

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

The Board of Commissioners for Port District No. 9 of Grant County met in regular session on March 3, 2025, in the Port conference room. Commissioner Mary Rathbone called the meeting to order at 4:00 p.m.

PRESENT: Commissioners: Mary Rathbone, Shelly Rivard Detrick and Nicholas Moore; Staff: David Lanman, Executive Director; Charla Bomstad, Finance Officer; Guests: Jordan Hansen, Trout Lake Farm; Phil Borck, City of Ephrata.

MINUTES: MOTION CARRIED unanimously to approve the minutes of the special meeting on February 24, 2025 (M/S: Nicholas Moore / Shelly Rivard Detrick).

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

Airport Fund: Payroll Warrant #19588 - 19593 Totaling \$14,930.52

Vouchers # 19594 - 19604 Totaling \$33,459.94

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

OLD BUSINESS:

Building 2 Repairs – Review List of Discrepancies pertaining to an ex-tenant MDJ Contractors (Tenant C) Director Lanman presented the commissioners with a list of discrepancies that were left when the previous tenant moved out unexpectedly. The repairs that cannot be completed by Port personnel have been sent out for bids or will be sent out soon.

Commercial Lease re: Trout Lake Farm (Tenant A) in Building 2: Review - possible sub-lease or co-lease arrangement to include VECA (Tenant B). The lease has made it through both parties' legal counsel and is ready to be signed.

MOTION CARRIED unanimously to authorize signing of the lease with Trout Lake Farm on Building 2 (M/S Nicholas Moore / Shelly Rivard Detrick).

Hertz Car Rental operation at EPH: This item has been deferred until such time as a written agreement is obtained to look over.

NEW BUSINESS: NONE

PUBLIC/TENANT INPUT:

Jordan Hansen from Trout Lake Farm thanked the commissioners.

OPERATIONS and MAINTENANCE: REPORT

FINANCIAL UPDATE:

2025 Budget Update: Charla gave the commissioners an updated working copy of the budget.

FROM THE OFFICE:

Director Lanman informed the commissioners that he was approached by the I.A.C. regarding a memorial bench to be placed outside the front of the Port office building for the late Jerry Riedinger. The commissioners would like it added to the agenda of the next meeting.

- a. Next Regular Meeting: March 17th, 2025
- b. Travel & Meetings:

COMMISSIONER INPUT:

The commissioners asked if the Port had heard anything regarding the damage to the commercial jet. Director Lanman informed them that the claim filed is still being discussed between the two insurance companies and upon a settlement, the Port will be informed.

Commissioner Moore asked about the RFP on building 1 heater installation. Director Lanman informed the commissioners that no proposals were submitted by the deadline and so the Port is now seeking bids from local companies. The Port has received two bids so far and is waiting for two more.

Commissioner Rivard Detrick would like a breakout of the lost revenue caused by MDJ Contractors (Tenant C) moving out.

The commissioners asked for an update on the water and sewer project to Building 1. Director Lanman informed them that it is going out for RFP soon and once there is a contractor in place a permit can be obtained. He also stated that the current tenant is not pushing for a bathroom facility to be installed at this time.

The commissioners would like an update on the Jet-A project at the next meeting.

ADJOURNMENT: There being no further business to conduct, Commissioner Mary M. Rathbone declared the meeting adjourned at 4:24p.m.

Mary M. Rathbone, President

Shelly Rivard Detrick, Vice President

Nicholas Moore, Secretary

ATTEST: _____

_____ 2025

David Lanman – Executive Director