



**MINUTES OF THE SPECIAL MEETING**  
**Held August 27, 2020**

The August 24, 2020 Special Meeting was called to order at 12:20 p.m. by President Grubenhoff. The meeting was held at the Port of Sunnyside's Administration Office located at 2640 E. Edison Avenue, Ste. 1, Sunnyside, WA. The purpose of the meeting was view a presentation from Brandon Ball of Parametrix in regards to the IWWTF MBR Upgrade Project.

**Commissioners and Staff present at the Business Meeting:**

Jim Grubenhoff, Commission President  
Tyler Schilperoort, Commission Vice President  
Arnold Martin, Commission Secretary  
Jay Hester, Executive Director  
Travis Jansen, Project Manager  
Cory Wilson, Plant Operator  
Jill Jacobs, Director of Finance  
Nicole Jech, Communications Director  
Lucia Navarro, Administrative Assistant  
David Lepez, Facility Technician

**GUEST:** Brandon Ball - Parametrix

**COMMENTS:** Brandon Ball began his presentation to discuss the IWWTF MBR Upgrade project. He reviewed the reasoning for the upgrade as the CAL (Covered Anaerobic Lagoon) was operating at over 80% capacity. This is mainly due to industry growth and increased flow to the plant. Under the current treatment process, spike loads cause the plant to lose even more capacity as these take several weeks for the treatment process to fully recover. In these scenarios, Lagoon 4 is utilized which takes up capacity for winter storage. Brandon explained how the upgrade of the SBRs (Sequencing Batch Reactors) to MBRs (Membrane Bioreactors) will take the load off of the CAL during spike loads which will assist the CAL in stabilizing. A stable CAL working at its optimum level of .8 mgd will have the ability to produce a more efficient gas product. The new system will also have a bypass diversion system which will assist IWWTF staff in diverting spike loads into Lagoon 1 as to not disrupt treatment. Commissioner Grubenhoff asked Brandon how long the fabrication process is expected to take. Brandon responded that fabrication will take about 6 months, this is scheduled to begin in September 2020. Brandon shared that there will be no treatment in the plant for about 30-45 days while the SBRs are being converted to MBRs. The CAL along with Lagoon 4 will be utilized during this time to not interrupt industry flow into the IWWTF. Commissioner Schilperoort commented that after hearing all of the information again he is confident that this route makes the most sense for the IWWTF.

**LEGAL COMMENTS:** None

**EXECUTIVE SESSION:** None

**ADJOURNMENT:** The Special Meeting was adjourned at 1:17 p.m., peace and harmony prevailing.

*Jim Grubenhoff*  
Jim Grubenhoff, President

**ATTEST:**  
*Arnold L. Martin*  
Arnold Martin, Secretary