



PORT OF SUNNYSIDE MINUTES OF THE BUSINESS MEETING

Held July 2, 2012

The July 2, 2012 Business Meeting was called to order at 5:17 p.m. by President Martin. The meeting was held at the Port of Sunnyside Administration Office at 520 S. 7th St., Sunnyside, WA.

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

Arnold Martin, Jim Grubenhoff, Commissioners;
Amber Hansen, Executive Director;
Jed Crowther, Property Manager;
Travis Jansen, Maintenance Manager;
Vernita Coffey, Administrative Assistant; 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).

- Amber commented on the Sunnyside City Council meeting she attended June 25th. Action was taken on the 2013-2018 transportation plan. She indicated that the city had a good number of projects on this plan. The list is not in order of priority, but is a complete list of projects and being on this list is required for funding.
- Amber reported that the state audit exit conference for the financial portion was held recently. Commissioner Martin, Amber Hansen and Carol Carter were in attendance and the results were another clean audit with no findings. The auditors will return later this year to complete the accountability portion.
- Amber stated that she attended the PNWA meeting and spoke to Colonel Bruce Estok about our wetland project. We will be writing letters to the Corps in Washington D.C. to encourage their support of this project.

PROPERTY MANAGER: Jed Crowther presented a written report and the following items were discussed; (written report available upon request).

- Jed reported that the Army Corps of Engineers awarded the Final Design contract to Tetra Tech for a 182 acre wetland. The Final Design kickoff meeting was held June 26th. This news moves the wetland project well toward construction. This project is ranked in the top 5% nationwide and will now become "shovel-ready".
- Jed stated that the Sunnyside School District exercised the option to purchase the land they have been leasing for the transportation facility. Steve is handling the closing on July 1st.

NOTICE ITEMS: Lower Valley Annual Meeting for the Board of YCDA/New Vision on July 12, 2012 at the New Grandview Community Center from 5:30 - 7:00 p.m.

July 12-14 is the WPPA Executive Directors meeting in Walla Walla.

July 16, 2012 is the unveiling of the Bonnie Dunbar statue at 5th & Franklin at 10 a.m. A reception will follow at the Holy Trinity Courtyard at 4th & Edison.

July 20, 2012 is the Port's Industry Appreciation BBQ at the Operations Office from 11:30 - 1:00.

July 22-24 is the WPPA Commissioners Meeting in Cle Elum.

GENERAL COMMENTS

STAFF COMMENTS:

Jed mentioned that he had attended the Brownfields & Land Revitalization Conference in Spokane.

Jed stated that formal results on the Carnation Property contamination analysis will be available in the near future.

COMMISSIONER COMMENTS:

Commissioner Grubenhoff expressed he was sorry to miss the WPPA Commissioner meeting on July 22 - 24 and hoped Commissioner Martin and Commissioner Matson will learn a lot and make some beneficial contacts.

Commissioner Martin commented that he sees good things happening at the Port and thanked the staff for their hard work and efforts. He said he is looking forward to an interesting year for the Port.

CITIZEN COMMENTS: None

ACTION ITEMS:

Commissioner Grubenhoff has noted that he has always recused himself from discussion and voting on the payments to Harold's Repair & 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 the minutes of the Port Meeting held on June 18, 2012 and payables in the amount of \$39,805.69 issued on June 25, 2012 and payroll in the amount of \$27,867.95 issued on June 20, 2012, totaling \$67,673.64. Commissioner Grubenhoff moved to approve, Commissioner Martin seconded, motion carried.

- Approve the Yakima County SIED Contract #YC WF 12 for a \$500,000 low interest loan for the wetland piping project and authorize Amber to sign on behalf of the Port. Commissioner Grubenhoff moved to approve, Commissioner Martin seconded, motion carried.
- Approve the lease agreement with YV Tech for the Skills/Vo-Tech Center and authorize Amber to sign on behalf of the Port. Commissioner Grubenhoff moved to approve, Commissioner Martin seconded, motion carried.
- Approve project acceptance on the Manhole Relining, by Realm, Inc. Commissioner Grubenhoff moved to approve, Commissioner Martin seconded, motion carried.

EXECUTIVE SESSION: Executive session was called to order at 5:48 p.m. by President Martin for rental property issues as allowed under RCW 42.30.110 subsection C. Session was expected to last 15 minutes. Session was extended an additional 15 minutes at 6:03 p.m. Session was extended an additional 5 minutes at 6:18 p.m. Session closed at 6:23 p.m. with no action required.

ADJOURNMENT: The Business Meeting was adjourned at 6:24 p.m., peace and harmony prevailing.

Arnold Martin, President

ATTEST:

Jeff Matson, Secretary