

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
January 27th, 2025**

The Board of Commissioners for the Port District No. 9 of Grant County met in regular session on January 27th, 2025 in the Port conference room. Commissioner Mary Rathbone called the meeting to order at 4:00p.m.

PRESENT: Commissioners: Mary Rathbone, Shelly Rivard Detrick and Nicholas Moore; Staff: David Lanman, Guest: Garrett Clemetson, Civil Air Patrol.

MINUTES: January 21st, 2025, Minutes were not approved as stated. Commissioner Moore suggested that the referencing of personal names with companies and/or organizations being dealt with by the Port be left off. Commissioners agreed to re-do the Minutes for presentation at the next meeting for approval.

VOUCHERS: NONE

OLD BUSINESS:

Jet-A Fuel Tank Installation Project: Director Lanman announced that the City of Ephrata Building Official has approved the final inspection reports of Mascot Equipment Company's Inspector re: SOAK Testing of the Jet-A tank. The Building Official has directed that the permit be "closed out" with copies to be submitted to the Fire Department. Once this has been accomplished, the tank will be authorized to go "commercial".

Building 405 Roof Repair Project: Director Lanman reported that the Request For Proposal (RFP) process is still on-going but will conclude on Friday, January 31st, at 12:00pm. So far, only one bid has been received but there have been other interested contractors, three to date, that have been in contact. If an acceptable, qualified bid has been received when the deadline comes, an award will be made to the winning contractor. It is estimated that the start date will be sometime in March 2025.

PLIA Underground Storage Tank Loan and Grant Program: Director Lanman reported that the Port received a Determination of Non-Significance Report (DNS) from the State of Washington, Pollution Liability Insurance Agency (PLIA). The report states that PLIA has reviewed the project's environmental checklist and has determined that the grant proposal will not have a probable significant adverse impact on the environment. As such an environmental impact statement (EIS) is not required under RCW 43.21C.030. In short, the project is acceptable by meeting environmental standards. The DNS is issued under WAC 197-11-340(2). Public comment period will remain open for fourteen (14) days once posted on the Department of Ecology's SEPA Register.

Building 1 Modular Building Water & Sewer Connection Project: Director Lanman reported that the construction plans for the project have been completed by Ardurra, the Project Manager and

that they have been submitted to the City of Ephrata Building Official. The plans will be reviewed and if approved will enable the Port to secure a utility permit. Upon receiving the permit, the Port will advertise a Request For Proposal (RFP) to secure a contractor for the project. It is estimated that the project will commence sometime in March 2025.

U.S. Department of Homeland Security - FEMA / Memorandum of Agreement (MOA):

Director Lanman announced that FEMA representatives will be scheduling an on-site inspection (assessment) of Ephrata Municipal Airport (EPH) within the forthcoming week or two, according to FEMA. Director Lanman had an extensive meeting with two agents of FEMA to update them on the services and capabilities of the airport. There is competition for the MOA, but EPH has a “solid” chance for renewal, especially since its services and infrastructure capabilities have expanded since the last MOA was secured in 2019. EPH would be serving alongside Grant County International Airport (MWH) in a coordinated arrangement should FEMA’s Disaster Emergency Plan be activated. FEMA said that it is their goal to consummate the MOA by not later than April 2025.

Building 526 Siding Project: Director Lanman announced that the selection process for a contractor has been completed with a total of two (2) proposals being accepted. The winning contractor is Big Dog Structures LLC. The winning proposal came out to \$27,842.50. The figure falls way below the pre-approved budgeted amount so Director Lanman will proceed with securing a contract with Big Dog Structures. Work can begin as soon as possible.

NetJets Citation N689QS Incident & “Authorized” airport designation: The Citation is in Building 405 and ready to depart as soon as NetJets has a crew available. It is estimated that this upcoming week this will be accomplished. NetJets and the Port have worked out what services and infrastructure requirements are to be offered for future planned flights to the airport to occur. NetJets has updated its information about the airport and has listed such in its list of authorized airports.

NEW BUSINESS: NONE

PUBLIC/TENANT INPUT: NONE

OPERATIONS and MAINTENANCE: NONE

FINANCIAL UPDATE: NONE

FROM THE OFFICE:

- a. Next Regular Meeting: Monday, February 3rd, 2025
- b. Travel & Meetings:

COMMISSIONER INPUT: Commissioner Rathbone suggested the idea of developing a program to target elementary school children, e.g. ages 9-12, that would promote general aviation and aerospace by providing a tour of the airport. In addition, having on aircraft on static

display perhaps presented by the Civil Air Patrol or other organizations that have existing programs designed for children. The commissioners will consider for future discussion.

ADJOURNMENT: There being no further business to conduct, Commissioner Rathbone declared the meeting adjourned at 4:37p.m.

Mary M. Rathbone, President

Shelly Rivard Detrick Vice President

Nicholas Moore, Secretary

ATTEST: _____

David Lanman – Executive Director

_____ 2025