

# PORT OF SUNNYSIDE MINUTES OF THE BUSINESS MEETING

Held May 20, 2013

The May 20, 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 Business Meeting:  
Arnold Martin, Jim Grubenhoff, Jeff Matson, Commissioners;  
Jay Hester, Executive Director;  
Robert Farrell, Port Engineer;  
Gary Holwegner, Sprayfield Manager;  
Travis Jansen, Maintenance Manager;  
Carol Carter, Finance Officer; and  
Steve Winfree, Port Legal Counsel

List of guests available on request.

**PRESENTATION:** Michael King of D.A. Davidson shared with the commissioners about the advantages of refinancing bonds in a market with historically low rates.

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

Approve Resolution 2013-04, "A Resolution of the Port of Sunnyside, Yakima County, Washington, approving and authorizing the Sunnyside Port District application for Community Economic Revitalization Board (CERB) funds for the Anaerobic System Project."  
Commissioner Grubenhoff moved to approve, Commissioner Matson seconded, motion carried.

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

Approve a contract with Biology, Soil and Water, Inc. for services relating to delineating the wetland in Field G, and mitigating construction impacts to it, if necessary, at a cost not to exceed \$17,500 and authorize Robert Farrell to sign on behalf of the Port. Commissioner Matson moved to approve, Commissioner Grubenhoff seconded, motion carried.

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

Gary reported that installation of 7500 feet of low voltage signal wire for the automated irrigation system in fields F-S and B has been completed.

Gary stated that the first cutting of the spray fields occurred today.

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

Approve a request from Pacific Power for an easement on the back, east, side of the 520 S. 7<sup>th</sup> Street property along the alley, due to the construction of the new fire station and authorize Jay Hester to sign on behalf of the Port. Commissioner Grubenhoff moved to approve, Commissioner Matson seconded, motion carried.

Approve a contract with Merck General Construction to replace the 1950 Ray Road house shake roof with a 30 year composition shingle in the amount of \$14,081.17 including tax and authorize Jed Crowther to sign on behalf of the Port. Commissioner Matson moved to approve, Commissioner Grubenhoff seconded, motion carried.

**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 May 6, 2013 and payables in the amount of \$122,242.05 issued on May 10, 2013 and payroll in the amount of \$30,038.54 issued on May 20, 2013 totaling \$152,280.59. Commissioner Matson moved to approve, Commissioner Grubenhoff seconded, motion carried.

**GENERAL COMMENTS:**

Staff Comments: Jay mentioned that the lab analyst position has been filled by new employee Scott Miller.


Travis reported that he and Carol attended the groundbreaking ceremony for the YV Tech Skill Center on Friday, May 17<sup>th</sup>.

Commissioner Comments: The Commissioners stated that the WPPA Spring Meeting was a good conference and very worthwhile to attend.

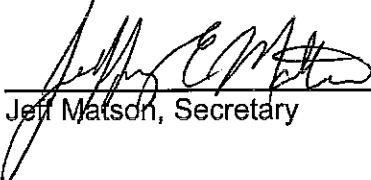
Citizen Comments: John Fannin of Daily Sun News asked who would be replacing Gerald Roy?

EXECUTIVE SESSION: Executive Session was called to order at 6:08 p.m. by President Martin to discuss a personnel issue as allowed by RCW 42.30.110 subsection G. Session was expected to last 5 minutes with no action required. Session closed at 6:13 p.m.

ADJOURNMENT: The Business Meeting was adjourned at 6:15 p.m., peace and harmony prevailing.

  
Arnold Martin, President

ATTEST:

  
Jeff Matson, Secretary