



MINUTES OF THE BUSINESS MEETING
Held September 4, 2018

The September 4, 2018 Business Meeting was called to order at 5:15 p.m., by President Martin. 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:

Arnold Martin, Commission President
Jim Grubenhoff, Commission Vice President
Tyler Schilperoort, Commission Secretary
Jay Hester, Executive Director
Travis Jansen, Project Manager
Nicole Jech, Finance Officer
Lucia Navarro, Administrative Assistant
Rob Faber, Legal Counsel

GUESTS: Jenna Jech

DISCUSSION/ACTION ITEMS:

FINANCE OFFICER:

- Nikki presented a draft of the 2019 budget to the Commissioners. She shared that no major changes are forecasted for the upcoming year. Jay stated that the capital projects are still being discussed and he expects to have a better estimate at the next meeting.

EXECUTIVE DIRECTOR:

- Jay reminded the Commissioners about the upcoming CERB reception on September 19th with the board meeting and tour occurring the following day September 20th. Commissioner Grubenhoff stated he is interested in attending the meeting or tour but cannot commit the whole day. Commissioner Martin asked if a special meeting needs to be called if all Commissioners plan on attending. Jay responded that no special meeting is necessary since no Port business decisions will be made during this event. Commissioner Schilperoort asked if all the Commissioners are allowed to attend this event. Commissioner Martin stated he would like more information regarding this issue. Rob shared that in his opinion Jay is correct in stating that no special meeting is necessary for all Commissioners to be in attendance during this event. He stated that he will gather the information that supports this statement and provide it to the Commissioners.

PROJECT MANAGER:

- Travis shared that the rail switch for the Nutrien property is expected to be delivered soon. He stated that the project is on schedule to be completed by October. He also mentioned the Ostrom property is expected to receive shipping containers full of their buildings and parts in November. Lastly, The Eye Center property is going up quickly,

as the framing of the facility is being built.

GENERAL COMMENTS:

Staff Comments: None

Legal Comments: None

Commissioner Comments: Commissioner Grubenhoff shared that he had a wonderful Labor Day Weekend.

ACTION ITEMS:

- The consent agenda includes:

Minutes of the Business Meeting held on August 20, 2018. Payroll issued on August 20, 2018 in the amount of \$34,756.98, payables issued on August 24, 2018 in the amount of \$129,615.03, totaling \$164,372.01. Commissioner Grubenhoff moved to approve, Commissioner Schilperoort seconded. Motion approved 3-0.

EXECUTIVE SESSION: The Executive Session was opened at 5:51 p.m. by President Martin to discuss real estate and legal issues as allowed by RCW 42.30.110 subsection C & I respectively. The session was expected to last 10 minutes. At 6:01 p.m. the session was extended for ten minutes by President Martin. At 6:11 p.m. another ten minute extension was called by President Martin. At 6:21 p.m. President Martin called for a 9 minute extension to the session. The session closed at 6:30 p.m.

ADJOURNMENT: The Business Meeting adjourned at 6:31 p.m., peace and harmony prevailing.



Arnold Martin, President

ATTEST:



Tyler Schilperoort, Secretary