



MINUTES OF THE BUSINESS MEETING
Held December 17, 2018

The December 3, 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
Lucia Navarro, Administrative Assistant
Rob Faber, Legal Counsel

GUESTS: None

Citizen Comments: None

DISCUSSION/ACTION ITEMS:

EXECUTIVE DIRECTOR:

- Jay presented an agreement between the Port and Sunnyside Valley Irrigation District for a change to the point of delivery for irrigation at the Ostrom property. This agreement is necessary in order for the Ostrom property to get water to their site. The new point of delivery will also serve a portion of the Port's spray field.
- Resolution 2018-21 was presented. This resolution is intended to declare excess personal property. The items that will be surplus are two wheel lines that are no longer needed out in the sprayfields. Commissioner Schilperoort asked how the Port gets rid of excess property. Jay responded that the items are advertised on Craigslist and sold to the highest bidder.
- Leases with Elite Cosmetology and Integrity Driving School were presented for approval. Both businesses are located in the Golob Landing Business Park and are renewing their previous lease with the Port.
- The lease for property located at 2393 Sheller Road was presented for approval. This is a new lease for the Port as the property was purchased from G&S Cattle Company earlier in the year. The tenants, Francisco & Maribel Macias were previous tenants of G&S and the Port has elected to continue leasing with them.

GENERAL COMMENTS:

Staff Comments: Jay commented that a request has come in from *The Eye Center* to place a monument sign for the business on the corner of Van Nutley and Reith Way near the current Golob Landing business sign. Commissioner Schilperoort stated that he recently drove past the

property and in looking at the property through the eyes of a customer, it makes sense to place a sign in the requested location. He feels that a sign in that area will provide incoming customers a guide to the driveway entrance for The Eye Center. Commissioner Grubenhoff asked if the anticipated sign will be the same size as Swofford's sign. He stated if it will be the same size, he has no issue with it. Commissioner Martin asked if there is a city ordinance that applies in this case. Jay responded that it would need to be researched. He also stated that a permit will be needed prior to installation of the sign and those issues will be addressed at that time with City officials.

Legal Comments: Rob shared with the Commission that the Comprehensive Plan will be amended to add the Truss Way property at the first meeting of the year. He also stated that after looking into the new requirements for the Family and Medical Leave Act, the Port is able to cover the employer portion but it will be a lot of work and he doesn't recommend it. Commissioner Martin stated he sees no reason that the Port should elect to pay the employee portion as it is 0.4%.

Commissioner Comments: Commissioner Grubenhoff wished everyone a very Merry Christmas and a good holiday season.

Commissioner Martin wished everyone a good holiday season. He also stated that the Annual Meeting in Bellevue was very good.

Commissioner Schilperoort stated that he has enjoyed attending all of the meetings this year. He has learned that valuable knowledge and resources are gained by networking at each meeting.

ACTION ITEMS:

- The consent agenda includes:

Minutes of the Business Meeting held on December 3, 2018 and Minutes of the Business Meeting held on December 6, 2018. Payroll issued on December 5, 2018 in the amount of \$37,993.96, payables issued on December 1 and 10, 2018 in the amount of \$1,260,014.78, totaling \$1,260,014.78. Commissioner Grubenhoff moved to approve, Commissioner Schilperoort seconded. Motion approved 3-0.

- Motion to approve an agreement between the Port of Sunnyside and Sunnyside Valley Irrigation District for a Change of Point of Delivery at parcel 220912-22001 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 an agreement between the Port of Sunnyside and Sunnyside Valley Irrigation District for a Change of Point of Delivery at parcel 220901-33002 and authorize Jay Hester to sign on behalf of the Port. Commissioner Grubenhoff moved to approve, Commissioner Schilperoort seconded. Motion approved 3-0.
- Motion to approve Resolution 2018-21 A Resolution Declaring Excess Personal Property and Authorizing the Disposal of Excess Personal Property. Commissioner Schilperoort moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.
- Motion to approve the lease with Elite Cosmetology Barber & Spa Academy, LLC and authorize Jay Hester to sign on behalf of the Port. Commissioner Grubenhoff moved to approve, Commissioner Schilperoort seconded. Motion approved 3-0.

- Motion to approve the lease with Integrity Driving School 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 the lease with Francisco and Maribel Macias and authorize Jay Hester to sign on behalf of the Port. Commissioner Grubenhoff moved to approve, Commissioner Schilperoort seconded. Motion approved 3-0.

EXECUTIVE SESSION: The Executive Session was opened at 5:54 p.m. by President Martin to discuss real estate and Personnel issues as allowed by RCW 42.30.110 subsection C & G respectively. The session was expected to last 11 minutes. At 6:05 p.m. the session was extended for five minutes by President Martin. At 6:10 p.m. another five-minute extension was called by President Martin. The session closed at 6:15 p.m.

- Motion to approve an increase of up to \$12,000 for Jay Hester to allocate to Port staff for wages effective January 1, 2019 as he determines in the best interest of the Port. Commissioner Grubenhoff moved to approve, Commissioner Schilperoort seconded. Motion approved 3-0.
- Motion to approve an increase in \$4,105 to Jay Hester's salary effective January 1, 2019. Commissioner Schilperoort moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.

ADJOURNMENT: The Business Meeting adjourned at 6:20 p.m., peace and harmony prevailing.


 Arnold Martin, President

ATTEST:


 Jim Grubenhoff, Vice President

