



**MINUTES OF THE BUSINESS MEETING**  
**Held November 7, 2017**

The November 7, 2017 Business Meeting was called to order at 10:00 a.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  
Nikki Jech, Finance Officer  
Lucia Navarro, Administrative Assistant  
Rob Faber, Legal Counsel

Art Ortega - Guest

Rate Hearing was opened at 10:00 a.m. by President Matson.

**Legal Comments:**

Rob provided an overview of the hearing. As of meeting time there were no written or oral comments that had been received by Port staff. Notices regarding the hearing as well as copies of the rates had been mailed to each industry at least 10 days prior to today's meeting. The notices included the date and time of today's hearing along with the new proposed rates for 2018 and historical data for the IWWTF.

**COMMENTS:**

Nikki provided a review of the rates. She stated that the Port is still at 0.09 cents per cubic foot even with a 3% increase to the General Budget and 1% increase in the IWW budget.

Art Ortega asked for an explanation in the increase in Professional Services for 2018.

Commissioner Matson responded that Parametrix has been hired to manage permit requirements for the upcoming year. Jay stated that in lieu of having an in house Port Engineer the Port has decided to hire Parametrix to assist in managing the Plant. This will provide the Port more process control. He also shared that the plant is running well and that the staff is quite capable of running the plant and has been doing so since the change in management.

After all items had been discussed there were no further questions or comments.

The public rate hearing was closed at 10:08 a.m. by President Matson

**GENERAL COMMENTS:**

**Staff Comments:** Jay shared that there has been some interest in the site east of the Swofford/Halma office on Reith Way. He stated the interested party would like two businesses on 1 acre of land and the businesses would prefer to have two separate buildings. Commissioner Matson asked if the 1 acre of land would be required to follow the landscaping requirements percentage as set forth in the Golob Landing Development Standards? Jay responded yes, this new business would be required to follow those as well as the sign standards. Commissioner Grubenhoff stated

he has no problems with two buildings on the space. He would like to see the architect drawings before approval but he stated he is not opposed to two buildings. Commissioner Martin asked if this new business would take the whole area to the east of the Swofford/Halma office. Commissioner Matson responded no, just one acre. Commissioner Matson asked Jay how wide the anticipated lot will be. Jay responded that the interested party will end up purchasing around 1.2 acres to fit the buildings on the site. Jay stated that the Port will still have a developable site next to this facility. Commissioner Matson stated that at this time he doesn't see an issue with this potential sale. Commissioner Grubenhoff and Commissioner Martin also stated that they were ok with it.

**ACTION ITEMS:**

- Motion to approve Resolution 2017-07, "A Resolution of the Port of Sunnyside, Yakima County Washington Levying the 2018 Ad Valorem Property Taxes for the Port of Sunnyside for the Calendar Year Ending December 31, 2018." Commissioner Martin moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.
- Motion to approve Resolution 2017-08, "A Resolution of the Port of Sunnyside, Yakima County Washington Levying the Annual Tax Revenue to Carry on the Operations of the Port of Sunnyside for the Calendar Year Ending December 31, 2018." Commissioner Grubenhoff moved to approve, Commissioner Martin seconded. Motion approved 3-0.
- Motion to approve Resolution 2017-09, "A Resolution of the Port Commisison of the Port of Sunnyside Setting 2018 Wastewater Rates for the Industrial Wastewater Treatment Facility." Commissioner Martin moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.
- Motion to approve Resolution 2017-10, "A Resolution Adopting a Budget for the Calendar Year 2018." Commissioner Grubenhoff moved to approve, Commissioner Martin seconded. Motion approved 3-0.

**EXECUTIVE SESSION:** None

**ADJOURNMENT:** The Business Meeting adjourned at 10:17 a.m., peace and harmony prevailing.

  
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Jeff Matson, President

**ATTEST:**  
  
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Jim Grubenhoff, Secretary