



**MINUTES OF THE BUSINESS MEETING**  
**Held April 15, 2019**

The April 15, 2019 Business Meeting was called to order at 5:16 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:** Martin Casey, City of Sunnyside

**Citizen Comments:** Martin stated that he was impressed with the operations of the Port and came to tonight's meeting to gain a better understanding of the daily business operations of the Port. He thanked the Commissioners for the opportunity to attend the meeting and learn more about the Port. Commissioner Martin stated that he was glad to have Martin in attendance for tonight's meeting.

**DISCUSSION/ACTION ITEMS:**

**EXECUTIVE DIRECTOR:**

- Jay presented the 2<sup>nd</sup> Amendment to the Interlocal Agreement with the City of Sunnyside which would allow the Port to take over landscaping of the freeway property. Commissioner Schilperoort asked for a brief history on the property. Jay explained that the Sunnyside Daybreak Rotary club obtained grants to landscape the area several years ago. In 2016 the Port took over landscaping on 5<sup>th</sup> Street between Co Dinn Cellars and Varietal in exchange for the City landscaping the freeway property. Since 2016 it became evident that in order to maintain the investment of the property the Port would reassume the landscaping responsibilities. Jay shared that the property belongs to the Department of Transportation (DOT) and the property along 5<sup>th</sup> Street belongs to the Railroad. The Port just maintains these properties that impact the overall appearance of the community. Commissioner Grubenhoff asked how many hours the parks department spent working on the freeway property. Martin Casey responded that he wasn't sure but he knows that the department was very appreciative of the Port maintaining the property. He shared that the department is stretched thin at the moment but, new equipment has been purchased which will enable the department to be more flexible and efficient in maintaining landscaping throughout the city. Commissioner Grubenhoff asked if the City still maintains the Sunny View Park to which Martin Casey responded yes.
- Jay shared that he will be presenting to the SIED board this coming Thursday for the bio-gas project the Port has applied for. He also shared that he has a meeting with Ecology following the presentation to discuss the 30% drawings for the plant expansion.

The CERB application has also been submitted for this project and the presentation for that will take place during the Annual Spring Meeting in Spokane in May. Commissioner Martin asked if one of the Commissioners is expected to attend the CERB presentation. Jay responded that all the Commissioners are welcome to attend.

**GENERAL COMMENTS:**

**Staff Comments:** Jay shared that the Miss Sunnyside Committee has submitted an application for sponsorship for this year's Community Awards Banquet. He stated that the Port usually purchases tickets to the event. Considering the large community impact this event has, he felt that becoming a larger sponsor of the event, would provide more beneficial support to the organization. It would also promote the Port of Sunnyside throughout the community on a larger scale.

**Legal Comments:** Rob shared that he is working on the updating the Port Public Records Policy and hopes to have that ready at the next Port meeting.

**Commissioner Comments:** Commissioner Grubenhoff thanked Martin Casey for attending tonight's Port meeting. He stated that Martin is welcome to come back at any time. Commissioner Martin stated that he is glad that Martin attended tonight's meeting.

**ACTION ITEMS:**

- The consent agenda includes:

Minutes of the Business Meeting held on April 1, 2019. Payroll issued on April 5, 2019 in the amount of \$37,529.30. Payables issued on April 10, 2019 in the amount of \$367,748.36, totaling \$405,277.66. Commissioner Grubenhoff moved to approve, Commissioner Schilperoort seconded. Motion approved 3-0.

- Motion to approve the 2<sup>nd</sup> Amendment to the Interlocal Agreement between the Port of Sunnyside and the City of Sunnyside and authorize Jay Hester 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 5:45 p.m. by President Martin to discuss Real Estate issues as allowed by RCW: 42.30.110 Subsection C. The session was expected to last 15 minutes. At 6:00 p.m. President Martin called for a 5 minute extension. The session closed at 6:05 p.m.

**ADJOURNMENT:** The Business Meeting adjourned at 6:06 p.m., peace and harmony prevailing.

  
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Arnold Martin, President

ATTEST:   
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Tyler Schilperoort, Treasurer