

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
February 6, 2023**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on February 6, 2023 in the Port conference room. Commissioner Nicholas Moore called the meeting to order at 4:02 p.m.

PRESENT: Commissioners: Nicholas Moore and George Sisson. Staff: Kurt Oxos, Operations and Maintenance Supervisor; Charla Bomstad, Financial Officer.

MINUTES: MOTION CARRIED unanimously to approve the minutes of the regular meeting on January 17, 2023 (M/S: George Sisson / Nicholas Moore).

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

Airport Fund: Payroll Warrant #18715 - 18723 Totaling \$15,384.21

Vouchers # 18713 – 18714 and 18724 - 18728 Totaling \$62,768.62

MOTION CARRIED unanimously to authorize payment of above Vouchers/Warrants (M/S George Sisson / Nicholas Moore).

OLD BUSINESS:

Director Search: Mike is picking Dave up from Spokane now. They will have lunch with Nick Tuesday and Mike will call in the morning to set up time and place. George will have lunch at the Port with Dave and staff on Wednesday.

Niessner Hangar: We were informed that the quit claim deed has been signed and is on its way to us. Once we have it Mike will take it to the courthouse to be filed to finally transfer ownership of this building on the tax rolls to the Port.

T-Hangar Construction: The FAA has approved the scope from T-O Engineers, and it has now gone out for the independent fee estimate which is due back by the end of next week. If they are within 10% of each other, we can move forward with this project.

CAP Hangar Construction: We are still waiting to hear back from CAP on the lease changes. This could take some time as it needs to be approved by their leadership in the Washington, DC headquarters. This project may not be constructed this season.

NEW BUSINESS: NONE

PUBLIC/TENANT INPUT: NONE

OPERATIONS and MAINTENANCE:

Chevy 1 ton: We serviced the 1994 Chevy one ton. The chevy 4X4 is the vehicle that we use to conduct our runway checks and FOD control. The pickup has a cargo box that contains parts and maintenance items to perform repairs when necessary.

Line truck: We were unable to obtain service records for this truck. We decided to change all the fluids and lubricants. The transfer case, automatic transmission, front and rear differentials, and engine oil were all completed. We now have a reliable baseline for when the fluids will need to be serviced again.

EVOC cable gate: We repaired the cable and installed a new lock on the gate that allows access to the EVOC training course.

Bathhouse Bldg. #2: We had to replace a sink valve and supply line at this building. There was also a leak that we have repaired.

FINANCIAL UPDATE:

2022 Year-End Budget Review: We ended the year with a net income of \$497,884 due mostly to the Octagon Tower lease buyout and the MDJ lease of building 2.

FROM THE OFFICE:

- a. Next Regular Meeting: Feb 21
- b. Travel & Meetings:

COMMISSIONER INPUT:

The commissioners mention the in-depth study done for Basin Retirement Home listing all possible financial expenses needed over the next several years and suggest that we look at possibly doing something similar to see how the Port is actually doing financially.

ADJOURNMENT: There being no further business to conduct, Commissioner Nicholas Moore declared the meeting adjourned at 4:19 p.m.

Shelly Rivard Detrick, President

Nicholas Moore, Vice President

George Sisson, Secretary

ATTEST: _____

2023

Michael Wren