

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
October 17th, 2016**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on October 17th, 2016 in the Port conference room. Commissioner George Sisson called the meeting to order at 4p.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 October 3rd, 2016 (M/S: Karen Moore / Shelly Rivard Detrick).

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

Airport Fund: Payroll Warrant #16147 - 16151 Totaling \$8,420.30

Vouchers # 16152 - 16171 Totaling \$30,433.99

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

OLD BUSINESS:

Accountability Audit 2014-2015: They have completed the on-site portion of the audit and are reviewing/validating the results for any appropriate reporting. Mike expects the exit conference to occur prior to the November 7th commission meeting.

2017 Draft Budget: Mike presented the draft budget for review. The assessor has not completed the valuations for the county yet so we can't finalize the tax levy amount at this time. We will be advertising for public review/comment beginning the week of Nov 1.

Building 4782: The Ephrata Fire Department used this old building as a training tool and burnt it to the ground on Sunday. Not only was it a great "final use" of the facility, it saved us thousands of dollars in demolition and disposal costs. Kurt and Gordy will have a dumpster brought in for disposal of the metal and concrete that remains.

McDevitt Property: The Sportsmen Association is in the process of buying this property. They want the City of Ephrata and the Port of Ephrata to sign a release for contamination. The City is having their legal representative look over this release and the commissioners suggested we do the same.

NEW BUSINESS:

FAA Lease of Building 406: There are two points of their proposed lease that are unacceptable to us. The first is not having a specific time limit added in the case of a holdover upon lease expiration and the second deals with a "non-restoration clause". As it is written now, they can abandon the premise without restoring the premises, or abandon it leaving everything in place for us to dispose of. Either option was to be at their discretion. Mike has declined agreeing to those

terms so the FAA is floundering a bit as to where to go from here. The lease is currently expired, but in work.

PUBLIC/TENANT INPUT: NONE

OPERATIONS and MAINTENANCE:

Vehicle Winterization: All vehicles have been winterized.

Snow Removal Equipment: We have our snow removal equipment ready for winter ops.

Outside security lighting: Has been surveyed- bulbs and fixtures have been replaced as needed.

Model S-80 Genie Lift: We have successfully screened and taken possession of an 80-foot Genie Lift from surplus. Some functions of the lift are inoperative and will require some investment over the next few months to repair. Once these issues are addressed, this lift will be an exceptional addition to our equipment inventory.

FROM THE OFFICE:

a. Travel & Meetings:

- i) WPPA Exec Mtg (telecon), Oct 19, Karen
- ii) WPPA Small Ports, Oct 20-21 (Leavenworth)
- iii) WSCAA Meeting, Oct 28-29 (Leavenworth)
- iv) Grant County Ports, Nov 2 (Conference Rm)
- v) WPPA Annual Mtg, Nov 16-18 (Tacoma)

b. Next Regular Meeting: Nov 7

COMMISSIONER INPUT: NONE

ADJOURNMENT: There being no further business to conduct, Commissioner George Sisson declared the meeting adjourned at 4:31 p.m.

George Sisson, President

Shelly Rivard Detrick, Vice President

Karen Moore, Secretary

ATTEST: _____

2016

Michael G. Wren