

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
February 3, 2025**

The Board of Commissioners for Port District No. 9 of Grant County met in regular session on February 3, 2025, in the Port conference room. Commissioner Mary Rathbone called the meeting to order at 4:08 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 - CAP, Phil Borck – City of Ephrata Councilman.

MINUTES: MOTION CARRIED unanimously to approve the minutes of the regular meeting on January 21, 2025 (M/S: Nicholas Moore / Shelly Rivard Detrick). MOTION CARRIED unanimously to approve the minutes of the regular meeting on January 27, 2025 (M/S: Nicholas Moore / Shelly Rivard Detrick).

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

Airport Fund: Vouchers # 19561 - 19568 Totaling \$161,734.57

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

OLD BUSINESS:

Building 405 Roof Repair Project – Bid Closed, Contractor Selected: The Bids closed on Friday at noon, and the Port had one bid from Frontier Roofing in the amount of \$156,508. Director Lanman will have a resolution ready to be signed at the next meeting.

Runway 3/21 & Taxiway Rehabilitation Project – FAA Design Specification Approval, Final Estimate of Costs/Grant Funding Amt: Director Lanman gave the commissioners an update on this project. The project is scheduled to begin mid-September with completion by the end of September. The final cost estimate is \$900,138.36 with the Port's share being around \$26,000.00.

Building 526 Siding Project – Update: The Port received bids for this project and the winning bid was from Big Dog Structures LLC in the amount of \$27,842.50. This project will start on February 17th and take approximately a week and a half. This project will be well below what was budgeted due to the maintenance team doing much of the work in-house.

NEW BUSINESS:

Tenant “A” - Building 2 Commercial Lease – Termination/Default of Terms: Director Lanman was informed by telephone on January 28th that this tenant was filing bankruptcy and had vacated the premises. Having talked to legal counsel, Director Lanman was told that it would not be in the Port's best interest to pursue legal action against the tenant because it would be throwing good money after bad. The commissioners would like staff to verify that the company has indeed filed for bankruptcy and to at least make sure the Port is listed on the list of creditors. They would also like to make sure the lease states that the security deposit can be used to pay the final month's rent that was owed to the Port.

Director Lanman has reached out to Tenant C who has shown interest in this building in the past and they came out and took a tour of the building. They are still very interested in consolidating some of their locations and moving them to the Port. They are talking it over with their board and will get back to us soon.

Motion: Building 1 Heater Installation Arrangement w/Tenant “B” – Repayment of Equipment/Labor via Lease Payment Reduction: Tenant B would like to have the existing heaters that are not working in Building 1 replaced. They are willing to source the heaters at cost and supply the labor to install them if the Port is willing to give them rent credit or cover the costs of \$30,253.50. The commissioners would like Director Lanman to reach out to legal counsel to make sure this does not violate any RCWs that the Port is subject to. This motion was deferred until more information is obtained.

Motion: Commissioner Meeting Schedule – Revert back to 1st and 3rd Mondays each month effective immediately: The commissioners decided to wait until March to switch back to the 1st and 3rd Mondays due to all the issues that need to be resolved.

PUBLIC/TENANT INPUT: Councilman Phil Borck handed the commissioners an information sheet about a meeting to be held in the Grant County Courthouse Annex building that seeks public input on the design of the Round-A-Bout that is to be installed at Nat Washington Way and SR282.

OPERATIONS and MAINTENANCE: NONE

FINANCIAL UPDATE: NONE

FROM THE OFFICE:

- a. Next Regular Meeting: Feb 10th
- b. Travel & Meetings:

COMMISSIONER INPUT: Commissioner Moore will be unable to attend the meeting on February 18th as his family will be on vacation.

ADJOURNMENT: There being no further business to conduct, Commissioner Mary M. Rathbone declared the meeting adjourned at 5:12 p.m.

Mary M. Rathbone, President

Shelly Rivard Detrick, Vice President

Nicholas Moore, Secretary

ATTEST: _____

David Lanman – Executive Director

2025