



MINUTES OF THE BUSINESS MEETING
Held August 6, 2018

The August 6, 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
Lucia Navarro, Administrative Assistant
Rob Faber, Legal Counsel

GUESTS: None

DISCUSSION/ACTION ITEMS: Commissioner Grubenhoff asked if the check written to Sylvia Baggerly on July 25, 2018 was in return of her security deposit. Jay responded it was for her deposit less what she owed for her pasture rent.

Commissioner Schilperoort asked what the payment to Valmont on July 25 was for. Jay answered that the payment was for the remaining balance on the pivot for field B.

Commissioner Grubenhoff asked for more information regarding the payments made to the Washington State Auditor and J-U-B Engineers. Jay stated the auditor payment was for the audit expenses incurred in June. While the payment to J-U-B is for rail spur engineering expenses.

EXECUTIVE DIRECTOR:

- Jay discussed the Influent Pump Station Project. He explained that all four pumps have gone out. The pumps are more than 11 years old and it has been in the plans to repair them prior to them breaking down. The Port contacted 3 companies from the Small Works Roster to invite them to bid on this project. A total of 2 bids were received on July 27th with the lowest bid coming from Mountain States Construction.
- Resolution 2018-08 A Resolution Declaring Excess Personal Property was presented for approval. Jay informed the Commissioners that the vehicle used by the administration office, a 2003 Nissan Murano, needs to be traded in due to ongoing issues. A vehicle from Speck motors in Sunnyside has been found to be a suitable trade in. Approval of this resolution will allow for this to take place.

PROJECT MANAGER:

- Travis shared that construction is well under way at the Nutrien site with the roof being completed over the weekend. Commissioner Grubenhoff stated that the project seems

to be moving along quite fast. He asked if the business was also going to be a hardware store. Travis responded no, the business will only sell chemicals.

- Commissioner Grubenhoff asked for clarification from Travis regarding the statement in his memo about exhausting the Carnation funds. Travis replied that closing out the wells at the Carnation site utilized the remaining funds in the project. Commissioner Grubenhoff asked Jay if there has been any interest in the Carnation property. Jay stated that there has been a ton of interest but so far nothing that would be appropriate at such a vital location in Sunnyside.
- Travis shared that bids were received on Friday, August 3rd, for the Ostrom Mushroom Farm Structural Fill Project. He reminded the Commissioners that no bids were received on the original bid date of June 29th. Since then, changes have been made to the rock spec which caused the bid to be pushed out until last week. A total of 3 bids were received for the project with the winning bid coming from Granite Construction.

GENERAL COMMENTS:

Staff Comments: None

Legal Comments: Rob shared the recent passing of Steve Winfree's wife Linda. He stated her service is scheduled for August 17, 2018 at the Presbyterian Church.

Commissioner Comments: Commissioner Grubenhoff shared that he had a wonderful time during his family vacation to Oregon.

Commissioner Schilperoort asked how the Port will be paying for the rock once the Ostrom project begins. Jay responded that the Port will receive load tickets from Granite monthly and pay accordingly. Jay shared that as payments are made for the rock the Port will be submitting reimbursement requests to CERB for the expenses.

Commissioner Schilperoort shared that he had an excellent time at the Commissioner's Seminar, July 22nd - July 24th, at Suncadia Resort. He stated he learned a lot and this was his favorite training that he has attended so far.

ACTION ITEMS:

- The consent agenda includes:

Minutes of the Business Meeting held on July 16, 2018. Payroll issued on July 20, 2018 in the amount of \$32,067.19, payables issued on July 25, 2018 in the amount of \$136,960.66, payroll issued on August 3, 2018 in the amount of \$39,691.85, totaling \$208,719.70. Commissioner Grubenhoff moved to approve, Commissioner Schilperoort seconded. Motion approved 3-0.

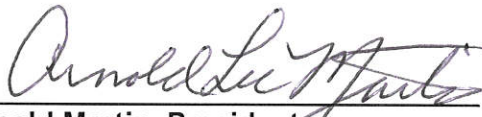
- Motion to approve the contract with Mountain States Construction in the amount of \$184,192.53 plus tax, for the Influent Pump Station Repair Project and authorize Jay Hester to sign on behalf of the Port. Commissioner Schilperoort moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.
- Motion to approve Resolution 2018-08 A Resolution Declaring Excess Personal Property. Commissioner Grubenhoff moved to approve, Commissioner Schilperoort seconded. Motion approved 3-0.

- Motion to approve the contract for the Ostrom Mushroom Farm Structural Fill Project and authorize Travis Jansen to sign on behalf of the Port. Commissioner Schilperoort moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.

EXECUTIVE SESSION: The Executive Session was opened at 5:53 p.m. by 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 15 minutes. At 6:08 p.m. the session was extended for five minutes by President Martin. The session closed at 6:13 p.m.

ACTION ITEMS: No action was taken.

ADJOURNMENT: The Business Meeting adjourned at 6:14 p.m., peace and harmony prevailing.



Arnold Martin, President

ATTEST: 

Tyler Schilperoort, Secretary