



**MINUTES OF THE BUSINESS MEETING**  
**Held June 21, 2021**

The June 21, 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 – excused absence  
Arnold Martin, Commission Secretary  
Jay Hester, Executive Director  
Travis Jansen, Project Manager  
Karen Hofmann, Director of Finance & Administration  
Lucia Navarro, Administrative Assistant  
Rob Faber, Legal Counsel

**GUESTS:** None

**GUESTS COMMENTS:** None

The public hearing on Amendment and Supplement No. 33 to the Comprehensive Plan was opened at 5:16 p.m. by President Grubenhoff.

**LEGAL COMMENTS:** Rob Faber commented that as per RCW 53.20.010 notice was given of the public hearing on Amendment and Supplement No. 33 to the Comprehensive Plan via publication in the Sunnyside Sun. The notice ran in the Sunnyside Sun on Wednesday, June 9, 2021 and again on the following Wednesday, June 16, 2021. As of meeting time there were no public comments received. Rob shared that the first notice was provided more than 10 days prior to the hearing which meets the notice requirements in RCW 53.20.010. He explained that the reason for the hearing was to surplus property that will be sold in the near future as well as bring in property that was recently purchased.

**Citizen Comments:** No citizens present for comments.

The public hearing was closed at 5:21 p.m.

**DISCUSSION/ACTION ITEMS:**

**EXECUTIVE DIRECTOR**

- **Varietal** – The preliminary review from the engineer has been received for the building updates. The final report is expected in the next few weeks.
- **Garcia Land Sale** – The property sale is on schedule and the title and escrow have been opened for this transaction.
- **LTI** – Additional documents have been received from the Railroad. The documents detail additional requirements from RR for this transaction to be completed. Jay will be sitting down with Rob to review all of the items and determine what the Port can do.

## **PROJECT MANAGER**

- **MBR** - Travis informed the Commissioners that the project is still moving forward. He stated that some parts previously thought to be unavailable until late winter 2021 may arrive sooner which will help the project avoid gaps in construction.

## **GENERAL COMMENTS:**

**Staff Comments:** Rob commented that the Open Public Meetings Act proclamation has been continued indefinitely. The proclamation is set to end when the state of emergency in Washington ends.

Karen commented that the exit interview with the State Auditor's Office is scheduled for Wednesday, June 30 at 3:30 pm.

Travis stated that the City of Sunnyside recently awarded the Midvale Road repair project and it is schedule to begin on July 6.

Jay shared that the main compressor of the HVAC unit for the administration building recently went out. Travis will be contacting local companies for quotes on replacing the unit.

## **Commissioner Comments**

Commissioner Martin stated that he is glad to hear that Commissioner Schilperoort is doing well after his surgery.

Commissioner Grubenhoff stated that he is also glad to hear that Commissioner Schilperoort is doing well after his surgery. He wished everyone good luck in the heat next week.

## **ACTION ITEMS:**

- The consent agenda includes:
  - Minutes of the Business Meeting held on June 7, 2021. Payables issued on June 10, 2021 in the amount of \$3,555,351.35, payroll issued on June 18, 2021 in the amount of \$48,040.54, totaling \$3,603,391.89. Commissioner Martin moved to approve; Commissioner Grubenhoff seconded. Motion approved 2-0.
- Motion to approve the Resolution 2021-03, A Resolution Adopting Amendment and Supplement No. 33 to its Comprehensive Plan of Development. Commissioner Martin moved to approve; Commissioner Grubenhoff seconded. Motion approved 2-0.
- Motion to approve the sale of 10.69 acres to 125 Alexander Road, Sunnyside, LLC, as set forth in the Commercial and Investment Real Estate Purchase and Sale Agreement, dated December 15, 2020 as amended by documents dated March 2, 2021, and April 6, 2021, and authorize Jay Hester to sign all of the closing documents on behalf of the Port, including but not limited to closing statements, closing escrow instructions, excise tax affidavits, and the statutory warranty deed. Commissioner Martin moved to approve; Commissioner Grubenhoff seconded. Motion approved 2-0.

**EXECUTIVE SESSION:** None

**ADJOURNMENT:** The Business Meeting adjourned at 5:48 p.m., peace and harmony prevailing.

  
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Jim Grubenhoff, President

**ATTEST:**  
  
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Arnold Martin, Treasurer