



MINUTES OF THE BUSINESS MEETING Held April 3, 2023

The April 3, 2023 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
Travis Jansen, Operations Manager
Jasmine Chavez, Administrative Assistant

GUESTS: None

GUEST COMMENTS: None

DISCUSSION / ACTION ITEMS:

Executive Director:

- **GMCO Corporation** – GMCO is a corporation that supplies dust control products and has a contract with Yakima County. The company has worked with White's hauling in the past, but they are not available this year. They would like to enter into a short-term land/spur lease with the Port. They plan to unload five cars a week for five weeks. Yakima County Road department will be responsible for offloading the cars.
- **Valley Wide Cooperative, Inc.** – In, 2011, Bleyhl's (now known as Valley Wide Cooperative) signed a lease with the Port for the rail spur and billing was based on tonnage. To better manage our funds, we will be converting the lease to a monthly fixed rate of \$2.00 per linear foot. The total spur measures 1,340 feet.
- **Memorandum of Understanding** – This MOU is in addition to the DES contract that was signed at our last meeting. Essentially, the MOU clarifies that the Port gets the final say in how we move forward after the audit has been performed by McKinistry.

Project Manager:

- **Hoptown CO #5 Sewer Lines** - The plan was to tie into an existing sewer line, but when digging, they were unable to find the sewer main. Additional piping, an alternate line and a new sewer structure were necessary to accommodate the change. Total cost for these changes was \$4,485.08.
- **CO #6 Upgrade Resin Trim** – The Hoptown owners wanted to change the black resin window trim to a soft brown color. This resulted in an additional cost of \$1,366.90.
- **CO #7 Replace Parapet Framing** - During the framing process the existing parapet was poorly pieced together and had some rot areas, so the parapet was pulled off and rebuilt. This added cost in the amount of \$2,911.14

STAFF COMMENTS:

Travis mentioned that on Friday there was an illicit discharge to the wastewater treatment plant. Two staff members had gone out to do rounds and noticed a strong paint thinner like smell at one of the industries. Travis went back to try to get a hold of the owners, but they were in a meeting. After a couple hours with no response Travis and Jay went back and requested for them to shut down and clean their equipment. They realized that they had sent out an emulsifier, similar to a strong degreaser. Travis contacted the Department of Ecology and let them know what had happened. So far there haven't been any changes at the plant, but it can take one to two weeks to see if anything was affected.

COMMISSIONER COMMENTS: None

ACTION ITEMS:

The consent agenda includes:

- Minutes of the Business Meeting held on March 20, 2023. Payables issued on March 24, 2023 in the amount of \$202,954.34. Commissioner Martin moved to approve; Commissioner Grubenhoff seconded. Motion approved 3-0.
- Motion to ratify the Ground Lease between the Port of Sunnyside and GMCO Corporation and authorize Jay Hester to sign on behalf of the Port. Commissioner Grubenhoff moved to approve; Commissioner Martin seconded. Motion approved 3-0.
- Motion to approve the Spur Lease between the Port of Sunnyside and Valley Wide Cooperative, Inc. and authorize Jay Hester to sign on behalf of the Port. Commissioner Martin moved to approve; Commissioner Grubenhoff seconded. Motion approved 3-0.
- Motion to approve the Memorandum of Understanding between the Port of Sunnyside, McKinstry, and the Department of Enterprise Services and authorize Jay Hester to sign on behalf of the Port. Commissioner Grubenhoff moved to approve; Commissioner Martin seconded. Motion approved 3-0.
- Motion to ratify the additional \$8,763.12 to M Sevigny Construction for change orders 5, 6 & 7, for the sewer tie in changes, upgrade in window trim color, and replacement of damaged parapet framing. Commissioner Martin moved to approve; Commissioner Grubenhoff seconded. Motion approved 3-0.

EXECUTIVE SESSION: The Executive Session was opened at 6:07 p.m. by President Schilperoort. The session was expected to last 5 minutes. At 6:12 the session was extended by 5 min. The session ended at 6:17 p.m.

ADJOURNMENT: The Business Meeting adjourned at 6:19 p.m., peace and harmony prevailing.



Tyler Schilperoort, President

ATTEST:



Jim Grubenhoff, Secretary