

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
May 16th, 2016**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on May 16th, 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. Guests: Ray Towry, Emily Braunwart and Linda Martin, Grant County EDC.

MINUTES: MOTION CARRIED unanimously to approve the minutes of the regular meeting of May 2nd, 2016 (M/S: Karen Moore / Shelly Rivard Detrick).

VOUCHERS: The following Vouchers/Warrants were approved for payment.
Airport Fund: Payroll Warrant #15973 - 15977 Totaling \$8,420.30
Vouchers #15978 - 15988 Totaling \$28,264.31

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

OLD BUSINESS:

Building 1 & 2 Facilities:

1. Crane System: Lampson is conducting the repair work and expects be done by the end of the week.
2. Fire suppression System Design: We received two submissions, one from FP Engineering and one from Womer & Associates. Of the two proposals, Womer & Associates conducted a site visit; building inspection and construction plan review prior to submittal and gave a very detailed proposal with multiple options. FP Engineering submitted a proposal without visiting the site or seeing the building plans. This is the first time that Mike has ever done this, but he recommended that we go with the more expensive proposal submitted by Womer & Associates since they were much more thorough in their due diligence prior to submission.

MOTION CARRIED unanimously to approve up to \$15,700.00 for Womer & Associates to design a fire suppression system for buildings 1 & 2 (M/S: Karen Moore / Shelly Rivard Detrick).

3. Inland Empire Distribution Systems Proposal: They came over and looked at the buildings last Tuesday and they liked the buildings. They have sent us their request for improvements to be made before they can move in, but there was no mention of earnest money or lease financial agreement details. Until we receive some form of financial commitment from them, no improvements specific to their tenancy will be done on the buildings. We are still negotiating what improvements are to be made to the buildings and who will be paying for them. It was decided to continue to market the buildings until such time as we receive a substantial financial commitment.

NEW BUSINESS: NONE

PUBLIC/TENANT INPUT:

Linda K. Martin, CEcD: Linda is the new Executive Director for the Grant County Economic Development Council and wanted to introduce herself to the commissioners. She is looking forward to working with the individual port districts to find out what their specific niches are. She is also excited about the potential development of an unmanned aerial vehicle program at our airport as well as the potential of an aerospace manufacturing company locating here.

OPERATIONS and MAINTENANCE:

Weed Control: Our weed control program continues.

We are now at the phase where we are spraying noxious weeds on and around the airport. This time consuming spot treatment control will take several weeks to complete.

Entry Sign: Work for the new flag pole installation has begun. Sprinkler lines were relocated and sod was removed.

FROM THE OFFICE:

- a. Travel & Meetings:
 - i) WAMA Spring Mtg, May 18-20 (Vancouver)
 - ii) Aerobatic Camp, May 23-28
 - iii) Soaring “Dust Up”, May 28-29
 - iv) Region 8 Contest, Jun 5-11
 - v) WPPA Finance and Admin, Jun 15-17
 - vi) WPPA Director Seminar, Jul 14-15

- b. Next Regular Meeting: June 6

COMMISSIONER INPUT: Commissioner Moore commented that WPPA Spring meeting was good. She also informed us that the WPPA board will be going to Washington D.C but was hoping to get some commitment from WPPA to help with expenses on this trip. We are a small port and hope that they do not expect us pay for such a costly trip on our own.

ADJOURNMENT: There being no further business to conduct, Commissioner George Sisson declared the meeting adjourned at 4:36 p.m.

George Sisson, President

Shelly Rivard Detrick, Vice President

Karen Moore, Secretary

ATTEST: _____

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Michael G. Wren