

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
January 21, 2025**

The Board of Commissioners for Port District No. 9 of Grant County met in regular session on January 21st, 2025, in the Port conference room. Commissioner Mary Rathbone called the meeting to order at 4:14 p.m.

PRESENT: Commissioners: Mary Rathbone, Shelly Rivard Detrick and Nicholas Moore; Staff: David Lanman, Executive Director; Kurt Oxos, Operations and Maintenance Supervisor; Charla Bomstad, Finance Officer; Guests: Garrett Clemetson, Civil Air Patrol; Phil Borck, City of Ephrata Councilman.

MINUTES: MOTION CARRIED unanimously to approve the minutes of the regular meeting on January 13th, 2025 (M/S: Nicholas Moore / Shelly Rivard Detrick).

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

Airport Fund: Payroll Warrant #19539 - 19544 Totaling \$15,200.82

Vouchers # 19545 - 19560 Totaling \$115,124.74

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

OLD BUSINESS: Deferred

NEW BUSINESS: Deferred

PUBLIC/TENANT INPUT:

Garrett Clemetson from the Civil Air Patrol informed the commissioners that they had a great open house and signed up ten new recruits. The age for cadets is between twelve and sixteen years of age.

OPERATIONS and MAINTENANCE:

Building # 526: Progress on the removal of the old slider door continues. We have all the interior shiplaps removed and will begin work on removing the door during the week of the 21st. Abandoned electrical outlets have been removed, and locks have been changed. All exterior lighting has been removed to be updated and re-installed after the building is sided with new metal.

Ford L-9000: The truck needed to have the radiator repaired. During servicing the turbo was noted as leaking oil. The turbo needs replacement, we will do all the necessary repairs in our shop. The truck is a very valuable asset in facilitating our weed control program with a nurse tank on the flat bed.

FINANCIAL UPDATE:

Charla informed the commissioners that the CPI increase for 2025 will be 2.3%. She also let them know about how information tax forms need to be e-filed from now on. It was recommended that we have a CPA e-file our reports for us next year due to how difficult the process is to get certified to e-file.

ADJOURN TO EXECUTIVE SESSION: Commissioner Mary M. Rathbone adjourned the regular meeting at 4:23 p.m. to executive session for approximately 15 minutes to discuss potential litigation.

EXTEND EXECUTIVE SESSION: Commissioner Mary M. Rathbone extended the executive session for another 20 minutes.

RECONVENED FROM EXECUTIVE SESSION: Commissioner Mary M. Rathbone reconvened the regular meeting at 4:58 p.m.

NEW BUSINESS:

Citation N689QS Hangar Incident: Director Lanman briefed the commissioners on an incident that occurred Thursday, January 16th while towing a Citation 560XL into Building 405 by Port staff. During the process of positioning the aircraft in the hangar, a portion of the floor, consisting of a 24” by 60” wood section, collapsed when the right main tire rolled over it due to excessive concentration of weight. The wood section had previously withstood up to 40,000 lbs. of weight from ground equipment. The Citation weighed approximately 34,000 lbs. Director Lanman said that the owner, NetJets, confirmed that the damage was minimal, limited to a wheel fairing on the right main side including a tire that had been scratched. Director Lanman spent over six hours with a certified mechanic from Textron, the aircraft manufacturer, on Friday, January 17th, inspecting the aircraft. Saturday and Sunday the 18th and 19th, Port staff collectively put in over ten and a half additional hours working with the mechanic to help pull the aircraft out of the hole in the floor that had been created and to get it re-stabilized and secured. Director Lanman coordinated with NetJets throughout including the filing of a report with the FAA for the purpose of obtaining a ferry permit. Director Lanman also coordinated with Clear Risk, the Port’s insurance carrier, to ensure proper measures were being taken for the forthcoming claim to be filed by NetJets. Clear Risk confirmed coverage. Director Lanman said that the Citation is to remain in the hangar (Bldg 405) until such time NetJets can make arrangements to fly the aircraft to Dallas for an FAA required inspection to be conducted as a prerequisite to return to commercial flight operations.

FROM THE OFFICE:

- a. Next Regular Meeting: Jan. 27th
- b. Travel & Meetings:

COMMISSIONER INPUT: NONE

ADJOURNMENT: There being no further business to conduct, Commissioner Mary M Rathbone declared the meeting adjourned at 5:09 p.m.

Mary M. Rathbone, President

Shelly Rivard Detrick, Vice President

Nicholas Moore, Secretary

ATTEST: _____

David Lanman – Executive Director

_____ 2025