



MINUTES OF THE BUSINESS MEETING

Held July 7, 2014

The July 7, 2014 Business Meeting was called to order at 5:15 p.m. by President Grubenhoff. The meeting was held at the Port of Sunnyside Operations Office at 747 Midvale Rd, Sunnyside, WA.

Commissioners and Staff present at the Business Meeting:
Jim Grubenhoff, Jeff Matson, Arnold Martin, Commissioners;
Jay Hester, Executive Director;
Robert Farrell, Engineer;
Travis Jansen, Maintenance Manager;
Vernita Coffey, Administrative Assistant; and
Steve Winfree, Legal Counsel

List of guests available upon request:

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

- Jay reported that Gayle of Sunnyside Beauty Academy is working with her bank on the issue of her rental payments not arriving on time and realizes she will owe a late fee to the Port for July's rental being late.

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

- Travis stated that they are making determined efforts to keep the dust down on Midvale Rd. and keep as clean as possible during the trucking in of dirt and rock for the anaerobic digester construction. They expect the hauling to be done by the end of next week.
- Travis reported that the Dam Safety inspector was on site last week and no issues were addressed.

NOTICE ITEMS:

Port Directors Seminar, Hotel Bellwether Bellingham, July 10-11, 2014
Port of Sunnyside 50th Anniversary Celebration, Port Administration Building,
July 17, 2014. 11:30 a.m. – 1 p.m.
New Vision Board Forum, Dinner in Granger NCEC, Dan Evans (Promus Energy),
July 24, 2014, 5:30 – 7:00 p.m.
Commissioners Seminar, Skamania Lodge, Stevenson, July 27-29, 2014
Small Ports Seminar, Enzian Inn, Leavenworth, October 23-24, 2014

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effect for all future payables or other matters between the Port and the company, and the recusal shall continue until withdrawn by him.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 June 16, 2014, and payables in the amount of \$1,166,022.82 issued on June 25, 2014 and payroll in the amount of \$28,672.34 issued on June 20, 2014 and payroll in the amount of \$38,209.19 issued on July 3, 2014 totaling \$1,232,904.35. Commissioner Matson moved to approve, Commissioner Martin seconded, motion carried.
- Approve waiving of late fee for Sunnyside Beauty Academy due to late delivery from the United States Postal Service. Commissioner Matson recused himself from discussion and voting because this tenant is his client. Commissioner Martin moved to approve, Commissioner Grubenhoff seconded stating he approved with reservation that this is to be a onetime occurrence, motion carried.
- Approve Mountain States Construction Co. change order proposal for repair of damaged flow meter manhole at a total cost of \$1,685.00. Commissioner Matson moved to approve, Commissioner Martin seconded, motion carried.

GENERAL COMMENTS:

Staff Comments: Jay announced that Eric Harwood had been hired as a Lab Analyst and began working on July 1st.

Jay reported that he took the Daybreak Rotary Club on a tour of the anaerobic digester system construction site and invited the lab analysts to participate in the tour.

Vernita stated that 115 people have responded so far to attend the 50th Anniversary Celebration.

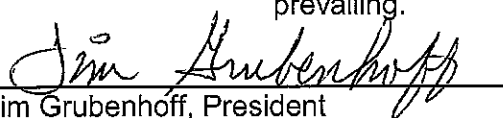
Commissioner Comments: The Commissioners complimented the staff on another good audit report and a job well done.

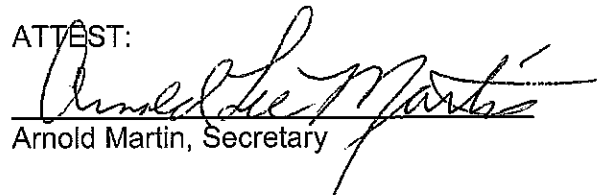
Citizen Comments: None

Jay led everyone on a tour of the anaerobic digester system construction site.

EXECUTIVE SESSION: Executive Session was called to order by President Grubenhoff at 6:13 p.m. to discuss Real Estate as allowed by RCW 42.30.110 Subsection C. Session was expected to last 15 minutes. Session was extended an additional 10 minutes at 6:28 p.m. Session was extended an additional 5 minutes at 6:38 p.m. Session closed at 6:43 p.m.

ADJOURNMENT: The Business Meeting was adjourned at 6:44 p.m., peace and harmony prevailing.


Jim Grubenhoff, President

ATTEST:

Arnold Martin, Secretary