

**MINUTES OF THE REGULAR MEETING OF THE  
PORT OF EPHRATA COMMISSIONERS  
July 5, 2023**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on July 5, 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 June 26, 2023 (M/S: Nicholas Moore / Shelly Rivard Detrick).

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

Airport Fund: Payroll Warrant #18881 - 18889 Totaling \$14,248.37

Vouchers # 18890 - 18895 Totaling \$95,875.93

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

**OLD BUSINESS:**

CAP Hangar Lease – Report on July 5<sup>th</sup> Meeting w/CAP Management: Dave informed the commissioners about his meeting with the CAP today. They are in the process of getting us the documentation needed to submit their plans to the FAA.

New T-Hangar Update – Change of Location Details/Options: The proposed changed site was already approved for a 7460 several years ago. This will help the process go faster and be less costly. The commissioners would like to add this to the special meeting agenda of July 20<sup>th</sup>.

Engineering Inspection of Bldgs 405 & 734 – Proposal/Timing: Ardurra is working getting us an estimate of costs as well as a timetable for when the work can be done.

Update of Tenant Lessees that may switch buildings in 2024/2025: We are still waiting to hear back from certain tenants as to their intentions before we can make any decisions on what changes will be made.

Existing T-Hangar Division of Power: Unfortunately, we cannot divide power without putting in firewalls between each hangar. Kurt will continue to investigate options.

**NEW BUSINESS:**

PBY – Derelict Aircraft Legal Action – Notice of Impoundment: The notice was posted on the plane on Saturday. We have had several people contact us regarding this so far. We are now in a 90 day waiting period before any action can be taken.

SGC – Report of the week of soaring competitions/Unofficial Flight Data: They reported that they had a record breaking number of flights.

Items to be Removed from Inventory (See List): The commissioners approve removing the obsolete AEDs and the Shear Nibbler from the Inventory list.

MOTION CARRIED unanimously to authorize removal of the listed items from the inventory list (M/S Nicholas Moore / Shelly Rivard Detrick).

Furnace Oil Tank for Bldg. 304: With the construction nearby the stem on this tank leaked a small amount. There may be a possibility of money available to help remove this tank. We will continue to check into this.

**PUBLIC/TENANT INPUT: NONE**

**OPERATIONS and MAINTENANCE:**

Weed Spraying: The guys have been focusing on spraying weeds around port properties.

**FINANCIAL UPDATE:**

Charla is working on getting items gathered for the audit starting this month as well as getting the grant payment requests submitted. She will have a 2<sup>nd</sup> quarter budget report ready for the commissioners to look over at the next regular meeting.

**FROM THE OFFICE:**

- a. Next Regular Meeting: July 17<sup>th</sup> Return of George Sisson
- b. Special Meeting Date: July 20<sup>th</sup>
- c. Travel & Meetings:
  - a. WPPA Director Seminar, Jul 13-14, Everett – Dave not attending.
  - b. WPPA Commissioner Seminar, Jul 24-26, Alderbrook Resort, Union, WA – Commissioners will not be attending this meeting.

**COMMISSIONER INPUT: NONE**

**ADJOURNMENT:** There being no further business to conduct, Commissioner Shelly Rivard Detrick declared the meeting adjourned at 5:36 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: \_\_\_\_\_

\_\_\_\_\_ 2023

David Lanman