

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
December 17, 2018**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on December 17, 2018 in the Port conference room. Commissioner Karen Moore called the meeting to order at 4:02 p.m.

PRESENT: Commissioners: Karen Moore, George Sisson and Shelly Rivard Detrick. Staff: Mike Wren, Executive Director; Kurt Oxos, Operations and Maintenance Supervisor; Charla Bomstad, Financial Officer.

MINUTES: MOTION CARRIED unanimously to approve the minutes of the regular meeting of December 3, 2018 (M/S: Shelly Rivard Detrick / George Sisson).

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

Airport Fund: Payroll Warrant #17063 - 17068 Totaling \$10,575.17

Vouchers # 17069 - 17080 Totaling \$10802.17

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

OLD BUSINESS: NONE

NEW BUSINESS: NONE

PUBLIC/TENANT INPUT: NONE

OPERATIONS and MAINTENANCE:

Industrial Building 1: We received the transformer for the electrical door that was inoperable. It was installed and the door is working properly. Fire extinguishers were installed in anticipation of occupancy in the building.

Industrial Building 2: I was called by the fire alarm monitoring company last week notifying us that the system had tripped and the City fire department was dispatched to building 2. As we entered the building there was no obvious fire so we began to investigate. Upon entering the fire sprinkler control room, there was water leaking out the main drain. The system had tripped and filled circuit 1 and 4 with water. The power was turned off accidentally at the main panel to the air compressor in the control room. I believe this was done by the Lampson crew personnel that were in the building earlier that day evaluating the 40-ton crane repair. The compressor was turned on, the circuits were drained and the system reset. Fire Control System Inc was called out for an inspection. The system is now operating normally.

New service truck: We have prepared and painted the service box on this vehicle.

Trout Farms power outage: Trout Farms notified us that they had lost all power to their offices. With assistance from VECA, we determined that the three-phase disconnect to the step-down transformer was faulty. I purchased replacement gear and wire and it was repaired.

FROM THE OFFICE:

- a. Travel & Meetings: IDC Meeting Jan 22, 2019

- b. Next Regular Meeting: Jan 7, 2019

Stoneway is in Building 1 as of today. We are waiting to hear back from North Sky Communications regarding a few issues they had with the lease that we see as non-negotiable.

COMMISSIONER INPUT: NONE

ADJOURNMENT: There being no further business to conduct, Commissioner Karen Moore declared the meeting adjourned at 4:17 p.m.

Karen Moore, President

George Sisson, Vice President

Shelly Rivard Detrick, Secretary

ATTEST: _____

Michael G. Wren

_____ 2019