

**MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
May 5, 2025**

The Board of Commissioners for Port District No. 9 of Grant County met in regular session on May 5, 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; Kurt Oxos, Operations and Maintenance Supervisor; Charla Bomstad, Finance Officer; Guests: CAP, Garrett Clemetson and Col. David Maxwell; Ephrata City Council, Mayor Bruce Reim; SGC, Stephen Northcraft; Hans Kueck.

MINUTES: MOTION CARRIED unanimously to approve the minutes of the regular meeting on April 21, 2025 and the special meeting on April 28, 2025 (M/S: Shelly Rivard Detrick / Nicholas Moore).

VOUCHERS: The following Vouchers/Warrants were approved for payment.
Airport Fund: Payroll Warrant #19676 - 19685 Totaling \$18,096.64
Vouchers # 19674 – 19675 and 19686 - 19696 Totaling \$86,426.09

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

OLD BUSINESS:

City Council/Port Commission “Workshop” – *Setting a commission/council work session. Review of dates/times presented by the City and in coordination with the City, formulating an agenda.*: Mayor Bruce Reim suggested a Saturday in June for a few hours. The Port Commissioners stated that June 7 and 14 will not work. Commissioner Rathbone thanked Mayor Bruce Reim for attending.

FEMA Site Assessment – *FEMA officials will be at EPH on May 6th for a required airfield and site assessment as a condition to renew the MOA.*: Director Lanman stated that on Tuesday May 6, 2025 at 9:00 a.m. staff will meet with FEMA representatives for a site assessment. Representatives from Ephrata Police and Fire Departments will also be in attendance. Commissioner Moore suggested that the hospital might be included and that they might have an update.

Runway 3/21 & Taxiway Alpha Rehabilitation Project – *Update*: Director Lanman presented the commissioners with the bid numbers. C.R. Contracting, LLC had the lowest bid and was verified by Ardurra. The goal is to have a contractor in place by October with construction to begin in spring of 2026. Commissioner Rathbone would like to have a comparative breakout of the line items in the bids.

Building 405 Roof Repair Project – *Update*: Director Lanman informed the commissioners that Frontier Roofing has been unable to obtain a performance bond for this project. Frontier Roofing are willing to reduce the cost of the project to one hundred forty-nine thousand (\$149,000) if the Port waves the bond and instead withholds 15% of the contract amount for thirty days after

completion of the project. Due to the risk to the Port, Director Lanman recommends not moving forward with this contractor. The Commissioners agreed and asked that all materials be removed from Port grounds.

A Rescission of Resolution 2025-003 will be submitted for approval at the next commission meeting.

PLIA UST Loan & Grant Program re: Buried Fuel Tank: Update: The Port was approved for a one hundred twenty thousand (\$120,000) loan for the initial phase of the tank removal. They will come out and inspect the tank and then create a scope of work. Once they know what the project involves the project will move into the next phase where they will obtain a contractor to perform the removal and cleanup. They have assured us that funds will be provided for all phases of the project.

NEW BUSINESS:

North Taxi-lane Project – FAA reviewing the feasibility of developing a new taxi-lane to serve Building 734 and to increase safety.: Director Lanman presented the commissioners with an initial draft of a project to bring new taxi-lanes up to and around building 734 once it is reverted back to Aerospace use in late 2026. This project would replace the perimeter fencing project that was submitted on the Port's FAA five-year C.I.P. More information will be presented as it becomes available.

PUBLIC/TENANT INPUT:

Col. David Maxwell, C.A.P.: David Maxwell informed the commissioners about the training weekend they had as well as about the one that is coming up next weekend. Next month they will be having search and rescue training and will be performing the festivities at the City Council meeting. David Maxwell also informed the commissioners that C.A.P. was given a grant from the State of Washington and are in negotiations to purchase a hangar from Ryan Mathwich, a current tenant of the Port of Ephrata. The C.A.P. would like to obtain a long-term ground lease from the Port for twenty (20) years or longer.

OPERATIONS and MAINTENANCE:

Weed Control: Staff are continuing to spot spray noxious weeds in the remote areas.

Terminal: Staff have treated the terminal building for insects. A band was sprayed around the entire building with a safe insecticide called tempo that is pet and people safe. Inside of the building was treated where insect activity was present. Most of the insect activity was found inside the conference room. Treatment was placed around the outer border of the room and around the entry doors

Fence Patrol: Due to high winds, staff spent the better part of the day picking up weeds and garbage out of our fenced lots.

FINANCIAL UPDATE:

2024 Annual Report Review and Approval: MOTION CARRIED unanimously to authorize submission of the 2024 Grant County Port District No 9, and the Grant County Port District No 9 Industrial Development Corporation Annual Reports (M/S Nicholas Moore / Shelly Rivard Detrick).

FROM THE OFFICE:

- a. Next Regular Meeting: Monday, May 19th, 2025
- b. Travel & Meetings: WPPA Spring Conference, Wednesday, May 14th thru Thursday, May 15th, 2025, Historic Davenport Hotel, Spokane, WA 8:00am start
(Commissioners, Director) Commissioner Rathbone will not be able to attend.

The Port vehicle (Dodge Journey) is out of service until repairs can be made. Until such time, Director Lanman is using the courtesy vehicle (Ford Explorer) for staff use. There will be no courtesy vehicle at this time, but we are hoping to receive the first couple of Hertz rental cars soon. These will be available for checkout during normal business hours.

The commissioners asked about additional signage stating our normal business hours.

COMMISSIONER INPUT:

The commissioners would like to have a timeline of all projects, with cost and income breakouts.

ADJOURNMENT: There being no further business to conduct, Commissioner Mary M. Rathbone declared the meeting adjourned at 5:11 p.m.

Mary M. Rathbone, President

Shelly Rivard Detrick, Vice President

Nicholas Moore, Secretary

ATTEST: _____

_____ 2025

David Lanman – Executive Director