

**MINUTES OF THE REGULAR MEETING OF THE  
PORT OF EPHRATA COMMISSIONERS  
December 19<sup>th</sup>, 2016**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on December 19<sup>th</sup>, 2016 in the Port conference room. Commissioner George Sisson called the meeting to order at 4:00 p.m.

**PRESENT:** Commissioners: George Sisson, Shelly Rivard Detrick and Karen Moore. 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 December 5<sup>th</sup>, 2016 (M/S: Karen Moore / Shelly Rivard Detrick).

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

Airport Fund: Payroll Warrant #16229 - 16233 Totaling \$10,747.27

Vouchers # 16234 - 16253 Totaling \$267,030.59

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

**OLD BUSINESS:**

Fire Suppression System Project: Final tests and inspection has been completed. Kurt and Gordy have had training on the system. There will a monthly charge for the live monitoring system as well as a yearly inspection charge. The phone tree will be MACC Dispatch, Mike, Kurt and Tenant if there is an alarm. We will be able to submit for the SIP Grant/Loan funds soon.

Enduris Legal Coverage: Marc Antonietti was not able to make this meeting and rescheduled for the Jan. 3<sup>rd</sup> meeting to discuss coverage.

**NEW BUSINESS:**

Health Care Authority Contract Revision: MOTION CARRIED unanimously to authorize Mike to sign the new Health Care Authority Contract (M/S Karen Moore / Shelly Rivard Detrick).

Employee Recognition Requests:

1. Kurt Oxos: MOTION CARRIED unanimously to authorize an employee recognition amount to be awarded to Kurt Oxos in the net amount of \$250.00 (M/S Karen Moore / Shelly Rivard Detrick).
2. Gordon Grenier: MOTION CARRIED unanimously to authorize an employee recognition amount to be awarded to Gordon Grenier in the net amount of \$200.00 (M/S Karen Moore / Shelly Rivard Detrick).

**PUBLIC/TENANT INPUT: NONE**

**OPERATIONS and MAINTENANCE:**

Snow removal: We plowed snow for the first time of this season on December 6th. We cleared our runways, taxiways, and roads.

We received a little more than an inch of snow over the 10<sup>th</sup>. Kurt came in and plowed our roads, parking lots and tenants out on the weekend.

Our snow removal equipment is operating smoothly and safely.

Garden Shed: We have built the floor and walls to our garden shed. When the roof is installed it will be ready to be moved outside.

Fire Suppression Maintenance Training: Gordy and Kurt received maintenance training from Fire Control Inc. on the new suppression systems installed in industrial buildings 1&2.

**FROM THE OFFICE:**

- a. Travel & Meetings: WPPA Ports Day Jan 31
- b. Next Regular Meeting: Jan 3 (Tuesday)

**COMMISSIONER INPUT: NONE**

**ADJOURNMENT:** There being no further business to conduct, Commissioner George Sisson declared the meeting adjourned at 4:11 p.m.

\_\_\_\_\_  
George Sisson, President

\_\_\_\_\_  
Shelly Rivard Detrick, Vice President

\_\_\_\_\_  
Karen Moore, Secretary

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

\_\_\_\_\_ 2017

Michael G. Wren