



MINUTES OF THE BUSINESS MEETING
Held June 19, 2017

The June 19, 2017 Business Meeting was called to order at 5:17 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 – Excused Absence
Jay Hester, Executive Director
Nicole Jech, Finance Officer
Bob Farrell, Port Engineer
Jay Decker, PE
Lucia Navarro, Administrative Assistant
Rob Faber, Legal Counsel

Tyler Schillperoort, GUEST

CITIZEN COMMENTS: None.

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

- Nikki proposed declaring the S&P Cabinets rental account as uncollectable given its delinquent status and impending closure. Commissioner Matson asked in the total amount of \$2,412.29 included the rental charge for July 2017. Nikki responded yes, the total amount includes the rental charges for July 2017. Commissioner Matson stated that the amount that should be declared as uncollectable should be revised to \$2,012.29 as the rent due in July would be owed to Darigold and not the Port, as they will be the legal owners as of June 28, 2017.
- Nikki presented an update to the Port's personnel policy regarding employee recognition and service awards. Commissioner Matson asked that the motion be tabled until the next meeting as he wanted to look into some information that was presented at the Finance Seminar.

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 2017-06 to approve the agreement with CERB for financing the costs of the Miles Smith Economic Feasibility Study.
- Jay discussed the proposed motion to re-affirm the approval of the closing sale of commercial property to Darigold, Inc. Commissioner Matson asked if this update was needed as a result of the additional acres along Port Drive that Darigold has included in the

most recent Real Estate purchase and sale agreement. Jay responded yes, the additional acres on Port Drive were added after the Port's original motion on December 5, 2016 that authorized Jay to sign all closing documents on this property sale.

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 additional WET testing that has been suggested by CH2M Hill to more accurately assess the ongoing toxicity issues at the IWWTF.

GENERAL COMMENTS:

Staff Comments: Jay Decker stated that he is happy to be here; this is his first Port meeting as an employee.

Bob stated that he is happy to have Jay Decker on board.

Jay Hester commented that Co Dinn had his opening on Saturday, June 17, 2017 and it was well attended. Jay mentioned that he has received a lot of feedback from community members who feel that this addition will have a positive impact on Sunnyside.

Commissioner Comments: Commissioner Martin stated that he was very happy to have Jay Decker in attendance and on board at the Port.

Commissioner Matson welcomed Jay Decker to the Port and stated that he believes the transition with Bob and Jay will be smooth. He shared that he has heard much excitement around the community about the Ostrom's deal. Also how this project is a big deal in bringing 200 jobs to the community. Commissioner Matson also stated that he attended Co's opening last Saturday and it was exciting to be a part of and he doesn't doubt that Co will experience success in this new building.

Legal Comments: Rob shared a recent Supreme Court ruling with the Commission regarding how Ports are legally allowed to discuss Real Estate in Executive Sessions.

ACTION ITEMS:

- The consent agenda includes:

Minutes of the business meeting held on June 5, 2017. Payables issued on June 1 and June 9, 2017 in the amount of \$439,404.49, totaling \$439,404.49. Commissioner Martin moved to approve, Commissioner Matson seconded. Motion approved 2-0.


- Motion to declare S & P Cabinets rental account as a doubtful account and determine the \$2,012.29 remaining balance on the account as uncollectable. Commissioner Martin moved to approve, Commissioner Matson seconded. Motion approved 2-0.
- 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 the Miles Smith Property Economic Feasibility Study. Commissioner Martin moved to approve, Commissioner Matson seconded. Motion approved 2-0.
- Motion to re-affirm approval of the closing sale of commercial property to Darigold, Inc., pursuant to the terms of the Commercial & Investment Real Estate Purchase and Sale

Agreement, dated August 29, 2016 and amended by documents dated December 27, 2016, February 27, 2017, and April 3, 2017, for the purchase price of \$1,106,000, and to authorize Jay Hester to sign all closing documents on behalf of the Port, including but not limited to a Settlement Statement, Statutory Warranty Deed, Excise Tax Affidavit, Escrow Instructions, and Amendment of the Lease with Tony Schwab. Commissioners Martin moved to approve, Commissioner Matson seconded. Motion approved 2-0.

- Motion to approve a change to the existing agreement for professional services with CH2M Hill, Inc. for additional WET (Whole Effluent Toxicity) testing in the amount not to exceed \$9,800.00 not including tax. Commissioner Martin moved to approve, Commissioner Matson seconded. Motion approved 2-0.
- Motion to revise the motion where we approved Resolution 2017-01 and instead refer to it as Resolution 2017-06. Commissioner Martin moved to approve, Commissioner Matson seconded. Motion approved 2-0.

EXECUTIVE SESSION: The executive session was called to order at 6:04 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. At 6:14 p.m. the session was extended for 10 minutes by President Matson. The executive session closed at 6:25 p.m. by President Matson.

ADJOURNMENT: The Business Meeting adjourned at 6:26 a.m., peace and harmony prevailing.



Jeff Matson, President

ATTEST:


Arnold Martin, Vice President