

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

**June 17, 2024**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on June 17, 2024 in the Port conference room. Commissioner Mary Rathbone called the meeting to order at 4:00 p.m.

**PRESENT:** Commissioners: Mary Rathbone and Shelly Rivard Detrick; Staff: David Lanman, Executive Director; Kurt Oxos, Operations and Maintenance Supervisor; Charla Bomstad, Finance Officer.

**MINUTES:** MOTION CARRIED unanimously to approve the minutes of the regular meeting on June 3, 2024 (M/S: Shelly Rivard Detrick / Mary Rathbone).

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

Airport Fund: Payroll Warrant #19266 - 19275 Totaling \$18,834.22

Vouchers # 19276 – 19282 and 19283-19284 Totaling \$34,982.01

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

**OLD BUSINESS:**

CAP Meeting: Commissioner Nicholas Moore and Executive Director David Lanman met with representatives of CAP on Monday June 10<sup>th</sup> to discuss the future of CAP at the Port of Ephrata. It was stressed to them that building 627 is not in their future due to the age of the building as well as it being located on the flight line and prime location for future development. It was suggested that they check with the county about obtaining the old work release building that is on Division Ave. and vacant. Commissioner Moore said he would reach out to Representative Dent and Senator Warnick to make sure everyone was on the same page and to work towards finding CAP a permanent home for their future growth here.

PBY Update: The date for starting the disassembly and loading of the PBY for removal was pushed back to June 24<sup>th</sup> and should last about a week.

Jet-A Fuel Tank Farm: The final plans have been submitted to the city for approval for a permit. Once we receive the permit, we will send out the RFP.

Meeting with City and Gun Club regarding the Gun Range: Director Lanman had a meeting with Ray Towry from the City, Michael Shay from the Ephrata Sportsman Assoc. and Eric Buer a state Environmental Geologist to discuss the potential for environmental issues at the Gun Range. As part of the process leading up to a new lease, a plan of action is being discussed to address any liability that may need to be addressed. This is still in the research phase. Director Lanman said that an environmental assessment of the property by a third party is being

considered to ensure full disclosure of potential contamination is provided so as to put together an legal structure that best protects all entities.

Stoneway Lease Signed: We now have a signed lease that extends Stoneway's lease on Building 1 from a partial portion of the building to the full building through September 30, 2025. This lease will go into effect December 1, 2024.

IAC and SGC Event Report: The reports on the events were mostly positive albeit there was some damage to Port property in that three runway lights were taken out. SGC admitted to the first two but nobody claimed responsibility for the damage to the third light, so the Port had to cover the cost of that repair. Commissioner Rivard Detrick would like us to get a quote on how much it would cost to increase our camera system to cover more of the runway areas.

**NEW BUSINESS: Deferred**

**PUBLIC/TENANT INPUT: NONE**

**OPERATIONS and MAINTENANCE:**

Roof Repair: Some of the three-tab roofing shingles located on building #305 (North Sky office) were blown off in a recent wind. New roofing was located and installed.

Noxious Weed Control: We are continuing to spray noxious weeds around the Port properties. The grass is along well enough to treat the weeds with Tordon. We are targeting Rush Skelton, Knapweed and Dalmatian Toadflax. We are preventing them from colonizing areas where they are most prevalent. We may need to do another aerial spraying to help slow the spread. Kurt will talk to Fred Meise about the cost.

Courtesy Car: The Ford Explorer was brought in for a much-deserved washing and detail of the vehicle. It has seen a lot of use this spring.

Airport Road: A litter detail was performed on Airport Road out to Highway 282. Memorial weekend along with other Holidays thru out the summer are hard on this road for litter accumulation.

**FINANCIAL UPDATE:**

2023 Federal and Financial Audit: The State Auditor's Office was able to squeeze us in to the schedule this week, so the audit has started.

**FROM THE OFFICE:**

- a. Next Regular Meeting: June 24th, 2024
- b. Travel & Meetings:
  - a. **WPPA Directors Seminar**, McMenamins Kalama Lodge, Kalama, WA, July 10<sup>th</sup> – 12<sup>th</sup> (Director)
  - b. **WPPA Small Ports Seminar**, Campbells Resort, Lake Chelan, WA, October 24<sup>th</sup> – 25<sup>th</sup> (Commissioners and Director)

- c. **WSCAA Annual Conference**, Icicle Village Resort, Leavenworth, WA, October 28<sup>th</sup> – 30<sup>th</sup> (Director)

**COMMISSIONER INPUT:** Commissioner Rivard Detrick would still like to have a meeting with CAP when the full commission can attend.

**ADJOURNMENT:** There being no further business to conduct, Commissioner Mary Rathbone declared the meeting adjourned at 5:02 p.m.

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Nicholas Moore, President

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Mary M. Rathbone, Vice President

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Shelly Rivard Detrick, Secretary

ATTEST: \_\_\_\_\_

\_\_\_\_\_ 2024

David Lanman – Executive Director