

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
June 18, 2018**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on June 18, 2018 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, Executive Director; Kurt Oxos, Operations and Maintenance Supervisor; Charla Bomstad, Financial Officer; Guests: Jessica Stang & Eric Clark, State Auditor's Office.

MINUTES: MOTION CARRIED unanimously to approve the minutes of the regular meeting of June 4, 2018 (M/S: George Sisson /Karen Moore).

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

Airport Fund: Payroll Warrant #16851 - 16855 Totaling \$9,013.39

Vouchers # 16856 - 16862 Totaling \$8,823.78

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

OLD BUSINESS:

2018 Audit Exit Conference: Jessica Stang and Eric Clark from the State Auditor's Office went over the results of the audit covering 2016-2017. We were found to be compliant in all areas evaluated and there were no findings.

Manufacturing Building Cranes: Mike went to the Tri-Cities and completed the transaction. All that needs to be done now is the repair of the motors on the 40-ton crane once Wal-Mart vacates that building. Once that is completed, we will make the final \$100,000 payment to Lampson Crane.

NEW BUSINESS:

AT&T Lease Amendment Request: We received a request from AT&T's to amend the current lease agreement to reduce the amount charged for ground rent in exchange for a guaranteed 10-year lease. The current lease has a 6-month termination clause. There are no rent increases proposed during the rent guarantee period. No increases would traditionally not be approved in our leases, however, in this case the fair market value of the 2500 square feet of ground is \$227.27 per month. AT&T proposes to pay \$925.68 per month. This value obviously exceeds any potential lost income due to the lack of CPI increases on fair market value rent over the guaranteed 10-year period. This provides an assured lease income of over \$111,000 during the lease period. The commissioners agreed to the amendment as long as AT&T removes paragraph 6e from the lease, which allows them to terminate early for "any reason, or no reason".

Incentives on Electric Charging Station: Mike contacted the PUD and there are no incentives available to help with the cost of installing a charging station.

PUBLIC/TENANT INPUT: NONE

OPERATIONS and MAINTENANCE:

Terminal Building: We installed a new entry door. The old frame and door were damaged beyond repair. The new door was set and adjusted, gaps were sealed and a new door closure was installed. It will need a new keypad entry assembly.

Railroad: Two rail switches were found to be out of adjustment during an inspection. We made the necessary adjustments and they are now compliant.

Building # 526: High winds damaged some of the wood siding. We tightened up the loose panels and replaced the ones that had blown off.

Industrial Building 1: We have begun the process of washing down the floor of this building to remove the owl droppings.

Noxious Weeds: We are still battling noxious weeds. Kochia and Rush skeleton plants are being targeted on our borders.

Seasonal Help: We received two applications for our advertised seasonal help positions. I found them both to be qualified for the position during the interview and they were hired. They begin work on June 25th.

FROM THE OFFICE:

a. Travel & Meetings:

- i) Aerobatic Apple Cup Competition, Jun 22-23
- ii) Region 8 Soaring Comp, Jul 1-7
- iii) CAP Encampment, Jul 15-28
- iv) WPPA Commissioner's Seminar, July 22-24 Suncadia
- v) WPPA Executive Meeting, July 22 Suncadia

- b. Next Regular Meeting: The July 2 meeting is canceled due to a lack of quorum, so the next meeting will be held on July 16.

Mike will be out of the office from July 10th through July 13th. Kurt will also be gone July 5th through July 11th. Mike will remain available via cell phone

COMMISSIONER INPUT: NONE

ADJOURNMENT: There being no further business to conduct, Commissioner Karen Moore declared the meeting adjourned at 4:38 p.m.

Karen Moore, President

George Sisson, Vice President

Shelly Rivard Detrick, Secretary

ATTEST: _____
Michael G. Wren

2018