

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
December 18, 2023**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on December 18, 2023 in the Port conference room. Commissioner Shelly Rivard Detrick called the meeting to order at 4:00 p.m.

PRESENT: Commissioners: Shelly Rivard Detrick, Nicholas Moore and Mary M. Rathbone;
Staff: David Lanman, Executive Director; Kurt Oxos, Operations and Maintenance Supervisor;
Charla Bomstad, Finance Officer; Guest: David Maxwell, CAP.

MINUTES: MOTION CARRIED unanimously to approve the minutes of the regular meeting on December 11, 2023 (M/S: Nicholas Moore / Mary M. Rathbone).

VOUCHERS: The following Vouchers/Warrants were approved for payment.
Airport Fund: Payroll Warrant #19068 - 19073 Totaling \$13,383.83
Vouchers # 19074 - 19084 Totaling \$85,530.32

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

OLD BUSINESS:

Aviation Caucus Report: Dave met with Rep. Tom Dent and several other aviation and legislative people in Renton at the Boeing Plant. The one main issue that could affect us is the States initiative to try and eliminate 100 low lead fuel in exchange for 94 octane fuel. Based upon studies done at the University of North Dakota, 94 octane fuel has damaged 100% of the test planes in a one-year time. It is also unknown if 100LL fuel can mix with 94 octane fuel. Dave will keep the commission updated on any developments.

They also discussed the World Flight Centennial which is to be held in Seattle. Dave will update as more information is available.

NEW BUSINESS:

Director's Report – Tenant Warehouse Projects: We have had a significant demand for warehouse space that includes over 100,000 sq ft from existing tenants. Dave is looking into ways that the Port could hopefully get a couple of warehouses built.

He also commented on his conversations with Burlington Northern Sante Fe (BNSF) and the possibility of becoming a certified transmodal facility for BNSF. If successful, this designation would immediately increase additional demand for warehouse space from companies wanting to move to a location that can serve their rail needs right at their site location. More later.

PUBLIC/TENANT INPUT:

CAP Roof Repairs: David Maxwell turned in a maintenance and repair request form for the roof on building 627. They are looking for quotes on repairs at this time and will get back to us.

David also let the commissioners know that the CAP participated in Wreaths Across America this last week and placed many wreaths on the local veteran’s gravesites. He also stated that he will be heading back to Arizona.

OPERATIONS and MAINTENANCE:

Building #405: We have been working at #405 updating the office rooms that are on the North side of the hangar. We have updated the electrical, installed new lighting and heating. Holes and abandoned doorways are being patched with drywall. A new entry door needs to be installed along with new flooring. We are concentrating on the smaller of the two offices, which will keep costs down.

New Employee: Eric Tannler will take his written exam for the CDL endorsement training next week. His schooling will begin January 2, 2024, and complete the course towards the end of January.

FINANCIAL UPDATE:

Budget Review – January 2023 thru November 2023: Charla gave the commissioners an update on how the budget is looking through November. It is looking like we will not receive the last of the 4/22 project grant funds until next year. Because of that, we are looking at a loss of around \$60,000 this year but we will have an extra income on the 2024 budget of around \$535,000.

ADJOURN TO EXECUTIVE SESSION:

Commissioner Shelly Rivard Detrick adjourned to executive session at 4:23 for approximately 15 minutes for the purpose of reviewing a land liquidation proposal.

RECONVENE FROM EXECUTIVE SESSION: Commissioner Selly Rivard Detrick reconvened from executive session at 4:44.

The commissioners decided to decline the land offer at this time.

The commissioners moved to cancel next week’s meeting due to the holidays MOTION CARRIED unanimously to cancel next week’s meeting (M/S Nicholas Moore / Mary M. Rathbone). MOTION CARRIED unanimously to authorize payment of above Vouchers/Warrants (M/S Nicholas Moore / Mary M. Rathbone).

FROM THE OFFICE:

- a. Next Regular Meeting: Due to the Holidays, there will be no meeting next week. The next meeting is scheduled for Tuesday Jan. 2nd at 4pm
- b. Travel & Meetings: None

COMMISSIONER INPUT: NONE

ADJOURNMENT: There being no further business to conduct, Commissioner Shelly Rivard Detrick declared the meeting adjourned at 4:48 p.m.

Shelly Rivard Detrick, President

Nicholas Moore, Vice President

Mary M. Rathbone, Secretary

ATTEST: _____

David Lanman – Executive Director

2023