



**MINUTES OF THE BUSINESS MEETING**  
**Held May 16, 2022**

The May 16, 2022, the Business Meeting was called to order at 5:15 p.m., by President Schilperoort. 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:**

Tyler Schilperoort, Commission President  
Arnold Martin, Commission Vice President  
Jim Grubenhoff, Commission Secretary  
Jay Hester, Executive Director  
Adam Smith, Project Manager  
Karen Hofmann, Director of Finance  
Nikki Jech, Communications Director  
Lucia Navarro, Administrative Assistant  
Rob Faber, Legal Counsel

**GUESTS:** None

**GUEST COMMENTS:** None

**LEGAL COMMENTS:** None

**DISCUSSION / ACTION ITEMS**

**EXECUTIVE DIRECTOR:**

- **Biogas Update** – Early discussion with a local gas company has taken place. The company is currently working through their analysis of the Port's biogas information. The company has proposed to buy all of the Port's biogas product and repackage it to customers as "brown gas". Commissioner Schilperoort asked what the timeline on a project like this looks like; Jay stated that he expects an update within 30-60 days.
- **LTI Access Agreement** – The access agreement was presented for approval. This agreement is required to finalize the property sale. Currently, LTI is utilizing the farm road through the Sprayfields to access the site.
- **Rail Spur** – Jay shared that he reached out to Nutrien to request use of their rail spur by another tenant. He recently heard back from Nutrien representatives who stated that they have no objection to another tenant utilizing their rail spur.
- **License for Crossing** – The license for Crossing was presented for approval. This license will allow the Port to bring SVID water to the new buildings at 747 Midvale Road. The additional water is needed at the new facilities to assist with the water pressure.

**STAFF COMMENTS:** Rob commented that there has been an update to the Open Public Meetings Act which will require all meetings to be open to the public effective June 1, 2022.

Lucia shared that a recent update from WPPA was sent via email informing its members that Deputy Director, Victoria Lincoln will be retiring on June 10, 2022.

She also provided an update on the Consumer Price Index (CPI) for the period of April 2021 – April 2022. She informed Commissioners that CPI for that period is 9.1%. This is significant because the Port has at least one tenant whose rent is impacted annually by CPI. In previous years, CPI has been between 2% - 3.4%, so this large increase may result in some unwanted issues.

Jay shared that the Vice President of the Executive Committee at WPPA resigned his position at the end of the Spring Meeting that was held on May 4, 2022, at Skamania Lodge.

**COMMISSIONER COMMENTS:** Commissioner Grubenhoff welcomed Adam to the Port team. He stated that he hopes this situation works out well for everyone.

Commissioner Martin welcomed Adam to the Port team. He stated that he is looking forward to a tremendous amount of work being done and all the good things that will come about because of it.

Commissioner Schilperoort welcomed Adam to the Port team.

**ACTION ITEMS:**

The consent agenda includes:

- Minutes of the Business Meeting held on May 2, 2022. Payroll issued on May 5, 2022, in the amount of \$45,853.12, payables issued on May 10, 2022, in the amount of \$320,233.78, totaling \$366,086.90. Commissioner Martin moved to approve; Commissioner Grubenhoff seconded. Motion approved 3-0.
- Motion to approve the Declaration of Access Easement providing legal access to the 125 Alexander Road site to S. McLean Road and authorize Jay Hester to sign on behalf of the Port. Commissioner Grubenhoff moved to approve; Commissioner Martin seconded. Motion approved 3-0.
- Motion to approve the license for Crossings/Encroachments with Sunnyside Valley Irrigation District for parcel 220901-32003 and authorize Travis Jansen to sign on behalf of the Port. Commissioner Martin moved to approve; Commissioner Grubenhoff seconded. Motion approved 3-0.

**EXECUTIVE SESSION:** None

**ADJOURNMENT:** The Business Meeting adjourned at 5:57 p.m., peace and harmony prevailing.

  
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Tyler Schilperoort, President

**ATTEST:**

  
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Jim Grubenhoff, Treasurer