



MINUTES OF THE BUSINESS MEETING
Held February 22, 2022

The February 22, 2022 Business Meeting was called to order at 5:15 p.m., by President Schilperoort. The meeting was held at the Port of Sunnyside's Business Administration Office located at 2640 E. Edison Avenue, Suite 1, Sunnyside, WA.

Commissioners and Staff present at the Business Meeting:

Tyler Schilperoort, Commission President
Arnold Martin, Commission Vice President
Jim Grubenhoff, Commission Secretary
Jay Hester, Executive Director
Travis Jansen, Project Manager
Karen Hofmann, Director of Finance
Lucia Navarro, Administrative Assistant
Rob Faber, Legal Counsel

GUESTS COMMENTS: None

LEGAL COMMENTS: None

CITIZEN COMMENTS: No citizens were present for comments.

DISCUSSION / ACTION ITEMS:

PROJECT MANAGER

- **MBR Project** – Things are trending positive at the plant; four units are running which is keeping up with treatment. Lagoon 4 is still under the limit and no water is being sent to it because it is all being treated. Staff is hopeful that lagoon water can be sent to treatment beginning next week. Commissioner Schilperoort asked if Lagoon 4 will need to be drawn down and dried out this year. Commissioner Martin commented that it would be a good idea to dry it out and clean it this year. Travis stated that it would be better if Lagoon 2/3 was drawn down and cleaned out before Lagoon 4 as this would have a greater impact on treatment. Commissioner Schilperoort asked about the change orders. Travis stated that staff and contractors spent tremendous amounts of time reviewing this project and all of the potential hiccups that could arise prior to starting this project. As with most projects though, some circumstances cannot be foreseen and thus the reason for the change orders. Commissioner Grubenhoff commented that this project has had minimal change orders compared to other Port projects.

EXECUTIVE DIRECTOR

- **Bio-Gas Update** – Jay shared that there has been interest in the Port's bio-gas by a nationally recognized company. There may be potential for a project down the line but it is currently in the very early stages of discussion.

ACTION ITEMS:

The consent agenda includes:

- Minutes of the Business Meeting held on February 7, 2022. Payables issued on February 10, 2022 in the amount of \$379,469.16, payroll issued on February 18, 2022 in the amount of \$46,560.75, totaling \$426,029.91. Commissioner Martin moved to approve; Commissioner Grubenhoff seconded. Motion approved 3-0.
- Motion to approve Change Order 16, 17, 18, 19, 20, and 21 with Rotschy, Inc. in the amount of \$178,886.00 including tax and authorize Travis Jansen to sign on behalf of the Port. Commissioner Grubenhoff moved to approve; Commissioner Martin seconded. Motion approved 3-0.

STAFF COMMENTS: Jay asked if all of the Commissioners would be in attendance for the next Port meeting on March 7, 2022. All three Commissioners responded that they all plan on being present for the next meeting.

COMMISSIONER COMMENTS: None

EXECUTIVE SESSION: The Executive Session was opened at 5:58 p.m. by President Schilperoort to discuss Real Estate, Personnel and Legal issues as allowed by RCW 42.30.110 subsections C, G, and I respectively. The session was expected to last 10 minutes with no action expected to be taken. The session ended at 6:08 p.m.

ADJOURNMENT: The Business Meeting adjourned at 6:11 p.m., peace and harmony prevailing.



Tyler Schilperoort, President

ATTEST:



Jim Grubenhoff, Treasurer