



MINUTES OF THE BUSINESS MEETING
Held March 15, 2021

The March 15, 2021 Business Meeting was called to order at 5:15 p.m., by President Grubenhoff. The meeting was held at the Port of Sunnyside's Business Administration Office located at 2640 E. Edison Avenue, Suite 1, Sunnyside, WA.

Commissioners and Staff present at the Business Meeting:

Jim Grubenhoff, Commission President
Tyler Schilperoort, Commission Vice President
Arnold Martin, Commission Secretary
Jay Hester, Executive Director
Travis Jansen, Project Manager
Karen Hofmann, Director of Finance & Administration
Nikki Jech, Communications Director
Lucia Navarro, Administrative Assistant
Rob Faber, Legal Counsel

GUESTS: None

GUESTS COMMENTS: None

DISCUSSION/ACTION ITEMS:

ACTION ITEMS:

- The consent agenda includes:

Minutes of the Business Meeting held on March 1, 2021. Payroll issued on March 5, 2021 in the amount of \$44,417.94, payables issued on March 10, 2021 in the amount of \$375,947.47, totaling \$420,365.41. Commissioner Martin moved to approve; Commissioner Schilperoort seconded. Motion approved 3-0.

EXECUTIVE DIRECTOR

- Jay provided an update on the Airport Hangar lease. The lease has been drafted and submitted to the City of Sunnyside for approval. Once approved, Port staff will be able to move forward with the Department of Commerce grant.
- Resolution 2021-01 was presented for approval. The resolution will allow for the disposal of excess property that has either reached its useful life or is no longer in use.

PROJECT MANAGER

- Travis provided an update on the MBR project. He shared that the floor is scheduled to be poured on March 29th. The structural steel for the project will be arriving next week. The contractors are working hard to get all of the supplies shipped in time to keep the project moving forward.
- Change orders for additional insulation and updates to the COW water line were presented for approval. The additional insulation will increase performance at the new building. The updates to the COW water line will allow the Port to simultaneously discharge COW water and Lagoon 4 water to Lagoon 2/3.

GENERAL COMMENTS:

Staff Comments: Lucia shared that WPPA will have a presentation on Zoom to review the recently approved American Rescue Plan on Thursday at 12:00 pm. The meeting will be broadcast in the Conference Room.

Karen provided an update on the FCS tax review. She stated that the team is still working on gathering information to reduce the Port's tax responsibility to the Department of Revenue. While nothing has been finalized yet, the information looks promising.

Jay informed the Commissioners that he is still working on annexing the recently obtained Mensonides property into city limits. He is working with the City on information to present to the property owners.

Commissioner Comments: Commissioner Schilperoort commented that he is enjoying the longer days that has come with the recent spring weather.

EXECUTIVE SESSION: The Executive Session was opened at 5:57 p.m. by President Grubenhoff to discuss Real Estate and Legal issues as allowed by RCW 42.30.110 subsection C and I respectively. The session was expected to last five minutes with no action expected to be taken. The session ended at 6:02 p.m.

ADJOURNMENT: The Business Meeting adjourned at 6:03 p.m., peace and harmony prevailing.



Jim Grubenhoff, President

ATTEST:


Arnold Martin, Treasurer