

**MINUTES OF THE REGULAR MEETING OF THE  
PORT OF EPHRATA COMMISSIONERS  
Dec 19, 2011**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on Dec 19, 2011. Commissioner Rivard Detrick 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; Janice Hunter, Financial Analyst. Guest Jon Smith & Allen Peterson

**MINUTES: MOTION CARRIED** to approve the minutes of the regular meeting of Dec 5, 2011 (M/S: Karen Moore / George Sisson).

**VOUCHERS: MOTION CARRIED** to authorize payment of vouchers from the Airport Fund:  
Payroll Warrant #13952- 13954 Totaling \$4,825.91  
Vouchers #13955 - 13981 Totaling \$77,239.45 (M/S George Sisson / Karen Moore).

**PUBLIC/TENANT INPUT: NONE**

Jon Smith, Grant County EDC and Allen Peterson, Director of the Small Business Development Center were introduced to the commissioners. Mr. Peterson gave a presentation on the free services provided to businesses in the area.

**OLD BUSINESS:**

Hangar 304: The lighting project in hangar 304 is almost complete. The interior lights are done and they are still working on the exterior.

**NEW BUSINESS:**

New Business Inquires: Mike has had an inquiry from a propane business for an acre of land. He will be meeting with them tomorrow and have more details after that. There has also been a Data Center looking for 100 acres. They have made a second look inquiring about water and sewer but nothing further.

Oath of Office: Mike presided over the swearing in of Shelly Rivard Detrick for a 6 year term as Port Commissioner, Position #2.

**OPERATIONS and MAINTENANCE:**

Kurt was performing routine inspection of the spur line and encountered some areas that needed attention. In the future, the track switches will need upgrading and time will be dedicated to tightening and replacing joint bar bolts this summer. Building 551 was recently vacated requiring some minor fixing and some updates.

**FROM THE OFFICE:**

Travel & Meetings:

WPPA Executive Board: Jan 16<sup>th</sup>, Mike will attend

WPPA Spring Meeting, May 16-18, Spokane – Commissioners and Mike Wren  
Finance and Administration Seminar, June, - Janice Hunter will attend

**COMMISSIONER INPUT:**

Commissioner Sisson reported that the WPPA New Commissioner Seminar was a good learning experience.

**ADJOURNMENT:** There being no further business to conduct, Commissioner Rivard Detrick declared the meeting adjourned at 4:45 p.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: \_\_\_\_\_

DATE \_\_\_\_\_ 2011