

**MINUTES OF THE REGULAR MEETING OF THE  
PORT OF EPHRATA COMMISSIONERS  
May 1, 2017**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on May 1<sup>st</sup>, 2017 in the Port conference room. Commissioner Shelly Rivard Detrick called the meeting to order at 4:00 p.m.

**PRESENT:** Commissioners: Shelly Rivard Detrick, Karen Moore and George Sisson. 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 April 17<sup>th</sup>, 2017 (M/S: Karen Moore / George Sisson).

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

Airport Fund: Payroll Warrant #16379 - 16387 Totaling \$12,817.46

Vouchers # 16388 - 16391 Totaling \$49,247.95 General Fund: Voucher # 10773 Totaling \$2000.00

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

**OLD BUSINESS:**

Residential Property Boundary Encroachment: A packet was sent out to the 9 residents on Summit View today letting them know of the Port obligation to maintain our property borders. T-O Engineers estimated a cost of \$100,000.00 for a 2825 ft. long, 6 ft. fence. The FAA said this could be added into the grant we are applying for that is covering the crack seal and DBE projects. Commissioner Moore requested that the documents sent to the residents be attached to the official minutes.

The 33 residents on L St S.E. also received letters regarding the trash/waste that is being thrown over the property line fence. Mike will walk the fence line next week and make note of the locations that need cleanup.

Manufacturing Building Overhead Door Maintenance Price Quotes: We received two quotes for the project:

1. Garage Doors and More: \$38,727.50
2. Continental Door Company: \$17,165.52

MOTION CARRIED unanimously to award the project to Continental Door Company for the amount of \$17,165.52 (M/S Karen Moore / George Sisson).

**NEW BUSINESS:**

Niesser Lease Default: The insurance has since been updated and brought back into compliance.

LTGO Account: This account was established years ago as part of one of the hangar roof projects. The loan associated with it was paid off 6 years ago, but the account still requires monthly reporting and reconciliation. We checked with Darryl Pheasant regarding the options for closing this account due to inactivity. He told us that as long as we had commissioner approval, it is easy to close the account and transfer the balance into the general fund. He also stated that it was very easy to reestablish if we needed it again in the future.

MOTION CARRIED unanimously to close the LTGO account and move the \$29.69 balance into the general fund (M/S Karen Moore / George Sisson).

**PUBLIC/TENANT INPUT: NONE**

**OPERATIONS and MAINTENANCE:**

Noxious Weed Control: We are continuing to spray the port properties for control of undesirable weeds. We have completed treating our road shoulders and around most of our buildings. EVOC, the abandoned taxiways, runway 4-22 and Airport Street SE are all complete.

We have inspected our forty-foot ground sprayer which we will use to spray our graveled lots and areas alongside the runways with a preemergent herbicide.

Road Cleanup: We picked up over four hundred pounds of litter on Airport Street before we sprayed.

Sprinklers Turned On: All irrigation systems have been activated for the season.

**FROM THE OFFICE:**

- a. Travel & Meetings:
  - a) WPPA Spring Meeting, May 16-19 Suncadia Resort, Commissioner Moore will be attending this meeting.
  - b) SGC "Dust Up" Cross Country Soaring, May 27-28
  - c) Aerobatic Training Camp, June 3-11
  
- b. Next Regular Meeting: May 15

**COMMISSIONER INPUT:** Commissioner Moore would like to thank the employees for all their ongoing efforts in keeping the airport running smoothly.

**ADJOURNMENT:** There being no further business to conduct, Commissioner Shelly Rivard Detrick declared the meeting adjourned at 4:23 p.m.

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Shelly Rivard Detrick, President

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Karen Moore, Vice President

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George Sisson, Secretary

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

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2017

Michael G. Wren