

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
January 19th, 2016**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on January 19th, 2016 in the Port conference room. Commissioner George Sisson called the meeting to order at 4:01p.m.

PRESENT: Commissioners: George Sisson, Shelly Rivard Detrick and Karen Moore. 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 January 4th, 2016 (M/S: Shelly Rivard Detrick / Karen Moore).

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

Airport Fund: Payroll Warrant #15826 - 15830 Totaling \$8,420.31

Vouchers #15831 - 15847 Totaling \$75,014.92

MOTION CARRIED unanimously to authorize payment of above Vouchers/Warrants (M/S Karen Moore / Shelly Rivard Detrick).

OLD BUSINESS:

Building 2003 Roof Repair: After receiving zero bids from the first advertisement on the Small Works Roster, Mike contacted Big Max Construction and they came back with a bid of \$34,660.45. Mike will make sure they get on MRSC Roster Site prior to officially awarding the contract. MOTION CARRIED unanimously to enter a contract with Big Max Construction to complete the repair work on the building 2003 roof that was damaged in the wind storm (M/S Karen Moore / Shelly Rivard Detrick).

Legal Services Selection: We will have a Web Conference with Frank Chmelik in executive session Feb. 1st meeting to discuss potential litigation.

Trout Lake Farms Bldg 734 Lease: The commissioners signed a one year lease with Trout Lake Farms with the option for another year. This lease will run from Jan. 1, 2016 through Dec. 31, 2016.

NEW BUSINESS: NONE

PUBLIC/TENANT INPUT: NONE

OPERATIONS and MAINTENANCE:

Snow Removal: We remain busy with snow removal, having plowed the runways one time and our roads twice.

Vehicle Maintenance: We have the rotary snow blower in for repairs for an air system leak and brake service/inspection.

We are in the process of designing/implementing structural repairs to the bottom of the bucket for our large loader.

Roof Leaks: We are happy to report that building 801 has no leaks after our repair job, however, 2 hangars have small leaks that need work once they are clear of snow and ice.

FROM THE OFFICE:

- a. Travel & Meetings:
 - i) Sunshine Ports, Walla Walla, Jan 20 (Charla)
 - ii) WPPA Executive Board Meeting, Jan 26, Olympia (Karen)
 - iii) WPPA Legislative Day, Jan 26-27, Olympia
 - iv) EDC Annual Dinner, Mar 4

- b. Next Regular Meeting: Feb 1

COMMISSIONER INPUT:

ADJOURNMENT: There being no further business to conduct, Commissioner George Sisson declared the meeting adjourned at 4:23 p.m.

George Sisson, President

Shelly Rivard Detrick, Vice President

Karen Moore, Secretary

ATTEST: _____

Michael G. Wren

_____ 2016