



MINUTES OF THE BUSINESS MEETING
Held April 18, 2016

The April 18, 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
Jay Hester, Executive Director
Bob Farrell, Port Engineer
Gary Holwegner, Sprayfield Manager
Lucia Navarro, Administrative Assistant
Rob Faber, Legal Counsel

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

- Jay mentioned the date for the Annual Port BBQ has been tentatively set for June 10, 2016 at 501 E. Grant Avenue.
- Jay discussed the approval of Addendum 1 to extend the closing date of the purchase of 416 E. Edison Ave., and Rob informed the Commissioners that he does not anticipate any further delays in the paperwork.
- Jay presented Resolution 2016-02, A resolution approving the Sprayfield Manager job description, as a result of modification in job duties and salary range.
- Jay informed the Commissioners that signatures were obtained on the morning of April 18, 2016 on the lease between the Port of Sunnyside and Paceline Wine Company, LLC. A Tenant Improvement Addendum was also presented and signed with the lease.

PORT ENGINEER: A written report was presented and the following items were discussed; (a copy of the report is available upon request)

- Bob presented the proposed modification to the contracted discharge by DRR to the IWWTF.

SPRAYFIELD MANAGER: A written report was presented and the following items were discussed; (a copy of the report is available upon request)

- Gary explained the current work being done out in the Sprayfields to prepare for the new pivot equipment that is being put together.

GENERAL COMMENTS:

Staff Comments: None

Commissioner Comments: None

ACTION ITEMS:

- The consent agenda includes:
Minutes of the Business Meeting held on April 4, 2016. Payroll in the amount of \$41,688.38 issued on April 5, 2016 and payables in the amount of \$206,236.87 issued on April 8, 2016, totaling \$247,925.25. Commissioner Martin moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.
- Motion to approve Addendum 1 for the Purchase and Sale Agreement extending the closing date deadline to April 22, 2016, for the purchase of 416 E. Edison Avenue, Sunnyside, and authorize Jay Hester to sign this and all closing documents on behalf of the Port. Commissioner Grubenhoff moved to approve, Commissioner Martin seconded. Motion approved 3-0.
- Motion to approve Resolution 2016-02, A resolution approving the Sprayfield Manager job description. Commissioner Martin moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.
- Motion to approve the lease with Paceline Wine Company, LLC and authorize Jay Hester to sign on behalf of the Port. Commissioner Grubenhoff moved to approve, Commissioner Martin seconded. Motion approved 3-0.
- Motion to approve Tenant Improvement Addendum for the lease between Port of Sunnyside and Paceline Wine Company, LLC and authorize Jay Hester to sign on behalf of the Port. Commissioner Martin moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.
- Motion to approve the proposed modification to the contracted discharge to the IWWTF by DRR Fruit. Commissioner Grubenhoff moved to approve, Commissioner Martin seconded. Motion approved 3-0.

EXECUTIVE SESSION:

The Executive Session was called to order at 5:41 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 15 minutes. The session ended at 5:56 p.m.

ADJOURNMENT: The Business Meeting was adjourned at 5:58 p.m., peace and harmony prevailing.



Jeff Matson, President

ATTEST:


Jim Grubenhoff, Secretary