



MINUTES OF THE BUSINESS MEETING
Held April 17, 2017

The April 17, 2017 Business Meeting was called to order at 5:15 p.m., by President Matson. The meeting was held at the Port of Sunnyside's Administration Office located at: 2640 E. Edison Avenue, Ste. 1, Sunnyside, WA.

Commissioners and Staff present at the Business Meeting:

Jeff Matson, Commission President
Arnold Martin, Commission Vice President
Jim Grubenhoff, Commission Secretary
Jay Hester, Executive Director
Bob Farrell, Port Engineer – excused absence
Travis Jansen, Project Manager – excused absence
Gary Holwegner, Sprayfield Manager
Lucia Navarro, Administrative Assistant
Rob Faber, Legal Counsel

CITIZEN COMMENTS: None

EXECUTIVE DIRECTOR: The following items were discussed.

- Jay presented Resolution 2017-04, A Resolution Establishing Rules and Regulations for Reimbursement of Travel and Other Business Expenses incurred on behalf of the Port of Sunnyside.

PROJECT MANAGER: A typed memo was presented and the following items were discussed; (a copy of the memo is available upon request).

- Jay discussed the building demolition bids for the Golden Coin Building Project that were received from a total of three contractors on April 12, 2017. The lowest bid came in at \$38,455.00 plus tax from Russell Crane Services. Commissioner Matson commented that it appeared to be a reasonable bid.
- Banlin Construction submitted change order No. 5 for an additional 9 days on the Water Department construction project due to delays caused by the severe weather conditions this past winter.

PORT ENGINEER: A typed memo was presented and the following items were discussed; (a copy of the memo is available upon request).

- Bob was absent due to illness. Gary shared that the source of the high ph levels coming in from an industry has been addressed by the industry and the ph levels have since decreased in the water they are sending to the IWWTF. Jay mentioned that the Port is looking into real time equipment to monitor the discharge that is being sent to the IWWTF in real time to address future issues more efficiently. He stated that these upgrades in equipment will be beneficial to the Port and the industries we serve.

SPRAYFIELD MANAGER: A typed memo was presented and the following items were discussed; (a copy of the memo is available upon request).

- Gary stated that they are ready to begin watering. They are currently waiting for things to dry out and in the meantime they have started weed control out in the sprayfields.
- Resolution 2017-03 was presented to address the need to surplus/dispose of assets.

GENERAL COMMENTS:

Staff Comments: None

Commissioner Comments: Commissioner Grubenhoff stated that he enjoyed attending the Spirit of Sunnyside Awards Banquet this past Saturday. He stated it was hosted by the Miss Sunnyside Committee and it had a great turnout.

Commissioner Matson stated that he had a good time at the Spirit of Sunnyside Awards Banquet and it was a good event.

Commissioner Martin also stated that he enjoyed attending the Spirit of Sunnyside Awards Banquet.

Legal Comments: Rob stated that there is no new developments to report out of the land sale to Darigold. They are still waiting on a report from the Department of Ecology. Rob mentioned that the additional land to be sold to Darigold will need to be surplused by the Port within the next two months.

ACTION ITEMS:

- The consent agenda includes:

Minutes of the business meeting held on April 3, 2017 and Special Meeting Minutes held on April 7, 2017. Payroll issued on April 5, 2017 in the amount of \$42,345.57, payables issued on April 10, 2017 in the amount of \$530,975.40, totaling \$573,320.97. Commissioner Martin moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.

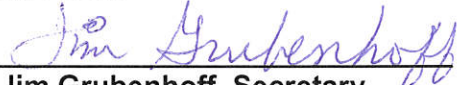
- Motion to approve Resolution 2017-04 A Resolution Establishing Rules and Regulations for Reimbursement of Travel and other Business Expenses Incurred on Behalf of the Port of Sunnyside. Commissioner Grubenhoff moved to approve, Commissioner Martin seconded. Motion approved 3-0.
- Motion to award the demolition bid for the Golden Coin building at 501 E. Edison Ave., to Russell Crane Services Inc., in the amount of \$38,455.00 plus tax and authorize Travis Jansen to sign on behalf of the Port. Commissioner Martin moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.
- Motion to approve Change Order No. 5 with Banlin Construction for an additional 9 contract days and authorize Travis Jansen to sign on behalf of the Port. Commissioner Grubenhoff moved to approve, Commissioner Martin seconded. Motion approved 3-0.
- Motion to approve Resolution 2017-03 A Resolution Declaring Excess Personal Property and Authorizing the Disposal of Excess Personal Property. Commissioner Martin moved to approve. Commissioner Grubenhoff seconded. Motion approved 3-0.

EXECUTIVE SESSION: The executive session was called to order at 5:45 p.m. by President Matson to discuss Real Estate Issues as allowed by RCW: 42.30.110 Subsection C. The session was expected to last 2 minutes. The session ended at 5:52 p.m.

ADJOURNMENT: The Business Meeting was adjourned at 5:53 p.m., peace and harmony prevailing.



Jeff Matson, President

ATTEST:


Jim Grubenhoff, Secretary