

PORT OF SUNNYSIDE MINUTES OF THE BUSINESS MEETING

Held September 4, 2013

The September 4, 2013 Business Meeting was called to order at 5:16 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;
Travis Jansen, Maintenance Manager;
Vernita Coffey, Administrative Assistant; and
Steve Winfree, Port Legal Counsel

List of guests available on request.

Shane & Tina Mortensen of Integrity Driving and Gayle Hays of Sunnyside Beauty Academy were in attendance to express their concerns regarding the parking availability at the Horizon Building.

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

- Jay reported that Northwest Liquid Transport was able to mobilize this past Wednesday and started removing solids from Lagoon 2/3. This process has enabled us to handle the flow of the solids and not overwhelm the press and seems to have no negative impact on our Screw press.

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 Tri-City Business Journal called requesting an interview regarding the Anaerobic Digester System.

MAINTENANCE MANAGER: Travis Jansen presented a written report; (written report available upon request).

NOTICE ITEMS:

Environmental Seminar, Vancouver Hilton September 26-27. 2013

Small Ports Seminar, Enzian Inn, Leavenworth, October 17-18, 2013

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

ACTION ITEMS:

- The consent agenda includes minutes of the Port Business Meeting held on August 19, 2013 and payables in the amount of \$86,144.07 issued on August 21, 2013 and payroll in the amount of \$30,115.25 issued on August 20, 2013 totaling \$116,259.32. Commissioner Matson moved to approve, Commissioner Grubenhoff seconded, motion carried.
- Approval of Resolution 2013-05 “ A Resolution declaring excess personal property and authorizing the disposal of excess personal property”. Commissioner Grubenhoff moved to approve, Commissioner Matson seconded, motion carried.
- Approval of Port Issuance Compliance Policy for Governmental Bonds. Commissioner Matson moved to approve, Commissioner Grubenhoff seconded, motion carried.
- Approval of Port Issuance Compliance Policy for Private Activity Bonds. Commissioner Grubenhoff moved to approve, Commissioner Matson seconded, motion carried.
- Approval of Work Order #07 by Maul, Foster & Alongi on a time and materials basis, in an estimated amount of \$76,080, for oversight of implementation of the soil removal action, waste barrel removal, and groundwater monitoring and authorize Jed Crowther to sign on behalf of the Port. Commissioner Matson moved to approve, Commissioner Grubenhoff seconded, motion carried.
- Approval of lease with Valley Theatre in the amount of \$190.42 per month for industrial/storage space in the shop located at 3251 Sunnyside/Mabton Hwy., Sunnyside, WA and authorize Jed Crowther to sign on behalf of the Port. Commissioner Grubenhoff moved to approve, Commissioner Matson seconded, motion carried.
- Approval of contract with Tri-Valley Construction for asbestos abatement for the house located at 2711 Sunnyside/Mabton Hwy., Sunnyside, WA in the amount of \$5,480.00 and authorize Jed Crowther to sign on behalf of the Port. Commissioner Matson moved to approve, Commissioner Grubenhoff seconded, motion carried.
- Approval of contract with Russell Crane Service, Inc. for demolition of house located at 2711 Sunnyside/Mabton Hwy., Sunnyside, WA in the amount of \$6,528.00 and authorize Jed Crowther to sign on behalf of the Port. Commissioner Grubenhoff moved to approve, Commissioner Matson seconded, motion carried.
- Approval of contract with Black River Sealcoating for cleaning, striping and sealcoat of parking lot located at 2640 E. Edison Ave., Sunnyside, WA in the amount of \$9,651.00 including tax and authorize Jed Crowther to sign on behalf of the Port. Commissioner Matson moved to approve, Commissioner Grubenhoff seconded, motion carried.

GENERAL COMMENTS:

Staff Comments:

Vernita read a note received from Natural Selection Farms thanking the Commissioners and Staff for a very enjoyable BBQ Event and they appreciated the thought and effort that went into the day.

Steve Winfree commented he believed the concerns that were presented tonight regarding the Golob Landing parking lot were professional and it looks promising that this issue will be resolved.

Commissioner Comments:

Commissioner Grubenhoff stated that Greg Robertson of Bleyhl has really enjoyed working with the Port on the second Rail Spur project and thanked the Commissioners and Staff for their efforts. He also stated that he had a productive meeting and good refresher course with Carol on the budget and financial aspect of the rate structure.

Commissioner Matson stated he and his brother had a good ten day motorcycle trip to Yellowstone National Park.

Commissioner Martin reported on his mint harvest and concerns for the predicted thunderstorms for this week.

Citizen Comments: None

EXECUTIVE SESSION: Executive session was called to order at 6:10 p.m. by President Martin to discuss legal and real estate as allowed by RCW 42.30.110 subsections I & C respectively. Session was expected to last 20 minutes. Session was extended an additional 10 minutes at 6:30 p.m. Session was extended an additional 10 minutes at 6:40 p.m. Session closed at 6:50 p.m., with no action required.

ADJOURNMENT: The Business Meeting was adjourned at 6:51p.m., peace and harmony prevailing.

ATTEST:

Arnold Martin, President

Jeff Matson, Secretary