



MINUTES OF THE BUSINESS MEETING
Held December 18, 2017

The December 18, 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
Lucia Navarro, Administrative Assistant
Rob Faber, Legal Counsel

Tyler Schilperoort - Guest

Citizen Comments: None

DISCUSSION/ACTION ITEMS: Commissioner Grubenhoff asked for more information on the accounts payable checks made to City of Sunnyside, Jim's Hay and Pacific Northwest Waterways Association. Jay responded the payment to the City is for the monthly water/sewer/garbage charges on all Port properties including the vacant office at 2640 #2. The payment to Jim's Hay was for work done in ripping one of the Port's sprayfield properties and the payment to PNW Waterways is annual dues.

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

- A change to the contract amount with Meier was discussed. Commissioner Matson believes the Port needs to take this opportunity as a learning lesson and be a little more firm in the future in regards to working within the approved budget.

GENERAL COMMENTS:

Staff Comments: Travis thanked Commissioner Matson for his service to the Port over the years. He shared that the Port has come a long way since he started; Commissioner Matson along with Commissioner Martin have been a part of the Commission since then. He wished Commissioner Matson the best of luck in the future.

Lucia thanked Commissioner Matson for his service to the Port over the years. She stated it has been wonderful working with him during her time at the Port.

Jay expressed his gratitude to Commissioner Matson for his service to the Port over the years.

Rob thanked Commissioner Matson for all of his insights regarding the Port of Sunnyside over the past few years and expressed his appreciation to Commissioner Matson for all of the knowledge he

brought to the table.

Commissioner Comments: Commissioner Grubenhoff wished everyone a Merry Christmas. He thanked all of the Port staff for their hard work during the year. He also thanked Rob for all of the hard work he does for the Port. Commissioner Grubenhoff then thanked Commissioner Matson for his service over the years. He stated it has been great working with him over the years.

Commissioner Martin thanked Commissioner Matson for his service to the Port. He stated it has been great sitting next to Commissioner Matson for the past 22 and a half years. He is thankful for the knowledge shared by Commissioner Matson and even though they didn't always see things the same way, Commissioner Martin stated he was grateful for the continuous dialogue they would have in sharing their points of view with one another.

ACTION ITEMS:

- The consent agenda includes:

Minutes of the Business Meeting held on December 4, 2017, and minutes of the Special Meeting held on December 13, 2017. Payroll issued on December 5, 2017 in the amount of \$37,613.97, payables issued on December 1 and December 6, 2017 in the amount of \$1,459,619.77, totaling \$1,497,233.74. Commissioner Martin moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.

- Motion to approve an increase in the budget for Meier Architecture in the amount not to exceed \$12,000 for design and construction management work at the Funny Farm building and authorize Travis Jansen to sign on behalf of the Port. Commissioner Grubenhoff moved to approve, Commissioner Martin seconded. Motion approved 3-0.

EXECUTIVE SESSION: The Executive Session was opened at 5:31 p.m. by President Matson to discuss real estate issues as allowed by RCW 42.30.110 subsection C with a motion expected after the session. The session was expected to last 10 minutes. At 5:41 p.m. the session was extended for 5 minutes by President Matson. At 5:46 p.m. the session was extended to 5:51 p.m. by President Matson. At 5:51 p.m. President Matson called for another 5 minute extension. At 5:56 p.m. the session was extended to 6:05 p.m. The session closed at 6:05 p.m.

ACTION ITEMS: No action was taken.

ADJOURNMENT: The Business Meeting adjourned at 6:10 p.m., peace and harmony prevailing.



Arnold Martin, President

ATTEST:



Tyler Schilperoort, Secretary