

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
May 16, 2011**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on May 16, 2011. Commissioner Rivard Detrick called the meeting to order at 4:00 p.m.

PRESENT: Commissioners Karen Moore, and Shelly Rivard Detrick. 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 May 2, 2011 (M/S: Karen Moore / Shelly Rivard Detrick).

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

Payroll Warrant #13674 - 13676 Totaling \$4,840.25

Vouchers #13673 & 13677 - 13693 Totaling \$ 27,387.18 (M/S Karen Moore / Shelly Rivard Detrick).

PUBLIC/TENANT INPUT: NONE

OLD BUSINESS:

Building demolition: Mike is in the process of determining what needs to be done in order to demolish Buildings 551 and 4782. The Department of Ecology and Labor & Industries require a survey of each building by a certified inspector. This would involve taking samples of all potentially hazardous materials in the building. Mike is in the process of locating an inspector. He has identified 12 contractors from the Labor & Industries certification listing in the region that would qualify for any required abatement contract.

Aerobatic Camp: The Aerobatic Camp will be starting up and running from May 22th- May 29th. There will be groups of students for our local schools here for tours on May 27th. The Young Eagle flights will be May 29th. Mike will reduce the fuel price to our cost for the pilots providing flights on May 29th to help defer their costs for giving rides.

Strategic Planning Discussion: Mike will be having an airport users meeting this Saturday, May 21st. This meeting is to obtain input of the airports strengths and shortfalls with suggestions on improvement. Commissioner Rivard Detrick provided Mike with information on how to facilitate the process of strategic planning. This information will be incorporated into an outline overview to be used at the next work session scheduled for June 6th.

NEW BUSINESS: None

OPERATIONS and MAINTENANCE:

The International tractor is fixed. The crews have been touchup painting in addition to the Weed Control spraying. The pole building contract has been awarded and should be done by the end of June. The payments will be spread out 30% down, 30% after framing construction and the remaining 30% upon construction completion as well as receipt of City Building Department and Labor & Industries paperwork.

The Commissioners discussed improvements in hangar 405. The cost will be double what was budgeted for this year. After much discussion, the commissioners agreed to clean up the bathroom and lighting this year and to do the remaining improvements next season.

FROM THE OFFICE:

Travel & Meetings:

July 14-15 Port Director Seminar in Seattle- Mike Wren

COMMISSIONER INPUT:

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

Shelly Rivard Detrick, President

Robert Criss, Vice President

Karen Moore, Secretary

ATTEST: _____

DATE _____ 2011