

PORT OF SUNNYSIDE

MINUTES OF THE STUDY SESSION & BUSINESS MEETING

Held June 15/17,2009

The June 15, 2009 Study Session was called to order at 7:02 p.m. by President Woodworth. The June 17, 2009 Business Meeting was called to order at 7:05 p.m. by President Woodworth. The meetings were 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:

St. Clair Woodworth, Arnold Martin, Commissioners;
Amber Hansen, Executive Director;(attended Study Session)
Jay Hester, Property, Development & Project Manager;
Robert Farrell, Port Engineer; (attended Study Session)
Travis Jansen, Maintenance Manager; (attended Study Session)
Gary Holwegner, Sprayfield Manager; (attended Study Session)
Vernita Coffey, Administrative Assistant;(attended Study Session) and
Steve Winfree, Legal Counsel

List of guests available on request.

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

- ▶ Ms. Hansen provided information on the Local Revitalization Financing (LRF) Program. This program was created by Second Substitute Senate Bill 5045 (2SSB 5045), passed by the WA State Legislature in 2009. She will be looking into it further to see if it may be a financing tool the Port can use.
- ▶ Ms. Hansen read a complimentary letter from Jeff Barrom regarding the Port's recent Industry Appreciation BBQ and the announcement of Golob Landing as the name for the industrial business park.

PROPERTY, DEVELOPMENT & PROJECT MANAGER: Jay Hester presented a written report and the following items were discussed;(written report available upon request).

- ▶ Mr. Hester reported that during the unveiling of Golob Landing some concerns were brought to his attention about the depth of the swales at the Swofford-Halma Clinic. He reviewed and discovered that they had been constructed as per the engineers design.
- ▶ Mr. Hester indicated that the Dewatering Facility project will be going out for bid on June 21, 2009 with the bid opening scheduled for July 7, 2009.

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

- ▶ Mr. Jansen stated that he is looking into purchasing a special type of sealant for the rock pillars at Golob Landing. This sealant is suppose to make it easier to remove graffiti in the event they are ever graffitied again.

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

- ▶ Mr. Farrell reported that the data collection for the Receiving Water Body Quality Assessment is nearly complete. He complimented members of the operations staff on the great job they have done of fitting this obligation into their other duties. Facility Technician, Gerald Roy, has assumed the responsibility for deploying the battery operated composite sampler and insuring that the sample collection and decontamination of equipment is observed. Lab Analyst, Kathy Lathen has accepted the responsibility of reviewing and verifying all the analytical results collected for this study. Ms. Lathen has done an extraordinary job at constructing the database that holds all of these analytical results. Her efforts have made the difference between simply complying with the requirement, and furnishing a product of unparalleled professionalism. All of the extra efforts by the staff has enabled him to focus on the AKART analysis and engineering report.
- ▶ Mr. Farrell contacted Eaton Corporation about the Variable Frequency Drive that blew up and tripped the breaker. A local representative arrived on site and after conversations and discussions Eaton committed to replace the drive at no cost to the Port. Mr. Farrell indicated that he stressed the importance that all 5 of these drives must be available for the fruit season to the representatives so they understood the importance.

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

- ▶ Mr. Holwegner reported that the first cutting of alfalfa is finished on all but Field D, which will be cut on June 15th and then baled.
- ▶ Mr. Holwegner stated that the soybeans are up and are scheduled to be sprayed with round-up on June 16th. The round-up ready alfalfa in Field B will be sprayed to clean up the bermuda grass and kochia weeds.

STAFF COMMENTS: Jay reported a potential water leaking problem near the headworks. He will research and keep commission informed as to steps taken.

COMMISSIONERS COMMENTS: None

CITIZEN COMMENTS: Mr. Grubenhoff complimented the Commissioners on their speaking and presentation at the recent Industry Appreciation BBQ. He also commented on the good job done by the Port staff.

ACTION ITEMS: Action items were taken on Wednesday, June 17, 2009 (unless otherwise noted).

- ▶ The consent agenda includes minutes of the Port Meetings held on June 01/03, 2009 and Accounts payable checks in the amount of \$99,680.55 for issue on June 17, 2009 and payroll in the amount of \$19,600.76 for issue on June 5, 2009 totaling \$119,281.41. Commissioner Martin moved to approve, Commissioner Woodworth seconded, motion carried.

- ▶ Motion to approve the CERB Final Contract, which provides a \$500,000 loan and a \$500,000 grant for the dewatering system and authorize Amber to sign on behalf of the Port. Commissioner Martin moved to approve, Commissioner Woodworth seconded, motion carried.
- ▶ Motion to grant Amber authority to sign standstill agreement between the Port and Darigold regarding the City of Sunnyside Utility Tax. Commissioner Martin made a motion to authorize, Commissioner Woodworth seconded, motion carried.

NOTICE ITEMS:

June 16-19 is the WPPA Finance Conference in Vancouver, WA. Ms. Carter will be a part of a panel speaking about procedure manuals and their Value.

June 18th at 3:30 p.m. the Port of Seattle is meeting with business leaders at the YCDA office in Yakima.

June 24th KIE is hosting a BBQ at 11:00 a.m. at the business location, 615 Alexander Road.

June 25th State Representative David Taylor is hosting a town hall meeting at Banner Bank at 7:00 p.m.

PNWA 75th Annual Mid-Year Meeting at Campbell's Resort at Lake Chelan on June 29-July 1, 2009.

MacKay & Sposito Office is celebrating 35 years of business with a BBQ lunch on June 30, 2009 at noon.

EXECUTIVE SESSION: Executive Session was called during the Study Session by President Woodworth at 8:14 p.m. to discuss real estate as allowed under RCW 42.30.110 Subsection C. Session was expected to last 20 minutes. Session was extended an additional 10 minutes by President Woodworth at 8:34 p.m. Session was extended an additional 10 minutes by President Woodworth at 8:44 p.m. Session was extended an additional 10 minutes by President Woodworth at 8:54 p.m. Session closed at 9:04 p.m. with no action required.

Executive Session was called during the Business Meeting by President Woodworth at 7:33 p.m. to discuss real estate as allowed under RCW 42.30.110 Subsection C. Session was expected to last 15 minutes. Session was extended an additional 20 minutes by President Woodworth at 7:48 p.m.. Session closed at 8:08 p.m. with no action required.

ADJOURNMENT: The Study Session was adjourned at 9:05 p.m. and the Business Meeting was adjourned at 8:09 p.m., peace and harmony prevailing.

St. Clair Woodworth, President

ATTEST:

Arnold Martin, Secretary

