



MINUTES OF THE BUSINESS MEETING
Held March 17, 2025

The March 17, 2025, Business Meeting was called to order at 5:15 p.m., by President Martin. The meeting was held at the Port of Sunnyside's Business Administration Office located at 2405 Reith Way, Suite 2, Sunnyside, WA.

Commissioners and Staff present at the Business Meeting:

Arnold Martin, Commission President	Adam Smith, Project Manager
Jim Grubenhoff, Commission Vice President	Delilah Saenz, Finance Director
Tyler, Schilperoort, Commission Secretary, via telephone	Jasmine Chavez, Admin Assistant
Rob Faber, Legal Counsel	
Lucia Navarro, Executive Director	

GUESTS: None

GUEST COMMENTS: None

DISCUSSION / ACTION ITEMS:

Executive Director

- **Interim ED** – With the hiring of a new Executive Director, the Port must ratify the motion to end the appointing of Travis Jansen as interim Executive Director. This ratification concludes his Interim appointment and removes the salary increases for both Travis Jansen, and Cory Wilson.
- **Admin Building** – Lucia gave Commissioners a copy of the potential layout for the new administration office.
- **RNG** - Lucia and Travis recently met with Cascade Natural Gas, McKinstry and DES. Everyone is still on board, and we are hoping to get more information by the end of April.

Lucia mentioned that she will be meeting with the City Manager on Thursday to discuss the Midvale project. They will also discuss opportunities for collaboration between the city and Port.

Project Manager

- **Pizza Vida** – Jason has proposed replacing the blue metal mesh around the building with wood slats. Jason will cover the cost for materials and installation. The contract will have to be ratified as the original agreement specified that Jason would paint the mesh. Jason is still working on his business sign and logo. Opening date is tracking for May 1, 2025.

- **St Clair Rd** – The contractor is wrapping up sewer work and beginning roadway preparation, including bringing in rock. We are approximately 2–3 weeks away from bringing in flaggers, after which the casing can be installed under the tracks and the force sewer and water main can be completed
- **Lagoon 2/3** – All 10 floating aerators are out, and final placement is underway. The blowers are expected to arrive by the end of the week.

ACTION ITEMS:

- Motion to approve the consent agenda which includes minutes of the Special Meeting held on February 28, 2025, and minutes of the Business Meeting held on March 3, 2025, payroll issued on March 5, 2025, in the amount of \$52,153.93, and payables issued on March 10, 2025, in the amount of \$1,051,608.14, totaling 1,103,762.07. Commissioner Grubenhoff moved to approve; Commissioner Schilperoort seconded. Motion approved 3-0.
- Motion to ratify the motion to end the appointment of Travis Jansen as the Interim Executive Director and cease the salary increases for Travis Jansen and Cory Wilson effective February 28, 2025. Commissioner Schilperoort moved to approve; Commissioner Grubenhoff seconded. Motion approved 3-0.

STAFF COMMENTS: None

COMMISSIONER COMMENTS:

Tyler commented that he is happy to be at the meeting and is feeling great after being sick for almost 3 weeks.

EXECUTIVE SESSION: None

ADJOURNMENT:

The Business Meeting adjourned at 5:45 p.m., peace and harmony prevailing.



Arnold Martin, President

ATTEST:


Tyler Schilperoort, Secretary