

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
January 2, 2018**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on January 2, 2018 in the Port conference room. Commissioner Shelly Rivard Detrick called the meeting to order at 4:00 p.m.

PRESENT: Commissioners: Shelly Rivard Detrick, Karen Moore and George Sisson. Staff: Mike Wren, Port Manager; Charla Bomstad, Financial Analyst.

MINUTES: MOTION CARRIED unanimously to approve the minutes of the regular meeting of December 18, 2017 (M/S: Karen Moore / George Sisson).

VOUCHERS: The following Vouchers/Warrants were approved for payment.
Airport Fund: Payroll Warrant #16669 - 166679 Totaling \$13,382.33
Vouchers # 16680 - 16686 Totaling \$34,320.06

MOTION CARRIED unanimously to authorize payment of above Vouchers/Warrants (M/S Karen Moore / George Sisson).

OLD BUSINESS: NONE

NEW BUSINESS:

Commission Officer Selections for 2018: The nomination of officers for 2018 was as follows: Karen Moore as President, George Sisson as Vice-President, and Shelly Rivard Detrick as Secretary. MOTION CARRIED unanimously to elect Karen Moore as President, George Sisson as Vice-President, and Shelly Rivard Detrick as Secretary (M/S: Shelly Rivard Detrick / George Sisson).

PUBLIC/TENANT INPUT: NONE

OPERATIONS and MAINTENANCE:

Hangar 405: We have completed the removal of missing and damaged wood that was used as a cover for the door track drain inside the hangar. The old covering was becoming a trip hazard. We replaced it with two layers of three-quarter inch plywood. The cover measured seven and a half inches by one hundred sixty feet long.

Grader: We have serviced all of the fluids on the road grader while we are waiting for our brake parts to arrive.

FROM THE OFFICE:

Mike will be going to a meeting at the Port of Moses Lake tomorrow to assist in the submission of a package to the FAA that could establish a defined area between Ephrata and the Grant County Airport as a location for testing procedures for integrating unmanned aerial vehicles (UAVs) into the National Airspace System. The combination of airspace, facilities and diversified types of air traffic utilizing our 2 airports, coupled with the sparse population of the area makes this an ideal location for testing.

Commissioner Moore reiterated the commission’s desire for Mike to move forward with attaining his commercial UAV pilot license for Port purposes. Mike stated that it would actually be less time and cost to complete a “real pilot” biannual flight certification since he is a licensed pilot. That would in turn, qualify him for the issuance of a UAV license. Mike will pay the costs for the medical exam since it is not required for the UAV license and the Port can pay the flight review costs.

Policy Review: Mike will discuss our policies with our legal counsel and insurance providers to make sure our policies are covering everything they should.

- a. Travel & Meetings:
 - i) IDC Meeting, Jan 16
 - ii) WPPA Executive Meeting (teleconference), Jan 23 Karen
 - iii) Annual Port Dinner, Feb 5 (After Regular Meeting at Sisson’s)

b. Next Regular Meeting: Jan 16 (Tuesday) Charla will be gone

COMMISSIONER INPUT: NONE

ADJOURNMENT: There being no further business to conduct, Commissioner Karen Moore declared the meeting adjourned at 4:16 p.m.

Karen Moore, President

George Sisson, Vice President

Shelly Rivard Detrick, Secretary

ATTEST: _____

2018

Michael G. Wren