

**MINUTES OF THE REGULAR MEETING OF THE  
PORT OF EPHRATA COMMISSIONERS  
July 7, 2022**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on, July 7, 2022, in the Port conference room. Commissioner George Sisson called the meeting to order at 5 p.m.

**PRESENT:** Commissioners: George Sisson and Shelly Rivard Detrick. Staff: Greg Becken, Executive Director; Charla Bomstad, Financial Officer; Jordan Shaw, Administrative Assistant, Guest: Mike Wren; Absent: Kurt Oxos, Operations and Maintenance Supervisor

**MINUTES:** MOTION CARRIED unanimously to approve the minutes of the regular meeting on June 21, 2022 (M/S: Shelly Rivard Detrick/George Sisson).

**MINUTES:** MOTION CARRIED unanimously to approve the minutes of the special meeting on June 22, 2022 (M/S: Shelly Rivard Detrick/George Sisson).

**VOUCHERS:** The following Vouchers/Warrants were approved for payment.  
Airport Fund: Payroll Warrant #18478 - 18487 Totaling \$15,282.47  
Vouchers # 18488 - 18498 Totaling \$17,928.29

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

**OLD BUSINESS:**

- a. T-Hangar ROI (CARB Loan)- The EDC provided a Return on Investment (ROI) calculator to Greg, who presented the ROI calculations for the T-Hangar project. Shelly stated that she would like to see when the project would begin to sustain itself. George and Shelly would both like to see the numbers expanded and refined a bit more.
- b. Salcido Ground Lease Complete – Greg explained that all permits are completed, and they are getting their utility connections taken care of.

**NEW BUSINESS:**

- a. Barrett Aircraft Ground Lease – Josiah purchased 2 fuel trucks and needs a place to park them. Greg asked the commissioners whether they would like to issue a new lease or add an amendment to the current lease for the required additional ground. Commissioners would like to table the decision for a bit but plan the numbers at .20 per square foot. The Commissioners agreed that the ground rental would not be a problem.

**EXECUTIVE UPDATE:**

- a. T-Hangar Leases - The port received conflicting information regarding the tenants of the Niessner hangars. We have sent letters to both tenants that have not signed new leases and made phone contact with one. All this is to get lease documents completed for their tenancy. Shelly requested that we wait another 10 days and then resend via certified mail for documentation purposes if they fail to respond.

**PUBLIC/TENANT INPUT: NONE**

**FINANCIAL UPDATE:**

- a. PERS 2021 Audit – Charla reported that Department of Retirement Services (DRS) has completed its audit. The results will be passed to an internal panel for final review and once that is complete, DRS will conduct an exit conference with us. The expectation is that the exit conference will occur in late July or early August.

**OPERATIONS and MAINTENANCE:**

- a. Weed Control: We have experienced a flush of new weeds after the rain we received over the last couple of weeks. Dalmatian Toadflax has begun to flower, and we are spraying to control it as well.
- b. PUD Bucket Truck: Our new lift truck is in the shop for decal removal, a good wash and wax along with a thorough interior cleaning.
- c. Bathroom Building #2: We have almost completed the skirting. We are short six feet of J metal that we had to order. When this metal is installed, this project will be complete.

**FROM THE OFFICE:**

- a. Next Regular Meeting: July 18<sup>th</sup>
- b. Travel & Meetings: WPPA Directors Seminar, July 13-15, Greg would like to attend this meeting in person, it is in Bellevue.
- c. EDC All Ports Meeting, August 25 (Thursday) Shelly will not be able to attend.

**Adjourn at 5:14 pm to Executive Session for approximately 30 minutes for the Purpose of Employee Performance Evaluation.**

**At 5:44, Commissioner Sisson extended the Executive Session for an additional 25 minutes.**

**At 6:09, The Commissioners Reconvened to Regular Meeting.** No decisions were taken during the executive session. Greg was given the opportunity to review the results of the audit performed by Mike Wren at the request of the commission. He was also given the chance to comment on the audit.

**COMMISSIONER INPUT:** Commissioner Sisson stated that the audit reflected several areas of performance deficiencies that were significant and not issues related to training. In light of these deficiencies, he made the recommendation to terminate Greg’s employment. Greg responded that he would like the opportunity to correct the deficiencies and remain. Due to Commissioner Sisson’s loss of confidence in Greg’s ability to lead the Port, Commissioner Sisson recommended that Greg’s request to remain be denied. Commissioner Rivard Detrick voiced her agreement with Commissioner Sisson on the recommendation to terminate.

**MOTION CARRIED** unanimously to terminate Greg’s employment as the Executive Director of the Port of Ephrata “Without Cause” (M/S: George Sisson/ Shelly Rivard Detrick)

MOTION CARRIED unanimously to Mike Wren as the Interim Executive Director of the Port of Ephrata at his previous wage plus the 2022 COLA adjustment. Other conditions of employment will be established at the 7/18/2022 regular meeting. (M/S: Shelly Rivard Detrick/George Sisson)

**ADJOURNMENT:** There being no further business to conduct, Commissioner George Sisson declared the meeting adjourned at 6:20 p.m.

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George Sisson, President

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Shelly Rivard Detrick, Vice President

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Secretary

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

Michael G. Wren

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2022