

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
October 21, 2024**

The Board of Commissioners for Port District No. 9 of Grant County met in regular session on October 21, 2024 in the Port conference room. Commissioner Nicholas Moore called the meeting to order at 4:00 p.m.

PRESENT: Commissioners: Nicholas Moore, Mary Rathbone (via phone) and Shelly Rivard Detrick; Staff: David Lanman, Executive Director; Kurt Oxos, Operations and Maintenance Supervisor; Charla Bomstad, Finance Officer; Guests: Garrett Clemetson, Lindsey Schrom, Jordan Hansen and Rob Miller; CBH.

MINUTES: MOTION CARRIED unanimously to approve the minutes of the regular meeting on October 7, 2024 (M/S: Shelly Rivard Detrick / Mary Rathbone).

VOUCHERS: The following Vouchers/Warrants were approved for payment.
Airport Fund: Payroll Warrant #19422 - 19427 Totaling \$14,754.32
Vouchers # 19428 - 19438 Totaling \$164,888.28

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

OLD BUSINESS:

Alternative Weed Control (i.e. Goats) – Commissioner Rathbone w/Lindsey Schrom: Lindsey Schrom from Smyrna Canyon Goats gave a presentation and answered questions about her business and how it could benefit the Port. The Commissioners would like to do a test acre next year to see if it is something that would be a benefit to our weed control program. They asked Kurt to get with Lindsey to find an acre and a time next year to do the test.

Motion: Security Camera Installation Proposal – Computer Solutions: We have received an estimate of \$5,815.60 from Computer Solutions for additional cameras to our security system.

MOTION CARRIED unanimously to authorize the payment of \$5,815.60 to Computer Solutions to increase the number of cameras on the Port (M/S Shelly Rivard Detrick / Mary Rathbone).

NEW BUSINESS: Deferred

PUBLIC/TENANT INPUT:

Garrett Clemetson told the commissioners about himself and how he has been working with the Civil Air Patrol.

OPERATIONS and MAINTENANCE:

Security Lighting: We replaced the outside lighting that was inoperable on building one and two. The old lighting was replaced with modern LED lights. Seventeen lights were replaced. The area surrounding buildings 1& 2 is well lit now and should deter any potential break-ins.

Sweeper: During an inspection of our runway sweeper, actuators were found to be leaking. We decided to go ahead and have the cylinders rebuilt. We finally removed the cylinders and sent them out to be rebuilt. Not having a book on how to remove the actuators was difficult. The sweeper was pressure washed and serviced.

Ford 1 ton: The Ford one-ton was difficult to steer. The power fluid system was completely flushed of fluid and replaced with fresh fluids. It seems to be easier to steer.

FINANCIAL UPDATE:

2024 3rd Qtr. Budget Review: Charla gave the commissioners a report on the 2024 3rd qtr. budget. She asked to change a few amounts on the preliminary 2025 budget before we approve it at the Nov. 4, 2023 meeting. She also pointed out that so far in 2024 we had a net increase of \$651,638.85.

FROM THE OFFICE:

- a. Next Regular Meeting: Nov. 4th
- b. Travel & Meetings:
 - a. **WPPA Small Ports Seminar**, Campbells Resort, Lake Chelan, WA, October 24th – 25th, 2024 (Commissioners and Director)
 - b. **WSCAA Annual Conference**, Icicle Village Resort, Leavenworth, WA, October 28th – 30th, 2024 (Director)

COMMISSIONER INPUT: Commissioner Rathbone will not be able to attend the WPPA Small Ports Seminar. She will also not be able to attend the Nov. 4th meeting. Commissioner Rivard Detrick asks Director Lanman to verify that the rooms are booked only for the night of the 24th. Director Lanman will pick the commissioners up at 7:15 am. Commissioner Rivard Detrick is unsure if she will be able to attend the Nov 4th meeting as she has taken a new position at work and will be in Spokane for training, but she will let Charla know for sure.

ADJOURNMENT: There being no further business to conduct, Commissioner Nicholas Moore declared the meeting adjourned at 4:41p.m.

Nicholas Moore, President

Mary M. Rathbone, Vice President

Shelly Rivard Detrick, Secretary

ATTEST: _____

_____ 2024

David Lanman – Executive Director