



MINUTES OF THE BUSINESS MEETING
Held October 18, 2021

The October 18, 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
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:

EXECUTIVE DIRECTOR

- **Varietal Beer Co** – A written request to waive their late fees was received on October 7, 2021. The late fees were incurred as a result of their rent payments arriving after the due date in July, August and September. Commissioners discussed the request. After the discussion, all three commissioners agreed that the late fees would not be waived.
- **Klompe Lease** – This lease is for the spray fields and will go into effect in 2022. All three commissioners were in favor of approving this lease.
- **Berg Lease** – This lease is for a section of farm ground off of Alexander Road, on the Mensonides property. This farmer has been farming this property for several years prior to the Port purchasing it in 2020.
- **Gonzalez PSA** – This purchase and sale agreement is with Carolyn Gonzalez for a portion of land next to the Truss Way property. The exact square footage and purchase price have been discussed at length in previous meetings.

DIRECTOR OF FINANCE

- **2022 Budget Update** – Karen shared the latest version of budget documents for 2022. She stated that the minor changes in the budget are due to the upcoming spray field changes that will take effect in 2022.

Staff Comments: Jay commented that he has been working with City of Sunnyside officials on a new potential business for Sunnyside. The Port and the City have discussed sharing the cost of extending services out to the Mensonides property if this company decided to land in Sunnyside. Even if the company decides to land elsewhere, it will be worth looking into to get the property shovel ready. City officials are on board to share the costs based on the property and sales tax that they will receive when a company does land on the property. It will be hard to sell the property if it is not shovel ready.

Commissioner Comments: Commissioner Martin stated that he is looking forward to Small Ports. He stated that it should be interesting and beneficial for everyone.

ACTION ITEMS:

- The consent agenda includes:

Minutes of the Business Meeting held on October 4, 2021. Payroll issued on October 5, 2021 in the amount of \$46,957.09, payables issued on October 6 – 8, 2021 in the amount of \$797,429.72, totaling \$844,386.81. Commissioner Martin moved to approve; Commissioner Schilperoort seconded. Motion approved 3-0.
- Motion to approve Resolution 2021-07, A Resolution of the Commissioners of the Port of Sunnyside Approving Commissioner Compensation. Commissioner Schilperoort moved to approve; Commissioner Martin seconded. Motion approved 3-0.
- Motion to approve the lease with Klompe Dairy LLC and authorize Jay Hester to sign on behalf of the Port. Commissioner Martin moved to approve; Commissioner Schilperoort seconded. Motion approved 3-0.
- Motion to approve the lease with Naron Berg and authorize Jay Hester to sign on behalf of the Port. Commissioner Schilperoort moved to approve; Commissioner Martin seconded. Motion approved 3-0.
- Motion to approve the Real Estate Purchase and Sale Agreement with Carolyn Gonzalez and authorize Jay Hester to sign on behalf of the Port. Commissioner Martin moved to approve; Commissioner Schilperoort seconded. Motion approved 3-0.

EXECUTIVE SESSION: The Executive Session was opened at 5:58 p.m. by President Grubenhoff to discuss Real Estate, Personnel and Legal issues as allowed by RCW 42.30.110 subsections C, G, and I respectively. The session was expected to last 10 minutes with no action expected to be taken. The session ended at 6:08 p.m.

ADJOURNMENT: The Business Meeting adjourned at 6:09 p.m., peace and harmony prevailing.



Jim Grubenhoff, President

ATTEST:


Arnold Martin, Treasurer