

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
February 7, 2011**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on Feb 7, 2011. Commissioner Rivard Detrick called the meeting to order at 4:00 p.m.

PRESENT: Commissioners Shelly Rivard Detrick, and Robert Criss. Staff: Mike Wren, Port Manager; Kurt Oxos, Operations and Maintenance Supervisor; Janice Hunter, Financial Analyst.

MINUTES: MOTION CARRIED to approve the minutes of the regular meeting of Jan 18, 2011 (M/S: Robert Criss/Shelly Rivard Detrick).

VOUCHERS: MOTION CARRIED to authorize payment of vouchers from the Airport Fund:

Payroll Warrant #13529 - 13536 Totaling \$10,138.63

Vouchers #13528, 13536 - 13556 Totaling \$22,760.45 (M/S Shelly Rivard Detrick / Robert Criss).

PUBLIC/TENANT INPUT: NONE

OLD BUSINESS:

T-O Engineers Contract:

Mike presented the contract with T-O Engineers for signature. This contract relates to the installation of the new airport beacon and the fog seal application for runway 11/29 that are both scheduled for completion this summer. This contract was reviewed and approved by Karen Miles of the FAA. MOTION CARRIED to approve the contract with T-O Engineers (M/S: Robert Criss/Shelly Rivard Detrick).

Washington State Healthcare Authority:

Mike presented both a Memorandum of Understanding and an Inter-local Agreement that was sent to us by the State Healthcare Authority. Legal council has reviewed the documents and recommended that we try to negotiate the level of indemnification outlined in section 19 so that it would only cover our negligence, not theirs. MOTION CARRIED to approve both the MOU and the ILA with the State Healthcare Authority (M/S: Robert Criss/Shelly Rivard Detrick). However, the commissioners instructed Mike to attempt to negotiate section 19 prior to returning the signed copies to the Healthcare Authority.

Port Policies:

Discussion was postponed until Feb 22nd when Commissioner Moore will be present.

Formerly Used Defense Site (FUDS):

The Shaw Group was out testing several areas around the Port. The Port should receive results of their site visit in a few weeks.

NEW BUSINESS:

Katana Flooding:

The commissioners were provided pictures of the flooding around the Katana Buildings and the intersection of Airport Street and 5th. Gray & Osborne engineers inspected the site and will get back to us with recommended drainage modifications to protect both the Katana facilities and the roads.

Rural Economic Development Conference Sponsorship Request:

The Commissioners agreed to support this funding request of \$250.00 by the Grant County EDC.

American Association of Port Authorities Convention Support Request:

The Commissioners agreed that focus of this event pertains more towards “water ports”, our participation in this event would not be the best use of Port funds at this time.

OPERATIONS and MAINTENANCE:

Kurt and Gordy made a trip to Fairchild AFB to take possession of a 1 ton aircraft stair truck that was surplus. The inoperative stairs and hydraulic system will be removed; then a flat bed that can accommodate the installation of a compressor, welder/generator set and rail tools etc will be installed. This will reduce the response time needed for the various maintenance items throughout the Port.

FROM THE OFFICE:

Travel & Meetings:

Feb 25th EDC Annual Banquet, Commissioner Rivard Detrick and Mike Wren will attend.

March 14th Port Legislative Day, Commissioner Moore will attend.

April 12-13th FAA Conference, Mike Wren will attend.

COMMISSIONER INPUT:

The Pilot Lounge update is coming along nicely. Commissioner Rivard Detrick suggested that maybe a small refrigerator would be a good idea for the room and would help minimize distractions of the staff by visiting pilots. The room will be cleaned up and ready for use before the flying season begins.

ADJOURNMENT: There being no further business to conduct, Commissioner Rivard Detrick declared the meeting adjourned at 4:25 p.m.

Shelly Rivard Detrick, President

Robert Criss, Vice President

Karen Moore, Secretary

ATTEST: _____

DATE _____ 2011