



MINUTES OF THE BUSINESS MEETING
Held August 15, 2022

The August 15, 2022, the Business Meeting was called to order at 5:15 p.m., by Vice President Martin. 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 – Excused Absence
Arnold Martin, Commission Vice President
Jim Grubenhoff, Commission Secretary
Jay Hester, Executive Director
Travis Jansen, Operations Manager
Adam Smith, Project Manager
Nicole Jech, Communications Director
Jasmine Chavez, Administrative Assistant
Rob Faber, Legal Counsel

GUESTS: Frank Chmelik – Chmelik Sitkin & Davis P.S.

GUEST COMMENTS: None

LEGAL COMMENTS: None

DISCUSSION / ACTION ITEMS

EXECUTIVE DIRECTOR:

- **WPPA DUES COMMITTEE REPORT** – A copy of the report was distributed for review. Jay asked the commission to review and comment if they had any questions regarding the due's calculation process and he would pass their comments along to WPPA.

PROJECT MANAGER:

- **Trus-Way Project** – Adam gave an update on the status of the project. They have graded and graveled the site which has opened up more area for Trus-Way's use. After further review, it was determined that an additional tree would need to be removed. VBX was asked to give a quote to remove the additional tree.

OPERATIONS MANAGER:

- **MBR System** – Travis gave a brief update on what has been going on at the plant. The electricity bill from Benton REA seems to be trending down. They are still working with Dynatec regarding the plugging issues with the new system. Debris is getting through the screens causing a backup within the system. This plugging issue is causing a substantial amount of staff time to unplug and it is still a mystery on where the debris is coming from. Even with these issues they are still able to treat 1.3 MGD running two units at 70%.

Travis also presented a contract amendment for an on-call agreement with Parametrix. This agreement was previously in place under another task item related to the MBR project. However, now that the project is over, a new agreement would be beneficial in the event of future treatment issues.

STAFF COMMENTS: None

COMMISSIONER COMMENTS: None

ACTION ITEMS:

The consent agenda includes:

- Minutes of the Business Meeting held on August 1, 2022. Payroll issued on August 5, 2022, in the amount of \$51,342.87, payables issued on August 10, 2022, in the amount of \$148,082.28, totaling \$199,425.15. Commissioner Grubenhoff moved to approve; Commissioner Martin seconded. Motion approved 2-0.
- Motion To ratify change order #1 to Van Belle Excavating for the additional tree removal on the Trus-Way sitework project in the amount of \$1,500 plus tax. Commissioner Grubenhoff moved to approve; Commissioner Martin seconded. Motion approved 2-0.
- Motion to approve Amendment No. 1 to Task Authorization No. 14 with Parametrix for on-call services, and authorize Jay Hester to sign on behalf of the Port. Commissioner Grubenhoff moved to approve; Commissioner Martin seconded. Motion approved 2-0.

EXECUTIVE SESSION: The Executive Session was opened at 5:51 p.m. by Vice President Martin 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 15 minutes with no action expected. At 6:06 p.m. Commissioner Martin extended the session for 10 minutes. At 6:16 p.m. the session was extended an additional 5 minutes. The session ended at 6:21 p.m.

ADJOURNMENT: The Business Meeting adjourned at 6:22 p.m., peace and harmony prevailing.



Arnold Martin, Vice President

ATTEST:



Jim Grubenhoff, Treasurer