



MINUTES OF THE BUSINESS MEETING
Held July 15, 2024

The July 15, 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
Tyler Schilperoort, Commission Secretary
Jay Hester, Executive Director

Rob Faber, Legal Counsel
Adam Smith, Project Manager
Travis Jansen, Operations Manager
Jasmine Chavez, Administrative Assistant

GUESTS: Maria Fernandez – Ella (arrived after comment period)

GUEST COMMENTS: None

DISCUSSION / ACTION ITEMS:

Project Manager

- **Midvale Rd** – There are 216 days remaining on the project. The pave date is tracking for October 21st. A traffic control plan is being worked on to shut down the road for a day for the sewer line crossing. The equipment and lift stations are set, and the area is being dewatered to prepare for installation. Work will soon begin on the catch basin north of the gas line.
- **Lagoon 2/3 Dredging** - The dredging project is now completed. There was a total of 3182.23 dry tons removed. We are waiting for the final weight tickets to close out the contract with American Process Group.

ACTION ITEMS:

- Motion to approve the consent agenda which includes minutes of the business meeting held on July 1, 2024. Payroll issued on July 5, 2024, in the amount of \$53,960.96, payables issued on July 10, 2024, in the amount of \$2,386,501.00, totaling \$2,440,461.96. Commissioner Grubenhoff moved to approve; Commissioner Schilperoort seconded. Motion approved 3-0.

STAFF COMMENTS: Travis commented that Parametrix is almost done with the purchase proposal for upsizing the motors on our bio reactor feed pumps. It will be a sole source equipment purchase since we already have part of the equipment. We are hoping to have the proposal by the next meeting. Parametrix is also working on drawings for moving an inlet and upsizing the outlets along with a few other small projects.

Jay commented that last week was the community interview for the Interim City Manager position. There are 2 candidates left and there will be a meet and greet at Varietal, if anyone wants to head over after our Port meeting. Jay recently attended the Executive Directors meeting in Kalama. He mentioned that there were several directors at the meeting. He was able to attend a few tours and learn new things. He has a lot of new ideas, panels, and discussions he would like to bring to the Port. He also mentioned that he leaves in a couple of days to present to CERB for the Carnation site.

COMMISSIONER COMMENTS: None

EXECUTIVE SESSION: The Executive Session was opened at 5:30 p.m. by President Martin to discuss Legal issues as allowed by RCW 42.30.110 Subsection I, respectively. The session was expected to last 15 minutes with no action expected. The session ended at 5:45 p.m.

ADJOURNMENT:

The Business Meeting adjourned at 5:46 p.m., peace and harmony prevailing.



Arnold Lee Martin, President

ATTEST:


Tyler Schilperoort, Secretary