

**MINUTES OF THE REGULAR MEETING OF THE  
PORT OF EPHRATA COMMISSIONERS  
February 16<sup>th</sup>, 2016**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on February 16<sup>th</sup>, 2016 in the Port conference room. Commissioner George Sisson called the meeting to order at 4:02 p.m.

**PRESENT:** Commissioners: George Sisson 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 February 1<sup>st</sup>, 2016 (M/S: Karen Moore / George Sisson).

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

Airport Fund: Payroll Warrant #15865 - 15869 Totaling \$8,420.31

Vouchers #15870 - 15880 Totaling \$7,735.23

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

**OLD BUSINESS:**

Entry Sign: The old sign was removed today and work on the new sign should begin soon with completion around the 1<sup>st</sup> week of March.

Building 2003 Roof Repair: The repairs are moving along quickly with the metal almost finished today. They should be done with the cleanup well before the deadline.

WTC: We have received a court notice for a conference call with the judge and legal representatives on March 30<sup>th</sup>. Mike scheduled a conference call with legal counselors Frank Chmelik and Katherine Kenison to ensure that the transfer of the case is progressing. Frank will be in contact with Foster Pepper and will file the necessary paperwork with the courts notifying them of his association with the case. Frank is intending on having someone here next Monday to go through all our files pertaining to WTC.

Building 1 Facilities: Olympic Steel has decided that the additional costs associated with maintaining an office and the overhead crane rental makes it economically unfeasible to use this space. We were notified by Lampson Crane that there needs to be some repair work done on the overhead crane rail system to ensure safety and reliability. They will do a complete inspection of all the rails tomorrow and give us a more accurate estimate of what all needs to be done.

**NEW BUSINESS:**

Airport Master Plan: We received notice from the FAA that funds will be available and to proceed with the project. We are advertising our Request for Qualifications and submittals are due to us by March 3<sup>rd</sup>.

Trout Lake Farm: The General Manager for Trout Lake Farms stopped into the office to let us know that they will be building a milling facility on their Quincy property. Their intent is to maintain the lease on 734 which will be used for product storage.

**PUBLIC/TENANT INPUT: NONE**

**OPERATIONS and MAINTENANCE:**

Genie Lift:

The genie lift is repaired and in good operating condition.

Pickups:

All of our pickups have been serviced and inspected. Found some shock absorbers bad so we replaced them.

We made a trip to Fairchild AFB to pick up a surplus vehicle that will work well for work around port property/flight line.

Airfield Maintenance:

Wind socks have been replaced. Aircraft visual aids have been calibrated.

**FROM THE OFFICE:**

- a. Travel & Meetings: EDC Annual Dinner, Mar 4
- b. Next Regular Meeting: Mar 7

**COMMISSIONER INPUT: NONE**

**ADJOURNMENT:** There being no further business to conduct, Commissioner George Sisson declared the meeting adjourned at 4:35 p.m.

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George Sisson, President

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Shelly Rivard Detrick, Vice President

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Karen Moore, Secretary

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

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