

**MINUTES OF THE REGULAR MEETING OF THE  
PORT OF EPHRATA COMMISSIONERS  
June 6<sup>th</sup>, 2016**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on June 6<sup>th</sup>, 2016 in the Port conference room. Commissioner George Sisson called the meeting to order at 4:04 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.

**MINUTES:** MOTION CARRIED unanimously to approve the minutes of the regular meeting of May 16<sup>th</sup>, 2016 (M/S: Karen Moore / Shelly Rivard Detrick).

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

Airport Fund: Payroll Warrant #15990 - 15998 Totaling \$11,487.17

Vouchers #15989, 15999 - 16004 Totaling \$9,899.16

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 Crane finished the crane rail repairs last Friday.
2. Fire Suppression System Design: Work is continuing on phase I and should be complete next week. Inland Empire Distribution Systems (IEDS) is working with them to ensure they will have the system that best meets their needs without being so specific that it increases costs significantly or limits future use by other potential tenants.
3. Inland Empire Distribution Systems Proposal: Mike met with Jim (Pres/CEO) and Matt (VP Business Development) Ewers of IEDS to go over some of the details of a potential lease agreement on buildings 1 & 2. They questioned the necessity of an earnest money agreement. Mike informed them that the earnest money agreement was to hold the buildings for them, but if they did not care if we continue to market the buildings then no earnest money would be needed. Additionally, no further improvements would be made to the buildings until there is a signed agreement with them with the exception of the fire suppression system. They clearly communicated their desire for the buildings and provided us a letter of intent. However, they declined the earnest money agreement so we are still actively marketing the building on a first come first served basis.

**NEW BUSINESS:**

Butler Aircraft Rental of Hangar 304: Mike was contacted by Butler Aircraft, an aerial firefighting company currently based in the Bend, Oregon area about possibly moving their maintenance base to Ephrata and utilizing hangar 304. Mike communicated the need for a 4 to 5-year lease since a T-hangar would need to be built to accommodate based aircraft.

2<sup>nd</sup> Strategic Infrastructure Program Grant/Loan Submittal: Mike submitted the application for a \$200,000.00 grant and \$50,000.00 loan last week. This will let us move on to the bid and construction phase of the fire suppression system in buildings 1 & 2.

**PUBLIC/TENANT INPUT: NONE**

**OPERATIONS and MAINTENANCE:**

Weed Control: We continue to spray noxious weeds on and around the airport.

Entry Sign: We have poured concrete around the sleeve that the flag pole stands up in. It will be shimmed straight then packed very tightly with sand and capped with a weatherproof cover. Also, a trench was dug and conduit was installed for flag lighting.

Summer Help: We received an application from one of our previous jail crew guys and we think he will work out great if he follows through.

**FROM THE OFFICE:**

- a. Travel & Meetings:
  - i) Region 8 Contest, Jun 5-11
  - ii) WPPA Finance and Admin, Jun 15-17
  - iii) WPPA Director Seminar, Jul 14-15
  
- b. Next Regular Meeting: June 20

**COMMISSIONER INPUT: NONE**

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

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George Sisson, President

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Shelly Rivard Detrick, Vice President

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Karen Moore, Secretary

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

Michael G. Wren

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2016