

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
June 5, 2017**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on June 5, 2017 in the Port conference room. Commissioner Shelly Rivard Detrick called the meeting to order at 4:01p.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; Guests: Scott Sundberg and Cory Pickeral.

MINUTES: MOTION CARRIED unanimously to approve the minutes of the regular meeting of May 15, 2017 (M/S: Karen Moore / George Sisson).

VOUCHERS: The following Vouchers/Warrants were approved for payment.
Airport Fund: Payroll Warrant #16407 - 16415 Totaling \$12,981.20
Vouchers # 16416 - 16427 Totaling \$44,968.04

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

OLD BUSINESS:

Residential Property Boundary Encroachment: Mike thanked the guests for coming in with a willingness to work with us towards a solution agreeable to both sides versus demanding. That attitude makes all the difference in weighing alternatives. To summarize, the real issue in the past has been not knowing exactly where the property boundary was. Once we clearly mark it, encroachment identification and enforcement becomes much easier.

The main issues we were wanting to follow up on were:

1. Would the F.A.A. be willing to cover the costs of a fence in the future if the current agreement does not work out with the neighbors? The answer is yes, they would allow us to ask for another grant in the future if we need to complete the fencing to Division Ave.
2. Are we being fair and equitable in our treatment with all the residents along our property boundaries? There are many cases that we can use to justify the difference in requirements depending upon several factors, including how long a particular development has been established.

Commissioner Moore also stated that she spoke with legal counsel about it and he said that as long as the F.A.A. was happy there should be no issues.

The proposal that Mike presented to the commissioners was to place a fence pole at every property corner, 6 inches on our side of the boundary. This will give a clear, visible marker for

all to indicate if any encroachment occurs in the future. These posts will also be able to be included as part of finishing the fence if ever needed any time in the future.

The commissioners wanted to hear from the guests before making their decision.

PUBLIC/TENANT INPUT:

Scott Sundberg: Thank you for inviting us to the last meeting and for the letter that was sent out. It is the general consensus of the residents that the proposal is fair and was well received. He stated that this has been a great process, and thanked us again.

Cory Pickeral: Thank you for working with them and the bottom line is that they need to be in compliance.

Commissioner Moore: Thanked them for coming and invited them to come to our meetings anytime.

Commissioner Rivard Detrick: Stated how glad we are that we are able to have a different solution than the razor wire fence we started out with.

Commissioner Sisson: Thanked Mike for all the work he has done to make this process go smoothly.

OLD BUSINESS CONTINUED:

The commissioners all agreed with the proposal to put posts on the property corners of the currently established residences and establishing a fence along the remainder of the perimeter between 5th and Division. Mike will finalize the details with the FAA and the engineers in order to get the project out to bid as soon as possible.

NEW BUSINESS:

Manufacturing Building Concrete Repairs: In order to make these buildings more marketable, we need to get the floors repaired. Gray and Osborn have given us an estimate of \$55,000 to \$75,000. The commissioners agree to this expense and also ask how we can spark more interest in the buildings.

Mike says that the realtors will hold one of their monthly lunch meetings in the buildings and they will have the opportunity to become more familiar with them. He also is planning a meeting with Linda Martin of the EDC to ensure she has a good understanding of what functions we would like to see in those facilities.

Commissioner Rivard Detrick suggested looking into using social media to target particular businesses and regions. Mike agreed and will follow up on that idea.

OPERATIONS and MAINTENANCE:

Weed Control: Control of noxious weeds on our grass fields has been completed. We have treated our safety zones on our runways. The fields that are spread out on the port have all been

sprayed with a select herbicide that targets broadleaf plants and noxious weeds and will not harm the grasses. We will treat noxious weeds as they continue to emerge.

Terminal Building: We are continuing to prep this building for paint. We have pressure washed the entire building again. More paint is lifting off with every wash. Broken siding is being replaced. Sherwin Williams came out for a site visit and recommended a specific primer that should help the new paint job last longer.

We are going through our inventory of equipment/vehicles and intend to declare the following items as surplus to be auctioned through the state enterprise services agreement:

1. Air Deck Document # 95 SEA 166 B equipment #11
2. 1985 INTERNATIONAL. Truck Servicing Platform Int. #98-0-153983 Equip# 9
3. Out back walk behind rotary cutter Equipment # 22
4. Ford truck F-250 4-wheel drive with snow plow attachment
- 5 Clausing drill press Equipment # 73
6. Dodge P/u 1987 D-150 2-wheel drive Document# 98-0-0903-60 equip# 124
7. Euclid 1967 8230Fam Document # 98-0-1341-89 Equip # 132
8. 400-gal water tank on trailer
9. Rears Power Sprayer #980204892 Equip #18
10. Chevrolet pickup 2000 1500 Silverado #980180478 Equip#120
11. Dodge Airfield tow truck #980286839 Equip.# 385

MOTION CARRIED unanimously to authorize the sale of the surplus items (M/S George Sisson / Karen Moore).

FROM THE OFFICE:

a. Travel & Meetings:

- i) Aerobatic Training Camp, Jun 3-11
- ii) Region 8 Soaring Contest, Jun 11-16 the FAA will be here to observe.
- iii) Apple Cup, Jun 23-24
- iv) WPPA Director Seminar, Jul 13-14, Long Beach, WA

b. Next Regular Meeting: Jun 19

Part-Time Help: We have an ad running for our seasonal position and have received little response. Mike states that we might need to hire a 3rd full-time maintenance employee if the lack of support continues. Commissioner Rivard Detrick suggests that we use BBSI for this for part time and asked how much the full-time position would add to the budget. Mike will get that information for them at the next meeting.

Mike out of the office: Mike picks his daughter up from the airport in Seattle on the 13th and will be out of the office for a few days.

COMMISSIONER INPUT:

Commissioner Moore gave a WPPA update and suggested that we have someone who is drone certified on staff since they are becoming such a large part of the aviation industry. As a pilot, Mike would be the obvious choice. It was also asked if we should put a policy in place regarding drone usage around our airspace. Commissioner Moore suggested looking at the WPPA website for more information.

Commissioner Moore may call in to the next meeting and will let us know.

ADJOURNMENT: There being no further business to conduct, Commissioner Shelly Rivard Detrick declared the meeting adjourned at 4:46 p.m.

Shelly Rivard Detrick, President

Karen Moore, Vice President

George Sisson, Secretary

ATTEST: _____

Michael G. Wren

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