

# PORT OF SUNNYSIDE

## MINUTES OF THE STUDY SESSION & BUSINESS MEETING

Held July 06/08,2009

The July 06, 2009 Study Session was called to order at 7:03 p.m. by President Woodworth. The July 08, 2009 Business Meeting was called to order at 7:01 p.m. by President Woodworth. The meetings were held at the Port of Sunnyside Administration Office at 520 S. 7<sup>th</sup> St., Sunnyside, WA.

Commissioners and Staff present at the Study Session & Business Meeting:

St. Clair Woodworth, Jeff Matson, Arnold Martin, Commissioners;  
Amber Hansen, Executive Director;(attended Study Session)  
Jay Hester, Property, Development & Project Manager;  
Vernita Coffey, Administrative Assistant;(attended Study Session) and  
Steve Winfree, Legal Counsel

List of guests available on request.

**EXECUTIVE DIRECTOR:** Amber Hansen presented a written report and the following items were discussed;(written report available upon request).

- ▶ Ms. Hansen reported that on June 22<sup>nd</sup> the Port had their exit conference with representatives from the State Auditors Office for the 2008 audit. Congratulations to Carol Carter and staff members for a clean audit.

**PROPERTY, DEVELOPMENT & PROJECT MANAGER:** Jay Hester presented a written report and the following items were discussed;(written report available upon request).

- ▶ Mr. Hester stated that the bid opening for the De-watering Facility is scheduled for Tuesday, July 7, 2009 at 2 p.m. at the administration office.
- ▶ Mr. Hester reported that students from Catholic Family & Child Services would be touring the IWWTF on Friday, July 10, 2009 to learn about the port operations and potential job careers available.

**STAFF COMMENTS:** Mr. Hester mentioned that his wife, Tiffanie, has heard many positive comments about the sidewalk along E. Edison. Citizens find the area to be refreshing, safe, beautiful and peaceful for walking.

Ms. Hansen said that Dr. Fodor commented that the appearance of the Golob Landing entrance and the sidewalk sends a message that the community is a safe and nice place for visitors.

**COMMISSIONERS COMMENTS:** Commissioner Woodworth reported on the PNWA mid-year meeting he attended. Congressman Doc Hastings was the keynote speaker and Commissioner Woodworth was able to have a conversation with Doc with some mention of the wetland habitat.

Commissioner Woodworth also reported on the Chicago Trade Show he attended. He stated that the show was very large and a good show where he made some good contacts.

Commissioner Martin attended the open house for Dr. Lee and was able to enlighten him about the Port and current and future projects.

**CITIZEN COMMENTS:** Jim Grubenhoff commented that he hoped Ms. Hansen would find the Port Director's seminar that she will be attending later in the week to be informative and beneficial.

**ACTION ITEMS:** Action items were taken on Wednesday, July 08, 2009 (unless otherwise noted).

- ▶ The consent agenda includes minutes of the Port Meetings held on June 15/17, 2009 and Accounts payable checks in the amount of \$136,185.37 for issue on July 08, 2009 and payroll in the amount of \$20,479.28 for issue on June 19, 2009, payroll in the amount of \$20,388.55 for issue on July 3, 2009 and payroll in the amount of \$2,820.22 for issue on July 8, 2009 totaling \$179,873.42. Commissioner Matson moved to approve, Commissioner Martin seconded, motion carried.
- ▶ Motion to award the Waste Water Treatment Plant De-watering Facility project to Fowler General Construction, Inc., the lowest responsible bidder at a bid of \$1,475,921.04 and authorize Amber to sign on behalf of the Port. Mr. Hester described the bidding process in detail to inform the commissioners that proper protocol for bidding public projects was followed. Commissioner Martin moved to approve, Commissioner Matson seconded, motion carried.

**NOTICE ITEMS:**

- ▶ Commissioner Matson mentioned a dedication ceremony of the Donor's wall to honor those donating to the Sunnyside Community Hospital Emergency Department, would take place on Monday July 13, 2009.
- ▶ YCDA Annual Lower Valley meeting on July 16<sup>th</sup> at the Carl Stevens Senior Center in Grandview at 5:30 p.m.

**EXECUTIVE SESSION:** Executive Session was called during the Study Session by President Woodworth at 8:08 p.m. to discuss real estate as allowed under RCW 42.30.110 Subsection C. Session was expected to last 15 minutes. Session was extended an additional 15 minutes by President Woodworth at 8:23 p.m. Session closed at 8:38 p.m. with no action required.

Executive Session was called during the Business Meeting by President Woodworth at 7:21 p.m. to discuss real estate as allowed under RCW 42.30.110 Subsection C. Session was expected to last 15 minutes. Session closed at 7:36 p.m. with no action required.

ADJOURNMENT: The Study Session was adjourned at 8:39 p.m. and the Business Meeting was adjourned at 7:37 p.m., peace and harmony prevailing.

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St. Clair Woodworth, President

ATTEST:

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Arnold Martin, Secretary