



**MINUTES OF THE BUSINESS MEETING**  
**Held October 17, 2022**

The October 17, 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  
Adam Smith, Project Manager

Nicole Jech, Communications Director  
Jasmine Chavez, Administrative Assistant  
Karen Hofmann, Director of Finance  
Rob Faber, Legal Counsel

**GUESTS:** Benton REA - Troy Berglund, Shannon Olson  
Sunnyside Sun - Kennia Perez

**COMMENTS:**

**DISCUSSION / ACTION ITEMS** Troy and Shannon from Benton REA presented the Port with a check for efficiency improvements made to the plant. Troy then presented the plans for the Sunnyside Port substation, and Midvale substation. The plan is to upgrade the old substation and remove the old transformer to help increase capacity. In addition to that, they would build a substation on Midvale Rd. This project will help increase reliability when there are power outages and will double capacity.

**EXECUTIVE DIRECTOR:**

- **Resolution 2022-11** - Resolution 2022-11 was presented for discussion. This resolution would allow the Port to apply for SEID funding to aid in constructing transportation improvements and extensions to water main, sanitary sewer, and industrial sewer pipelines serving industrial properties South of Alexander Road and West of Sunnyside-Mabton Road.

**PROJECT MANAGER:**

- **Planters Hotel Cleanup Project** – Adam discussed the Planters Hotel Cleanup Project. He informed Commissioners that on Monday, October 10th, two bids were received. The lowest bid came from Van Bell Excavating. The work will be covered under the \$200,000 grant received from the Department of Commerce. Adam will be meeting on site with Van Bell Excavating to make sure we are staying within budget. The soil remediation work is estimated to take two weeks but is dependent on test results.

**FINANCE OFFICER:**

- **Revised 2023 Preliminary Budget** - A draft budget was presented to commission for review. The final budget is set to be approved on November 8<sup>th</sup>.

**STAFF COMMENTS:** None

**COMMISSIONER COMMENTS:**

**ACTION ITEMS:**

The consent agenda includes:

- Minutes of the Business Meeting held on October 3, 2022. Payroll issued on October 5, 2022, in the amount of \$48,769.85, payables issued on October 10, 2022, in the amount of \$306,750.30 totaling \$355,520.15. Commissioner Martin moved to approve; Commissioner Grubenhoff seconded. Motion approved 3-0.
- Motion to approve Resolution 2022-11, A Resolution of the Port of Sunnyside, Yakima County, Washington, approving and authorizing the Sunnyside Port District application for supporting Investment in Economic Development (SIED) Funds for aid in constructing transportation improvements and extensions to water main, sanitary sewer, and industrial sewer pipelines serving industrial properties South of Alexander Road and West of Sunnyside-Mabton Road. Commissioner Grubenhoff moved to approve; Commissioner Martin seconded. Motion approved 3-0.
- Motion to award Van Belle Excavating the site remediation contract for the Planters Hotel Project in the amount of \$82,518.73 and authorize Adam Smith to sign on behalf of the Port. Commissioner Martin moved to approve; Commissioner Grubenhoff seconded. Motion approved 3-0.

**ADJOURNMENT:** The Business Meeting adjourned at 5:59 p.m., peace and harmony prevailing.



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Tyler Schilperoort, President

**ATTEST:**

  
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Jim Grubenhoff, Treasurer