



**MINUTES OF THE BUSINESS MEETING**  
**Held August 21, 2017**

The August 21, 2017 Business Meeting was called to order at 5:15 p.m., by Vice-President Martin. 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 – Excused Absence  
Arnold Martin, Commission Vice President  
Jim Grubenhoff, Commission Secretary  
Jay Hester, Executive Director  
Travis Jansen, Project Manager  
Lucia Navarro, Administrative Assistant  
Rob Faber, Legal Counsel

Tyler Schilperoort - Guest  
Gayle Wilson - Guest

**Citizen Comments:** Tyler stated that he had a discussion with George from the Lower Valley Fitness Club and had a question about the possibility of locating a health club out at Golob landing. Jay responded that this was the first he has heard about a health club out in Golob landing but that he is open to meeting with George and discussing the issue further.

Rob stated that he would be speaking on behalf of Gayle Wilson. Rob explained that Gayle's letter to the commissioners dated August 11, 2017 detailed her attempts in finding a replacement renter for the premises she rented at 2640 E. Edison Ave., Suite 2. Rob explained that Gayle was willing to pay what she felt the remainder of the lease would have been if the renter she proposed would have taken over her lease. Rob shared that Gayle was willing to pay \$1,454.36 tonight under the condition that she be released from all of her leasehold obligations to the Port. Gayle stated to Port Commissioners that she felt that she had done everything in her power to find a suitable replacement and was willing to pay the remaining leasehold amount listed in her letter tonight if the Port would agree to release her from her contract. Commissioner Martin thanked Rob and Gayle for the explanation and stated that he felt he now has a better understanding of the information presented in Gayle's letter. Commissioner Martin stated that he didn't think a decision would be made tonight but that the information presented is helpful. Commissioner Grubenhoff stated the Port was not trying to make this situation any more difficult for anyone and stated that the Port is looking to get someone in the space as soon as possible. Commissioner Martin stated the Port is looking to handle this situation in the most fair and legal way possible.

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

- Jay informed the Commissioners that new processes were being tried out at the Port's IWWTF. He also mentioned that toxicity is still an ongoing issue at the IWWTF and while the cause is not yet known the conclusions that have been made that show the organisms are able to live in the current environment but their offspring is not. Further testing is expected.

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

- Travis informed the Commissioners that bids for the Brewery Facility Project were accepted on August 10, 2017 at 3 pm. A total of 7 bids were received with the lowest bid coming in from Chervenell Construction at \$1,193,000 and the highest bid coming in from Alegis Construction at \$1,576,384. Rob shared with the Commissioners that the invitations to bid were advertised in the Tri-City Herald, Yakima Herald, and Daily Sun News two times more than two weeks prior to the bid date. Rob also stated that all of the bids were received in sealed envelopes and opened and read during the bid opening on August 10, 2017. Commissioner Grubenhoff asked if construction is expected to start next week. Travis responded yes if we get the information to Chervenall this week. Commissioner Martin asked what the expected completion date is. Travis responded February 2018 if construction is started next week.

**GENERAL COMMENTS:**

**Staff Comments:** Jay shared with the Commissioners an email he received from Don Day of the City of Sunnyside informing him that the next Sunnyside Industrial Development Corporation meeting had to be rescheduled to September 11, 2017 due to a lack of a quorum.

**Commissioner Comments:** Jim stated that he had a very nice weekend and enjoyed spending time with the majority of his kids and grandkids. Arnold commented that he has enjoyed the cool temperatures lately.


**Legal Comments:** None

**ACTION ITEMS:**

- The consent agenda includes:  
  
Minutes of the Business Meeting held on August 7, 2017. Payables issued on August 10, 2017 in the amount of \$118,327.60, Payroll issued on August 18, 2017 in the amount of \$38,738.06 totaling \$157,065.66. Commissioner Grubenhoff moved to approve, Commissioner Martin seconded. Motion approved 2-0.
- Motion to award the contract with Chervenell Construction Co. for the Brewery Facility Renovation in the amount of \$1,193,000 plus tax and authorize Travis Jansen to sign on behalf of the Port. Commissioner Grubenhoff moved to approve, Commissioner Martin seconded. Motion approved 2-0.

**EXECUTIVE SESSION:** The executive session was called to order at 5:56 p.m. by Vice President Martin to discuss Real Estate and Legal Issues as allowed by RCW: 42.30.110 Subsection C & I respectively. The session was expected to last 5 minutes. The executive session closed at 6:01 p.m. by Vice President Martin.

**ADJOURNMENT:** The Business Meeting adjourned at 6:02 p.m., peace and harmony prevailing.

  
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Arnold Martin, Vice President

**ATTEST:**

  
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Jim Grubenhoff, Secretary