



MINUTES OF THE BUSINESS MEETING
Held March 4, 2024

The March 4, 2024, Business Meeting was called to order at 5:15 p.m., by President Martin. The meeting was held at the Port of Sunnyside's Business Administration Office located at 2405 Reith Way, Suite 2, Sunnyside, WA.

Commissioners and Staff present at the Business Meeting:

Arnold Martin, Commission President
Jim Grubenhoff, Commission Vice President
Jay Hester, Executive Director
Rob Faber, Legal Council
Travis Jansen, Operations Manager

Adam Smith, Project Manager
Jasmine Chavez, Administrative Assistant
Nikki Jech, Contract Specialist
Cory Wilson, Operator

GUESTS:

Brandon Ball – Parametrix Via Zoom
David Kopchynski – Parametrix Via Zoom
Maria Fernandez – Ella

DISCUSSION / ACTION ITEMS:

Operations Manager

- **Parametrix** – Sometime last year the Port reached out to Parametrix and asked them to do a high-level look at the plant to see where they can make improvements. Parametrix and Waterworks completed a treatment and operations enhancement study and put a presentation together to show the different options we may have for the wastewater plant. The presentation was presented via zoom.

ACTION ITEMS:

- Motion to approve the consent agenda which includes Minutes of the Business Meeting held on February 20, 2024, Payroll issued on February 20, 2024, in the amount of \$52,069.11. Payables issued on February 23, 2024, in the amount of \$125,553.42, totaling \$177,622.53. Commissioner Grubenhoff moved to approve; Commissioner Martin seconded. Motion approved 2-0.

STAFF COMMENTS:

Jasmine commented that Klompe Dairy had sent a letter to the Commission requesting to have their late fee waived. Since Commissioner Schilperoort was not able to attend the meeting, Commissioner Martin decided to wait until the next business meeting to discuss the late fees when all 3 Commissioners were present.

Travis commented that if the Commissioners had any questions regarding the presentation they were welcome to reach out to him. Port staff will work to put a packet together so commissioners can review the dredging budget, alternatives offered, and capital for projects in 2024. The Port has budgeted for maintenance on the lagoons for a couple years now, but it's just never been done. The Port would like to start making these maintenance improvements now before it becomes a problem.

COMMISSIONER COMMENTS:

Jim commented that he is glad that we are moving forward with the projects on the lagoons.

EXECUTIVE SESSION:

The Executive Session was opened at 5:57 p.m. by President Martin to discuss Real Estate, Personnel and Legal issues as allowed by RCW 42.30.110 Subsections C, and G, and I, respectively. The session was expected to last 10 minutes with no action expected. The session ended at 6:07 p.m.

ADJOURNMENT:

The Business Meeting adjourned at 6:08 p.m., peace and harmony prevailing.



Arnold Martin, President

ATTEST:



Jim Grubenhoff, Vice President