

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
Sept 19, 2011**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on Sept 19,2011. Commissioner Rivard Detrick called the meeting to order at 4:00 p.m.

PRESENT: Commissioners Karen Moore, and Shelly Rivard Detrick. Staff: Mike Wren, Port Manager; Janice Hunter, Financial Analyst. Guest: George Sisson

MINUTES: MOTION CARRIED to approve the minutes of the regular meeting of Sept 6, 2011 (M/S: Karen Moore / Shelly Rivard Detrick).

VOUCHERS: MOTION CARRIED to authorize payment of vouchers from the Airport Fund:
Payroll Warrant #13832- 13834 Totaling \$4,827.48
Vouchers #13835 - 13851 Totaling \$19,534.50 (M/S Shelly Rivard Detrick / Karen Moore).

PUBLIC/TENANT INPUT: NONE

OLD BUSINESS:

Runway 11/29 Fog seal/ Restripe: The fogseal, marking removal and the first coat of restriping was completed last week. Mike commented that the contractor did a good job. The contractor did take one day longer than originally scheduled. If that causes additional costs by the engineers that were on site, Mike will request those funds from the contractor in lieu of liquidated damages.

Building 551 Demolition: There were three bids received for the demolition of building 551. They ranged from \$10,988.92 to over \$29,000. MOTION CARRIED to accept the bid of \$10,988.92 from Desert Rose to demolish building 551 and remove the concrete slab, (M/S: Karen Moore / Shelly Rivard Detrick).

2012 Budget: At the next meeting the Commissioners will be provided a draft of the 2012 budget for review.

Commissioners Vacancy: Commissioner Moore thanked George Sisson for attending the meeting today and for being interested in the vacant Commissioner position. Commissioner Moore acknowledged that George Sisson has a vested economic interest in Ephrata, is very involved in the community and has a global view for the area. MOTION CARRIED to appoint George Sisson as Commissioner, Position #1, (M/S: Karen Moore / Shelly Rivard Detrick). George Sisson commented that he was honored to serve as a Commissioner. The swearing in and an official announcement will be done just prior to the next meeting.

NEW BUSINESS:

State Audit: Auditors are on site to begin the 2 year accountability audit and an audit of the 2010 financials, (2009 financials were audited as part of last year's single audit). Mike will contact the auditors and verify the date/time of the entrance conference.

Fire on Port Property: Last Thursday there was a fire between Airport rd and the highway. All of the brush was burned, but there was no damage to any Port assets.

OPERATIONS and MAINTENANCE:

Auction: The Auction on Sept 10th netted over \$40,000 for the Port. Any funds associated to the sale of certain FAA surplus items funds will be segregated as required by deposit to the Airport Trust Fund and used solely for airport projects.

Lighting Update: We are checking with the PUD to see if any rebate for lighting updates are still available. We will also contact Allstate Electric to do a feasibility study of hangar 304 which will be needed to qualify the building to be eligible for the rebate program.

FROM THE OFFICE:

Travel & Meetings:

Oct 20-21 WPPA Small Ports Seminar, Leavenworth. All the Commissioners will be attending. December 6, WPPA New Commissioner Seminar, Bellevue, December 7-9, WPPA Annual Meeting, Bellevue: Commissioner Sisson, and Mike Wren

COMMISSIONER INPUT:

The Commissioners will meet at 3:00 pm for the Oct 3rd meeting to tour the Hangar 405 updates. George Sisson will be sworn in as commissioner at 3:30 pm, with the meeting to commence at 4:00 pm.

For the future, the commissioners suggested looking into the feasibility of building T-Hangars in the area opened by the removal of building 551. Mike will also be looking at visits to other airports that are growing and have same philosophy as Ephrata.

The Commissioners reviewed a thank you letter that we received from a visiting couple that flew in last week. They were very complimentary of the pilots lounge and the availability of a courtesy vehicle and indicated that they were referring our airport to other pilots.

ADJOURNMENT: There being no further business to conduct, Commissioner Rivard Detrick declared the meeting adjourned at 4:45p.m.

Shelly Rivard Detrick, President

Karen Moore, Vice President

George Sisson, Secretary

ATTEST:_____

DATE_____2011