



MINUTES OF THE BUSINESS MEETING
Held July 18, 2022

The July 18, 2022, the 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, Operations Manager
Adam Smith, Project Manager
Karen Hofmann, Director of Finance
Nicole Jech, Communications Director
Lucia Navarro, Administrative Assistant
Steve Winfree, Legal Counsel

GUESTS: Frank Chmelik, Chmelik, Sitkin, Davis

GUEST COMMENTS: None

LEGAL COMMENTS: None

DISCUSSION / ACTION ITEMS

EXECUTIVE DIRECTOR:

- **IWWTF Update** – Jay shared that two units are currently running at 70% capacity and treating about 1.2 million gallons of water per day. Travis stated that the biology plays a huge role in the treatment. The treatment is currently flowing with minimal issues because of near ideal biology levels and smooth systems operations.
- **CERB Application Update** – Jay shared that he will be presenting to the CERB board next Thursday, July 21, 2022, in Olympia to request funding for the Varietal Expansion project.
- **WPPA Commissioner Seminar** – Jay informed the Commission that he will be in attendance as a presenter on Wednesday morning.

STAFF COMMENTS: None

COMMISSIONER COMMENTS: None

ACTION ITEMS:

The consent agenda includes:

- Minutes of the Business Meeting held on July 5, 2022. Payroll issued on July 5, 2022, in the amount of \$51,889.88, payables issued on July 8, 2022, in the amount of \$124,694.27, totaling \$176,584.15. Commissioner Martin moved to approve; Commissioner Grubenhoff seconded. Motion approved 3-0.

EXECUTIVE SESSION: The Executive Session was opened at 5:31 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. At 5:41 p.m. the session was extended for five minutes by President Schilperoort. The session ended at 5:46 p.m.

Staff Comments: Lucia shared with the Commission that this will be her last Port meeting as the Administrative Assistant for the Port. She thanked the Commission for the opportunity to work for the Port and expressed her deep appreciation for Port staff and Commissioners. She stated that it has been her honor to get to work alongside everyone during the past seven and a half years. Commissioner Schilperoort thanked Lucia for her time with the Port and wished her well in her next step. Commissioner Grubenhoff wished her all the best in her next step and thanked her for time with the Port. Commissioner Martin stated he knows she will do well, and he thanked her for her work at the Port.

ADJOURNMENT: The Business Meeting adjourned at 5:48 p.m., peace and harmony prevailing.

Tyler Schilperoort, President

ATTEST:



Jim Grubenhoff, Treasurer