

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
April 18, 2022**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on, April 18, 2022 in the Port conference room. Commissioner George Sisson called the meeting to order at 4:02 p.m.

PRESENT: Commissioners: Karen Moore, George Sisson. Staff: Greg Becken, Executive Director; Kurt Oxos, Operations and Maintenance Supervisor; Charla Bomstad, Financial Officer; Jordan Shaw, Administrative Assistant. Nick Moore; public attendee. Shelly Rivard Detrick; Absent.

MINUTES: TABLED – until Shelly Rivard Detrick is able to be present.

VOUCHERS: The following Vouchers/Warrants were approved for payment.
Airport Fund: Payroll Warrant #18389 - 18394 Totaling \$10,459.05
Vouchers # 18395 - 18405 Totaling \$27,463.01

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

OLD BUSINESS:

- a. Update: Niessner Hangar Progress :
Seth has sent the notice with the afore discussed rent recoup plans, including utilities. A list of tenants has since been provided to the port and soon Greg will begin to draft notices to those tenants about the changes. In regard to the rent recoup, there has been no word back from Neissner to report at this time.

NEW BUSINESS:

- a. Runway 4-22 bid selection and award:
Greg briefly read over the bids received from Granite Construction, Central Washington Asphalt, and Hurst. Granite Construction is the selected bid as their estimate came in nearly 20% below and they are local to the region as well as have performed work for the Port in the past. The only discrepancy found in their bid was unit pricing was not also written out in words in addition to numerically. Greg would like to recommend throwing out the bid received from Hurst for multiple inconsistencies that it contained and lack of completion. He would like to keep Central Washington Asphalt as a potential backup.
In regard to the previously discussed water ponding up on the runway, Karen asked for clarification on how that would be addressed. Greg explained the plans for building a pitch into the runway so that the water would then drain into gravel native land.

MOTION CARRIED unanimously to accept and approve Granite Construction's bid in the amount of \$1,503,564.15 for RW 4/22 rehabilitation and TW A2 Reconstruction. (M/S Karen Moore/George Sisson)

EXECUTIVE UPDATE:

a. Senator Patty Murray's Office visit:

Greg facilitated an office visit with Senator Murray's staff Raquel Crowley and Amanda Berkley, Commissioner George Sisson, Representative Tom Dent, and GCEDC's Brant Mayo were also in attendance for the meeting. Greg presented them with a brief but very engaging slide show as well as a guided tour of the property, to which the group responded with very positive comments regarding ways to grow the Port's infrastructure.

Another topic of conversation included Community Business Incubators, in an effort to continue to build a sustainable place to bring successful businesses. Amanda also expressed interest in assisting in federally funding the military runway project. Greg felt that the group was very enthusiastic and interested in helping to complete some of the projects that the Port is currently faced with.

PUBLIC/TENANT INPUT: NONE

FINANCIAL UPDATE:

a. Annual Report:

Charla presented the Annual Report explaining that there was one question she had submitted regarding the CARES grant, that she is still awaiting an answer as to whether or not it will need to be listed on Schedule 16. Other than that, there would be no change to the numbers provided in the report.

MOTION CARRIED unanimously to approve all of the aforementioned annual report details as presented. (M/S Karen Moore, George Sisson)

b. Charla also stated that there will be a reimbursement amount added onto checks at the end of the month for a Paid Family Medical Leave overpayment.

OPERATIONS and MAINTENANCE:

Weed Control: We have completed phase one of our weed control program. Phase one was the application of pre-emergence herbicides on our graveled lots, around buildings and the object-free zone around the runways. With phase one completed. We rinsed out the forty-foot pull sprayer, removed the pump and foam marker. Phase two began with the control of noxious weeds. We try to apply early to use fewer chemicals.

Lawn Care: We charged our seasonal sprinkler systems and made necessary repairs to the the system, consisting of line repair, sprinkler replacement, and adjustment.

Wind: We picked up weeds in fences, construction debris and garbage throughout the Port.

Spreader fertilizer: We manufactured a draw bar and a receiver hitch for our John Deere Gator. These were built in order to fertilize the lawns efficiently with our spreader.

Building 526: The re-roof of this building is complete.

FROM THE OFFICE:

- a. Next Regular Meeting: May 2nd
Travel & Meetings: WPPA Spring Conference May 4th- 6th – Greg will not be attending.
WAMA Annual Conference May 9th – 11th

COMMISSIONER INPUT: NONE

The meeting attendees toured Barrett Aircraft Hangar and learned of his new King Air business venture and were pleased to see the number of aircraft he already has renting space in the hangar. He is doing well and on track with his business plan.

ADJOURNMENT: There being no further business to conduct, Commissioner George Sisson declared the meeting adjourned at 4:59 p.m.

George Sisson, President

Shelly Rivard Detrick, Vice President

Karen Moore, Secretary

ATTEST: _____

_____ 2022

Gregory W Becken