



**MINUTES OF THE BUSINESS MEETING**  
**Held June 4, 2018**

The June 4, 2018 Business Meeting was called to order at 5:15 p.m., by 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:**

Arnold Martin, Commission President  
Jim Grubenhoff, Commission Vice President  
Tyler Schilperoort, Commission Secretary  
Jay Hester, Executive Director  
Travis Jansen, Project Manager  
Nikki Jech, Finance Officer  
Lucia Navarro, Administrative Assistant  
Rob Faber, Legal Counsel

**GUESTS: None**

**DISCUSSION/ACTION ITEMS:**

**EXECUTIVE DIRECTOR:**

- Jay discussed the upcoming closing of the Eye Center property. He shared that construction is expected to begin in July.
- The SIED contract for the rail spur at the Crop Production Services property was presented for approval. These funds will support the installation of the rail spur needed at the CPS property. Commissioner Grubenhoff asked if Union Pacific has signed off on the project. Jay responded that no official word has been received. Travis stated that the Union Pacific representative has verbally stated that he doesn't see any issues with the project. The plans are currently under review by the Engineering department at Union Pacific.

**FINANCE OFFICER:**

- Nikki shared a draft of the CAFR that has been submitted to the Washington State Auditor's office in preparation for the Port's annual audit that is scheduled to begin on Tuesday, June 5, 2018.

**PROJECT MANAGER:**

- Travis informed the commission that Envirotech will be removing their property from the Midvale site this week.

**GENERAL COMMENTS:**

**Staff Comments:** Jay informed the Commission that an audit by the Washington State Department of Revenue will be finalized in the coming weeks. He shared the Department's position on lateral lines coming from each industry and how their interpretation of ownership of those lines differs from the Port's.

He shared that an appeal of these audit findings will likely be the next step.

**Legal Comments:** None

**Commissioner Comments:** Commissioner Grubenhoff stated he attended the Memorial Day service at Lower Valley Memorial Gardens and spoke with Senator Honeyford and Senator Chandler. He shared the comments from both men which stated they are impressed with the work that the Port is doing in the community and will continue support the Port in any way they can.

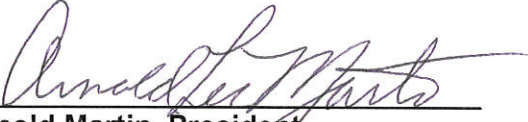
**ACTION ITEMS:**

- The consent agenda includes:

Minutes of the Business Meeting held on, May 21, 2018. Payables issued on May 25, 2018 in the amount of \$155,505.54, totaling \$155,505.54. Commissioner Grubenhoff moved to approve, Commissioner Schilperoort seconded. Motion approved 3-0.

- Motion to approve the sale of 1.2 acres to The Eye Center Sunnyside, LLC, as set forth in the Commercial & Investment Real Estate Purchase and Sale Agreement, dated December 6, 2017, and authorize Jay Hester to sign all of the closing documents on behalf of the Port, including but not limited to closing statements, closing escrow instructions, excise tax affidavits, and the special warranty deed. Commissioner Schilperoort moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.
- Motion to approve SIED contract YC-CPSR-18 on behalf of the Port and authorize President Arnold Martin and Secretary Tyler Schilperoort to sign on behalf of the Port. Commissioner Grubenhoff moved to approve, Commissioner Schilperoort seconded. Motion approved 3-0.

**ADJOURNMENT:** The Business Meeting adjourned at 6:05 p.m., peace and harmony prevailing.

  
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Arnold Martin, President

ATTEST:   
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Tyler Schilperoort, Secretary