

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
February 1st, 2016**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on February 1st, 2016 in the Port conference room. Commissioner George Sisson called the meeting to order at 4:00 p.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. Guests via Video Conference: Frank Chmelik and Seth Wilson from Chmelik, Sitkin & Davis.

MINUTES: MOTION CARRIED unanimously to approve the minutes of the regular meeting of January 19th, 2016 (M/S: Karen Moore / Shelly Rivard Detrick).

VOUCHERS: The following Vouchers/Warrants were approved for payment.
Airport Fund: Payroll Warrant #15848 - 15856 Totaling \$11,113.22
Vouchers #15857 - 15864 Totaling \$16,621.27

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

OLD BUSINESS:

Building 2003 Roof Repair: The contract has been awarded to Big Max Construction and they should be done by the end of the month. The performance bond was waived since we will pay for the work only after completion and inspection. Retainage will still be held until the appropriate releases have been received.

Adjourn to Executive Session for 15 mins to discuss potential Litigation via videoconference with Frank Chmelik and Seth Wilson: Commissioner Sisson adjourned the meeting to executive session at 4:07 p.m. At 4:22 p.m., Commissioner Sisson extended the executive session for an additional 10 min.

Reconvene from Executive Session: Commissioner Sisson reconvened from executive session at 4:32 p.m.

Professional Services Selection: MOTION CARRIED unanimously to retain the legal services of Chmelik, Sitkin & Davis as special counsel for future litigation. (M/S: Karen Moore / Shelly Rivard Detrick).

Appoint Litigation Manager: MOTION CARRIED unanimously to appoint Michael Wren as "litigation manager" for The Port of Ephrata (M/S Shelly Rivard Detrick / Karen Moore).

NEW BUSINESS: NONE

PUBLIC/TENANT INPUT: NONE

OPERATIONS and MAINTENANCE:

Rotary Snow Blower: We have completed the repairs on the pneumatic system and the machine is back in Operation

Loader bucket: Work has been completed on the reconstruction of the loader bucket.

Genie Lift: The thirty foot genie lift is in the shop to have hydraulic leaks repaired.

FROM THE OFFICE:

- a. Travel & Meetings: EDC Annual Dinner, Mar 4
- b. Next Regular Meeting: Feb 16 (Tues)

COMMISSIONER INPUT:

Commissioners Moore and Sisson both commented on how productive the legislative day was. Commissioner Moore put in a request to WPPA to have bill sponsor information added to next year's bill summary sheets.

ADJOURNMENT: There being no further business to conduct, Commissioner George Sisson declared the meeting adjourned at 4:44 p.m.

George Sisson, President

Shelly Rivard Detrick, Vice President

Karen Moore, Secretary

ATTEST: _____

Michael G. Wren

_____ 2016