

PORT OF SUNNYSIDE MINUTES OF THE BUSINESS MEETING

Held October 23, 2013

The October 23, 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;
Jed Crowther, Property, Development & Project Manager;
Vernita Coffey, Administrative Assistant; and
Steve Winfree, Port Legal Counsel

List of guests available on request.

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

- Jay presented a copy of the proposed personnel policy changes. There were no issues at this time, but the commissioners will continue to review and provide feedback at the next business meeting.
- Jay provided an anaerobic digester project grant/loan funding and IWWTF reserve update and the commissioners stated they appreciated having a written report to view.
- Jay indicated that there is a PR Seminar on November 19th at the WPPA Annual Meeting that he may request one of the commissioners to attend as Jay plans to attend the Continuing Legal Education seminar the same day.

PROPERTY, DEVELOPMENT & PROJECT MANAGER: Jed Crowther presented a written report (written report available upon request).

NOTICE ITEMS:

Port Rate Hearing, Administration Office, November 5, 2013 at 10:00 a.m.

Annual WPPA Meeting, Hotel Murano, Tacoma, November 20-22, 2013

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effect for all future payables or other matters between the Port and the company, and the recusal shall continue until withdrawn by him.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 October 7, 2013 and payables in the amount of \$95,377.24 issued on October 10, 2013 and payroll in the amount of \$29,294.81 issued on October 18, 2013 totaling \$124,672.04. Commissioner Matson moved to approve, Commissioner Grubenhoff seconded, motion carried.
- Approve to complete all associated closing documents for the sale of house and 2 acres at 1950 Ray Road to Joseph Galviz and Barbara Williams for \$145,000.00 and authorize Jed to sign on behalf of the Port. Commissioner Matson moved to approve, Commissioner Grubenhoff seconded, motion carried.

GENERAL COMMENTS:

Staff Comments:

Commissioner Comments:

Commissioner Grubenhoff commented that he enjoyed the WPPA Small Ports Seminar that it was very informative, especially the Friday morning session.

Commissioner Martin expressed that he thought the WPPA Small Ports Seminar were good and well attended.

Citizen Comments: None

EXECUTIVE SESSION: Executive session was called to order at 5:33 p.m. by President Martin to discuss real estate as allowed by RCW 42.30.110 subsection C. Session was expected to last 10 minutes with a potential action item expected. Session closed at 5:43 p.m.

- Approve purchase of 5.47 acres from Union Pacific Railroad located on Duffy Road west of Sunnyside Mabton Highway for \$35,555.00 and authorize Jed to sign on behalf of the Port upon completion of legal review. Commissioner Grubenhoff moved to approve, Commissioner Matson seconded, motion carried.

ADJOURNMENT: The Business Meeting was adjourned at 5:44 p.m., peace and harmony prevailing.

ATTEST:

Arnold Martin, President

Jeff Matson, Secretary