



MINUTES OF THE BUSINESS MEETING
Held February 1, 2021

The February 1, 2021 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
Karen Hofmann, Director of Finance & Administration
Nikki Jech, Communications Director
Lucia Navarro, Administrative Assistant
Rob Faber, Legal Counsel

GUESTS: None

GUESTS COMMENTS: None

DISCUSSION/ACTION ITEMS:

Executive Director:

- Jay presented the Procurement Policy for review and approval. The Port has always followed these guidelines when selecting contractors for personal and professional services but this policy adds an additional layer of protection to the selection process.

ACTION ITEMS:

- The consent agenda includes:

Minutes of the Business Meeting held on January 19, 2021. Payroll issued on January 20, 2021 in the amount of \$38,384.16, payables issued on January 25, 2021 in the amount of \$273,327.71, totaling \$311,711.87. Commissioner Martin moved to approve; Commissioner Schilperoort seconded. Motion approved 3-0.

- Motion to approve the Procurement and Public Works Policy. Commissioner Schilperoort moved to approve; Commissioner Martin seconded. Motion approved 3-0.

GENERAL COMMENTS:

Staff Comments: None

Commissioner Comments: Commissioner Grubenhoff stated that his daughter's wedding went off without a hitch this past weekend and everyone had a great time.

EXECUTIVE SESSION: None

ADJOURNMENT: The Business Meeting adjourned at 5:47 p.m., peace and harmony prevailing.


Jim Grubenhoff, President

ATTEST:

Arnold Martin, Treasurer