



MINUTES OF THE BUSINESS MEETING
Held March 16, 2015

The March 16, 2015 Business Meeting was called to order at 5:15 pm by President Grubenhoff. The meeting was held at the Port of Sunnyside's Administration Office located at: 2640 E Edison Avenue, Ste. 1, Sunnyside, WA

Commissioners and Staff present at the Business Meeting:

Jim Grubenhoff, Commission President
Jeffrey Matson, Commission Vice President
Arnold Martin, Commission Secretary
Carol Carter, Finance Officer
Jay Hester, Executive Director
Rob Faber, Legal Counsel
Bob Farrell, Port Engineer
Gary Holwegner, Sprayfields Manager
Angela Smith, Administrative Assistant

John Fannin-Daily Sun News, GUEST

Citizen Comments: None

FINANCE OFFICER: Carol Carter presented a written report and the following items were discussed (a copy of the report is available upon request)

- Draft 2014 Annual Report was presented.

EXECUTIVE DIRECTOR: Jay Hester presented a written report (a copy of the report is available upon request)

PORT ENGINEER: Bob Farrell presented a written report and the following items were discussed (a copy of the written report is available upon request)

- Bob stated that the Covered Anaerobic Lagoon (CAL) continues to come up to speed.
- Bob spoke to the contract and amendment of the Schedule A for Valley Processing. He noted that a few items were not anticipated in the previous schedule A, one of which is the storm water runoff from their bin yard. Valley Processing believes that this is one of the sources increasing the mass of BOD being discharged, and the reason for the request to increase the contracted discharge mass.

SPRAYFIELDS: Gary Holwegner presented a written report and the following items were discussed (a copy of the written report is available upon request)

- Gary informed the Commissioners that he has started hydraulic loading irrigation to the fields in short sets, trying to get water out of the lagoons.

- Gary addressed questions about the Generator the Port surplused. He stated that it will be sold at the Yarborough Auction this weekend in Moses Lake. The three bay generator is in demand in the Lower Valley region, due to many areas with farmland that lack electricity. Gary informed the Commissioners that commission will be paid on the highest bid received on the generator at the auction.

NOTICE ITEMS:

New Vision Annual Meeting, Yakima Convention Center, March 25, 2015, Lunch RSVP needed
 Port of Kennewick's 100 Year Anniversary, April 14, 2015 4:00 to 6:00 pm, RSVP needed
 WPPA Spring Meeting, Davenport Hotel, Spokane May 13-15, 2015

GENERAL COMMENTS:

Staff Comments:

Jay Stated the Sunnyside Chamber of Commerce Community Awards Banquet was a success.

Jay informed the group that the modular home bidding process was completed last week. The winning bid was received at a price of \$16,500.00. The award winner will remove the modular home at their expense. Jay explained that this will help to recoup all of the expenses the Port has incurred thus far on the property. Jay informed the group that Travis had successful knee surgery on Monday, March 16th, and expects Travis to be out of the office about a week.

Commissioner Comments:

Commissioner Matson stated the Sunnyside Chamber of Commerce Community Awards Banquet was a success. Looking back at last year, Matson believes those who ran the banquet made adjustments to make the event better. Commissioner Matson thanked Angela for an excellent job decorating the Port's table, and a job well done with the Chamber work.

Commissioner Martin stated the Sunnyside Chamber of Commerce Community Awards Banquet was a success, with good food. Commissioner Martin thought the Chamber did a nice job choosing the banquet award winners, and was glad to see the community center at full capacity for the event. Commissioner Martin stated he was happy to see the chocolate cake the Commissioners purchased at the auction enjoyed by others at the event. Commissioner Martin stated that the financial report Carol submitted looks good, and that the Port had a good year. He also stated that as a farmer, he has enjoyed the bit of rain we have received.

Commissioner Grubenhoff echoed the good sentiments about the Sunnyside Chamber of Commerce Awards Banquet. Commissioner Grubenhoff shared that his wife's birthday is tomorrow (March 17th).

ACTION ITEMS:

- The consent agenda includes:
 Minutes of the Port Business Meeting held on March 2, 2015, payroll in the amount of \$36,669.21 issued on March 5, 2015, and payables in the amount of \$101,090.11 issued on March 10, 2015, totaling \$137,759.32 Commissioner Matson moved to approve, Commissioner Martin seconded, motion approved 3-0.

- Motion to approve Amendment 7 to the Port of Sunnyside's Industrial Wastewater Treatment Facility User Contract for Valley Processing, Approve Amended Schedule A of the User Contract for Valley Processing and authorize Jay Hester to sign on behalf of the Port. Commissioner Martin moved to approve, Commissioner Matson seconded, motion approved 3-0.

EXECUTIVE SESSION:

The Executive Session was called to order at 5:40 pm by President Grubenhoff to discuss real estate issues as allowed by RCW 42.30.110, Subsection C. The session was expected to last 20 minutes. At 6:00 pm the Executive Session was extended by 15 minutes. The Executive Session was closed at 6:15 pm by President Grubenhoff.

ADJOURNMENT: The Business Meeting was adjourned at 6:15 pm, peace and harmony prevailing.


Jim Grubenhoff, President

ATTEST:


Arnold Martin, Secretary