

**MINUTES OF THE REGULAR MEETING OF THE  
PORT OF EPHRATA COMMISSIONERS  
May 15, 2023**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on May 15, 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 and Nicholas Moore. Staff: David Lanman, Executive Director; Kurt Oxos, Operations and Maintenance Supervisor; Charla Bomstad, Financial Officer.

**MINUTES:** MOTION CARRIED unanimously to approve the minutes of the regular meeting on May 1, 2023 (M/S: Nicholas Moore / Shelly Rivard Detrick).

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

Airport Fund: Payroll Warrant #18831 - 18835 Totaling \$11,176.87

Vouchers # 18822, 18836 - 18845 Totaling \$22,904.03

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

**OLD BUSINESS:**

CAP Hangar Lease: Negotiation are ongoing, but progress is being made. Dave is looking into how we can give them a credit on their ground rent in exchange for increased fuel income. The details are still being worked out but once they are we can move forward on this lease.

New T-Hangar Update: Dave talked to Karen Miles from the FAA and received positive news regarding whether we can build the T-Hangars and save building 405 as well. Dave is going to get information for the commissioners regarding building fabric hangars instead of steel hangars. The cost is one third of the cost of steel hangars and they have a thirty-to-fifty-year warranty. This savings along with the additional grant money would allow us to replace the roof on 405. We need to finish the analysis of building 405 and 734 to make sure the buildings are able to become assets that are economically viable .

Dave will have the details and a proposal to present to the commissioners at the June 5<sup>th</sup> meeting.

R/W 4/22 Update: The runway was opened at 3:48 pm on Friday. Granite went 5 days over on their project time clock and Ardurra is in the process of billing them for those days.

RV Park: The city required that the sewer and water valves be capped in order for us to turn on the water to use for irrigation. The few users that had signed up for spaces this year have been informed that they will have power but no water or sewer. They have also been told that we will not charge them for their use of the facility this year and that next year the RV park will be gone.

**NEW BUSINESS:**

Dave's Report on WAMA Conference: David made some great connections and learned a lot of valuable information. He met one on one with members of the Spokane International Airport and

discussed the intermodal system they just installed. Dave plans to talk to them more to get as much information as he can to help us get our system up and running.

“The Phoenix Plan”: David provided the commissioners with a map of the proposed growth he would like to see happen here at the port over the next five to ten years. He states that it is the Port rising up to its potential and integrating our truck, rail and aircraft compatibility. The commissioners are interested in his plan and would like more information before they make any decisions. The commissioners would like to look at scheduling a retreat in order to discuss and plan the future expansion of the Port.

Trout Lake Farm: Dave has been in general discussions with Trout Lake Farms regarding their leases here at the Port.

Ardurra Work Order for Professional Funding Assistance: Dave talked to Aaron from Ardurra about them helping us to find funding to help with all the growth we want to see happen here at the Port. The commissioners are generally supportive of seeking help in this area and Dave will present the proposal at the next meeting.

Port Security: At 6:30 this morning, one of our tenants had their motion detection cameras go off and they were able to rush up here to catch suspects in the act of trying to steal catalytic converters off the cars that are parked next to the building they lease from us. Dave suggested that we look into getting some form of security for our port/airport in the near future. Commissioner Rivard Detrick suggested that we look into hiring a company that drives through every so often and stopping potential criminal activity.

#### **PUBLIC/TENANT INPUT: NONE**

#### **OPERATIONS and MAINTENANCE:**

Seasonal Water: The seasonal water was turned on to our lawns and drip lines for our trees. The terminal lawn manifold needed a substantial amount of work performed on it. From new electric controlled valves to a completely new circuit manifold. The breakdown of the existing plumbing is due to the age of the plumbing and controls. The remainder of the lawn and drip lines are active and performing as they should.

Runway Sweeper: Our runway sweeper has been inspected and serviced and is ready for operation. As soon as construction on runway 4-22 is completed.

Tree preventive maintenance: The trees that are on a dripper system have all been treated with a soil active insecticide and fertilizer.

#### **FINANCIAL UPDATE:**

Annual Report Review and Approval: Charla presented the commissioners with a review of the annual report for 2022. They stated that it was as expected and approve submitting it as is.

MOTION CARRIED unanimously to approve the minutes of the regular meeting on May 1, 2023 (M/S: Nicholas Moore / Shelly Rivard Detrick).

**FROM THE OFFICE:**

- a. Next Regular Meeting: June 5th
- b. Travel & Meetings:
  - a. WPPA Spring Meeting, May 17-19, Spokane: Dave needs to drive up early for a meeting. Nick and Shelly will drive up later.
  - b. WPPA Director Seminar, Jul 13-14, Everett
  - c. WPPA Commissioner Seminar, Jul 24-26, Alderbrook Resort, Union, WA

**COMMISSIONER INPUT:**

The June 20<sup>th</sup> meeting needs to be rescheduled to Monday June 26<sup>th</sup> due to Commissioner Moore being gone. Dave will advertise this change in the Journal.

Commissioner Moore brought up the possibility of the Port being involved in the local touch a truck event next year.

He also brought up the notice that was posted in a local Facebook site regarding the land that is for sale adjacent to the east side of the Port.

**ADJOURNMENT:** There being no further business to conduct, Commissioner Shelly Rivard Detrick declared the meeting adjourned at 5:34 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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