



MINUTES OF THE BUSINESS MEETING
Held January 18, 2022

The January 18, 2022 Business Meeting was called to order at 5:20 p.m., by Vice President Martin. 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:

Tyler Schilperoort, Commission President via phone
Arnold Martin, Commission Vice President
Jim Grubenhoff, Commission Secretary
Jay Hester, Executive Director
Karen Hofmann, Director of Finance
Lucia Navarro, Administrative Assistant
Rob Faber, Legal Counsel

GUESTS: None

GUESTS COMMENTS: None

DISCUSSION / ACTION ITEMS:

EXECUTIVE DIRECTOR

- **LTI Lease** – The rental lease with LTI was presented for approval. This agreement increases the acreage to reflect the prior purchase and sale agreement that was being negotiated in late 2021. This lease will be in effect until the terms of the purchase and sale agreement can be agreed upon by both parties.
- **Gonzalez PSA Extension** – This sale agreement is scheduled to expire this week and it is not yet ready to close. The extension will allow for additional time for the details to be worked out by the title company.
- **Annual WPPA Port Day** – 2022 Port Day will be held virtually on Tuesday, January 25, 2022.
- **Parametrix Contract Extension** – Jay presented a contract extension for Task Authorization No. 12 with Parametrix for approval. This extension pushes the contract through 2022 as to allow them time to work with the Port to finalize the MBR Project. There is no additional cost associated with this extension.
- **MBR Project Update** – The plant is currently running well. Treatment is up and running in the MBRs and the UF building. There are currently three skids treating water and the lagoon has been taken down by a foot.

ACTION ITEMS:

- The consent agenda includes:

Minutes of the Business Meeting held on January 3, 2022. Payroll issued on January 5 – 11, 2022 in the amount of \$53,439.60, payables issued on January 10, 2022 in the amount of \$326,209.89, totaling \$379,649.49. Commissioner Grubenhoff moved to approve; Commissioner Schilperoort seconded. Motion approved 3-0.
- Motion to approve the lease with LTI and waive the deposit 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 Extension Agreement to the Real Estate Purchase and Sale Agreement with Carolyn Gonzalez 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 amendment No. 5 to Task Authorization No. 12 with Parametrix at no additional cost. Commissioner Grubenhoff moved to approve; Commissioner Schilperoort seconded. Motion approved 3-0.

Staff Comments: None

Commissioner Comments: Commissioner Grubenhoff shared that he is two weeks into his retirement and while it has been a learning process, he is enjoying it.

EXECUTIVE SESSION: None

ADJOURNMENT: The Business Meeting adjourned at 5:58 p.m., peace and harmony prevailing.



Tyler Schilperoort, President

ATTEST:


Jim Grubenhoff, Treasurer