

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS**

January 16th, 2024

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on January 16, 2024 in the Port conference room. Commissioner Nicholas Moore called the meeting to order at 4:00 p.m.

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

MINUTES: MOTION CARRIED unanimously to approve the minutes of the regular meeting on January 2, 2024(M/S: Mary M. Rathbone / Shelly Rivard Detrick).

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

General Fund: Payroll Warrant #10775 - 10783 Totaling \$14,628.02

Airport Fund Vouchers # 19097 - 19121 Totaling \$70,110.68

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

OLD BUSINESS:

Work Order 24-01 Exhibit A – Scope of Work for the T-Hangar Domestic Water Extension: The commissioners discussed the T-Hangar project and secured an update as to where the project stood at this time. Dave informed the commissioners that the City requires a 150% Bond for the project albeit a waiver from the City may be sought to lower that to 100%, depending on the final design specifications to be released within a few weeks. The commissioners wanted clarity with regard to insurance coverage limits in the event anything should happen to the building before the hydrant is installed with just a Bond in place.

MOTION CARRIED unanimously, with reservations, to approve Work Order 24-01 with Ardurra for T-Hangar Domestic Water Extension (M/S: Mary M. Rathbone / Shelly Rivard Detrick).

NEW BUSINESS:

Director’s Report – Project Updates: Dave gave the commissioners a rundown of all new developments. Further discussion of each project/business opportunity e.g. warehouse development, sale of land, etc. will commence as developments warrant.

PUBLIC/TENANT INPUT: NONE

OPERATIONS and MAINTENANCE:

#405 Office: Painting is completed. All windows and doors have been trimmed and painted. Outlet covers and receptacles were replaced where necessary. The floors will be prepared for the new flooring.

Bldg. # 1: Repairs were needed to the access gate off Airport St. into building one. Hardware needed to be replaced and adjustments were made to the gate. It is off the ground and functioning as it should.

Hazmat Class: Kurt, Gordy and Eric all took the Hazmat class this last weekend.

FINANCIAL UPDATE:

Charla gave the commissioners an updated working budget with all new data included.

FROM THE OFFICE:

- a. Next Regular Meeting: January 22
- b. Travel & Meetings:

COMMISSIONER INPUT: NONE

ADJOURNMENT: There being no further business to conduct, Commissioner Nicholas Moore declared the meeting adjourned at 4:46 p.m.

Nicholas Moore, President

Mary M. Rathbone, Vice President

Shelly Rivard Detrick, Secretary

ATTEST: _____

David Lanman – Executive Director

2024