



## MINUTES OF THE BUSINESS MEETING

Held January 20, 2014

The January 20, 2014 Business Meeting was called to order at 5:15 p.m. by President Grubenhoff. The meeting was held at the Port of Sunnyside Administration Office at 2640 E. Edison Ave., Suite #1, Sunnyside, WA.

Commissioners and Staff present at the Business Meeting:  
Jim Grubenhoff, Jeff Matson, Arnold Martin, Commissioners;  
Jay Hester, Executive Director;  
Jed Crowther, Property, Development & Project Manager;  
Robert Farrell, Engineer;  
Gary Holwegner, Sprayfield Manager;  
Travis Jansen, Maintenance Manager;  
Vernita Coffey, Administrative Assistant; and  
Steve Winfree, Legal Counsel

List of guests available upon request:

### PRESENTATION:

Dr. Rick Cole, Superintendent of Sunnyside School District, presented information regarding the upcoming Proposition 1 school bond. The proposition authorizes the District to construct and equip a new facility for Washington Elementary, upgrade and improve safety and security systems of District facilities, make other safety and infrastructure modifications, issue \$10,000,000 of general obligation bonds maturing within a maximum of 20 years, and levy additional property taxes annually to repay the bonds, as provided in Sunnyside School Board Resolution No. 32-2013.

**PROPERTY, DEVELOPMENT & PROJECT MANAGER:** Jed presented a written report; (written report available upon request).

**PORT ENGINEER:** Robert Farrell presented a written report and the following items were discussed; (written report available upon request).

- Bob reported that both heaters for the SBR decanters have been replaced. The process took longer than expected as one of the units had to be returned to the supplier because it was defective.
- Bob stated that the treatment biology displayed symptoms of elevated detergent concentrations throughout December, and the lower than normal temperatures impaired recovery of the biology.

**SPRAYFIELD MANAGER:** Gary Holwegner presented a written report and the following items were discussed; (written report available upon request).

- Gary reported that the automated irrigation system installation is in process and he expects to have the entire acreage completed and operating at the start of the 2014 irrigation season.

MAINTENANCE MANAGER: Travis Jansen presented a written report and the following items were discussed; (written report available upon request).

- Travis stated that 90% design specification documents for the anaerobic digester system have been received. These will be submitted to the DOE Dam Safety for review and approval. They will also be submitted to the DOE Water Quality along with an engineering report from Robert Farrell for their approval. They require four weeks to review with bidding documents slated to go out the end of February.

**ACTION ITEMS:**

Commissioner Grubenhoff has noted that he has always recused himself from discussion and voting on the payments to Harold's Repair and Rental, LLC because of his ownership interest in the company, and declared that his recusal from discussion and voting shall be in effect for all future payables or other matters between the Port and the company, and the recusal shall continue until withdrawn by him.

- The consent agenda includes minutes of the Port Business Meeting held on January 6, 2014. Payables in the amount of \$121,614.69 issued on January 10, 2014 and payroll in the amount of \$30,477.23 issued on January 17, 2014 totaling \$152,091.92. Commissioner Matson moved to approve, Commissioner Martin seconded, motion carried.
- Authorize a Phase 1 Environmental Site Assessment for purchase of Union Pacific Railroad property located on Duffy Road west of Sunnyside/Mabton Highway by Fulcrum Environmental Consulting, Inc. in the amount of \$2,400 and authorize Jed Crowther to sign on behalf of the Port. Commissioner Martin moved to authorize, Commissioner Matson seconded, motion carried.

**GENERAL COMMENTS:**

Staff Comments: None


Commissioner Comments: None

Citizen Comments: None

EXECUTIVE SESSION: Executive session was called to order at 6:04 p.m. by President Grubenhoff to discuss real estate as allowed by RCW 42.30.110 Subsection C. Session was expected to last 10 minutes with no action required. Session was extended an additional two minutes at 6:14 p.m. Session closed at 6:16 p.m.

ADJOURNMENT: The Business Meeting was adjourned at 6:16 p.m., peace and harmony prevailing.

  
Jim Grubenhoff, President

ATTEST:  
  
Arnold Martin, Secretary