



**MINUTES OF THE BUSINESS MEETING**  
**Held October 5, 2015**

The October 5, 2015 Business Meeting was called to order at 5:16 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  
Jay Hester, Executive Director  
Travis Jansen, Project Manager  
Gary Holwegner, Sprayfield Manager  
Nikki Jech, Administrative Assistant  
Rob Faber, Legal Counsel

John Fannin-Daily Sun News, GUEST

**Citizen Comments:** None

**FINANCE OFFICER:** Carol Carter submitted the 3<sup>rd</sup> draft of the 2016 Preliminary Budget (a copy of the report is available upon request)

- Jeff Matson pointed out that although it looks like the General Fund's budget is largely inflated, it is due in part to the projects that are scheduled to begin in the next year.

**EXECUTIVE DIRECTOR:** Jay Hester presented a written report and the following items were discussed; (a copy of the report is available upon request)

- Jay stated that in regards to the Water Works Building, they have narrowed down the choices for the architecture/engineering firm down to two. Plans are in place to meet on site individually with each firm next week.
- The Sunnyside Fire Department has approached the Port about using the Carnation plant as a training location before the building is demolished. The building would offer experience with searches and moving hose lines through the structure. Jay stated that the City has provided us with a certificate listing the Port as additional insured.
- Jay mentioned that he will be presenting at the Re-Using Contaminated Land conference in Seattle on Thursday, October 8<sup>th</sup>. He will be discussing the clean-up efforts at the Carnation plant and plans for re-use.

**PROJECT MANAGER:** Travis Jansen presented a written report and the following items were discussed; (a copy of the report is available upon request)

- Travis reported that bids were requested to paint our downtown building as well as our maintenance building at the IWWTF. We will be contracting with Wiley Painting to paint both buildings for \$8,730 including tax.
- Travis stated that a proposal was requested for demolition engineering of the Carnation building. Plans will include removing the building, preserving the utilities and leaving a uniformly graded site with filled and compacted excavations. The plans will also include moving the tower and adding historical informational signage. It is being recommended that we contract with Maul Foster & Alongi for the not to exceed price of \$51,766.

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

- Gary stated that Jim's Hay had submitted a rate proposal for crops produced and harvested from the Port's IWWTF spray fields. Gary commented that he considers the proposed \$50.00 per dry ton a fair price.

**GENERAL COMMENTS:**

**Staff Comments:** None

**Commissioner Comments:** Commissioner Grubenhoff thanked the Port staff for their thoughtfulness during the last couple weeks.


**ACTION ITEMS:**

- The consent agenda includes:  
Minutes of the Business Meeting held on September 21, 2015. Payables in the amount of \$109,867.61 issued on September 25, 2015 and payroll in the amount of \$39,675.56 issued on October 10, 2015 totaling \$149,543.17. Commissioner Matson moved to approve, Commissioner Martin seconded. Motion approved 3-0.
- Motion to approve a contract with Maul Foster & Alongi for demolition engineering plans of the Carnation building for the not to exceed price of \$51,766 and authorize Travis Jansen to sign on behalf of the Port. Commissioner Martin moved to approve, Commissioner Matson seconded. Motion approved 3-0.
- Motion to approve the annual negotiated price of \$50.00 per dry ton in the Custom Harvest agreement with Jim Cuddy and authorize Jay Hester to sign on behalf of the Port. Commissioner Matson moved to approve, Commissioner Martin 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 called for 5 minutes. The Executive Session was closed at 5:45 pm by President Grubenhoff.

**ADJOURNMENT:** The Business Meeting was adjourned at 5:51 p.m., peace and harmony prevailing.

  
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Jim Grubenhoff, President

**ATTEST:**   
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Arnold Martin, Secretary