

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
November 20, 2023**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on November 20, 2023 in the Port conference room. Commissioner Shelly Rivard Detrick called the meeting to order at 4:03 p.m.

PRESENT: Commissioners: Shelly Rivard Detrick, Nicholas Moore and Mary M. Rathbone;
Staff: David Lanman, Executive Director; Charla Bomstad, Finance Officer.

MINUTES: MOTION CARRIED unanimously to approve the minutes of the regular meeting on November 13, 2023 (M/S: Nicholas Moore / Mary M. Rathbone).

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

Airport Fund: Payroll Warrant #19039 - 19043 Totaling \$11,040.99

Vouchers # 18970, 19019 and 19044 - 19052 Totaling \$125,146.66

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

OLD BUSINESS:

Motion: Trout Lake Farm – draft Commercial Lease Agreement: The Commissioners approved the execution of this draft lease. MOTION CARRIED unanimously to authorize the execution of this draft lease with Trout Lake Farm (M/S Nicholas Moore / Mary M. Rathbone).

Motion: MDJ Contractors – draft Commercial Lease Agreement: The Commissioners would like to have the date changed from December 1st to December 31st so that the Port has time to schedule the inspection of the cranes. With that change the Commissioners approved the execution of this lease. MOTION CARRIED unanimously to authorize the execution of this draft lease with MDJ Contractors (M/S Nicholas Moore / Mary M. Rathbone).

Motion: Stoneway Electric – draft Commercial Lease Agreement: Due to the fact that Trout Lake Farm has agreed to take building 1 next year, the renewal time for the Stoneway Electric lease is only for ten (10) months ending September 30, 2024. A temporary solution would be for Stoneway to move into building 734 when Trout Lake moves out. Dave is also working on possible ways that the Port can build additional warehouses to accommodate all of our current tenants. The commissioners would like him to check into possible CERB loans and grants. MOTION CARRIED unanimously to authorize the execution of this draft lease with Stoneway Electric (M/S Nicholas Moore / Mary M. Rathbone).

Motion: North Sky Communications – draft Commercial Lease Agreement: The Commissioners approved the execution of these draft leases. MOTION CARRIED unanimously to authorize the execution of these draft leases with North Sky Communications (M/S Nicholas Moore / Mary M. Rathbone).

Bldg 52 T-Hangar Project – Update: We received a geothermal report on Friday that shows this site was used as a garbage dump. The site will need to be excavated four feet and redistributed to ensure even compaction.

GCEDC All Ports Meeting – Briefing: Dave and Nick both attended this meeting. Dave gave a short presentation on developments that are happening at the Port of Ephrata.

NEW BUSINESS: Deferred

PUBLIC/TENANT INPUT: NONE

OPERATIONS and MAINTENANCE: Report – Kurt out this week.

FINANCIAL UPDATE:

Finance & Office Manager Proposal: Deferred until next meeting in executive session.

FROM THE OFFICE:

Dave informed the Commissioners about a possible joint commission meeting with the City of Ephrata in January. The Commissioners agreed to having a joint meeting with the City Commissioners but would like to see the agenda in advance.

- a. Next Regular Meeting: Nov 27
- b. Travel & Meetings:
 - a. Revitalize Ephrata Committee Meeting, December 1st @ Port of Ephrata (Nick & Dave)
 - b. Meeting w/Rep T.J. Wilcox – Olympia, WA, December 5th (Dave)
 - c. Aviation Caucus Meeting – Olympia, WA, December 13th (Dave)

COMMISSIONER INPUT: NONE

ADJOURNMENT: There being no further business to conduct, Commissioner Shelly Rivard Detrick declared the meeting adjourned at 5:32 p.m.

Shelly Rivard Detrick, President

Nicholas Moore, Vice President

Mary M. Rathbone, Secretary

ATTEST: _____

_____ 2023

David Lanman – Executive Director