

**MINUTES OF THE REGULAR MEETING OF THE  
PORT OF EPHRATA COMMISSIONERS  
April 20th, 2015**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on April 20<sup>th</sup>, 2015 in the Port conference room. Commissioner Karen Moore called the meeting to order at 4:00 p.m.

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

**MINUTES:** MOTION CARRIED unanimously to approve the minutes of the regular meeting of April 6<sup>th</sup>, 2015 (M/S: George Sisson / Karen Moore).

**VOUCHERS:** The following Vouchers/Warrants were approved for payment.  
Airport Fund: Payroll Warrant #15505 - 15508 Totaling \$6,370.43  
Vouchers #15509 - 15520 Totaling \$62,106.85

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

**OLD BUSINESS:**

Emergency Preparedness Plan: Mike stopped by Columbia Basin Hospital and talked to them about the issue of bio-hazard removal. They said they would look into it and see if there needed to be some form of instrument in place, but they were confident that it was something they could potentially handle for us.

Port Entry Design: Mike is waiting for information from Columbia Sign. He will also check with Graybeal Signs out of Wenatchee. He hopes to have more information by the next meeting.

Policies Review: The commissioners and Mike went over the Airport policies to see if anything needed to be updated. Mike will have them ready to be approved at the next meeting.

**NEW BUSINESS:**

2014 Annual Report Review: Charla went over Statement C-1 that will be submitted to the Auditor in our 2014 Annual Report. The Airport had a net increase of \$13,370.84 in 2014.

Layne Reynolds Inquiry for Land Lease: Mr. Reynolds made a request to lease some property next to his back yard. Mike checked in with Karen Miles of the FAA's Seattle Airport District Office and the FAA remains firm on not allowing any residential type use on the Airport. Mr. Reynolds' secondary plan was to lease some property elsewhere on the Port for storing personal property (trailer and containers). During our discussion, we reiterated our earlier decisions in this area based upon the Port's primary charter of economic development:

- We will not lease land for personal storage on the Port.
  - i. Not Highest and best use
  - ii. Concern about cluttering up the Port
- We try not to directly compete with services that are provided by commercial business in our community. That is why we no longer store recreational vehicles or trailered gliders and our RV Park is only for use by pilots participating in Port-sanctioned aviation events. There is no shortage of personal storage services in Ephrata.

Service Steel: Mike has been trying to confirm who our current tenant is in light of Service Steel going out of business. There are several violations of the lease that need to be addressed within the next 30 days or the lease will go into default. These items include overdue property taxes, lack of insurance and past due utility bills. Mike has contacted our lawyer regarding this issue as well and is waiting to hear back.

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

#### **OPERATIONS and MAINTENANCE:**

##### Weed Spraying:

We have completed the hand spraying. Weather permitting; all that is left of the pre-emergence control program is two days with the ground sprayer.

It was noted that having our own sprayer to be able to use when the weather and time allowed has saved us money and personnel hours because we were able to get the pre-emergence spraying done and do not have to go back over with Round-Up.

##### Hangar doors:

Work continues on the hangar doors.

- Removal of rotted and torn weather-strip with attachment bars.
- The doors were steam pressure washed both inside and out to remove dirt and grease.
- New metal was cut, drilled, primed, and painted to replace bent and broken attachment bars.

#### **FROM THE OFFICE:**

##### a. Travel & Meetings:

- a) WPPA Exec Meeting, May 12
- b) WPPA Spring Meeting, May 13-15

##### b. Next Regular Meeting: May 4, George will be out of town but will make every effort to call in and attend the meeting via FaceTime.

**COMMISSIONER INPUT: NONE**

**ADJOURNMENT:** There being no further business to conduct, Commissioner Karen Moore declared the meeting adjourned at 4:31 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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