, Commissioner Schilperoort seconded. Motion approved 3-0.

- Motion to approve the lease extension agreement with Ecological Land Services 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 award the Final Treatment and Flare Improvements Contract with Rotschy's, Inc. in the amount of \$1,820,000 plus tax and authorize Travis Jansen to sign on behalf of the Port. Commissioner Grubenhoff moved to approve, Commissioner Schilperoort seconded. Motion approved 3-0.

EXECUTIVE SESSION: None

ADJOURNMENT: The Business Meeting adjourned at 6:05 p.m., peace and harmony prevailing.



Arnold Martin, President

ATTEST:



Tyler Schilperoort, Treasurer

