

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
September 21st, 2015**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on September 21st, 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.

MINUTES: MOTION CARRIED unanimously to approve the minutes of the regular meeting of September 8th, 2015 (M/S: George Sisson / Shelly Rivard Detrick).

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

Airport Fund: Payroll Warrant #15692 - 15697 Totaling \$8,707.32

Vouchers #15698 - 15706 Totaling \$283,477.57

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

OLD BUSINESS:

Service Steel: The settlement agreement has been sent to Service Steel's legal firm and we are awaiting a response.

NEW BUSINESS:

2016 Budget Schedule: Mike presented the commissioners with the RCW-driven schedule for the budget process. The preliminary budget will be completed by Oct 13.

Tommer Land Purchase Request: We received a letter outlining a proposed project that would include Mr. Tommer purchasing the 5.23 acre parcel that is north of public works and west of the daycare. The initial information provided dictates that we explore the sale request further. Mike will contact him and request that he attend a meeting to present more information and to provide an opportunity for the commissioners to ask questions.

PUBLIC/TENANT INPUT: NONE

OPERATIONS and MAINTENANCE:

Hangar Doors:

Work continues on this capital improvement project. The doors are painted. Seals between doors will be installed next week.

Building 1852:

We have completed the painting of building 1852.

- The roof and walls were primed and painted.
- New mini gable trim was installed.
- All new corner trim was installed.

Winterization:

- Runway snow plows are ready for operation.
- Some seasonal equipment has been winterized.
- Forklifts have all been inspected and serviced.

FROM THE OFFICE:

a. Travel & Meetings:

- i) WPPA Small Ports Seminar, Oct 22- 23, All Commissioners and Mike will be attending.

b. Next Regular Meeting: Oct 5

COMMISSIONER INPUT: NONE

ADJOURNMENT: There being no further business to conduct, Commissioner Karen Moore declared the meeting adjourned at 4:28 p.m.

Karen Moore, President

George Sisson, Vice President

Shelly Rivard Detrick, Secretary

ATTEST: _____

Michael G. Wren

_____ 2015