

PORT OF SUNNYSIDE MINUTES OF THE BUSINESS MEETING

Held July 15, 2013

The July 15, 2013 Business Meeting was called to order at 5:17 p.m. by President Martin. The meeting was held at the Port of Sunnyside Administration Office at 2640 E. Edison Ave. Suite #1, Sunnyside, WA.

Commissioners and Staff present at the Business Meeting:
Arnold Martin, Jim Grubenhoff, Commissioners; Jeff Matson was absent.
Jay Hester, Executive Director;
Robert Farrell, Port Engineer;
Travis Jansen, Maintenance Manager;
Vernita Coffey, Administrative Assistant; and
Rob Faber, Port Legal Counsel

List of guests available on request.

EXECUTIVE DIRECTOR: Jay Hester presented a written report; (written report available upon request). Jay was not in attendance.

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

- Bob reported that the SBR basin taken down during the week of June 17 went fairly smoothly. There was a lot of help from operations and sprayfield staff. Sixteen membrane panels were replaced and the remainder pressure washed.
- Bob stated that we are still awaiting the draft of a permit from DOE.
- Bob mentioned that the Clean Air Authority Agency issued a good report regarding their recent visit to the IWWTF.

MAINTENANCE MANAGER: Travis Jansen presented a written report; (written report available upon request).

- Travis reported that the back entrance door is now completed and is convenient for those employees that park behind the Horizon building.
- Travis stated that Fastenal has expressed how happy they are in their rental space of the Horizon building, although they would like a little more room.
- Travis conveyed that the YV Tech Skill Center is coming right along in its construction and they are ahead of schedule.
- Travis reported that John is beginning to repair some of the membranes removed last week from the SBR's.

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effect for all future payables or other matters between the Port and the company, and the recusal shall continue until withdrawn by him.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 minutes of the Port Business Meeting held on July 1, 2013, payables in the amount of \$145,379.20 issued on July 10, 2013 and payroll in the amount of \$37,236.12 issued on July 5, 2013 totaling \$182,615.32. Commissioner Grubenhoff moved to approve, Commissioner Martin seconded, motion carried.

GENERAL COMMENTS:

Staff Comments:

Jay commented on the WPPA Executive Directors Seminar he attended last week in Tacoma. He stated that he made some good contacts, despite the attendance being down by about a third this year.

Commissioner Comments:

Commissioner Grubenhoff welcomed Rob Faber, Legal Counsel to the meeting. He also hoped everyone was having a good summer.

Commissioner Martin also welcomed Rob Faber and Jennie McGhan, Daily Sun News. He also stated he was glad to see Commissioner Grubenhoff is doing better despite his arm still being in a cast. Commissioner Martin reported that he is finished with his mint harvest.

Citizen Comments: None

EXECUTIVE SESSION: Executive Session was called to order at 5:38 p.m. by President Martin to discuss a real estate issue as allowed by RCW 42.30.110 subsection C. Session was expected to last 15 minutes. Session was extended an additional 5 minutes at 5:53 p.m. Session closed at 5:58 p.m. with no action required.

ADJOURNMENT: The Business Meeting was adjourned at 5:59 p.m., peace and harmony prevailing.

ATTEST:

Arnold Martin, President

Jeff Matson, Secretary