

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
October 3rd, 2016**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on October 3rd, 2016 in the Port conference room. Commissioner George Sisson called the meeting to order at p.m.

PRESENT: Commissioners: George Sisson, Shelly Rivard Detrick and Karen Moore. Staff: Mike Wren, Port Manager; Kurt Oxos, Operations and Maintenance Supervisor; Charla Bomstad, Financial Analyst.

MINUTES: MOTION CARRIED unanimously to approve the minutes of the regular meeting of September 19th, 2016 (M/S: Karen Moore / Shelly Rivard Detrick).

VOUCHERS: The following Vouchers/Warrants were approved for payment.
Airport Fund: Payroll Warrant #16166 - 16141 Totaling \$11,238.09
Vouchers # 16131, 16132, 16142 - 16146 Totaling \$10,104.54

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

OLD BUSINESS:

Accountability Audit 2014-2015: The audit is well underway and should be finished in office by the end of this week. Once it is all finalized the commissioners will be contacted for the exit interviews.

WTC: Frank Chmelik contacted Mike with an estimate of \$20,000 for an additional review/expert opinion of the case.

MOTION CARRIED unanimously to continue to pursue the review on this legal matter (M/S Karen Moore / Shelly Rivard Detrick).

Wildlife Hazard Management Plan: Commissioner Moore felt that it was important to include all of our wildlife hazard control practices beyond just firearms addressed in our policy. Mike agreed and will add the additional guidance.

NEW BUSINESS:

EDC Project Harley Visit: Linda Martin brought people to look at the big industrial buildings as a potential site for Aerospace manufacturing. It was a good visit and we will now wait to hear back from them.

Leave Cash Out: Since we have a limit to the amount of leave carried over each December, Mike proposed that the deadline for decisions relating to leave cash out be changed from January to December. This will allow employees to make the decision based upon current annual position instead of projecting what it might be in the following year.

The commissioners agree and Mike will make the changes.

PUD New Building: The PUD is working on their master plan and will be looking at options well into the future for potentially building a new site where they can consolidate many functions to one site. There are no plans to do so at this time, they are simply asking the “what ifs”. Mike asked the commissioners if they would be willing to evaluate the possibility of selling them some land on the southeast corner of the Port where Airport St SE meets SR 282. The commissioners felt that it would be a project worth evaluating if the proposal was ever formalized.

PUBLIC/TENANT INPUT: NONE

OPERATIONS and MAINTENANCE:

Work continues at Industrial Buildings 1 & 2:

Abandoned wiring has either been properly terminated or removed.

The last of the protruded bolts are being ground flush to the concrete floor.

Steel plates that have been mounted to the floor are being prepared to be cut for removal.

Research was conducted and quotes received for a plasma cutter capable of cutting both the steel plates on the floor and the sections of steel welded to the vertical structural beams of building 1. Mike approved the purchase from the equipment account for \$3400.

Snow removal equipment:

We have begun to bring in our snow removal equipment for fluid and filter changes and safety inspections. Currently, two of the snow removal trucks are completed.

FROM THE OFFICE:

a. Travel & Meetings:

- i) WPPA Exec Mtg (telecon), Oct 7, Karen
- ii) WPPA Exec Mtg (telecon), Oct 19, Karen
- iii) WPPA Small Ports, Oct 20-21 (Leavenworth)
- iv) WSCAA Meeting, Oct 28-29 (Leavenworth)
- v) Grant County Ports, Nov 2 (Conference Rm)
- vi) WPPA Annual Mtg, Nov 16-18 (Tacoma) (**Registration Open**) Mike and Karen will attend.

b. Next Regular Meeting: Oct 17

COMMISSIONER INPUT: NONE

ADJOURNMENT: There being no further business to conduct, Commissioner George Sisson declared the meeting adjourned at 4.25 p.m.

George Sisson, President

Shelly Rivard Detrick, Vice President

Karen Moore, Secretary

ATTEST: _____

Michael G. Wren

2016