

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
October 19th, 2015**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on October 19th, 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; Guest: Karla Kendall, Reid Middleton.

MINUTES: MOTION CARRIED unanimously to approve the minutes of the regular meeting of October 5th, 2015 (M/S: Shelly Rivard Detrick / George Sisson).

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

Airport Fund: Payroll Warrant #15725 - 15728 Totaling \$6,512.86

Vouchers #15724, 15729 - 15745 Totaling \$51,717.33

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

OLD BUSINESS:

Service Steel: We received the settlement agreement from our legal counsel with instructions on the \$25,000.00 payment. The commissioners signed the settlement agreement and authorized the \$25,000 payment. However, the commissioners would like it noted that they are not in agreement with paragraph 2.2 of the settlement document stating that Service Steel feels that the port did not handle the lease termination properly. We clearly went “above and beyond” in the notification processes using verbal, email and written legal notices sent via registered mail in an effort to remedy all defaults prior to termination. These communications were all ignored by Service Steel and/or their agents and financial institutions.

The current past due property taxes/penalties on the buildings total \$47,237.65. The Commissioners agreed to pay these taxes now to prevent the accrual of further penalties while we wait for final execution of the settlement agreement and transfer of ownership of the buildings to the Port.

Port Entry Sign: Mike received a sample design from Graybeal Signs of Wenatchee. They proposed aluminum pillars made to look like the basalt columns we had originally wanted as part of the structure. The commissioners wanted to see a few more versions of the logo that could be integrated into the design. Mike will get them more choices to choose from tomorrow.

WTC: We have received the case summary from our legal counsel and can now start talking to potential litigators. Mike will talk to Frank Chmelik at the small ports meeting this week and see what his perspective is as the retained counsel for the State Port Association. We will seek opinions/proposals from potential litigators and get this process started.

NEW BUSINESS:

2016 Budget Draft: Mike went over several points of the draft including the expenses for the upgrades to provide office/restrooms/break rooms on manufacturing building 1. These improvements could put us in a negative cash flow for 2016 if we pursue them prior to tenancy of either building. If we wait until building 2 is rented, the income from that would offset the costs for building 1, however, if we wait, it would delay our ability to lease building 1 out for several months until the improvements were completed. We also have several other projects to accomplish in 2016 that we need to decide on next meeting as well as the FAA funded Airport Master Plan Update that is going out for ad soon.

Mike has been working on the automotive fuel for aircraft project that WSDOT aviation proposed to partner with us on. So far he has been able to find a stable supply of 89 octane fuel through Inland Oil, but has been unsuccessful in finding a stable supply of 91 octane. Unless we can find the 91 octane fuel, which can be used in both low and high compression engines, it would probably be best for us to pass on this project.

PUBLIC/TENANT INPUT: NONE

OPERATIONS and MAINTENANCE:

Kurt apologizes for not having a written report for the commissioners as he was out all last week. Gordy finished all of the field mowing around the Port. They have also completed winter prep with the exception of blowing out the irrigation lines, which will occur as soon as temperatures permit.

FROM THE OFFICE:

- a. Travel & Meetings:
 - i) WPPA Small Ports Seminar, Oct 22- 23
 - ii) WPPA Exec Board Meeting, Nov 17 (Seattle)
 - iii) WPPA Annual Meeting, Nov 18-20 (Seattle)

- b. Next Regular Meeting: Nov 2

COMMISSIONER INPUT: NONE

ADJOURNMENT: There being no further business to conduct, Commissioner Karen Moore declared the meeting adjourned at 3:50 p.m.

Karen Moore, President

George Sisson, Vice President

Shelly Rivard Detrick, Secretary

ATTEST: _____

_____ 2015

Michael G. Wren