



**MINUTES OF THE BUSINESS MEETING**  
**Held November 16, 2020**

The November 16, 2020 Business Meeting was called to order at 5:15 p.m., by President Grubenhoff. The meeting was held at the Port of Sunnyside's Business Administration Office located at 2640 E. Edison Avenue, Suite 1, Sunnyside, WA.

**Commissioners and Staff present at the Business Meeting:**

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

**GUESTS:** None

**GUESTS COMMENTS:** None

**DISCUSSION/ACTION ITEMS:**

**Executive Director:**

- Jay presented the Assignment of Lease between Rodney Jones and Randy Schutt for approval. This assignment will not change the terms of the lease, it only authorizes Randy to take over the lease for Rodney.
- The industry user contract with Milne was presented for approval. Milne has purchased the plant previously owned by Valley Processing. This contract will allow them to begin discharging to the Port under their own contract. Jay shared that all the contract documents have been completed and Milne is ready to begin discharging to the Port as soon as they are allowed. Commissioner Grubenhoff asked if this contract will cover Valley's financial obligation owed to the Port. Jay stated that it will not. This issue is still being worked through between Valley and Port staff. Commissioner Martin commented that Milne is an established company in the Valley. Jay shared that they are anticipating growth from the numbers presented on their Schedule A.

**ACTION ITEMS:**

- The consent agenda includes:

Minutes of the Business Meeting held on November 2, 2020 and minutes of the Business Meeting held on November 3, 2020. Payroll issued on November 5, 2020 in the amount of \$41,752.40, payables issued on November 4 and 10, 2020 in the amount of \$438,143.77, totaling \$479,896.17. Commissioner Martin moved to approve; Commissioner Schilperoort seconded. Motion approved 3-0.

- Motion to approve the Assignment of Lease between Rodney Jones and Randy Schutt for the property legally described as Parcel 221036-42412 and 221036-43404, and authorize Jay Hester to sign on behalf of the Port. Commissioner Schilperoort moved to approve; Commissioner Martin seconded. Motion approved 3-0.
- Motion to approve the Industry User Agreement with Milne Fruit Inc. and authorize Jay Hester to sign on behalf of the Port. Commissioner Martin moved to approve; Commissioner Schilperoort seconded. Motion approved 3-0.

**GENERAL COMMENTS:**

**Staff Comments:** None

**Commissioner Comments:** Commissioner Schilperoort stated that he had a wonderful time on vacation.

**EXECUTIVE SESSION:** The Executive Session was opened at 5:28 p.m. by President Grubenhoff to discuss Real Estate and Legal issues as allowed by RCW 42.30.110 subsections C and I respectively. The session was expected to last 30 minutes with no action expected to be taken. At 5:58 p.m. the session was extended for 20 minutes by President Grubenhoff. At 6:18 p.m. the session was extended for 10 minutes by President Grubenhoff. The session ended at 6:28 p.m.

**ADJOURNMENT:** The Business Meeting adjourned at 6:29 p.m., peace and harmony prevailing.

  
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Jim Grubenhoff, President

**ATTEST:**  
  
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Arnold Martin, Treasurer