



MINUTES OF THE BUSINESS MEETING
Held February 20, 2017

The February 20, 2017 Business Meeting was called to order at 5:15 p.m., 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:

Jeff 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

CITIZEN COMMENTS: None

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

- Jay presented Resolution 2017-01 to approve the initial offer of financial aid from the Washington State Community Economic Revitalization Board for the Varietal Brewing Company project.
- Jay discussed the proposed amendments to the Port's General Promotional Hosting Policy and the Personnel Policy regarding travel and credit card usage.
- Commissioner Matson asked if the promotional hosting policy had been updated to reflect the changes as discussed in the business meeting held on December 5, 2016.
- Commissioner Matson suggested an addition to the credit card policy that would outline repayment & disciplinary procedures during instances of personal purchases made with Port issued credit cards.

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

- Bob discussed the recent colder weather we have had and its effect on the CAL (covered anaerobic lagoon).

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

- Gary stated that it appears that the new pivot installation will be ahead of schedule.

GENERAL COMMENTS:

Staff Comments: None

Commissioner Comments: None

ACTION ITEMS:

- The consent agenda includes:

Minutes of the business meeting held on February 6, 2017. Payables issued on February 10, 2017 in the amount of \$213,542.91 and payroll issued on February 17, 2017 in the amount of \$39,120.93, totaling \$252,663.84. Commissioner Martin moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.

- Motion to approve Resolution 2017-01 A Resolution of the Port of Sunnyside, Yakima County, Washington, authorizing and directing the Executive Director to execute, on behalf of the Port of Sunnyside, an agreement between the Washington State Community Economic Revitalization Board and the Port of Sunnyside for aid in financing the costs of public facilities consisting of the Varietal Brewing Company project. Commissioner Grubenhoff moved to approve, Commissioner Martin seconded. Motion approved 3-0.
- Motion to approve the 2nd Extension Agreement to the Commercial & Investment Real Estate Purchase and Sale Agreement, dated August 29, 2016, between the Port, as Seller, and Darigold, Inc., as buyer, which 2nd Extension provides a timeline for Darigold to conduct its due diligence review of the property and close the purchase by June 30, 2017, and to authorize Jay Hester to sign on behalf of the Port. Commissioner Martin moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.

EXECUTIVE SESSION: The executive session was called to order at 5:52 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 was extended at 6:07 p.m. for five minutes by President Matson. At 6:12 p.m. the session was extended for an additional five minutes by President Matson. The session ended at 6:17 p.m.

ADJOURNMENT: The Business Meeting was adjourned at 6:19 p.m., peace and harmony prevailing.



Jeffrey Matson, President

ATTEST:


Jim Grubenhoff, Secretary