

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
March 16th, 2015**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on March 16th, 2015 in the Port conference room. Commissioner Karen Moore called the meeting to order at 3:59 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, Guest; Trent Moyer, Manager, Pangborn Memorial Airport.

MINUTES: MOTION CARRIED unanimously to approve the minutes of the regular meeting of, March 2nd, 2015 (M/S: George Sisson / Shelly Rivard Detrick).

VOUCHERS: The following Vouchers/Warrants were approved for payment.
Airport Fund: Payroll Warrant #15464 - 15467 Totaling \$6,370.42
Vouchers #15468 - 15479 Totaling \$13,361.71

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

PUBLIC/TENANT INPUT:

Port of Chelan County/Pangborn Memorial Airport: Trent Moyer, Manager of Pangborn Memorial Airport wanted to express appreciation to the Port of Ephrata for assisting last Thanksgiving by providing equipment necessary to repair the visibility reporting function of the Pangborn ASOS weather reporting station. Had that assistance not been given, it would have caused flight cancellations in and out of Wenatchee for up to two weeks. The Port of Chelan formalized their thanks in Resolution 2015-001 (attached).

OLD BUSINESS:

Service Steel Liquidation: The previewing for the auction was today with the auction taking place Tuesday and Wednesday. There was concern from multiple equipment owners (other than Service Steel) over legality and access to the buildings to facilitate removal of their equipment prior to the auction. We coordinated access for these owners and they were able to remove their equipment. We were asked again by the realtor about extending the lease on the buildings to make them more attractive to a buyer. Mike said that the only way that would be appropriate would be for the buyer to purchase additional years at the time of sale for an estimated cost of \$150,000 a year, pending commissioner approval.

Accident Response Checklist: Mike updated the accident response checklist to include procedures to shut down the fuel system in an emergency. He gave the commissioners a copy of the updated checklist to have on hand.

Port Entry Design: Mike did research on the fence and found that it is the property of The Port and we can remove it and replace with something more functional and visually appealing. Mike drew up some preliminary designs for the commissioners to consider. He asked them to think about what they want our entry signage to accomplish. Once we determine “the what”, then we can figure out how to best accomplish that. He also presented an example of digital sign that might work for us using basalt columns for the mount. Mike proposed that we focus on the front section only this year and address the retaining wall and remaining landscaping at a later time as the budget allows. The commissioners will think on it and be ready to discuss it further at the next meeting.

Operations Resiliency: Mike reached out to Rosalinda Kibby of the Columbia Basin Hospital regarding an agreement for the removal of human remains and/or biohazard material by qualified hospital personnel in the event of an incident on Port property. He is waiting to hear back from her.

NEW BUSINESS: NONE

OPERATIONS and MAINTENANCE:

Weed Spraying:

- We have completed the entire EVOC course.
- Safety zones on runway 11-29 completed.
- 100% of the ramp completed.

All of these areas are hand application.

Lenroc access road:

The gravel road was graded and large potholes were filled. Five truck loads of gravel were used on this road. Potholes were also filled on portions of Corporate Street north of Division.

FROM THE OFFICE:

a. Travel & Meetings:

- i) Subduction Zone Drill Briefing, Mar 19 in Wenatchee
- ii) WPPA Exec Board, Mar 18-19
- iii) EDC Annual Banquet, Mar 20
- iv) WPPA Spring Meeting, May 13-15

b. Next Regular Meeting: Apr 6

The carpet is installed upstairs and ready for the furniture to be moved in once it arrives.

COMMISSIONER INPUT:

Commissioner Moore reminded the other commissioners about the public disclosure information that needs to be filled out.

Commissioner Rivard Detrick commented on how nice the newly installed blinds looked in the conference room.

ADJOURNMENT: There being no further business to conduct, Commissioner Karen Moore declared the meeting adjourned at 4:59 p.m.

Karen Moore, President

George Sisson, Vice President

Shelly Rivard Detrick, Secretary

ATTEST: _____

Michael G. Wren

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