

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
Oct 17, 2011**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on Oct 17, 2011. Commissioner Rivard Detrick 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;
Janice Hunter, Financial Analyst.

MINUTES: MOTION CARRIED to approve the minutes of the regular meeting of Oct 3, 2011 (M/S: Karen Moore / George Sisson).

VOUCHERS: MOTION CARRIED to authorize payment of vouchers from the Airport Fund:
Payroll Warrant #13866- 13868 Totaling \$4,826.43
Vouchers #13869 - 13892 Totaling \$97,593.99 (M/S George Sisson/Karen Moore).

PUBLIC/TENANT INPUT: NONE

OLD BUSINESS:

Audit:

The Exit Conference for the Audit was conducted prior to the Board Meeting. The audit produced no findings, areas of concern or suggested changes to processes or policies . The Auditor stated everything looked exceptional.

551 Demolition: The contractors started on Friday Oct 14th and completed Saturday Oct 15th.

Hangar 405: The Commissioners toured hangar 405 before the last meeting. Commissioner Rivard Detrick commented that the work in hangar 405 has dramatically improved the facility.

NEW BUSINESS:

2012 Draft Budget: There were no comments or changes suggested for the draft budget. The Capital Improvement projects will need to be prioritized.

OPERATIONS and MAINTENANCE:

2003 Dock: The repairs have been completed to the loading dock at building 2003.

Snow Equipment: The maintenance and inspections are completed and we are ready to remove snow.

FROM THE OFFICE:

Travel & Meetings:

The Commissioners and Mike will attend the Small Ports Seminar in Leavenworth. The meetings start Oct 20th around noon.

The Commissioners requested Mike to look into the spring meeting in Spokane and make reservations if they are available.

COMMISSIONER INPUT:

ADJOURNMENT: There being no further business to conduct, Commissioner Rivard Detrick declared the meeting adjourned at 4:25 p.m.

Shelly Rivard Detrick, President

Karen Moore, Vice President

George Sisson, Secretary

ATTEST: _____

DATE _____ 2011