



MINUTES OF THE BUSINESS MEETING

Held May 5, 2014

The May 5, 2014 Business Meeting was called to order at 5:15 p.m. by President Grubenhoff. The meeting was held at the Port of Sunnyside Administration Office at 2640 E. Edison Ave., Suite #1, Sunnyside, WA.

Commissioners and Staff present at the Business Meeting:
Jim Grubenhoff, Jeff Matson, Arnold Martin, Commissioners;
Travis Jansen, Maintenance Manager;
Carol Carter, Finance Officer;
Vernita Coffey, Administrative Assistant; and
Steve Winfree, Legal Counsel

List of guests available upon request:

MAINTENANCE MANAGER: Travis Jansen presented a written report and the following items were discussed; (written report available upon request).

- Travis reported that a request was made to HDR Engineering to invoice us more often and submit their hours with the invoice as well.

ACTION ITEMS:

Commissioner Grubenhoff has noted that he has always recused himself from discussion and voting on the payments to Harold's Repair and 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effect for all future payables or other matters between the Port and the company, and the recusal shall continue until withdrawn by him.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 April 21, 2014, payables in the amount of \$304,903.19 issued on April 25, 2014 and payroll in the amount of \$40,371.99 issued on May 5, 2014 totaling \$345,275.18. Commissioner Matson moved to approve, Commissioner Martin seconded, motion carried.
- Approve the GN Northern, Inc. proposal for QA testing and geotechnical engineering services during the Anaerobic Pretreatment System Facility construction at an estimated cost of \$92,850. Commissioner Martin moved to approve, Commissioner Matson seconded, motion carried.

- Approve HDR Engineering, Inc. Construction Engineering Services proposal for the Anaerobic Pretreatment System Facility Project at an estimated cost of \$397,200 and authorize Travis Jansen or Jay Hester to sign on behalf of the Port when contract documents are prepared. Commissioner Matson moved to approve, Commissioner Martin seconded, motion carried.
- Authorize Travis Jansen or Jay Hester to sign on behalf of the Port contract documents when prepared with G.N. Northern, Inc. Commissioner Martin moved to authorize, Commissioner Matson seconded, motion carried.

GENERAL COMMENTS:

Staff Comments: None

Commissioner Comments:

Commissioner Matson commented that he attended the Charro Horse Competition at Cinco de Mayo on Sunday and said there was a good crowd.

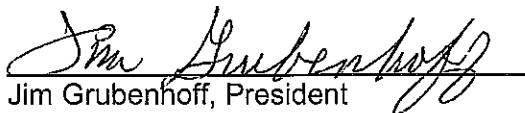
Commissioner Matson asked that Vernita contact Dan Newhouse with the details regarding the Port of Sunnyside 50th Anniversary celebration BBQ on July 17, 2014.

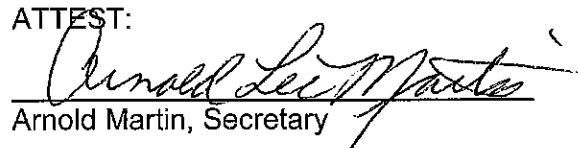
Commissioner Grubenhoff spoke of his recent trip to San Diego for a hospital board seminar and the fact he was able to spend some quality time with his family as well.

Citizen Comments: None

EXECUTIVE SESSION: Executive session was called to order at 5:54 p.m. by President Grubenhoff to discuss a real estate issue as allowed by RCW 42.30.110 Subsection C. Session was expected to last 15 minutes. Session was extended an additional 10 minutes at 6:09 p.m. Session was extended an additional 5 minutes at 6:19 p.m. Session closed at 6:24 p.m. No action required.

ADJOURNMENT: The Business Meeting was adjourned at 6:25 p.m., peace and harmony prevailing.


Jim Grubenhoff, President

ATTEST:

Arnold Martin, Secretary