

PORT OF SUNNYSIDE MINUTES OF THE BUSINESS MEETING

Held November 5, 2012

The November 5, 2012 Business Meeting was called to order at 5:17 p.m. by President Martin. The meeting was held at the Port of Sunnyside Administration Office at 520 S. 7th Street, Sunnyside, WA.

Commissioners and Staff present at the Business Meeting:
Arnold Martin, Jim Grubenhoff, Jeff Matson, Commissioners;
Amber Hansen, Executive Director;
Jay Hester, Executive Director in Training;
Jed Crowther, Property Manager;
Vernita Coffey, Administrative Assistant and
Steve Winfree, Port Legal Counsel

List of guests available on request.

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

- ▶ Amber presented drafts of the annual resolutions for review. These resolutions will be for approval at the December 3rd business meeting.
- ▶ Amber provided copies of this month's WPPA newsletter which included several good topics to read.

EXECUTIVE DIRECTOR IN TRAINING: Jay Hester presented a written report and the following items were discussed; (written report available upon request).

- ▶ Jay stated that Dr. Derek Weaver is happy to participate on the Sunnyside Connects Core Conveners committee.
- ▶ Jay reported that he attended the Economic Outlook Conference at CWU. He shared that Dave McFadden presented a good planning report.

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

- ▶ Jed stated that the Phase II CERB application for the Carnation Property did not pass the threshold review, as the site must be publically owned. We had presented a valid ownership timing plan, via PPCD and Purchase/Sale agreement - and had received approval for this method.
- ▶ Jed reported that an ecology loan application will be submitted November 2nd for the wetland and pipeline in the amount of \$3,410,162.

NOTICE ITEMS:

Washington State Department of Ecology Public Meeting will be held at the Sunnyside Library Wednesday, November 7, 2012 at 5:30 p.m. regarding the Carnation site background, investigation results, cleanup plan, and to take public comments.

WPPA Annual Meeting is scheduled for November 28-30, 2012 at the Seattle Renaissance Hotel.

Tri Port Annual Legislative Lunch Meeting at Red Lion Hotel in Pasco on December 4, 2012 at noon.
ACTION ITEMS:

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 minutes of the Port Business Meeting held on October 15, 2012 and the payables in the amount of \$219,871.94 issued on October 25 & 26, 2012 and payroll in the amount of \$31,862.88 issued on October 19, 2012 and payroll in the amount of \$44,244.34 issued on November 5, 2012 totaling \$295,979.16. Commissioner Matson moved to approve, Commissioner Grubenhoff seconded, motion carried.
- ▶ Approve Revised Purchasing Policy. Commissioner Grubenhoff moved to approve, Commissioner Matson seconded, motion carried.
- ▶ Approve Revised Capital Asset Depreciation Policy. Commissioner Matson moved to approve, Commissioner Grubenhoff seconded, motion carried.

GENERAL COMMENTS:

Staff Comments:

Jed congratulated Amber on her retirement reception.

Amber mentioned that she will be out of the office November 14-20.

Steve Winfree stated that he is on jury duty.

Commissioner Comments: The Commissioners expressed how much they enjoyed the retirement reception given for Amber on Friday Nov. 2nd. They were pleased with the nice turn out and that the surprise went so well.

Citizen Comments: None

EXECUTIVE SESSION: Executive session was called to order at 6:24 p.m. by President Martin to discuss a real estate issue as allowed under RCW 42.30.110 subsection C. Session was expected to last 30 minutes with possible action. Session was extended an additional 20 minutes at 6:54 p.m. Session was extended an additional 10 minutes at 7:14 p.m. Session closed at 7:24 p.m.

ACTION ITEM: Approve and execute the Prospective Purchaser Consent Decree with the Department of Ecology and the Attorney General for the Cream Wine Site. Commissioner Grubenhoff moved to approve, Commissioner Matson seconded, motion carried.

ADJOURNMENT: The Business Meeting was adjourned at 7:29 p.m., peace and harmony prevailing.

Arnold Martin, President

ATTEST:

Jeff Matson, Secretary