

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
November 20, 2017**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on November 20, 2017 in the Port conference room. Commissioner Shelly Rivard Detrick called the meeting to order at 4:00 p.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.

MINUTES: MOTION CARRIED unanimously to approve the minutes of the regular meeting of November 6, 2017 (M/S: George Sisson / Karen Moore).

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

Airport Fund: Payroll Warrant # 16614 - 16618 Totaling \$8,645.52

Vouchers # 16619 - 16635 Totaling \$83,835.16 General Fund: Voucher # 10774 Totaling \$650.00

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

ADJOURN TO EXECUTIVE SESSION: Commissioner Shelly Rivard Detrick adjourned the regular meeting at 4:00 p.m. to executive session for approximately 20 minutes to discuss personnel performance.

RECONVENE FROM EXECUTIVE SESSION: Commissioner Shelly Rivard Detrick reconvened to regular meeting at 4:20 p.m.

OLD BUSINESS:

WTC: After several years of legal defense work and a successful mediation session between all parties on October 9th, we have reached a settlement agreement. If agreed to by the Commission, the Port will be responsible only for its own legal fees which total approximately \$220,000 of Port funds over the last 8 years. Any other potential claims will be given up. All commissioners voiced their appreciation for the diligent work performed by Mike and the legal team from Chmelik, Sitkin & Davis.

MOTION CARRIED unanimously to sign the settlement agreement (M/S Karen Moore / George Sisson).

Future Exhibit A Land Configuration: Mike made the suggestion that we only remove two sections of land from exhibit A. That being sections 1G and 1H as depicted on the engineer's map. That would eventually give us approximately 200 acres of property that would be more flexible for economic development while minimizing the impacts of managing revenue diversion as defined by the FAA. The commissioners agreed so Mike will have further discussion with the FAA and the engineers working on the Airport Master Plan.

2018 Final Budget: The budget was adjusted to reflect a reduction in legal services as a result of the settlement agreement. Salaries were adjusted for 2018 as determined by the commissioners. The commissioners then voted to adopt the final budget.

1. Resolution 2017-006; Adopting the General Operating Budget for 2018: MOTION CARRIED unanimously to adopt the general operating budget for 2018 (M/S Karen Moore / George Sisson).
2. Resolution 2017-007; Establishing the General Tax Levy for 2018: MOTION CARRIED unanimously to establish the general tax levy for 2018 (M/S Karen Moore / George Sisson).

NEW BUSINESS:

Master Plan Ramp Marking/Maintenance: There are still a lot of decisions that need to be made regarding the glider runway and adjoining ramp. The FAA wants to re-designate the design group criteria that applies to the runway due to the large wingspan of the gliders. That designation has significant impacts, essentially eliminating all ramp parking. Another issue that is concerning the FAA is that there is nothing separating the ramp from the runway that encourages aircraft to remain on the taxiways instead of cutting across the active runway. The engineers proposed a paint scheme as opposed to pavement removal. The challenge with the paint scheme is that it would need to be repainted every 3-4 years. The current cost of that paint application is \$25,000. That ongoing maintenance cost was not acceptable to the commission, so Mike will have further discussions with the FAA, Engineers and Glider community to look for other options.

PUBLIC/TENANT INPUT: NONE

OPERATIONS and MAINTENANCE:

Lift Equipment: We are inspecting our forklifts for hydraulic leaks and operational safety. While inspecting lift trucks, we found that the larger truck will need brake replacement and wheel bearing repack. The phone van required a carburetor rebuild to get it back into service.

Roof Repair: A few of the asphalt shingles on some roofs were replaced due to the additional incident of high winds.

Recertification classes: Kurt attended pesticide recertification credit classes in Wenatchee. This is an opportunity to have discussions with other applicators in our area to see what they are using for products and to compare notes on their effectiveness. The session speakers are also very informative and helpful.

FROM THE OFFICE:

- a. Travel & Meetings:
 - i) EDC Banquet, December 7, 5:30 Social / 6:30 Dinner
 - ii) WPPA Port Day, January 23, 2018, Olympia
 - iii) Port Annual Dinner January 16 after meeting
- b. Next Regular Meeting: December 4 (Shelly may be gone)

COMMISSIONER INPUT: NONE

ADJOURNMENT: There being no further business to conduct, Commissioner Shelly Rivard Detrick declared the meeting adjourned at 4:50 p.m.

Shelly Rivard Detrick, President

Karen Moore, Vice President

George Sisson, Secretary

ATTEST: _____

Michael G. Wren

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