

**MINUTES OF THE REGULAR MEETING OF THE  
PORT OF EPHRATA COMMISSIONERS  
November 6, 2017**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on November 6, 2017 in the Port conference room. Commissioner Shelly Rivard Detrick called the meeting to order at 4:01p.m.

**PRESENT:** Commissioners: Shelly Rivard Detrick, Karen Moore and George Sisson. Staff: Mike Wren, Port Manager; Kurt Oxos, Operations and Maintenance Supervisor; Charla Bomstad, Financial Analyst; Guest, Brant Mayo, Grant County Economic Development Council (EDC).

**MINUTES:** MOTION CARRIED unanimously to approve the minutes of the regular meeting of October 16, 2017 and the special meeting of October 24, 2017 (M/S: Karen Moore / George Sisson).

**VOUCHERS:** The following Vouchers/Warrants were approved for payment.  
Airport Fund: Payroll Warrant #16595 - 16603 Totaling \$11,154.13  
Vouchers # 16591 - 16594 & 16604 - 16613 Totaling \$195,202.73

MOTION CARRIED unanimously to authorize payment of above Vouchers/Warrants (M/S George Sisson / Karen Moore).

**OLD BUSINESS:**

FAA Meeting: The person who handles the Master Plans for the FAA has not been participating in our bi-weekly meetings we have had throughout this process between us, our engineers, WSDOT and the FAA. Due to the lack of familiarity, once she reviewed our progress she had several questions and issues that she wanted addressed. This will cause delays for the ultimate completion of the master plan. We must also make a decision on land use and our proposal for future release of land from grant assurance obligations and removal from the Airport Exhibit A. It is imperative that if we choose to get land released, we have a solid plan for funding infrastructure improvements over the years prior to release. This would prevent issues relating to what the FAA considers "airport revenue diversion". Once released, the land would no longer be considered part of "the airport", therefore we could not use any funds generated by airport property/facilities to improve the released property.

**NEW BUSINESS:**

2017 Budget Review: Mike reviewed the 2017 budget status. Overall, things are going as planned.

**PUBLIC/TENANT INPUT:** Brant Mayo, the new director of the EDC attended to introduce himself and get a feel for our organization and its needs. Mike took him on a tour of the Port prior to the meeting. Brant also stated that the EDC would like to reinstate the Grant County Ports meeting by spring 2018.

**OPERATIONS and MAINTENANCE:**

Snow removal Equipment: We have serviced and inspected all of our snow removal equipment. The rotary blower was the one piece of equipment that was a challenge this year. The starter failed and required replacement. We also repaired wiring that had been damaged by rodents. Tracing and troubleshooting the engine wiring harness and the machine’s safety features were the most time consuming. All of our snow removal equipment is now ready for operation as planned.

Winterization: We have conducted final inspections on all of our seasonal equipment. Fuel systems were treated with stabilizer, general servicing and visual inspections were completed.

**FROM THE OFFICE:**

- a. Travel & Meetings:
  - i) WPPA Annual Meeting, Nov 15-17, Seattle
  - ii) EDC Annual Banquet, Dec 7
  
- b. Next Regular Meeting: Nov 20

**COMMISSIONER INPUT:**

WPPA Washington D.C Trip: Commission Moore said that the trip was very productive and that they highlighted the issues of Rural Broadband and The Great Northern Rail Corridor with our delegation.

**ADJOURNMENT:** There being no further business to conduct, Commissioner Shelly Rivard Detrick declared the meeting adjourned at 4:31p.m.

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Shelly Rivard Detrick, President

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Karen Moore, Vice President

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George Sisson, Secretary

ATTEST: \_\_\_\_\_

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Michael G. Wren