



MINUTES OF THE BUSINESS MEETING
Held April 4, 2016

The April 4, 2016 Business Meeting was called to order at 5:15 pm by President Matson. 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:

Jeffrey Matson, Commission President
Arnold Martin, Commission Vice President
Jim Grubenhoff, Commission Secretary
Travis Jansen, Project Manager
Lucia Navarro, Administrative Assistant
Rob Faber, Legal Counsel

CITIZEN COMMENTS: None

EXECUTIVE DIRECTOR: Executive Director memo only covered notice items.

- Commissioner Martin suggested that we have the updated Sprayfield Manager job description approved by motion or resolution, but would prefer to have time to review.

PROJECT MANAGER: A typed memo was presented and the following items were discussed; (a copy of the memo is available upon request).

- Travis presented the proposed contract with Realm, Inc. to repair the remaining eight manhole linings at the section of pipe coming from Yakima Chief for the amount \$33,664.80 including tax.
- Travis mentioned and Rob confirmed that we are still waiting on signatures in order to clear the title in the purchase of the Funny Farm building.
- Travis commented that the COW water line had been completed and was ready for use. The line has not yet been put into full service.
- Water works building update: 50% drawings should be available as soon as next week. This will provide a better visual of the completed exterior design.

GENERAL COMMENTS:

Staff Comments: None

Commissioner Comments: Commissioner Matson stated that he enjoyed the nicer weather we experienced this past weekend.

ACTION ITEMS:

- The consent agenda includes:

Minutes of the Business Meeting held on March 21, 2016 and minutes of the Special Meeting held on March 19, 2016. Payables in the amount of \$120,734.25 issued on March 25, 2016, totaling \$120,734.25. Commissioner Martin moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.

- Motion to approve the contract with Realm Inc. for \$33,664.80 and authorize Travis Jansen to sign on behalf of the Port. Commissioner Grubenhoff moved to approve, Commissioner Martin seconded. Motion approved 3-0.

EXECUTIVE SESSION:

The Executive Session was called to order at 5:30 p.m. by President Matson to discuss Real Estate issues as allowed by RCW 42.30.110 subsection C. The session was expected to last 10 minutes. The session was extended at 5:40 p.m. for 5 minutes by President Matson. The session ended at 5:45 p.m.

ADJOURNMENT: The Business Meeting was adjourned at 5:46 p.m., peace and harmony prevailing.



Jeff Matson, President

ATTEST:



Jim Grubenhoff, Secretary