

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
July 17, 2023**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on July 17, 2023 in the Port conference room. Commissioner Shelly Rivard Detrick called the meeting to order at 3:59 p.m.

PRESENT: Commissioners: Shelly Rivard Detrick, Nicholas Moore and George Sisson. 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 July 5, 2023 (M/S: Nicholas Moore / Shelly Rivard Detrick).

VOUCHERS: The following Vouchers/Warrants were approved for payment.
Airport Fund: Payroll Warrant #18896 - 18900 Totaling \$11,027.77
Vouchers # 18901 - 18916 Totaling \$44,252.68

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

OLD BUSINESS:

Request Motion to approve re-location of new T-Hangars to south parcel: Dave asks the commission to approve relocating the new T-Hangars to the south as this location makes more sense with the Port's future plans for growth. This will add an additional cost to the project but should not exceed 50,000.00. The first step will be to replat the existing property lines to include the additional land needed for the T-Hangars.

MOTION CARRIED unanimously to authorize relocating the new T-Hangars to the south (M/S Nicholas Moore / George Sisson).

Request Motion to approve Ardurra's Work Order 23-02 re Bldg 405 & 734: In order to start the process of completing major renovation of buildings 405 and 734, they will need to have architectural/engineering evaluations done. This will be done in steps depending upon what is found in each step. The maximum cost of this work order will be \$79,030.00 but could end up being less if some of the steps end up not needing to be complete based upon earlier steps.

MOTION CARRIED unanimously to approve Ardurra's work order 23-02 (M/S Nicholas Moore / George Sisson).

Request Motion to approve CIP FY2024 thru FY2029 Projects: Dave submitted the items he would like to see on the CIP and ask for commission approval.

MOTION CARRIED unanimously to approve the CIP FY2024 thru FY2029 projects M/S Nicholas Moore / George Sisson).

Request Motion to approve the replacement of runway lights with LED: Kurt asks the commissioners to approve switching out the old analog lights which are becoming harder and more costly to maintain, for newer LED lights that cost more upfront but will save money in the long run.

MOTION CARRIED unanimously to approve the replacement of runway lights with LED M/S Nicholas Moore / George Sisson).

NEW BUSINESS: Deferred to next meeting.

PUBLIC/TENANT INPUT: NONE

OPERATIONS and MAINTENANCE:

Weed Control: We are still controlling noxious weeds at the Port property. We only apply in the mornings because of the higher temperatures in the afternoon. Rush Skelton and toadflax are the plants we are controlling.

T-Hangar: Thermostats were replaced in hangar #2. During an inspection we discovered this spring that the heaters were still functioning, even though it was warm outside. The heaters were shut off, and thermostats now have been replaced. I am waiting for bids on the inline KW meters for the individual stalls from the electricians.

Litter: This year particularly there seems to be quite a bit of trash that is thrown out on our Port roads. We pick up litter at least once a week. Water bottles, beer cans and fast-food sacks, cups, cardboard are most of the trash we are picking up.

FINANCIAL UPDATE:

2nd Qtr Budget Review: Charla went over the budget thru the 2nd quarter of this year. The budget is looking good, and our net income is higher than budgeted so far.

FROM THE OFFICE:

- a. Next Regular Meeting: August 7th
- b. Special Meeting: July 20th
- c. Travel & Meetings: WPPA Commissioner Seminar, Jul 24-26, Alderbrook Resort, Union, WA - None of the commissioners will be attending this seminar.

COMMISSIONER INPUT:

Commissioner George Sisson informed everyone that he is stepping down from his position as commissioner of the Port of Ephrata effective immediately due to life circumstances. The other commissioners and staff thanked him for his service and wish him well.

ADJOURNMENT: There being no further business to conduct, Commissioner Shelly Rivard Detrick declared the meeting adjourned at 5:11 p.m.

Shelly Rivard Detrick, President

Nicholas Moore, Vice President

, Secretary

ATTEST: _____

David Lanman

_____ 2023