



MINUTES OF THE BUSINESS MEETING
Held December 2, 2019

The December 2, 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
Lucia Navarro, Administrative Assistant
Rob Faber, Legal Counsel

GUESTS: None

CITIZEN COMMENTS: None

DISCUSSION/ACTION ITEMS:

EXECUTIVE DIRECTOR:

- The property at 400 S 6th Street was discussed. Jay shared that the plan is still to move forward with acquiring the property if the IPG review proves fruitful.
- The annual end of year resolutions were presented for approval. These resolutions take care of wrapping up the year and allow the Port to be ready for regular business in 2020. Commissioner Schilperoort asked if any of the items listed on the surplus list for Resolution 2019-16 can be sold. Jay responded that most of the items will be recycled as they are at the end of their useful life.
- The lease renewal with Integrity Driving School was presented for approval. The new lease will be effective January 1, 2020 and will now include the classroom that is currently occupied by Elite Cosmetology.

GENERAL COMMENTS:

Staff Comments: Jay commented that during a recent discussion with City Manager Martin Casey it was disclosed that the City has been approved for funding to pave Midvale Road in 2023. Another item that was discussed was the recent submittal of an application for CERB funding for the Midvale Industrial Park. These funds will support the ongoing research for bringing all utilities out to this site.

Legal Comments: None

Commissioner Comments: Commissioner Grubenhoff stated he had a good time at the Annual

Meeting as it was very informative and worth the travel to network with other Port members. He also commented that he would like the Port to consider beginning the meetings in 2020 with a flag salute.

Commissioner Schilperoort stated he had a great time at the Annual Meeting and he was proud to be named Port of the Year.

Commissioner Martin stated he agreed with both commissioners previous comments.

ACTION ITEMS:

- The consent agenda includes:

Minutes of the Business Meeting held on November 18, 2019. Payroll issued on November 20, 2019 in the amount of \$36,808.41, payables issued on November 25, 2019 in the amount of \$116,132.58, totaling \$152,940.99. Commissioner Grubenhoff moved to approve, Commissioner Schilperoort seconded. Motion approved 3-0.

- Motion to approve the Option Agreement with Donald Copp regarding Yakima County Parcel Numbers 221025-24512 and 221025-24511 and authorize Jay Hester to sign on behalf of the Port. Commissioner Schilperoort moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.
- Motion to approve the Memorandum of Option Agreement with Donald Copp for Yakima County Parcel Numbers 221025-24512 and 221025-24511 and authorize Jay Hester to sign on behalf of the Port. Commissioner Grubenhoff moved to approve, Commissioner Schilperoort seconded. Motion approved 3-0.
- Motion to approve the Real Property Purchase and Sale Agreement with Donald Copp for Yakima County Parcel Numbers 221025-24512 and 221025-24511 and authorize Jay Hester to sign on behalf of the Port. Commissioner Schilperoort moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.
- Motion to approve Resolution 2019-16, A Resolution Declaring Excess Property and Authorizing the Disposal of Excess Personal. Commissioner Grubenhoff moved to approve, Commissioner Schilperoort seconded. Motion approved 3-0.
- Motion to approve Resolution 2019-17, A Resolution Appointing the Port Auditor. Commissioner Schilperoort moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.
- Motion to approve Resolution 2019-18, A Resolution of The Port of Sunnyside Electing Officers; Appointing a Trustee and Alternate Trustees of the Washington Public Ports Association; Establishing Regular Meeting Places and Times; Appointing the Investment Officer and Deputy Investment Officer; Authorizing the Port District Executive Director / Auditor or Port Finance Officer to Make Inter-Fund Transfers. Commissioner Grubenhoff moved to approve, Commissioner Schilperoort seconded. Motion approved 3-0.
- Motion to approve Resolution 2019-19, A Resolution for the Delegation of Authority. Commissioner Schilperoort moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.

- Motion to approve Resolution 2019-20, A Resolution Updating the Port's Personnel Policy. Commissioner Grubenhoff moved to approve, Commissioner Schilperoort seconded. Motion approved 3-0.
- Motion to approved the rental lease with Integrity Driving School and authorize Jay Hester to sign on behalf of the Port. Commissioner Schilperoort moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.

EXECUTIVE SESSION: None

ADJOURNMENT: Commissioner Schilperoort made a motion to adjourn to meet again on Monday, December 16, 2019 at 5:15 p.m. Commissioner Grubenhoff seconded. Motion approved 3-0.



Arnold Martin, President

ATTEST: 

Tyler Schilperoort, Treasurer