

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
August 20, 2018**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on August 20, 2018 in the Port conference room. Commissioner Karen Moore called the meeting to order at 4:01 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 August 6, 2018 (M/S: George Sisson / Shelly Rivard Detrick).

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

Airport Fund: Payroll Warrant #16932 - 16938 Totaling \$11,386.33

Vouchers # 16939 - 16951 Totaling \$24,781.49

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

OLD BUSINESS:

Bio-Fuel Update: An article by the US Department of Energy “Clean Cities” program, published in Feb 2011 states that biodiesel can be used on vehicles manufactured after 1993. It also states that Original Equipment Manufacturers don’t recommend using biodiesel blends above B5 in on-highway vehicles manufactured in 2007 and later. Our current mix of diesel vehicles ranges from 1969 (road grader) to 2001 (pickup). Our newest diesel is the crack sealer which is 2006. Due to the age of the vehicle fleet, it is not currently feasible to integrate biofuel into use without maintaining multiple types of diesel fuel storage. Mike will create a resolution stating this and submit it at the September 17th meeting.

NEW BUSINESS:

2018 Budget Stats Review: 1 January – July 31: Mike reviewed the status of the budget with the commissioners. Overall, the budget is on target.

Port Facebook Page: Mike will meet with Wes Crago about setting up a Facebook page for the port to let the public know of important issues.

PUBLIC/TENANT INPUT: NONE

OPERATIONS and MAINTENANCE:

Vehicle Maintenance: Service has been performed on the following vehicles:

- 1) Ford Aerostar courtesy van: Lube, oil and filter. Replaced tires, waxed.
- 2) Ford service truck: Lube, oil and filter.
- 3) Ford one ton: Lube, oil and filter.
- 4) Dodge half ton pickup: Lube, oil and filter.

- 5) Hyster fork lift: Lube, oil and filter. Installed a new starter. We are experiencing brake problems with the lift. We took it out of service until we have the opportunity to repair it.
- 6) Clark forklift 12 ton: Lube, oil and filter.
- 7) Clark forklift 4 ton: Lube, oil and filter.

Buildings 2004, 2006: The trim work and touch up painting has been completed. All but two outside security lights have been installed (on order). Installed electrical outlets and interior security light.

Mowing: Picked up a pickup load of trash, then we mowed and trimmed along Division Street.

FROM THE OFFICE:

- a. Travel & Meetings:
 - i) WPPA Executive Meeting, Kalama, Sep 11
 - ii) 2019 Preliminary Budget Complete, Oct 15
 - iii) WPPA Small Ports Seminar, Leavenworth Oct 18-19
 - iv) WSCAA, Leavenworth Oct 25-26 (Mike)

- b. Next Regular Meeting: Sep 4 (Tuesday)

Mike will be out of the office part of this week and most of next week due to his daughter's wedding.

COMMISSIONER INPUT: NONE

ADJOURNMENT: There being no further business to conduct, Commissioner Karen Moore declared the meeting adjourned at 4:16 p.m.

Karen Moore, President

George Sisson, Vice President

Shelly Rivard Detrick, Secretary

ATTEST: _____

Michael G. Wren

_____ 2018