



MINUTES OF THE BUSINESS MEETING
Held March 2, 2015

The March 2, 2015 Business Meeting was called to order at 5:15 pm by President Grubenhoff. The meeting was held at the Port of Sunnyside's Administration Office located at: 2640 E Edison Avenue, Ste. 1, Sunnyside, WA

Commissioners and Staff present at the Business Meeting:

Jim Grubenhoff, Commission President
Jeffrey Matson, Commission Vice President
Arnold Martin, Commission Secretary
Jay Hester, Executive Director
Rob Faber, Legal Counsel
Travis Jansen, Project Manager
Angela Smith, Administrative Assistant

Julia Hart-Daily Sun News, GUEST

Citizen Comments: None

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

- Jay presented the lease for Gayle Hayes to the Commissioners for approval. Commissioner Martin asked whether Gayle has received her certification for her school to continue to operate, and Jay stated that she has applied for her certification.

PROPERTY AND PROJECT MANAGER: Travis Jansen presented a written report and the following items were discussed (a copy of the written report is available upon request)

- Travis stated he met with the electrical engineer earlier in the day regarding the electrical upgrades to the Headworks Building. He stated it will take approximately six weeks for submittals, and another eight weeks for construction of the motor control components, so the earliest completion of the project is still a few months out.
- Regarding the manhole lining repair project, Travis stated that Bob has the specifications from previous years which we will use to go out for bid. The measuring flume for Lagoon 1 is the first priority. During the Anaerobic Lagoon construction it was discovered to have been leaking. We will prioritize the most degraded manholes to be done first as we have for the last few years. Jay stated that the worst of the manhole linings have already been repaired but we may have to add another year of lining because the flume wasn't originally in the plan.

NOTICE ITEMS:

Sunnyside Chamber of Commerce Community Awards Banquet, March 14, 2015
WPPA Spring Meeting, Davenport Hotel, Spokane May 13-15, 2015
Public Disclosure Annual Filing, Due April 2015

GENERAL COMMENTS:

Staff Comments:

Jay pointed out the projector and screen that has been installed in the conference room.

Travis stated he is tentatively scheduled for knee surgery March 16th. He expects to be out of the office for about a week.

Angela stated she has obtained several auction items for the Sunnyside Chamber of Commerce Banquet, which will be Saturday March 14, 2015 at 5:30 pm.

Commissioner Comments:

Commissioner Matson none

Commissioner Martin none

Commissioner Grubenhoff none

ACTION ITEMS:

- The consent agenda includes:
Minutes of the Port Business Meeting held on February 16, 2015, payroll in the amount of \$35,281.71 issued on February 20, 2015, and payables in the amount of \$68,192.08 issued on February 25, 2015, totaling \$103,473.79 Commissioner Matson moved to approve, Commissioner Martin seconded, motion approved 3-0.
- Motion to approve Lease with Gayle Hayes, and authorize Jay Hester to sign on behalf of the Port. Commissioner Martin moved to approve, Commissioner Grubenhoff seconded, motion approved 2-0. Commissioner Matson recused himself from voting on this motion.

EXECUTIVE SESSION:

The Executive Session was called to order at 5:38 pm by President Grubenhoff to discuss real estate issues as allowed by RCW 42.30.110, Subsection C. The session was expected to last 20 minutes. The Executive Session was closed at 5:58 pm by President Grubenhoff.

ADJOURNMENT: The Business Meeting was adjourned at 5:59 pm, peace and harmony prevails.


Jim Grubenhoff, President

ATTEST:


Arnold Martin, Secretary