

**MINUTES OF THE REGULAR MEETING OF THE  
PORT OF EPHRATA COMMISSIONERS  
June 4, 2018**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on June 4, 2018 in the Port conference room. Commissioner Karen Moore called the meeting to order at 3:59 p.m.

**PRESENT:** Commissioners: Karen Moore, George Sisson and Shelly Rivard Detrick. Staff: Mike Wren, Executive Director; Kurt Oxos, Operations and Maintenance Supervisor; Charla Bomstad, Financial Officer.

**MINUTES:** MOTION CARRIED unanimously to approve the minutes of the regular meeting of May 21, 2018 (M/S: George Sisson / Shelly Rivard Detrick).

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

Airport Fund: Payroll Warrant #16836 - 16844 Totaling \$11,812.35

Vouchers # 16835, 16845 - 16850 Totaling \$252,820.23

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

**OLD BUSINESS:**

2018 Audit: The audit went quickly this year and was completed last week. The exit conference is scheduled for our next commission meeting on June 18<sup>th</sup>. Mike communicated that the auditor expected to only have some exit items and nothing more significant.

Manufacturing Building Cranes: Legal counsel Frank Chmelik found 2 UCC filings on the cranes. He received authorization statements from the bank and Mr. Lampson, then filed the terminations electronically. Lampson also confirmed that they were paying the sales tax on the transaction. Mike will go down to Kennewick on Wednesday to complete the sale.

**NEW BUSINESS:**

**PUBLIC/TENANT INPUT: NONE**

**OPERATIONS and MAINTENANCE:**

Kurt was out of the office for a few days for his son's graduation.

Rail: We repaired a tie-bar on the tracks that was broken.

Aerobatic Box: We cleaned and painted the concrete markers.

Weeds: Work continues on the control of weeds around the port.

Terminal Bldg Door: The wind caught the door and almost ripped it off its hinges. It was too damaged to repair so we are installing a new door and frame.

**FROM THE OFFICE:**

- a. Travel & Meetings:
  - a) Aerobatic Training Camp: June 3-9
  - b) Aerobatic Apple Cup: June 22-23
  
- b. Next Regular Meeting: June 18

Field Fire: There was a fire last week in the field near the S.E. corner of port property, east of the power lines. It was caused by someone burning a “flag blanket” in protest. The Fire Department was able to put it out quickly so there was no damage beyond burnt ground. There will be charges brought against the perpetrator.

Network Issues: We are having issues with our network sharing system due to Windows updates. We will be upgrading our router and adding a Network Attached Storage device to work around it. Cost will be approximately \$1200.00.

Alternate Fuel Requirement – RCW 43.19.648 and Chapter 194-129 WAC: Coleman Oil can blend 5%, 10% and 20% biofuel; any of these would fulfill this requirement. Mike and Kurt will check into cost, compatibility and weather-related issues and have more information soon as to the feasibility of us making this transition.

Commissioner Rivard Detrick would like Mike to check into whether there are grants available to help us install an electric vehicle charging station.

**COMMISSIONER INPUT: NONE**

**ADJOURNMENT:** There being no further business to conduct, Commissioner Karen Moore declared the meeting adjourned at 4:41 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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