

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
October 18, 2021**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on October 18, 2021 in the Port conference room. Commissioner George Sisson called the meeting to order at 4:00 p.m.

PRESENT: Commissioners: George Sisson and Shelly Rivard Detrick. Staff: Greg Becken, Executive Director; Kurt Oxos, Operations and Maintenance Supervisor; Charla Bomstad, Finance Officer.

MINUTES: MOTION CARRIED unanimously to approve the minutes of the regular meeting of October 4, 2021 (M/S: Shelly Rivard Detrick / George Sisson).

VOUCHERS: The following Vouchers/Warrants were approved for payment.
Airport Fund: Payroll Warrant #18174 - 18180 Totaling \$14,839.63
Vouchers # 18181 - 18193 Totaling \$39,106.52

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

OLD BUSINESS:

Runway 11-29 and Taxiway B/B1 Project Update: We are still working on getting the extended warranty worded. As they sent it, we would void the warranty if we snowplow the runway and that is not satisfactory. They either give us a complete extended warranty or they come out and redo the project.

Civil Air Patrol: We have no extra hangar space at the moment but the commissioners are willing to do a space for service agreement if a spot opens up. Greg will check on this and get back to the commissioners.

Draft Budget: The budget is out for advertising and is available for anyone to look at. The budget will be finalized and approved at the next commissioner meeting.

NEW BUSINESS:

INWAC Meeting: Greg had a meeting with them and will be scheduling a trip to Spokane to meet in person.

EXECUTIVE UPDATE:

Current Projects: Greg reached out to INWAC looking for possibilities for the large building or more efficient use of the large hangars. Right now, we are only generating a little over \$1,000.00 in income from hangar rent. He is in contact with a guy who is interested in doing an A&P business out of one of the hangars and would continue to rent hangar spaces to our current tenants.

We have not increased hangar rent for at least 10 years, so the commissioners would like Greg to check with other ports and see what hangar rent should be going for now.

PUBLIC/TENANT INPUT: NONE

OPERATIONS and MAINTENANCE:

Courtesy car: We have acquired a 2005 Ford Explorer from Federal Excess in Spokane. It is four-wheel drive and in decent shape with 59,000 miles reading on the odometer. We have had it in our shop servicing the automatic transmission, transfer case, differentials, and engine with fresh fluids and filters. The brakes were inspected along with tires and struts. It cleaned up nicely with no tears in the interior, and the finish shows well. We will put it in service when we have obtained the title and our logo and phone number is visible on the sides of it. It is a huge upgrade to the courtesy van that is currently in use.

Outside Lighting Survey: We have surveyed the outside security lighting on buildings. The majority were functioning. We have repaired several and waiting on parts to make the necessary repairs to the two remaining lights.

Mowing of the Port's lands: We have completed the mowing operation. The airfield safety zones and restricted areas were mowed to deter wildlife and bird covers. The grass lots were mowed for weed control and to promote seed development and native grasses. The new John Deere tractor is a much safer and user-friendly piece of equipment to pull our twenty-foot rotary cutter.

FROM THE OFFICE:

- a. Next Regular Meeting: Nov 1, 2021
- b. Travel & Meetings: WSCAA October 20-21
WPPA October 21-22

COMMISSIONER INPUT:

Commissioner Rivard Detrick asked Greg about the whiteboard he found. Greg said it is still available but he has no way of getting it here at the moment. She also asked him about the organizational tool they had talked about. He will check into it further.

ADJOURNMENT: There being no further business to conduct, Commissioner George Sisson declared the meeting adjourned at 4:29 p.m.

Karen Moore, President

George Sisson, Vice President

Shelly Rivard Detrick, Secretary

ATTEST: _____

_____ 2021

Gregory W Becken