

# PORT OF SUNNYSIDE MINUTES OF THE BUSINESS MEETING

**Held March 18, 2013**

The March 18, 2013 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 2640 E. Edison Ave. Suite #1, Sunnyside, WA.

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

Arnold Martin, Jim Grubenhoff, Jeff Matson, Commissioners;

Jay Hester, Executive Director;

Jed Crowther, Property Development & Project Manager;

Robert Farrell, Port Engineer;

Gary Holwegner, Sprayfield Manager;

Travis Jansen, Maintenance Manager;

Vernita Coffey, Administrative Assistant; and

Steve Winfree, Port Legal Counsel

List of guests available on request.

**PORT ENGINEER:** Robert Farrell presented a written report; (written report available upon request).

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

- Gary reported that spring field work has started in earnest. Planting, rotating, weed control and soil sampling. He also stated that they have began the installation process of the automated irrigation system in fields B and F-S. He commented that he is very pleased with his crew who are reliable, dependable and hard workers. They require little supervision and manage their time well.

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

- Travis stated that in consideration of the increased traffic and parking requirements at our facility it may be a good idea to open up the pen area.

**NOTICE ITEMS:** Annual New Vision Meeting is on March 26, 2013 at the State Fair Park Room from 12 – 1:30 p.m.

**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effect for all future payables or other matters between the Port and the company, and the recusal shall continue until withdrawn by him.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 minutes of the Port Business Meeting held on March 4, 2013 and payables in the amount of \$135,319.05 issued on March 8, 2013 and payroll in the amount of \$36,557.74 issued on March 5, 2013 totaling \$171,876.79. Commissioner Matson moved to approve, Commissioner Grubenhoff seconded, motion carried.
- Approve Resolution 2013-02 "A Resolution of the Port of Sunnyside, Yakima County, Washington, approving and authorizing the Sunnyside Port District application for Supporting Investments in the Economic Development (SIED) funds for the Port Drive Rail Spur Project." Commissioner Grubenhoff moved to approve, Commissioner Matson, seconded, motion carried.
- Approve the purchase of the Auto-Analyzer pump unit, the chemistry test module, and the colorimeter in the amount of \$28,699.24 from Seal Analytical, Inc., including shipping and tax. Commissioner Matson moved to approve, Commissioner Grubenhoff seconded, motion carried.

**GENERAL COMMENTS:**

Staff Comments: Jay commented that he enjoyed the Chamber of Commerce Banquet.

Commissioner Comments: Commissioner Grubenhoff said he also enjoyed the banquet and appreciated receiving the Public Employee of the Year Award.

Commissioner Martin enjoyed the banquet as well and congratulated Commissioner Grubenhoff on his award and said that he was proud of him.

Citizen Comments: None

EXECUTIVE SESSION: Executive Session was called to order at 5:40 p.m. by President Martin to discuss a real estate issue as allowed by RCW 42.30.110 subsection C. Session was expected to last 20 minutes. Session was extended an additional 10 minutes at 6:00 p.m. Session was extended an additional 10 minutes at 6:10 p.m. Session was extended for an additional 5 minutes at 6:20. Session closed at 6:21 p.m.

ADJOURNMENT: The Business Meeting was adjourned at 6:22 p.m., peace and harmony prevailing.

ATTEST:

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Arnold Martin, President

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Jeff Matson, Secretary