



MINUTES OF THE BUSINESS MEETING
Held September 18, 2017

The September 18, 2017 Business Meeting was called to order at 5:15 p.m., 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
Jay Decker, Operations & Engineering Director
Nicole Jech, Finance Officer
Lucia Navarro, Administrative Assistant
Juliana Van Wingerden, Legal Counsel

Tyler Schilperoort - Guest
Todd Coleman - Guest

The public hearing on the 2018 Preliminary Budget was opened at 5:16 p.m. by President Matson.

Legal Comments: Juliana Van Wingerden commented that as per RCW 53.35.020 notice was given of the public hearing on the 2018 Preliminary Budget via publication in the Daily Sun News. The notice ran on September 8, September 11, and again on September 15, 2017. As of meeting time there were no written public comments.

Citizen Comments: None

The public hearing on the 2018 Preliminary Budget was closed at 5:19 p.m. with no further comments or questions.

Guest Comments: Tyler Schilperoort commented that the budget is attractively proposed. Todd Coleman commented that he was in attendance to observe the meeting. He shared that he was previously employed with the Port of Vancouver and is currently with Parametrix.

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

- Nikki commented that we are looking into changing the basis of measurement from BOD to COD. Commissioner Grubenhoff asked why change from BOD to COD testing. Jay D responded that the change would modernize the testing performed by the IWWTF. He also stated he believes the testing for COD will be more appropriate for industry wastewater. Commissioner Matson stated that he appreciates the fresh outlook on plant operations and is thankful for the interest in reducing costs to the industries served by the Port's IWWTF that has been expressed by Jay Decker.

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

- Jay shared upcoming meeting dates with Commissioners

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

- Jay shared his recent trip to the Clearas Water Recovery facility in Missoula, Montana was a worthwhile experience.

GENERAL COMMENTS:

Staff Comments: None

Legal Comments: None

Commissioner Comments: Commissioner Grubenhoff stated that he has been happy to see the smoke clear and the weather improve.

Commissioner Martin stated that he is in the midst of corn harvest season and it is always a fun time. Commissioner Matson stated that he will be leaving town for a few days as his wife will be competing in an Iron Man Competition on Sunday, September 24, 2017.

ACTION ITEMS:

- The consent agenda includes:

Minutes of the Business Meeting held on September 5, 2017. Payroll issued on September 5 & 6, 2017 in the amount of \$42,254.97, payables issued on September 8, 2017 in the amount of \$174,659.31, totaling \$216,914.28. Commissioner Martin moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.

ADJOURNMENT: The Business Meeting adjourned at 5:30 p.m., peace and harmony prevailing.



Jeff Matson, President

ATTEST:


Jim Grubenhoff, Secretary