

**MINUTES OF THE REGULAR MEETING OF THE  
PORT OF EPHRATA COMMISSIONERS  
February 2nd, 2015**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on February 2nd, 2015 in the Port conference room. Commissioner Karen Moore called the meeting to order at 4:07 p.m.

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

**MINUTES:** MOTION CARRIED unanimously to approve the minutes of the regular meeting of January 20th, 2015 (M/S: Shelly Rivard Detrick / George Sisson).

**VOUCHERS:** The following Vouchers/Warrants were approved for payment.  
Airport Fund: Payroll Warrant #15417 - 15425 Totaling \$13,067.90  
Vouchers #15426 - 15431 Totaling \$6,009.48

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

**OLD BUSINESS:**

Land Sale Policy Discussion: Mike proposed a draft of our policy that articulates that the sale of Port land is not preferred due to our mission of ongoing economic development. The policy acknowledged that there may be times when it could be in the best interest of our community to proceed with a sale. Areas for consideration were established to help consistently measure whether or not a project merits a land sale. The commissioners unanimously approved the changes proposed by Mike and he will add in the Port's policy document.

Operation Resiliency: Commissioner Moore asked that this be added to next meeting's agenda.

Rail Use Agreement: This needs an update primarily for the limitation of liability in the case of track outage. Mike will send the current document out for legal review and modification.

Service Steel Sale: The buildings have been placed up for lease or sale through Ralph Kincaid of Windermere Real Estate. Ralph asked if it would be possible to extend the lease on the buildings beyond the current 26 years in an attempt to make a sale more attractive to potential buyers. Mike said that it would not be possible as it would constitute gifting of public funds since ownership of the buildings are to transfer to the Port at the end of the lease period.

## **NEW BUSINESS:**

Approval of runway 3/21 and Taxiway A engineering contract for 2015 fogseal project with TO Engineers: Mike submitted a proposal to the FAA requesting grant funds to complete the fogseal work on runway 3/21 and taxiway A this year. He received verbal approval for this project and is waiting for the official paperwork to arrive. He requests permission to enter into design and construction contract with TO Engineers for \$72,166.00, once concurrence has been received from the FAA.

MOTION CARRIED unanimously to authorize entering into a design and construction engineering services contract with TO Engineers in the amount of \$72,166.00 (M/S Shelly Rivard Detrick / George Sisson).

Property Owner Inquiry: Mike received a call from Mr. Jordan McDevitt, whose father owns the adjacent land North and East of the gun range. He stated that having the gun range next to his property was reducing the value of his property. He has made a public information request for the lease and other documents on file relating to the construction and operation of the range. Mike has sent those documents out and is awaiting further contact from him.

## **PUBLIC/TENANT INPUT: NONE**

## **OPERATIONS and MAINTENANCE:**

Rail: We have performed a detailed inspection of our spur line for potential track problem areas. We also did an inventory of the track and hardware that we have on hand.

Equipment: Inspection and servicing of airless paint sprayers:

- Hoses are inspected for leaks and wear, replaced if necessary.
- Filers are inspected and cleaned.
- Spray guns and tips inspected.

Portable Pressure Washers:

- Small gas motors were serviced.
- Kerosene burners were checked for operation.
- Pressure wands were checked for safety and operation.

## **FROM THE OFFICE:**

- a. Travel & Meetings:
  - a) Grant County Ports: Feb. 24<sup>th</sup>
  - b) WPPA Exec Board: Mar. 19<sup>th</sup>
  - c) EDC Annual Banquet: Mar. 20<sup>th</sup>
- b. Next Regular Meeting: Feb. 17<sup>th</sup>

**COMMISSIONER INPUT:**

WPPA Retreat: Commissioner Moore attended the retreat and felt positive about our representation. She wanted clarification on RCW 53.12.260 regarding the per diem compensation for our commissioners. Mike said he would look into it and get the information to her.

**ADJOURNMENT:** There being no further business to conduct, Commissioner Karen Moore declared the meeting adjourned at 4:34 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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