

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
February 12, 2024**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on February 12, 2024 in the Port conference room. Commissioner Nicholas Moore called the meeting to order at 4:02 p.m.

PRESENT: Commissioners: Nicholas Moore, Mary M. Rathbone and Shelly Rivard Detrick; Staff: David Lanman, Executive Director; Charla Bomstad, Finance Officer. Guests: David Maxwell, Sid Wiggs, & Roger Patry CAP.

MINUTES: MOTION CARRIED unanimously to approve the minutes of the regular meeting on February 5th, 2024 (M/S: Mary M. Rathbone / Shelly Rivard Detrick).

PUBLIC/TENANT INPUT: Our guests from the CAP gave us an update on the training sessions they had this last weekend. They had a really good turnout.

ADOURN TO EXECUTIVE SESSION: Commissioner Nicholas Moore adjourned to Executive Session at 4:03 pm for approximately 15 minutes for the purpose of reviewing land acquisition/sales opportunity and reviewing the performance of a public employee.

EXTEND EXECUTIVE SESSION: Commissioner Nicholas Moore extended the executive session for another 15 minutes.

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RECONVENE FROM EXECUTIVE SESSION: Commissioner Nicholas Moore reconvened from Executive Session at 4:48 pm. No decisions were made.

OLD BUSINESS:

Motion: Policies and Procedures to be implemented: The commissioners would like to have an additional executive session at the next meeting to finalize the changes to be implemented.

Motion: Sexual Harassment Policy re: non-employee: The commissioners would like to discuss the response we received from our legal counsel in the next executive meeting.

Motion: CARB Loan Application Loan Expansion: After discussion the commissioners approved the updated CARB loan application. MOTION CARRIED unanimously to approve the updated CARB loan application increasing the requested amount to \$1,200,000.00 (M/S: Mary M. Rathbone / Shelly Rivard Detrick).

Motion: Approval of Application for Federal Assistance SF-424 (T-Hangar Project) FAA: The commissioners approved FAA grant application to help us construct the T-Hangars MOTION CARRIED unanimously to approve the grant application in the amount of \$294,385.00 (M/S: Mary M. Rathbone / Shelly Rivard Detrick).

NEW BUSINESS: Deferred

OPERATIONS and MAINTENANCE: NONE

FINANCIAL UPDATE: NONE

FROM THE OFFICE:

Dave showed the commissioners the cost comparisons he was able to find on recliners and lockers for the new pilot’s lounge in building 405. The commissioners approved the low bids and agreed that Dave should move ahead and order the items.

Dave gave the commissioners a “heads up” on the proposed Ephrata City Council Workshop as well as the proposed Town Hall meeting to be hosted by Columbia Basin Herald. Dave will update the commissioners re: these functions as developments warrant.

- a. Next Regular Meeting: February 20th
- b. Travel & Meetings:
 - a) City of Ephrata City Council Workshop Meeting, TBD (late March)
 - b) Public Town Hall Meeting w/all Sectors – Columbia Basin Herald, TBD (late March/Early April)
 - c) WAMA Annual Conference at Muckleshoot, WA, May 6th-8th
 - d) WPPA Spring Meeting, Skamania Lodge, Stevenson, WA, May 15th-17th
 - e) WPPA Directors Seminar, McMenamins Kalama Harbor Lodge, Kalama, WA, July 11th-12th
 - f) WPPA Commissioners Seminar, Courtyard by Marriott – Richland Columbia Point, WA, July 22nd-24th

COMMISSIONER INPUT: NONE

ADJOURNMENT: There being no further business to conduct, Commissioner Nicholas Moore declared the meeting adjourned at 5:25 p.m.

Nicholas Moore, President

Mary M. Rathbone, Vice President

Shelly Rivard Detrick, Secretary

ATTEST: _____

_____ 2024

David Lanman – Executive Director