



MINUTES OF THE BUSINESS MEETING
Held November 3, 2020

The November 3, 2020 Business Meeting was called to order at 10:00 a.m., 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
Tyler Schilperoort, Commission Vice President via phone
Arnold Martin, Commission Secretary
Jay Hester, Executive Director
Cory Wilson, Operator
Nikki Jech, Finance Officer
Lucia Navarro, Administrative Assistant
Sandra Villa, Operations Assistant
Rob Faber, Legal Counsel

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

Legal Comments:

Rob provided an overview of the hearing. He explained that the purpose of the hearing will be to review and consider financial data and wastewater treatment cost projections for 2021, and to receive comments and information from current users of the Port's Industrial Wastewater Treatment Facility ("IWWTF") as well as any member of the public. As of meeting time there were no written or oral comments that had been received by Port staff. The Port's obligations with regards to this rate hearing are established by the User Contracts with the industries discharging their industrial wastewater to the Port. However, the old Industry Contract and the new User Contract have similar obligations as to this rate hearing, so it does not matter which contract form an industry has signed. Pursuant to the User Contracts, before establishing the IWWTF rates, the Port must send written notice to each industry.

1. The notice must be given at least 10 days before the public hearing. Here, the notice was mailed to the industries on October 21, 2020, and the public hearing is on November 3, 2020.
2. The notice must include the date and time of the rate hearing, together with any proposed rate changes. The letter that was sent out to the industries on October 21, 2020 included all of the information.
3. The Port must provide the industries with historic accounting data and other pertinent information to explain or support the proposed rate changes. The Port provided the 5-year historic data for each industry at the user meeting held on October 13, 2020 and such information was also emailed to all industries before the user meeting.

Nikki shared that 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 2021 and historical data for the IWWTF.

COMMENTS:

Jay commented that there was no new updates to provide as everything has stayed the same since the last review at the November 2, 2020 Port Business Meeting. He shared that next year's budget is expected to look different as a result of the MBR Project Upgrade. It is expected that the electrical budget will have to increase as a result of this new equipment.

Commissioner Grubenhoff commented that it was good idea to bring in Sergey from FCS Group to assist the Port with our budget. Commissioner Martin stated that it is great to get an outside perspective.

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 Grubenhoff.

GENERAL COMMENTS:

Staff Comments: None

ACTION ITEMS:

At the time of motion approval Commissioner Schilperoort was experiencing technical difficulties with his connection and was unable to participate in the voting.

- Motion to approve Resolution 2020-11, "A Resolution of the Port of Sunnyside Making a Declaration of Substantial Need for Purposes of Setting the Limit Factor for the Property Tax Levy for 2021." Commissioner Martin moved to approve; Commissioner Grubenhoff seconded. Motion approved 2-0.
- Motion to approve Resolution 2020-12, "A Resolution of the Port of Sunnyside, Yakima County Washington Levying the 2021 Ad Valorem Property Taxes for the Port of Sunnyside for the Calendar year Ending December 31, 2021." Commissioner Martin moved to approve; Commissioner Grubenhoff seconded. Motion approved 2-0.
- Motion to approve Resolution 2020-13, "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, 2021." Commissioner Martin moved to approve; Commissioner Grubenhoff seconded. Motion approved 2-0.
- Motion to approve Resolution 2020-14, "A Resolution of the Port Commission of the Port of Sunnyside setting 2021 Wastewater Rates for the Industrial Wastewater Treatment Facility. Commissioner Martin moved to approve; Commissioner Grubenhoff seconded. Motion approved 2-0.
- Motion to approve Resolution 2020-15, "A Resolution Adopting a Budget for the Calendar Year 2021." Commissioner Martin moved to approve; Commissioner Grubenhoff seconded. Motion approved 2-0.

ADJOURNMENT: The Business Meeting adjourned at 10:16 a.m., peace and harmony prevailing.


Jim Grubenhoff, President

ATTEST:

Arnold Martin, Secretary