



PORT OF SUNNYSIDE MINUTES OF THE BUSINESS MEETING

Held February 20, 2012

The February 20, 2012 Business Meeting was called to order at 5:16p.m. by President Martin. The meeting was held at the Port of Sunnyside Administration Office at 520 S. 7th St., Sunnyside, WA.

Commissioners and Staff present at the Study Session/Business Meeting:
Arnold Martin, Jim Grubenhoff, Jeff Matson, Commissioners;
Amber Hansen, Executive Director
Jed Crowther, Property, Development & Project Manager;
Robert Farrell, Port Engineer;
Gary Holwegner, Sprayfield Manager;
Travis Jansen, Maintenance Manager;
Vernita Coffey, Administrative Assistant; and
Steve Winfree, Legal Counsel

List of guests available on request.

PORT EXECUTIVE DIRECTOR: Amber Hansen presented a written report and the following items were discussed; (written report available upon request).

- Amber stated that the Port had received letters of appreciation for the sympathy cards sent to the families of Mr. Leo Fancy and Mr. Fred Plath.
- Amber reported that the advertisement for her position would be placed in the Tri-City Herald, Yakima Herald, Daily Sun News and the Spokesman Review. It will also be on the WPPA website and the Port's website. The plan is to fill the position by mid June/July. This will allow for a good transition time period.
- Amber indicated that she will be having a surgical procedure on March 8th and will be out of the office for 6-8 weeks. She plans to do some work from home and participate in the search for the Executive Director.

PORT ENGINEER: Robert Farrell presented a written report and the following items were discussed; (written report available upon request).

- Bob stated that the paperwork is in process for the right of way permit to do the boring for the pipeline to the wetland. This boring will help determine the path and depth of the pipeline.

SPRAYFIELD MANAGER: Gary Holwegner presented a written report and the following items were discussed; (written report available upon request).

- Gary updated the commissioners on the battle against sage rats in the sprayfields. He stated that efforts were working where they could be applied, but the population has increased each year. He believes the efforts are paying off. This is an ongoing issue.
- Gary provided soil analysis reports for three fields that were rotated out of alfalfa and received soil amendments in the last two years. The soil amendment program to reclaim the fertility of our soil has shown positive results in both the soil profile as well as the health of the crop.

MAINTENANCE MANAGER: Travis Jansen presented a written report and the following items were discussed; (written report available upon request).

- Travis reported on the roof leakage in the vicinity of a drain on the Horizon Building. It has been repaired and will be monitored periodically. It appears as though a new roof may be required in the next year.
- Travis reported on the City stormwater meeting he attended. The discussion revolved around what methods the fee structure should be.

NOTICE ITEMS: Port of Vancouver Centennial Public Tour taking place on March 15 at noon.

Sunnyside Chamber of Commerce Banquet on March 17th. Event begins at 5:30 p.m. at the former Denchel Building on 6th street.

New Vision Annual Meeting is on March 21st at the Yakima Convention Center, 10 North Eighth Street from 12:00 to 1:30 p.m.

GENERAL COMMENTS:

Staff Comments: Jed stated that he had attended the PNWA 2012 Regional Meeting and they are advocating for our wetland project as part of their mission to Washington D.C.

Amber reported that she testified in Olympia at the House Hearing for a bill that would allow Ports to apply to DOE for wastewater funds.

Commissioner Comments: Commissioners Grubenhoff and Martin wished Amber well during her upcoming surgery.

Commissioner Matson thanked Gary and the crew for their excellent work in the sprayfields.

Citizen Comments: Laura Gjovaag of the Daily Sun News commented that the Public Ports in Washington book celebrating its 100th Anniversary, The First Century 1911-2011, is very nice and well

ACTION ITEMS:

Commissioner Grubenhoff has noted that he has always recused himself from discussion and voting on the payments to Harold's Repair & Rental, LLC because of his ownership interest in the company, and declared that his recusal from discussion and voting shall be in effect for all future payables or other matters between the Port and the company, and the recusal shall continue until withdrawn by him.

- ▶ The consent agenda includes the minutes of the Port Meeting held on February 6, 2012 and payables in the amount of \$129,656.11 issued on February 10, 2012 and payroll in the amount of \$28,034.22 issued on February 17, 2012 and totaling \$157,690.33. Commissioner Grubenhoff moved to approve, Commissioner Matson seconded, motion carried.
- ▶ Approve Resolution 2012-01 "A RESOLUTION of the Port of Sunnyside, Yakima County, Washington, approving and authorizing the Sunnyside Port District application for Community Economic Revitalization Board (CERB) funds for the Transfer Pipeline". Commissioner Matson moved to approve, Commissioner Grubenhoff seconded, motion carried.
- ▶ Approve Resolution 2012-02 " 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 the IWWTF Transfer Pipeline". Commissioner Grubenhoff moved to approve, Commissioner Matson seconded, motion carried.
- ▶ Approve changes to the salary ranges to the listed job descriptions as presented for the five positions needing adjustment. Commissioner Matson moved to approve, Commissioner Grubenhoff seconded, motion carried.

EXECUTIVE SESSION: None

ADJOURNMENT: The Business Meeting was adjourned at 6:10 p.m., peace and harmony prevailing.

Arnold Martin, President

ATTEST:

Jeff Matson, Secretary