



MINUTES OF THE BUSINESS MEETING
Held November 15, 2021

The November 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
Karen Hofmann, Director of Finance & Administration
Lucia Navarro, Administrative Assistant
Steve Winfree, Legal Counsel

GUESTS: None

GUESTS COMMENTS: None

DISCUSSION / ACTION ITEMS:

EXECUTIVE DIRECTOR

- **Year End Resolutions** – The annual year end resolutions were presented for approval. Jay shared that these are all annual housekeeping resolutions that are passed every year and that nothing has changed other than dates for next year.

Staff Comments: Jay commented that the WPPA Annual meeting is quickly approaching at the end of the month. He shared that he has been asked to be on panel to discuss real estate.

Commissioner Comments: Commissioner Martin stated that he had a good trip to Mesa, AZ last week and he had a good visit with Amber and Dave.

Commissioner Grubenhoff commented that it is very nice to have Steve Winfree at the meeting tonight. He wished everyone a wonderful Thanksgiving Holiday next week.

ACTION ITEMS:

- Motion to approve Resolution 2021-12 Appointing the Port Auditor. Commissioner Martin moved to approve. Motion not seconded; Motion failed.
- The consent agenda includes:

Minutes of the Business Meeting held on November 1, 2021 and minutes of the Meeting held on November 2, 2021. Payroll issued on November 5, 2021 in the amount of \$44,663.77, payables issued on November 10, 2021 in the amount of \$753,483.80,

totaling \$798,147.57. Commissioner Schilperoort moved to approve; Commissioner Martin seconded. Motion approved 3-0.

- Motion to approve Resolution 2021-12 Appointing the Port Auditor. Commissioner Martin moved to approve, Commissioner Schilperoort seconded. Motion approved 3-0.
- Motion to approve Resolution 2021-13, 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 Executive Director / Auditor or Port Finance Officer to Make Inter-Fund Transfers. Commissioner Schilperoort moved to approve, Commissioner Martin seconded. Motion approved 3-0.
- Motion to approve Resolution 2021-14, A Resolution for the Delegation of Authority. Commissioner Martin moved to approve, Commissioner Schilperoort seconded. Motion approved 3-0.

EXECUTIVE SESSION: None

ADJOURNMENT: The Business Meeting adjourned at 5:43 p.m., peace and harmony prevailing.



Jim Grubenhoff, President

ATTEST:


Arnold Martin, Treasurer