



PORT OF SUNNYSIDE MINUTES OF THE BUSINESS MEETING

Held January 4, 2012

The January 4, 2012 Business Meeting was called to order at 5:15p.m. by President Martin. The meeting was held at the Port of Sunnyside Administration Office at 520 S. 7th St., Sunnyside, WA.

Commissioners and Staff present at the Study Session/Business Meeting:

Arnold Martin, Jim Grubenhoff, Jeff Matson, Commissioners;
Amber Hansen, Executive Director
Jed Crowther, Property, Development & Project Manager;
Robert Farrell, Port Engineer;
Vernita Coffey, Administrative Assistant; and
Steve Winfree, Legal Counsel

List of guests available on request.

PORT EXECUTIVE DIRECTOR: Amber Hansen presented a written report and the following items were discussed; (written report available upon request).

- ▶ Amber stated that the Industrial Development Meeting with the City is on January 9, 2012 at 6:15 p.m. at the Law and Justice Center.
- ▶ Amber provided a copy of the RV Park Hearing Examiners report and stated that the next step is for council to take action on it. Amber will keep everyone apprised of when that may happen.

PROPERTY, DEVELOPMENT & PROJECT MANAGER: Jed Crowther presented a written report and the following items were discussed; (written report available upon request).

- ▶ Jed reported on the updated payment schedule details from Army Corps of Engineers on the Ecosystem Restoration. Chris Behrens, USACE, said "By providing Port's entire share of feasibility funds up front, the Corps is best positioned to receive the additional federal funds necessary to award a design contract during the second quarter of the federal fiscal year 2012."
- ▶ Jed stated that the Carnation building assessment report by CW Architecture should be available in January or February.
- ▶ Jed indicated that the Port received a reply from the EDA regarding our grant application for request of funds for the pipeline to wetland project. Additional data is needed to complete this application and generally a request for this documentation means the project is deemed worthy of consideration. The Port has a credible application and will try again in March.

NOTICE ITEMS: None

GENERAL COMMENTS:

Staff Comments: Vernita announced she is starting her 16th year as a full time employee with the Port.

Commissioner Comments: Commissioner Matson made a suggestion that the Port Commissioners might consider purchasing a Christmas tree from the Festival of Trees next year in support the Hospital Foundation.

Commissioner Grubenhoff and Martin congratulated Commissioner Matson on being elected to serve another six years as a Port of Sunnyside Commissioner.

Citizen Comments: None

ACTION ITEMS: Action items taken on Wednesday, January 4, 2012.

Commissioner Grubenhoff has noted that he has always recused himself from discussion and voting on the payments to Harold's Repair & Rental, LLC because of his ownership interest in the company, and declared that his recusal from discussion and voting shall be in effect for all future payables or other matters between the Port and the company, and the recusal shall continue until withdrawn by him.

- ▶ The consent agenda includes the minutes of the Port Meeting held on December 5, 2011 and payables in the amount of \$114,374.47 issued on December 09, 2011 and payables in the amount of \$50,391.46 issued on December 23, 2011 and payroll in the amount of \$27,071.43 issued on December 20, 2011 totaling \$200,837.36. Commissioner Matson moved to approve, Commissioner Grubenhoff seconded, motion carried.
- ▶ Approve payment to Army Corps of Engineers for the Wetland Habitat Project in the amount of \$199,000 for 35% design. Commissioner Grubenhoff moved to approve, Commissioner Matson seconded, motion carried.
- ▶ Approve payment to Army Corps of Engineers for the Wetland Habitat Project in the amount of \$313,000 for final design. Commissioner Matson moved to approve, Commissioner Grubenhoff seconded, motion carried.

EXECUTIVE SESSION: None

ADJOURNMENT: The Business Meeting was adjourned at 5:50 p.m., peace and harmony prevailing.

Arnold Martin, President

ATTEST:

Jeff Matson, Secretary