



MINUTES OF THE BUSINESS MEETING
Held July 6, 2021

The July 6, 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 – excused absence
Arnold Martin, Commission Secretary
Jay Hester, Executive Director
Travis Jansen, Project Manager
Cory Wilson, Plant Operator
Karen Hofmann, Director of Finance & Administration
Lucia Navarro, Administrative Assistant
Rob Faber, Legal Counsel

GUESTS: None

GUESTS COMMENTS: None

DISCUSSION / ACTION ITEMS:

EXECUTIVE DIRECTOR

- **LTI** – An extension of the property sale was required, as the agreement was set to expire on June 30, 2021. Additional requirements by the railroad have slowed down the process of this property deal. Port staff will continue to work with Railroad representatives to move this property deal forward.
- **Varietal Lease** – The new lease terms have been discussed and agreed upon with the tenant. Construction will not begin until the lease is signed and fully executed.

PROJECT MANAGER

- **MBR** – The project is still moving forward despite some shipping delays. There is still a good chance that the project will be up and running by late fall 2021. Rotschy has received letters from some of their contractors claiming “Force Majeure” for items that cannot be received as a result of the COVID-19 pandemic. Rotschy has been able to find alternative items for this project to keep it moving along in an effort to meet or at least stay close to the original completion date.

GENERAL COMMENTS:

Staff Comments: Cory stated that treatment at the plant is going well.

Jay commented that Commissioner Schilperoort should be on his way home soon.

Commissioner Comments

Commissioner Martin stated that the weather has been quite hot during this last week of mint harvest.

Commissioner Grubenhoff stated that he had a good 4th of July holiday. He also stated he is glad to hear that Commissioner Schilperoort is doing better and he wishes him the best.

ACTION ITEMS:

- The consent agenda includes:


Minutes of the Business Meeting held on June 21, 2021. Payables issued on June 25, 2021 in the amount of \$107,664.89, payroll issued on July 2, 2021 in the amount of \$47,330.91, totaling \$154,995.80. Commissioner Martin moved to approve; Commissioner Grubenhoff seconded. Motion approved 2-0.
- Motion to approve the lease with North First Industries and authorize Jay Hester to sign on behalf of the Port. Commissioner Martin moved to approve; Commissioner Grubenhoff seconded. Motion approved 2-0.
- Motion to approve Change Orders 008, 009, and 010 from Rotschy, Inc. in the amount of \$22,419.75 plus tax for the MBR System Project. Commissioner Martin moved to approve; Commissioner Grubenhoff seconded. Motion approved 2-0.
- Motion to approve the 3rd Extension Agreement to Commercial & Investment Real Estate Purchase and Sale Agreement and 2nd Amendment to Ground Lease, between Port, as Seller/Landlord, and 125 Alexander Road, Sunnyside, LLC, as buyer/Tenant, and ratify Jay Hester's signature on behalf of the Port. Commissioner Martin moved to approve, Commissioner Grubenhoff seconded. Motion approved 2-0.

EXECUTIVE SESSION: None

ADJOURNMENT: The Business Meeting adjourned at 5:42 p.m., peace and harmony prevailing.



Jim Grubenhoff, President

ATTEST:


Arnold Martin, Treasurer