

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
January 19, 2021**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on January 19, 2021 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; Charla Bomstad, Financial Officer; Guest: Dallas Hintz.

MINUTES: MOTION CARRIED unanimously to approve the minutes of the regular meeting of January 4, 2021 (M/S: Shelly Rivard Detrick / George Sisson).

MINUTES SPECIAL MEETING: MOTION CARRIED unanimously to approve the minutes of the special meeting to approve the master plan on January 6, 2021 (M/S: George Sisson / Shelly Rivard Detrick).

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

Airport Fund: Payroll Warrant #17860 - 17864 Totaling \$9,886.62

Vouchers # 17865 - 17876 Totaling \$17,161.45

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

OLD BUSINESS:

1. Pandemic Actions: Senate Resolution 8402 ‘extends multiple governor proclamations relating to the COVID response until the termination of the state of emergency pursuant to RCW 43.06.210, or until rescinded by gubernatorial or legislative action, whichever occurs first.’ The proclamation dealing with Open Public Meetings Act (20-28) was extended as part of this resolution. It mandates that remote options for attendance must be available, but also provides the option to meet in person if multiple stipulations are followed. The in-person option is “allowed”, the remote option is mandatory. Mike recommends that we go to remote options unless something specifically justifies meeting in person. This can be accomplished via phone or if more than 5 are on the call, we can switch to Zoom. The commissioners agreed, however Shelly voiced concerns about needing to meet with the new director in person when they are hired. Since this format has become so prominent, Mike will research the necessary equipment and provider for best holding virtual meetings.
2. Dallas Hintz Land Purchase Inquiry: Dallas presented his proposal and basic business plan. He believes he has the financing available, the passion for the fitness industry and the ability to succeed. The commissioners asked questions for clarification and proposed a 40-year lease with the ability to pursue purchasing the land after 5 years if Dallas has reached certain benchmarks of success. These benchmarks must be determined in detail at future discussions and would become part of the lease agreement. At this point, the institution financing this venture was originally approached with the land being

purchased outright instead of a lease. Dallas will communicate this new proposal to his bank to verify that he still has potential financing.

3. Jurgensen Hangar Lot Line Adjustment: Due to building code issues as well as the design of the proposed hangar, we need to adjust the lot line of the binding site plan on the south side of the new hangar so that there is 30' from the wall of the hangar to the lot line. MOTION CARRIED unanimously to approve the changes to the lot line to accommodate the new hangar (M/S: George Sisson / Shelly Rivard Detrick).

NEW BUSINESS:

1. Airport Engineer Selection: After reviewing and scoring the 3 submittals the commissioners approve T.O. Engineers as the Port's airport project related engineering firm. MOTION CARRIED unanimously to select T.O. Engineers as the Airport Engineers (M/S Shelly Rivard Detrick / George Sisson).
2. Industrial Development Corporation (I.D.C.) 2020 Annual Report Submission: Due to the audit being conducted this year, we have been asked to close out the IDC earlier than normal. MOTION CARRIED unanimously to submit the IDC annual report as presented (M/S: George Sisson / Shelly Rivard Detrick).

PUBLIC/TENANT INPUT: NONE

OPERATIONS and MAINTENANCE:

Lift Basket: The lift basket is nearly completed. All that is left is the top rail in the front and a coat of primer/paint. This is a safety compliant basket that is a welcome addition to gaining roof access for materials and personal.

Gate breach: Someone tried to gain access to the roads leading to the old dynamite bunker and the Adams road access. These gates are made of heavy steel cable. The locks were cut with a torch. Nothing has been disturbed at these sites. They have been repaired and new locks installed.

Cleanup: Due to high winds, weeds were captured along most of the fence lines surrounding Port properties. The weeds were gathered up and disposed of.

Tractor: The tractor has been added to the shipping broker board so now a company that has other items coming this direction can add the tractor to their load. We hope to receive the tractor in the next few weeks.

FROM THE OFFICE:

- a. Travel & Meetings:
 - a) Mike and Karen have a phone meeting with Maul Foster & Alongi on February 5th at 9 am.
- b. Next Regular Meeting: Feb 1, Karen will not be able to attend this meeting.

COMMISSIONER INPUT:

Director Transition Update: None

ADJOURNMENT: There being no further business to conduct, Commissioner Karen Moore declared the meeting adjourned at 5:25 p.m.

Karen Moore, President

George Sisson, Vice President

Shelly Rivard Detrick, Secretary

ATTEST: _____

Michael G. Wren

2021