

**MINUTES OF THE REGULAR MEETING OF THE  
PORT OF EPHRATA COMMISSIONERS  
January 5th, 2015**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on January 5<sup>th</sup>, 2015 in the Port conference room. Commissioner Shelly Rivard Detrick called the meeting to order at 4:00 p.m.

**PRESENT:** Commissioners: Karen Moore, George Sisson and Shelly Rivard Detrick. Staff: Mike Wren, Port Manager; Kurt Oxos, Operations and Maintenance Supervisor; Charla Bomstad, Financial Analyst.

**MINUTES:** MOTION CARRIED unanimously to approve the minutes of the regular meeting of December 15th, 2015 (M/S: Karen Moore / George Sisson).

**VOUCHERS:** The following Vouchers/Warrants were approved for payment.

Airport Fund: Payroll Warrant #15381 - 15389 Totaling \$12,610.51

Vouchers #15390 - 15397 Totaling \$57,472.11

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

**SCHOOL LEVY PRESENTATION:** Rescheduled to January 20.

**OLD BUSINESS:**

Service Steel Recap: Mike recapped the situation with Service Steel for Commissioner Shelly Rivard Detrick since she was absent at the previous meeting.

**NEW BUSINESS:**

SELECTION OF OFFICERS: The nomination of officers for 2015 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: George Sisson / Shelly Rivard Detrick).

Land Sale for Office Space: Nick Tommer contacted Mike about the purchase of 5 acres of land just west of the daycare building and next to Grant County Public Works. It was unanimous that the normal position of the Port would be to not sell land. That was also the determination of the Commissioners for this specific request. Mike suggested further discussion to formalize this in policy to include any considerations that may permit an exception. We will have further discussion on policy development for this at the next meeting.

**PUBLIC/TENANT INPUT: NONE**

**OPERATIONS and MAINTENANCE:**

304 Bathrooms: We are working on the 304 bathroom project that was put on hold due to other projects that needed to be done. We are nearing the end and it should be finished soon.

Genie Lift: During inspection of our thirty foot genie lift, we noticed excessive play in a gearbox that rotates the boom from side to side. The gears are worn beyond repair and the gearbox needs to be replaced. The gear box is ordered and we will make the necessary repairs. The cost of this repair will be approximately \$8,000. Mike will use the remaining \$6,000 in the 2014 equipment budget and fund the rest from the 2015 vehicle maintenance budget.

Earth Moving Equipment: We are servicing the loader and the backhoe.

**FROM THE OFFICE:**

- a. Travel & Meetings:
  - a) EDC Banquet: March 20<sup>th</sup>, 2015
- b. Next Regular Meeting: Jan 20<sup>th</sup>, 2015
- c. IDC Annual Meeting: will be held right after the Jan 20<sup>th</sup>, 2015 regular meeting.

**COMMISSIONER INPUT:**

Commissioner Moore would like everyone to look over the WPPA 2015 to do list and see if there is anything on there we need to be addressing.

She also pointed out the Port Day is on January 20<sup>th</sup> and it is too late for any of our commissioners to be there to represent us. Mike will send out an E-mail to our representatives in place of our attendance.

Commissioner Moore asked about the entryway project and the fence that borders the SGC facilities. Mike will make that part of the consideration in the design of this year's entryway reconstruction project.

**ADJOURNMENT:** There being no further business to conduct, Commissioner Moore declared the meeting adjourned at 4:45 p.m.

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Karen Moore, President

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George Sisson, Vice President

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Shelly Rivard Detrick, Secretary

ATTEST: \_\_\_\_\_

Michael G. Wren

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