

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
March 21st, 2016**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on March 21st, 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.

MINUTES: MOTION CARRIED unanimously to approve the minutes of the regular meeting of March 7th, 2016 (M/S: Karen Moore / Shelly Rivard Detrick).

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

Airport Fund: Payroll Warrant #15902 - 15906 Totaling \$8,420.33
Vouchers #15907 - 15919 Totaling \$36,726.39

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

OLD BUSINESS:

Building 1 & 2 Facilities: No word yet from International Paper. Mike talked to Jeremy Burns from Ephrata Fire Dept. and he confirmed that any business other than steel manufacturing would be required to have a fire suppression system installed. The estimated cost of a system was \$580,000. Since this will be most likely be required in the future, Mike proposed that we move forward in soliciting proposals for the fire suppression system design.

MOTION CARRIED unanimously to proceed with a Request for Proposal for fire suppression system design for buildings 1 & 2 (M/S: Karen Moore / Shelly Rivard Detrick).

Mike also spoke with Justin Rawls of T.Bailey who was the original project manager on the building construction and he said he would look for the documentation on the overhead crane engineering and inspection.

Airport Master Plan RFQ: Mike and all the commissioners were in agreement that Century West ranked the highest for our needs and should be our engineers for this project. MOTION CARRIED unanimously to select Century West as the engineers on the Airport Master Plan project (M/S Shelly Rivard Detrick / Karen Moore).

Strategic Infrastructure Program (SIP) Grant Application: Mike has an appointment with the SIP board on March 31st, 2016 at 10:15.

Grant County EDC 2016 Services Agreement: The Commissioners agreed to renew the 2016 service agreement with the EDC this year, but want to closely monitor this to ensure that we are getting the appropriate value for our investment. MOTION CARRIED unanimously to sign the Grant County EDC 2016 Services Agreement (M/S Shelly Rivard Detrick / Karen Moore).

NEW BUSINESS: NONE

PUBLIC/TENANT INPUT: NONE

OPERATIONS and MAINTENANCE:

Weed Control:

We have begun the hand spraying operation in pavement cracks for weed control.

- 1) EVOC course has been completed.
- 2) Abandoned taxiways A3, A4 & abandoned taxiway B.
- 3) R/W 29 safety zone

If the weather stays favorable, we anticipate completion of the hand spraying operation by the third week in March.

Security Lights:

We have repaired or replaced several outdoor lighting fixtures on the terminal building and buildings 2001, 2003 and 1645.

FROM THE OFFICE:

a. Travel & Meetings:

- i) WPPA Exec Board Teleconference (Karen), Mar 25
- ii) WPPA Spring Mtg, May 11-13
- iii) WAMA Spring Mtg, May 18-20
- iv) Aerobatic Camp, May 23-28
- v) WPPA Finance and Admin, Jun 15-17
- vi) WPPA Director Seminar, Jul 14-15

b. Next Regular Meeting: Apr 4

COMMISSIONER INPUT: Commissioner Moore reminded the other commissioners that they need to go and fill out the annual reporting for the public disclosure commission.

ADJOURNMENT: There being no further business to conduct, Commissioner George Sisson declared the meeting adjourned at 4:33 p.m.

George Sisson, President

Shelly Rivard Detrick, Vice President

Karen Moore, Secretary

ATTEST: _____

_____ 2016

Michael G. Wren