

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
September 8th, 2015**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on September 8th, 2015 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, Port Manager; Kurt Oxos, Operations and Maintenance Supervisor; Charla Bomstad, Financial Analyst; Anna Franz, Legal Counsel.

ADJOURN TO EXECUTIVE SESSION: Commissioner Karen Moore adjourned the regular meeting to executive session at 4:00 p.m. to discuss potential litigation for approximately 30 minutes.

RECONVENE FROM EXECUTIVE SESSION: Commissioner Karen Moore reconvened from the executive session at 4:30 p.m.

MINUTES: MOTION CARRIED unanimously to approve the minutes of the regular meeting of August 17th, 2015 (M/S: Shelly Rivard Detrick / George Sisson).

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

Airport Fund: Payroll Warrant #15670 - 15680 Totaling \$15,552.02

Vouchers #15668, 15669 & 15681 - 15691 Totaling \$43,718.62

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

OLD BUSINESS:

Fog Seal Project & Saw Cut/Crackseal Change Order: The project is basically finished except for the second coat of paint on the markings. While Karen Miles from the FAA was inspecting the project, Mike pointed out the cracks developing on Runway 3/21 beginning at taxiway A-3 and progressing north. The old pavement on the edges has cracked and the cracks are progressing into the new pavement. Mike proposed saw-cutting the joint between the new and old pavement sections on both sides of the runway for approximately 1800 feet. Karen suggested submitting a change order to the fogseal project to have the contractor do the work. The change order was approved and the contractors cut a ¾ inch gap between the old pavement and new pavement and then filled with sealant. This should allow the old pavement to move without pulling on the new pavement. This increased the current project by \$26,740.00 for a new project total of \$278,776.00.

Service Steel: We received a counter offer from their legal representatives. If we pay them \$25,000.00, they will sign the deed and release all claims. All commissioners voiced their displeasure with this proposal, but had to recognize that we are losing \$30,000 of revenue each month that these buildings are not in our possession and leased. In the end, it is better stewardship to take their deposit of \$16,456.80 along with an additional \$8,543.20 of port funds

to draw this transaction to an expeditious close. This will allow us to get into the facilities to prepare them for occupancy and get them back to producing jobs for our community.

MOTION CARRIED unanimously to authorize payment of \$25,000.00 to Service Steel representatives as presented in their counterproposal for a signed deed and release of claim on the buildings. (M/S George Sisson / Shelly Rivard Detrick).

NEW BUSINESS:

SGC Storage Replacement Request: SGC would like to remove the old metal sheds replace them with a shipping container like the one they have for their bath house. The commissioners agree to allow them to make this change as long as they set it up like the bath house and paint it white to match the rest of their buildings.

Budget Status Review: Mike went over a few points in the budget through the end of June. Over all we are doing well and have a balance of just over 1.1 million in our account.

Mike would like to recommend that we add a bit more to the part-time maintenance help this year so that when we get the Service Steel buildings they can be made ready to rent and/or ready for winter. The Operations and Maintenance Department has a full load already with their regular fall projects in work. The commissioners agree that this would be money well spent.

PUBLIC/TENANT INPUT: NONE

OPERATIONS and MAINTENANCE:

Hangar Doors:

Work continues on this capital improvement project. We are anticipating completion after Labor Day.

Building 1852:

We are preparing building 1852 to be painted.

- All roof nails were removed and replaced with roofing screws with seals.
- Loose metal was refastened.
- Damaged metal was replaced.
- Building was completely washed.
- Bonding primer was applied to roof and walls.

FROM THE OFFICE:

- a. Travel & Meetings: WPPA Small Ports Seminar, October 22nd – 23rd all commissioners plan to attend.
- b. Next Regular Meeting: September 21st

COMMISSIONER INPUT: NONE

ADJOURNMENT: There being no further business to conduct, Commissioner Karen Moore declared the meeting adjourned at 4:52 p.m.

Karen Moore, President

George Sisson, Vice President

Shelly Rivard Detrick, Secretary

ATTEST: _____

Michael G. Wren

_____ 2015