



MINUTES OF THE BUSINESS MEETING
Held January 2, 2024

The January 2, 2024, Business Meeting was called to order at 5:15 p.m., by President Martin. The meeting was held at the Port of Sunnyside's Business Administration Office located at 2405 Reith Way, Suite 2, Sunnyside, WA.

Commissioners and Staff present at the Business Meeting:

Arnold Martin, Commission President
Jim Grubenhoff, Commission Vice President
Tyler Schilperoort, Secretary
Jay Hester, Executive Director

Rob Faber, Legal Council
Adam Smith, Project Manager
Jasmine Chavez, Administrative Assistant

OATH OF OFFICE:

Rob welcomed Commissioner Tyler Schilperoort and swore him into Oath for his new term.

GUESTS: None

DISCUSSION / ACTION ITEMS:

Project Manager

- **Airport Hanger**
The design phase is currently a work in progress with J-U-B and the City. Work is being done on the estimate to maximize the grant funding. A meeting between the City, HLA and J-U-B will soon take place to coordinate the utilities.
- **Tenant Improvement Project**
The walkthrough at Suite 4 had a good turnout. More time was requested to allow for subcontractor numbers to be obtained. An addendum was issued, and the bid due date has been moved to January 10, 2023. The Port's maximum allowance for this project is \$350,000.

ACTION ITEMS:

- Motion to approve the Consent Agenda which includes minutes of the business meeting held on December 4, 2023, and minutes of the continued business meeting held on December 18, 2023. Payables issued on December 8, 2023, in the amount of \$825,810.84 and December 21, 2023, in the amount of \$236,792.65. Payroll issued on December 5, 2023, in the amount of \$50,059.58 and December 20, 2023, in the amount of \$50,773.53 totaling \$1,167,436.60. Commissioner Grubenhoff moved to approve; Commissioner Schilperoort seconded. Motion approved 3-0.

STAFF COMMENTS:

Rob commented that we will need to have a hearing soon to surplus the property being sold to Valley Wide. Once the meeting date has been set the hearing notice will have to be signed. Authorization will be given to Jay to sign the closing documents.

Jasmine reminded the commissioners about the City's Industrial Development Meeting on January 8th and the 2024 Port Day Meeting in Olympia on February 1st and 2nd put on by WPPA.

Jay commented that additional funds were requested from the Brownfield cleanup grant to cover ongoing compliance monitoring. Last year, grant limits were increased to \$500,000. The request has been conditionally approved and a contract amendment should be received in the very near future.

COMMISSIONER COMMENTS:

Tyler commented that it is good to be back for a new year and new term. He is looking forward to the new year.

Jim congratulated Tyler on his new term.

Arnold also congratulated Tyler on his re-election. He looks forward to the new year.

EXECUTIVE SESSION:

Arnold read the following factors:

As permitted by RCW 42.30.110(1)(c) we will hold an executive session to consider the price at which real estate will be sold when public knowledge regarding such consideration would cause a likelihood of a decreased price. Such consideration may include the following factors:

- 1) The price for the property;
- 2) The total acres included within the property;
- 3) The location of the property; and
- 4) The easements affecting the property.

Final action will not be taken.

The Executive Session was opened at 5:45 p.m. by President Martin to discuss Real Estate, Personnel and Legal issues as allowed by RCW 42.30.110 Subsections C, G, and I respectively. The session was expected to last 10 minutes with no action expected. At 5:55 the session was extended by 10 minutes. At 6:05 the session was extended by 5 minutes. At 6:10 the session was extended by 5 minutes. The session ended at 6:15 p.m.

ADJOURNMENT:

The Business Meeting adjourned at 6:17 p.m., peace and harmony prevailing.



Arnold Martin, President

ATTEST: 

Tyler Schilperoort, Secretary