



**MINUTES OF THE BUSINESS MEETING**  
**Held August 5, 2019**

The August 5, 2019 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  
Lucia Navarro, Administrative Assistant  
Rob Faber, Legal Counsel

**GUESTS:** None

**Citizen Comments:** No citizens present for comments.

**DISCUSSION/ACTION ITEMS:**

**EXECUTIVE DIRECTOR:**

- Resolution 2019-06 was discussed. This resolution will update the Commissioner's monthly salary from \$254.00 to \$454.00. The per diem rate will also see a small increase, from \$114.00 to \$128.00. The per diem rate will become effective immediately while the salary will not be effective until after a commissioner is re-elected to his post.
- Resolution 2019-07 was presented for approval. This resolution allows the Port to accept a grant/loan combination of funding from the SIED board. Revenues from the Industrial Waste Water Treatment Facility will be utilized to pay back the loan.

**PROJECT MANAGER:**

- Travis provided a brief update on current Port projects. He shared that all projects are moving forward and on track to meet their individual deadlines. The projects that were discussed were the following; Flare Project for the IWWTF, UV/Disinfection System for the IWWTF, Airport Hanger, Miles Smith Property, and the Electric Vehicle Charging Station.

**GENERAL COMMENTS:**

**Staff Comments:** None

**Legal Comments:** None

**Commissioner Comments:** Commissioner Grubenhoff stated he had a nice time away last week.

Commissioner Schilperoort shared that he had a wonderful 2 weeks off in Europe.

Commissioner Martin stated he has been very busy with farm work these past few weeks.

**ACTION ITEMS:**

- The consent agenda includes:

Minutes of the Business Meeting held on July 15, 2019. Payroll issued on July 19, 2019 in the amount of \$39,606.19, payables issued on July 25, 2019 in the amount of \$197,064.05, payroll issued on August 5, 2019 in the amount of \$43,078.83. totaling \$279,749.07. Commissioner Grubenhoff moved to approve, Commissioner Schilperoort seconded. Motion approved 3-0.

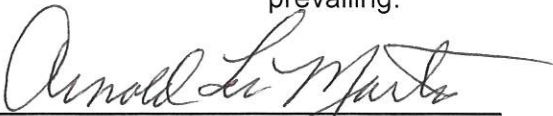
- Motion to approve Resolution 2019-06 A Resolution of the Commissioners of the Port of Sunnyside approving Commissioner Compensation. Commissioner Schilperoort moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.

- Motion to approve Resolution 2019-07 A Resolution of the Port Commission of the Port of Sunnyside, Washington, authorizing the Port to accept a grant of \$500,000 and to borrow \$500,000 from Yakima County's Supporting Investments for Economic Diversification program to pay for the cost of improvements to the Port's industrial waste water treatment facility. Commissioner Grubenhoff moved to approve, Commissioner Schilperoort seconded. Motion approved 3-0.

Jay stated that he would like to add personnel to the topics to be discussed during the executive session.

**EXECUTIVE SESSION:** The Executive Session was opened at 6:06 p.m. by President Martin to discuss Real Estate, Personnel, and Legal issues as allowed by RCW: 42.30.110 Subsection C, G, and I respectively. The session was expected to last 10 minutes. At 6:16 p.m. Commissioner Martin called for a 5 minute extension. The session closed at 6:21 p.m.

**ADJOURNMENT:** The Business Meeting adjourned at 6:25 p.m., peace and harmony prevailing.

  
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Arnold Martin, President

**ATTEST:**  
  
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Tyler Schilperoort, Treasurer