

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

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on March 6, 2023 in the Port conference room. Commissioner Shelly Rivard Detrick called the meeting to order at 4:00 p.m.

**PRESENT:** Commissioners: Shelly Rivard Detrick, Nicholas Moore and George Sisson. Staff: David Lanman, Executive Director; Michael Wren, Interim Director; Kurt Oxos, Operations and Maintenance Supervisor; Charla Bomstad, Financial Officer. Guest: Brant Mayo, EDC.

**MINUTES:** MOTION CARRIED unanimously to approve the minutes of the regular meeting on February 21, 2023 (M/S: Nicholas Moore / George Sisson).

**VOUCHERS:** The following Vouchers/Warrants were approved for payment.  
Airport Fund: Payroll Warrant #18747 - 18756 Totaling \$20,248.81  
Vouchers # 18757 - 18759 Totaling \$617,918.73

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

**OLD BUSINESS:**

Director Search: David Lanman has been hired as the new Executive Director starting March 1, 2023. The Commissioners welcome David to the port.

CAP Meeting to Discuss Hangar Lease Terms: David and Mike met with representatives of the Civil Air Patrol to discuss their concerns in regard to the wording of the lease. Their main concerns were they thought we were using the Seattle/Tacoma/Bellevue CPI and not the West B/C CPI index. David reached out to the EDC to see if there was anything more appropriate to use. We will also check to see what CPI other government agencies are using in our area. Mike commented that although the cost of living is higher on the west side of the state, he would bet that the percentage of change is very close.

The other concern they had was the paragraph that allows the port to annually adjust their rent without any parameters. Dave mentioned how important it is to have the ability to increase rent on long term leases based upon the economic development that may be occurring in the local area at the time. It is agreed that the new lease will be very specific on what would trigger these increases and by how much.

**NEW BUSINESS:**

Motion to Approve Weed Control Chemical: MOTION CARRIED unanimously to authorize the purchase of weed control chemicals from Wilber Ellis in the amount of \$20,687.85 (M/S George Sisson / Nicholas Moore).

Execution of the 1<sup>st</sup> Year Director Delegation of Authority: MOTION CARRIED unanimously to sign the 1<sup>st</sup> year director delegation of authority for David Lanman (M/S: Nicholas Moore / George Sisson).

**PUBLIC/TENANT INPUT:**

Brant Mayo, Grant County Economic Development Council: Brant gave a brief overview of what is happening in the EDC and would like to set up a meeting with at least one of the commissioners to talk about the strategic plan and feasibility study.

**FINANCIAL UPDATE: NONE**

**OPERATIONS and MAINTENANCE:**

Wind Damage: Several contractors were notified to look at the wind damage at Building 1. One showed up with a lift and presented a bid to temporarily secure the loose tin. He will begin as soon as the weather permits.

The Port entry fence that had blown over is repaired and made presentable. A decision needs to be made in the future on what we want to do with it. Possibly removing or replacing it. The commissioners feel that the fence should be removed, and desert landscaping be installed in place of the grass area. If the SGC really wants a fence between the two areas, they need to propose something to the commission for review.

Weed Spraying: We are preparing for our upcoming spray season. Chemicals will need to be ordered. The Gator has already been serviced. The side boom sprayer needs to be inspected along with the forty-foot pull behind sprayer.

The grass was thatched last Friday in preparation for the new season.

Lawn Care Equipment: We have the mowers in the shop. The John Deere lawn mower has been serviced. The eight-foot rotary cutter was completed with its repairs to the deck and main drive line shaft bearing.

8 Foot Rotary Cutter: This cutter was repaired and is back in service. It was feared that it was damaged beyond repair, but the guys were able to make the necessary repairs.

**FROM THE OFFICE:**

- a. Next Regular Meeting: March 20
- b. Travel & Meetings:
  - a) CAP Presentation/Tour
  - b) WAMA, May 8-10, Spokane (Director)
  - c) WPPA Spring Meeting, May 17-19, Spokane
  - d) WPPA Director Seminar, Jul 13-14, Everett
  - e) WPPA Commissioner Seminar, Jul 24-26, Union

**COMMISSIONER INPUT:**

Commissioner Rivard Detrick was approached by Bruce Reim, Ephrata City Mayor, who would like to have a collaborative workshop with us and Kurt Adkinson, Interim City Administrator. All the commissioners agree that this would be a great relationship building meeting to have.

They would also like Dave to reach out to the PUD and the county to re-establish formal communication channels.

**ADJOURNMENT:** There being no further business to conduct, Commissioner Shelly Rivard Detrick declared the meeting adjourned at 4:50 p.m.

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Shelly Rivard Detrick, President

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Nicholas Moore, Vice President

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George Sisson, Secretary

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

David Lanman

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