



**MINUTES OF THE BUSINESS MEETING**  
Held November 20, 2017

The November 20, 2017 Business Meeting was called to order at 5:21 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  
Lucia Navarro, Administrative Assistant  
Rob Faber, Legal Counsel

**Citizen Comments:** None

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

- Jay discussed the need to purchase new samplers for the IWWTF. He stated that the last time these items were purchased was 20+ years ago. Commissioner Matson asked how many samplers would be replaced by this purchase. Jay responded that all the components would be replaced. Commissioner Matson liked the purchase plan and agreed that the Port should continue to do things right so that the systems can continue to run right.
- Jay presented the license agreement for the rental of property at 501 E. Edison Ave. Commissioner Martin asked if the Port is safe to rent the space out to the public. Rob responded that as long as we require liability insurance and include the indemnify clause in the agreement then the Port is safe from any liability. Commissioner Matson stated that Centennial Square has many more amenities than the Port's property so he thinks the rental fee should reflect that.

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

- Jay discussed that the Port is trying to lock in the price of the new pivot for the B field which is why the motion is being brought to the Commission tonight. Commissioner Grubenhoff asked if this pivot will be smaller than the one the Port currently owns. Jay responded no, the new pivot will be about the same size as the one the Port already has.

**GENERAL COMMENTS:**

**Staff Comments:** Lucia reminded the Commission that there is a meeting scheduled on Monday, December 4, 2017 at 6 p.m. for the Sunnyside Industrial Development Corporation (SIDC) to review the Ostrom's deal. Commissioner Grubenhoff asked if a lunch meeting was needed before 12/4/17

to discuss the all of the new developments of the deal since the last SIDC meeting on 9/11/17. Rob stated that he will contact Cynthia Weed and inform the counsel if a lunch meeting is necessary.

Commissioner Matson asked if the next Port meeting scheduled for 12/4/17 needs to be rescheduled as to not interfere with the upcoming SIDC meeting on the same day. Rob stated he will look into this issue to see if it is better to cancel the meeting and call a special meeting for the following day or adjourn the meeting on 12/4/17 and continue on 12/5/17.

**Legal Comments:** None

**Commissioner Comments:** Commissioner Grubenhoff wished everyone a Happy Thanksgiving. Commissioner Martin also wished everyone a Happy Thanksgiving. Commissioner Matson shared that he enjoyed his time at the Annual Meeting at the Motif Hotel in Seattle last week. He stated that it was a good meeting that was well attended.

**ACTION ITEMS:**

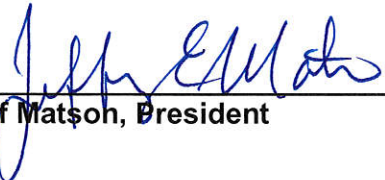
- The consent agenda includes:

Minutes of the Business Meeting held on November 6, 2017 and minutes of the Business Meeting held on November 7, 2017. Payables issued on November 10, 2017 in the amount of \$419,934.23, Payroll issued on November 20, 2017 in the amount of \$32,345.72, totaling \$452,279.95. Commissioner Martin moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.

- Motion to approve the purchase of new samplers for the IWWTF in the amount of \$86,787.03 and authorize Jay Hester to sign on behalf of the Port. Commissioner Grubenhoff moved to approve, Commissioner Martin seconded. Motion approved 3-0.
- Motion to approve the replacement of flow recorders at the IWWTF in the amount of \$25,840.00 plus tax and shipping costs and authorize Jay Hester to sign on behalf of the Port. Commissioner Martin moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.
- Motion to approve the license agreement form for property located at 509 E Edison Ave. Commissioner Grubenhoff moved to approve. After a discussion regarding whether or not this motion did in fact need to be approved by the Commission the motion died due to a lack of a second.
- Motion to approve the lease with the Miss Sunnyside Committee and authorize Jay Hester to sign on behalf of the Port. Commissioner Grubenhoff moved to approve, Commissioner Martin seconded. Motion approved 3-0.

**EXECUTIVE SESSION:** None

**ADJOURNMENT:** The Business Meeting adjourned at 6:04 p.m., peace and harmony prevailing.

  
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Jeff Matson, President

**ATTEST:**

  
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Jim Grubenhoff, Secretary