



**MINUTES OF THE BUSINESS MEETING**  
**Held July 20, 2020**

The July 20, 2020 Business Meeting was called to order at 5:15 p.m., by President Grubenhoff. The meeting was held at the Port of Sunnyside's Business Administration Office located at 2640 E. Edison Avenue, Suite 1, Sunnyside, WA.

**Commissioners and Staff present at the Business Meeting:**

Jim Grubenhoff, Commission President  
Tyler Schilperoort, Commission Vice President  
Arnold Martin, Commission Secretary  
Jay Hester, Executive Director  
Nikki Jech, Communications Director  
Lucia Navarro, Administrative Assistant  
Rob Faber, Legal Counsel

**GUESTS:** None

**GUESTS COMMENTS:** None

**DISCUSSION/ACTION ITEMS:**

**Executive Director:**

- Jay provided an update on the ongoing projects at the IWWTF. He informed the commission that the UV project is in its final stages with final criteria for water levels is currently being met.
- The flare project is still ongoing; the meter is being recalibrated to obtain accurate gas readings. These readings will assist in the Department of Energy Services audit, that is currently underway, to determine the feasibility for a potential gas project. The SCADA system upgrades in relation to the MBR project are still under review by Port staff and Parametrix.
- The layout for the airport hangar project was recently received and shared with City of Sunnyside officials. The project is still in the early stages but the outlook is promising.

**ACTION ITEMS:**

- The consent agenda includes:

Minutes of the Business Meeting held on July 6, 2020. Payables issued on July 10, 2020 in the amount of \$295,634.19, payroll issued on July 20, 2020 in the amount of \$46,558.69, totaling \$342,192.88. Commissioner Schilperoort moved to approve, Commissioner Martin seconded. Motion approved 3-0.

**GENERAL COMMENTS:**

**Staff Comments:** None

**Legal Comments:** Rob stated that Governor Inslee recently extended the provisions of Proclamation 20-28 regarding the Open Public Meetings Act for an additional week. This new extension is set to expire on August 1, 2020.

**Commissioner Comments:** Commissioner Schilperoort stated that he is disappointed that the Commissioner Seminar cannot be attended in person this year.

Commissioner Grubenhoff shared that he had a wonderful weekend away with his family.

**EXECUTIVE SESSION:** None

**ADJOURNMENT:** The Business Meeting adjourned at 6:00 p.m., peace and harmony prevailing.

  
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Jim Grubenhoff, President

ATTEST:  
  
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Arnold Martin, Treasurer