



MINUTES OF THE BUSINESS MEETING
Held March 6, 2017

The March 6, 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
Travis Jansen, Project Manager
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 Sunnyside Beauty Academy's lease for renewal.

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

- Travis stated that Banlin has submitted Change Order No. 2 for plumbing and building reinforcement work at the Water Department Building.
- Travis mentioned that improvements to the roof at the Water Department building will begin as soon as the weather warms up as the current colder weather won't allow for proper sealing of the roof.

GENERAL COMMENTS:

Staff Comments: None

Commissioner Comments: Commissioner Matson stated that he will recuse himself from voting on the annual lease renewal with Sunnyside Beauty Academy, as she is a client of his.

ACTION ITEMS:

- The consent agenda includes:

Minutes of the business meeting held on February 20, 2017. Payables issued on February 24, 2017 in the amount of \$94,737.80, payroll issued on March 3, 2017 in the amount of \$37,347.55, totaling \$132,085.35. Commissioner Martin moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.

- Motion to approve lease with Sunnyside Beauty Academy and authorize Jay Hester to sign on behalf of the Port. Commissioner Grubenhoff moved to approve, Commissioner Martin seconded. Motion approved 2-0.
- Motion to approve Change Order No. 2 with Banlin Construction LLC in the amount of \$7,119.34 plus tax and authorize Travis Jansen 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 5:30 p.m. by President Matson to discuss Real Estate and Legal Issues as allowed by RCW: 42.30.110 Subsection C & I respectively. The session was expected to last 10 minutes. The session was extended at 5:40 p.m. for five 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.



Jeffrey Matson, President

ATTEST:


Jim Grubenhoff, Secretary