



MINUTES OF THE BUSINESS MEETING
Held October 3, 2016

The October 3, 2016 Business Meeting was called to order at 5:15 pm by President Matson. 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:

Jeff Matson, Commission President
Arnold Martin, Commission Vice President
Jim Grubenhoff, Commission Secretary
Jay Hester, Executive Director
Travis Jansen, Project Manager
Lucia Navarro, Administrative Assistant
Rob Faber, Legal Counsel

CITIZEN COMMENTS: None

EXECUTIVE DIRECTOR: A typed memo was presented and the following items were discussed; (a copy of the memo is available upon request).

- Jay stated that the new IWWTF User Contracts for DRR, Valley Processing, and Valley Processing – U.S. Grape have been signed by the Industries and are ready for approval.

PROJECT MANAGER: A typed memo was presented and the following items were discussed; (a copy of the memo is available upon request).

- Travis stated that the electrical power at the Water Works Building needs to be updated to a 120/208V 3 phase power supply. A contract with Pacific Power has been drafted to complete the work.
- A declaration for Electrical Easement was presented in conjunction with the contract for electrical power upgrades at the Water Works building.

GENERAL COMMENTS:

Staff Comments:

- Travis shared that today was he and Beth's 18th wedding anniversary.
- Jay shared that his presentation for CERB on 10/5/16 at the Vintage Valley Inn in Zillah would not be taking place after all.

Commissioner Comments:

- Commissioner Grubenhoff stated that he is looking forward to the upcoming Small Ports Seminar in Leavenworth.
- Commissioner Martin stated that he is working on finishing up his farming work so that he can enjoy the upcoming trip to Leavenworth.

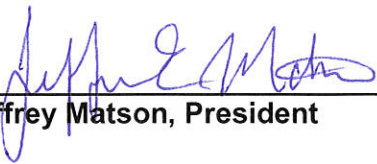
- Commissioner Matson shared that his daughter Lisa will be competing in an Iron Man race this coming weekend.

ACTION ITEMS:

- The consent agenda includes:
Minutes of the Business Meeting held on September 19, 2016, minutes of the Special Meeting held on September 23, 2016, and Special Meeting Minutes held on September 26, 2016. Payables in the amount of \$71,205.23 issued on September 23, 2016, totaling \$71,205.23. Commissioner Martin moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.
- Motion to approve the Industrial Wastewater Treatment Facility Industry Contract and updated Schedule A with DRR Fruit and authorize Jay Hester to sign on behalf of the Port. Commissioner Grubenhoff moved to approve, Commissioner Martin seconded. Motion approved 3-0.
- Motion to approve the Industrial Wastewater Treatment Facility Industry Contract and updated Schedule A with Valley Processing and authorize Jay Hester to sign on behalf of the Port. Commissioner Martin moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.
- Motion to approve the Industrial Wastewater Treatment Facility Industry Contract with Valley Processing – U. S. Grape and authorize Jay Hester to sign on behalf of the Port. Commissioner Grubenhoff moved to approve, Commissioner Martin seconded. Motion approved 3-0.
- Motion to approve the contract with Pacific Power, to update the electrical power supply at the Water Works Building to 120/208V 3 phase power, in the amount of \$4,882.00 and authorize Travis Jansen to sign on behalf of the Port. Commissioner Martin moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.
- Motion to approve a declaration of Electrical Easement to Pacific Power at 501 Grant Ave., and authorize Travis Jansen to sign on behalf of the Port. Commissioner Grubenhoff moved to approve, Commissioner Martin seconded. Motion approved 3-0.

EXECUTIVE SESSION: The Executive Session was called to order at 5:44 p.m. by President Matson to discuss Real Estate and Legal issues as allowed by RCW 42.30.110 subsection C & I respectively. The session was expected to last 10 minutes. The session ended at 5:54 p.m.

ADJOURNMENT: The Business Meeting was adjourned at 6:06 p.m., peace and harmony prevailing.



Jeffrey Matson, President

ATTEST:


Jim Grubenhoff, Secretary