



MINUTES OF THE BUSINESS MEETING
Held September 6, 2022

The September 6, 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
Jim Grubenhoff, Commission Secretary
Jay Hester, Executive Director
Travis Jansen, Operations Manager
Adam Smith, Project Manager

Arnold Martin, Commission Vice President
Nicole Jech, Communications Director
Jasmine Chavez, Administrative Assistant
Rob Faber, Legal Counsel

GUESTS: Frank Chmelik – Chmelik Sitkin & Davis P.S., Kipp Curtis, Barbara Treat – Pacific Ag

GUEST COMMENTS: Kip and Barbara shared a power point presentation on the potential Sunnyside Renewable Natural Gas Project.

The public hearing on the Revised Amendment and Supplement No. 33 to the Comprehensive Plan was opened at 5:58 p.m. by President Schilperoort.

LEGAL COMMENTS: Rob Faber commented that as per RCW 53.20.010 notice was given of the public hearing on Revised Amendment and Supplement No. 33 to the Comprehensive Plan via publication in the Sunnyside Sun. The notice ran in the Sunnyside Sun on August 24 and August 31, 2022. 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 correct the legal description and decrease the size of commercial real property to be sold to 125 Alexander Rd, Sunnyside, LLC.

CITIZEN COMMENTS: As of meeting time, no public comments were received.

The public hearing was closed at 6:03 p.m.

DISCUSSION / ACTION ITEMS

EXECUTIVE DIRECTOR:

- **Revised Amendment and Supplement No.33** – Jay discussed a Resolution Revising Amendment and Supplement No. 33 to its Comprehensive Plan of Development. This resolution is the final extension to the LTI property sale. It also contains a revision to correct the legal description of the 10.00 acres being sold.

PROJECT MANAGER:

- **Trus-Way Project** – Adam gave an update on the status of the project. Upon final review of the property line and new fencing there was an additional tree that was dead and needed to be removed. The tree has been removed and there should be no further issues or concerns regarding damage to the fence line.

FINANCE DIRECTOR:

- **2023 Preliminary Budget** – A draft budget was presented to commission for review. Jay explained that the next step is to meet with Sergey of FCS to further discuss next years wastewater rates and long-term planning.

2022 REDISTRICTING BOUNDARIES:

- The maps of the new 2022 redistricting boundaries were presented for review. As of meeting time there were no citizen comments. A hearing is scheduled for Tuesday, September 13th to take public comments and at the conclusion potentially adopt redistricting boundaries.

STAFF COMMENTS: None

COMMISSIONER COMMENTS: Tyler commented that it is good to be back, and he is feeling much better.

Jim commented that he was impressed with Kip and Barbara's presentation and pleased with the project information.

ACTION ITEMS:

The consent agenda includes:

- Minutes of the Business Meeting held on August 15, 2022. Payroll issued on August 19, 2022, in the amount of \$47,239.97, payables issued on August 25, 2022, in the amount of \$147,725.84, totaling \$194,965.81. Commissioner Martin moved to approve; Commissioner Grubenhoff seconded. Motion approved 3-0.
- Motion to approve Resolution 2022-08, A Resolution Revising Amendment and Supplement No. 33 to its Comprehensive Plan of Development. Commissioner Grubenhoff moved to approve; Commissioner Martin seconded. Motion approved 3-0.
- Motion to ratify the extension agreement and authorize Jay Hester, as the Executive Director of the Port of Sunnyside, to sign all closing documents for the Port's sale of approximately 10 acres identified as Yakima County Assessor's parcel number 220901-31004 to 125 Alexander Road, Sunnyside, LLC, including but not limited to the deed, excise tax affidavit, closing statement and closing escrow instructions, which are consistent with the Real Estate Purchase and Sale Agreement signed by the Port. Commissioner Martin moved to approve; Commissioner Grubenhoff seconded. Motion approved 3-0.
- Motion to ratify change order #2 to Van Belle Excavating for the additional tree removal on the Trus-Way sitework project in the amount of \$5,890 plus tax. Commissioner Grubenhoff moved to approve; Commissioner Martin seconded. Motion approved 3-0.

ADJOURNMENT: The Business Meeting adjourned at 6:30 p.m., peace and harmony prevailing.



Tyler Schilperoort, President

ATTEST:



Jim Grubenhoff, Secretary