



## PORT OF SUNNYSIDE MINUTES OF THE BUSINESS MEETING

Held March 5, 2012

The March 5, 2012 Business Meeting was called to order at 5:15 p.m. by President Martin. The meeting was 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:  
Arnold Martin, Jim Grubenhoff, Jeff Matson, Commissioners;  
Amber Hansen, Executive Director  
Jed Crowther, Property, Development & Project Manager;  
Travis Jansen, Maintenance Manager;  
Vernita Coffey, Administrative Assistant; and  
Steve Winfree, Legal Counsel

List of guests available on request.

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

- ▶ Amber stated that there have been some responses to the advertisement for an Executive Director. Applications and resumes will be reviewed and the plan is to have someone on board by June/July.
- ▶ Amber reported that Senator Jim Honeyford was puzzled why the DOE bill was sent to the Capitol Budget Committee, where there was no vote and it died. This bill had no budget impacts which is why we do not understand why it was heard by that committee.
- ▶ Amber indicated that the City of Sunnyside is proceeding with the basic AWOS II that the FAA would fund. There was extensive discussion on where to locate it on our property, with underground utilities and other factors to be considered to determine the best place.

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

- ▶ Jed stated that the environmental and redevelopment report for Maul Foster & Alongi will be presented on April 16 at the Community Center. Commissioners discussed whether it should be held in conjunction with our Port Board Meeting or separately.

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

▶ Travis reported on the Stormwater Committee meeting he attended where they discussed the different methods of increasing the funding for the Stormwater Utility Account. Four options were presented and the City would like feedback before our next meeting March 7<sup>th</sup>. They intend to have a public hearing on the recommended proposal and presentation to the city council before the end of March. Commissioner Matson thanked Travis for being willing to participate in this process. Commissioner Martin echoed his appreciation to Travis.

NOTICE ITEMS: Port of Vancouver Centennial Public Tour taking place on March 15 at noon.

Sunnyside Chamber of Commerce Banquet on March 17<sup>th</sup>. Event begins at 5:30 p.m. at the former Denchel Building on 6<sup>th</sup> street.

New Vision Annual Meeting is on March 21<sup>st</sup> at the Yakima Convention Center, 10 North Eighth Street from 12:00 to 1:30 p.m.

#### GENERAL COMMENTS:

##### Staff Comments:

Vernita reported that four Port employees volunteered to be judges for the Sunnyside High School Senior Projects on the evening of February 28<sup>th</sup>. Those employees were Sandra Aparicio, Gary Holwegner, John Van Wingerden III and Vernita Coffey.

##### Commissioner Comments:

The Commissioners thanked Amber, Jed & Travis for their efforts and work on the Sunnyside Airport.

Commissioners expressed their appreciation to those employees who judged the Senior Projects.

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 February 20, 2012 and payables in the amount of \$36,135.96 issued on February 24, 2012 and payroll in the amount of \$35,412.66 issued on March 5 & 6, 2012 , totaling \$71,548.62. Commissioner Matson moved to approve, Commissioner Grubenhoff seconded, motion carried.

EXECUTIVE SESSION: Executive Session was called to order by President Martin at 6:08 p.m. to discuss legal and contract matters as allowed under RCW 42.30.110 subsections D & I. Session is expected to last 15 minutes. Session closed at 6:23 p.m. with an action item to follow.

ACTION ITEM:

Approve Site Investigation & Funding Agreement with Nestle Corporation and authorize Amber to sign on behalf of the Port. Commissioner Grubenhoff moved to approve, Commissioner Matson seconded, motion carried.

ADJOURNMENT: The Business Meeting was adjourned at 6:26 p.m., peace and harmony prevailing.

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Arnold Martin, President

ATTEST:

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Jeff Matson, Secretary