

MINUTES OF MARCH 19, 2025 REGULAR MEETING
OF THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF SUNNYSIDE, WASHINGTON, HELD AT THE SUNNYSIDE
HOUSING AUTHORITY OFFICE PURSUANT TO NOTICE PREVIOUSLY ISSUED

Chairperson Keith Sattler called the meeting to order.

CALL TO ORDER

Commissioners present or participating remotely: Keith Sattler, Mae Haney, Melba Fujiura, Wallace Anderson, and Jesse Gonzales.

1. ROLL CALL

Staff present: Elizabeth Alba, Executive Director.

There was no public comment.

2. PUBLIC COMMENT

Wallace Anderson made the motion to approve the Consent Agenda including: Minutes of the February 19, 2025 Regular Meeting, Payment of the Bills for the Month of February, 2025. Mae Haney seconded the motion. Motion passed.

3. CONSENT AGENDA
a. Minutes
b. Payment of the Bills
c. 2024 Tax Return
d. Resignation

Regarding the above payment of the bills for the month of February 2025, it is noted that checks audited and certified by the Auditing Officer as required by R.C.W. 42.24.180 have been recorded on listings that have been made available to the Board. As of March 19, 2025, the Board does, therefore, by unanimous vote of participating commissioners, approve for payment those operating account checks issued in February 2025 included in operating fund numbers 44490 through 44569, for a total of \$184,048.22.

2024 Tax Return for Sunnyside Housing LLC (draft) for informational purposes.

Acceptance of resignation of Keith Sattler for the Board of Commissioners for the Sunnyside Housing Authority. By unanimous vote of participating commissioners, Keith Sattler's resignation was accepted. After receiving an appreciation plaque for Mr. Sattler's 43 years of service, Mr. Sattler left the meeting.

A nomination from Mae Haney for Melba Fujiura to be the Chairperson for the Board of Directors for the Sunnyside Housing Authority was seconded by Wallace Anderson. A unanimous vote of participating commissioners, Melba Fujiura was elected to the position of Chairperson.

4. ELECTION OF NEW
CHAIRPERSON, BOARD
OF DIRECTORS

5. RESOLUTIONS AND
ACTIONS

Resolution 2025-06

A Resolution authorizing the Executive Director to execute an add-on agreement between MRI software LLC and the Sunnyside Housing Authority for additional SaaS services to include ach processing for payroll direct deposit.

Jesse Gonzales moved to approve Resolution 2025-6 as presented. Wallace Anderson seconded. All in favor.

a. Resolution 2025-06: A
Resolution authorizing
the Executive Director
to sign an add-on
agreement for Payroll
Direct Deposit

Executive Session

EXECUTIVE SESSION

An Executive Session was held per RCW 42.30.110 (g) – to review the performance of a public employee. Action: Approve the payment of \$1,553.60 to Delinda Rodriguez for a correction to holiday pay for a three year period through a one-time payroll correction. Wallace Anderson moved to approve the payment. Mae Haney seconded. All in favor.

With no further business to come before the meeting, the meeting was adjourned. 6. ADJOURNMENT


Chairperson

Attest  Secretary