



MINUTES OF THE BUSINESS MEETING
Held April 1, 2024

The April 1, 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, Commission Secretary
Rob Faber, Legal Counsel

Adam Smith, Project Manager
Travis Jansen, Operations Manager
Jasmine Chavez, Administrative Assistant
Nikki Jech, Contract Specialist

GUESTS:

Maria Fernandez – Ella
Felicitas Rodriguez – Ella

DISCUSSION / ACTION ITEMS:

Project Manager

- **Tenant Improvement Project** – The completion date for the project is May 3, 2024, but the contractors are ahead of schedule. They are getting ready to put the floor in and have started remodeling suite 1.

Operations Manager

- **Lagoon 2/3** - The bid date for dredging the lagoons has been extended to April 10th, but there may be a second extension. Since bidders are from out of state, we want to give them the opportunity to come on site and look at the project before they put their bids together.
- **Filter** - The filter is running, and it seems to be doing its job. Currently, there are 3 membrane skids running that are bringing in water back from lagoon 4 to supplement what's coming in. It will take about a month or two before we will have more definitive answers if it is working.
- **McKinstry** – We are planning to have McKinstry present at our April 15th meeting. We are expecting to see the final construction cost and the last version of the takeoff agreement.

ACTION ITEMS:

- Motion to approve the consent agenda which includes minutes of the business meeting held on March 18, 2024, payroll issued on March 20, 2024, in the amount of \$52,151.01 and payables issued on March 25, 2024, in the amount of \$203,509.42 totaling \$255,660.43. Commissioner Grubenhoff moved to approve; Commissioner Schilperoort seconded. Motion approved 3-0.

STAFF COMMENTS: None

COMMISSIONER COMMENTS: None

EXECUTIVE SESSION:

The Executive Session was opened at 5:31 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 15 minutes with possible action. At 5:46 the session was extended by 5 minutes. At 5:51 the session was extended by another 5 minutes. At 5:56 the session was extended by 3 minutes. The session ended at 5:59 p.m.

ADJOURNMENT:

The Business Meeting adjourned at 6:00 p.m., peace and harmony prevailing.



Arnold Martin, President

ATTEST:


Tyler Schilperoort, Secretary