



MINUTES OF THE BUSINESS MEETING Held November 7, 2022

The November 7, 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	Jasmine Chavez, Administrative Assistant
Arnold Martin, Commission Vice President	Karen Hofmann, Director of Finance
Jim Grubenhoff, Commission Secretary	Rob Faber, Legal Counsel
Jay Hester, Executive Director	Travis Jansen, Operations Manager
Adam Smith, Project Manager	

GUESTS: Marc Thomsbury – Executive Director and air pollution control officer of the Yakima Regional Clean Air Agency.

COMMENTS: Marc introduced himself and mentioned that he is the new air pollution control officer of Yakima County, so he has been going around introducing himself. He offered his services for any questions or concerns.

DISCUSSION / ACTION ITEMS:

ADMINISTRATIVE ASSISTANT:

- **Resolution 2022-12** – Jasmine discussed that when the annual calendar was made for 2022, the dates and location for the Annual WPPA Meeting were unknown. She updated the Meeting date and location to December 7th-9th at the Murano Hotel in Tacoma.

PROJECT MANAGER:

- **Miss Sunnyside Committee Lease** – Adam presented the lease renewal with the Miss Sunnyside Committee for review and approval. This lease is for the storage building located along Sunnyside-Mabton Highway. The storage building allows for the committee to work on their float for the City Parades.

OPERATIONS MANAGER:

- **Revised 2023 Preliminary Budget** – Darigold requested a change to their schedule A. With our recent upgrades to our plant, we will be able to accommodate their request. He also mentioned that Operations is currently working on converting all our contracts to COD testing vs BOD testing as it will simplify testing, be cheaper, faster, and easier to work with.
- **Lagoon 2/3** –
Travis discussed that he has been in contact with a company called Synagro to survey the lagoon and quantify the sludge. He mentioned that the Lagoon hasn't been cleaned since it was converted back in 95'. Travis plans on watching when the project is started so he can see the process. Cleaning the lagoon would double its capacity and it could be used to treat wastewater although we may have to put in a bigger pipe to allow for better flow. The cleanout is expected to start in the next few weeks and be done by the end of the year.

STAFF COMMENTS: None

COMMISSIONER COMMENTS:

ACTION ITEMS:

The consent agenda includes:

- Minutes of the Business Meeting held on October 17, 2022, and Minutes of the Business Meeting held on October 20, 2022. Payroll issued on October 20, 2022, in the amount of \$50,748.07, and payroll issued on November 4, 2022 in the amount of \$54,351.59. Payables issued on October 25, 2022, and October 31, 2022, in the amount of \$95,035.06, totaling \$200,134.72. Commissioner Martin moved to approve; Commissioner Grubenhoff seconded. Motion approved 3-0.
- Motion to approve Resolution 2022-12, A Resolution of the Port of Sunnyside, Yakima County, Washington, updating the regular meeting places and times for 2022. Commissioner Grubenhoff moved to approve; Commissioner Martin seconded. Motion approved 3-0.
- Motion to approve the lease with Miss Sunnyside Committee and authorize Adam Smith to sign on behalf of the Port. Commissioner Martin moved to approve; Commissioner Grubenhoff seconded. Motion approved 3-0.
- Motion to approve Amendment One to the Port of Sunnyside's Industrial Wastewater Treatment Facility Industry Contract and Authorize Travis Jansen to sign on behalf of the Port. Commissioner Grubenhoff moved to approve; Commissioner Martin seconded. Motion approved 3-0.

EXECUTIVE SESSION: The Executive Session was opened at 6:17 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 6:27 the session was extended by 10 minutes. The session ended at 6:38 p.m.

ADJOURNMENT: The Business Meeting adjourned at 6:39 p.m., peace and harmony prevailing.



Tyler Schilperoort, President

ATTEST:



Jim Grubenhoff, Treasurer