

**MINUTES OF THE REGULAR MEETING OF THE  
PORT OF EPHRATA COMMISSIONERS  
September 7, 2021**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on September 7, 2021, in the Port conference room. Commissioner Karen Moore called the meeting to order at 4:02 p.m.

**PRESENT:** Commissioners: Karen Moore, George Sisson, and Shelly Rivard Detrick. Staff: Mike Wren, Executive Director; Kurt Oxos, Operations and Maintenance Supervisor; Charla Bomstad, Financial Officer. Guest: Mike Wren.

**MINUTES:** MOTION CARRIED unanimously to approve the minutes of the regular meeting of August 16, 2021 (M/S: George Sisson / Shelly Rivard Detrick).

**MINUTES:** MOTION CARRIED unanimously to approve the minutes of the special meeting of August 30, 2021 (M/S: Shelly Rivard Detrick / George Sisson).

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

Airport Fund: Payroll Warrant #18121 – 18129 & 18131 Totaling \$16,486.67

Vouchers # 18130 & 18132 - 18141 Totaling \$8,972.91

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

**OLD BUSINESS:**

Stoneway Lease Signed: We have received the lease back from them but they need to send us a notarized copy. We should receive that in the next few days.

RW 11/29 & TW B Fogseal Project: The project started today and will go for 16 workdays to be completed by the 28<sup>th</sup> of September.

**NEW BUSINESS:**

School District Lease: The Ephrata School District is leasing building 3005 for one year with two (2) consecutive six (6) month options. The rent will be \$450.00 a month with no leasehold tax. The commissioners agreed to set the lease security to the amount of one month's rent making the security deposit \$450.00.

**EXECUTIVE UPDATE:**

Budget Update: Greg discussed the status of the budget and noted two points where we have gone over budgeted amounts due to unforeseen circumstances. Overall, the budget is looking very good thanks to CARES grant funds and increased rental income.

Current Projects:

1. Building 2 Bitcoin Interest: Greg was approached by a bitcoin company that would like to lease one of our buildings. However, the only buildings that have enough power for that are currently leased to other tenants. They would like to pay the difference in rent towards moving one of those tenants out of the building they are in now and into building

2. Greg asks if the commissioners would like to move forward with this request. The commissioners agree to receive additional information before deciding on this request.

2. The Wood Guys: The Port hosted a meeting with The Wood Guys, the City of Ephrata, and the Ephrata Fire Department to discuss the next steps. Greg reported that the meeting went very well and we should know more by the end of the month or next month.
3. Globe Investment: They were looking at purchasing land near Soap Lake but that fell through. They are now looking at land to lease and are potentially interested in leasing from the Port. Greg will keep the commissioners notified as information comes in.
4. Joint Base Lewis-McChord Training: Greg reached out to the military to see if they would have any interest in doing training exercises at The Port of Ephrata. They have started a paper survey and once that is complete, they will do a site survey in the future.

#### **PUBLIC/TENANT INPUT:**

Mike Wren Appreciation Gift: The commissioners and staff at the port pitched in and purchased Mike a retirement gift. The commissioners want Mike to know how much they appreciated his years of service. Mike returns the appreciation to the commissioners and staff.

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

Snow Removal Equipment: We have serviced three of our four snow removal trucks. The two small dump trucks had their fluids and filters exchanged. The carbon bit was replaced on the road plow and the rubber shoe was adjusted on the other. The plow and frame were inspected for any stress fracturing. Operation of the plow was performed to witness any binding of the actuators or hydraulic hoses. The Norland runway plow was inspected for operation and fluids were exchanged. The rotary will be serviced at a later date. All snow removal equipment will be operational by Halloween.

Reroof of #727: We have begun the metal roofing of the old parachute building. We have completed the Northside with new metal. Weather permitting, we should have this job completed by next week.

Runway Sweeper: We have begun installing new brushes on our runway sweeper. The drum has been removed and the new brushes will be installed. This process is labor-intensive and requires us to manufacture a metal stand to speed up the process. With the drum to rest on the stand, the brushes can be exchanged safer and more easily.

#### **FROM THE OFFICE:**

- a. Travel & Meetings:
  - i) WSCAA October 20-21, 2021
  - ii) WPPA October 21-22, 2021 Karen and Shelly will be unable to attend and George will look over the agenda and decide.
- b. Next Regular Meeting: September 20<sup>th</sup>, 2021

**COMMISSIONER INPUT:**

The commissioners asked if the Chamber after hours is still scheduled at the Port? Greg says it may be placed on hold but will let them know once he finds out for sure.

**ADJOURNMENT:** There being no further business to conduct, Commissioner Karen Moore declared the meeting adjourned at 4:41 p.m.

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Karen Moore, President

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George Sisson, Vice President

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Shelly Rivard Detrick, Secretary

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

Gregory W Becken

\_\_\_\_\_ 2021