

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
May 18th, 2015**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on May 18th, 2015 in the Port conference room. Commissioner Karen Moore called the meeting to order at 4:00 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.

MINUTES: A spelling error was found on page three of the minutes and was fixed prior to the meeting. MOTION CARRIED unanimously to approve the minutes of the regular meeting of May 4th, 2015 (M/S: Karen Moore/ George Sisson).

VOUCHERS: The following Vouchers/Warrants were approved for payment.
Airport Fund: Payroll Warrant #15537 - 15540 Totaling \$6,370.40
Vouchers #15516 & 15541 - 15536 Totaling \$54,016.66

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

OLD BUSINESS:

Port Entry Design: Mike received an example and estimate from Columbia Signs for an 8' x 8' monument cabinet for just under \$30,000. It has an LED illuminated ID cabinet on the top with a full movie capable reader board on the bottom. The commissioners liked how visible it would be and its ability to present a wide variety of information. They expressed concerns regarding the vulnerability it might have to vandalism. They also wondered at how far from the leading edge of technology this particular sign model was.

Mike will get answers to the commissioner's questions as well as a couple more examples and estimates from other companies.

Service Steel Default: The Notification of Default was sent to Umpqua Bank and another 30 day clock has started. Our next steps to resolve this will be determined by where we are at the end of the 30 day period.

NEW BUSINESS:

Building 734 Fire: There was a fire in the northeast corner of the building. Mike's pictures showed that the damage was contained to a very small portion of the building due to the quick response from the Ephrata Fire Department. The commissioners would like to formally recognize and thank them for their efforts.

MOTION CARRIED unanimously to authorize Resolution 2015-001 commending the Ephrata Fire Department for their response to the building 734 fire (M/S Shelly Rivard Detrick / George Sisson).

Resolution 2015-002, WSDOT Guarantee of Matching Money Availability: Mike is submitting a request for an Airport Aid Grant from Washington State Dept. of Transportation (WSDOT) to assist with costs related to the fog seal project for Runway 3-21 and Taxiways A, A1, A3, A4 and B1. Our request is for \$26,888 so we need to commit the matching funds from the Port of \$26,888.

MOTION CARRIED unanimously to authorize Resolution 2015-002 approving the application and committing matching funds for the WSDOT grant request in the amount of \$26,888.00 (M/S George Sisson / Shelly Rivard Detrick).

PUBLIC/TENANT INPUT: NONE

OPERATIONS and MAINTENANCE:

Weed Spraying:

We have begun application of our select herbicides:

- Outside the runway restriction areas where grasses are well established.
- Runway safety zones.
- Abandoned portion of runway 11-29.
- Spot treatment of our industrial lots.

Hangar Doors:

Work continues on the hangar doors.

FROM THE OFFICE:

a. Travel & Meetings:

- i) WAMA, May 20-22
- ii) Glider “Dust Up”, May 23-24
- iii) Aerobatic Training Camp, Jun 1-6
- iv) Fly In, Jun 6
- v) Great Northwest Air Race, Jun 13
- vi) Region 8 Contest, Jun 14-20
- vii) Apple Cup, Jun 24-27

b. Next Regular Meeting: June 1st in upstairs conference room.

COMMISSIONER INPUT:

Commissioners Moore and Rivard Detrick picked up keyboards for their iPads so that it is easier to take notes on them during meetings. It turns them more into computers, thus making them a more useful tool. Commissioner Sisson opted not to get one at this time.

Commissioner Moore commented on having a productive WPPA executive meeting as well as learning a lot at the Real Estate class she attended. She explained that the extra costs for classes presented at the WPPA meetings were for hiring subject matter experts to teach the classes and curriculum development.

ADJOURNMENT: There being no further business to conduct, Commissioner Karen Moore declared the meeting adjourned at 4:30 p.m.

Karen Moore, President

George Sisson, Vice President

Shelly Rivard Detrick, Secretary

ATTEST: _____

Michael G. Wren

_____ 2015