

# **MINUTES OF THE REGULAR MEETING OF THE PORT OF EPHRATA COMMISSIONERS**

**July 21, 2025**

The Board of Commissioners for Port District No. 9 of Grant County met in regular session on July 21, 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, Roger Patry, Sid Wiggs, David Maxwell, Ed Patry; City Council, Phil Borck

**MINUTES:** MOTION CARRIED unanimously to approve the minutes of the regular meeting on July 7, 2025 (M/S: Shelly Rivard Detrick / Nicholas Moore).

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

Airport Fund: Payroll Warrant #19767 - 19772 Totaling \$14,736.59

Vouchers # 16129, 18998, 19757 & 19773 - 19784 Totaling \$157,065.61

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

## **OLD BUSINESS:**

Washington State Aviation Fuel Tax Coalition – *Decision to have the Port join the coalition to participate in the investigation and possible legal action against the Department of Revenue (DOR) and Department of Transportation (WSDOT) for misappropriation of funds per U.S. Code Section 47107(b)(1) criteria.*: Director Lanman gave the commissioners an update on all the other Ports in our area that have joined the coalition and requests that The Port of Ephrata join.

MOTION CARRIED unanimously to join the Washington State Aviation Fuel Tax Coalition with the caveat that the Port reserves the right to rescind this membership in the future (M/S Nicholas Moore / Shelly Rivard Detrick).

Airport St Detour – Round A Bout (RAB) Project Arrangement – *Port/County Interlocal Agreement re: Port allowance of street as a detour during RAB construction:* The Port has a signed interlocal agreement with the County for the use and repair of Airport Street. The detour began today, and the Port is seeing a lot of traffic using Airport Street.

Building 1 Water/Sewer Piping Project – *Completed:* This project is basically completed with only the final touches being done to the water/sewer access spot. Stoneway is looking to extend their lease and would like to have discussions on obtaining a permanent bathroom facility.

CAP Ground Lease Extension re Building 301 – *Request approval of extending the ground lease to CAP beyond what is stated in the current lease:* The commissioners would like to listen to the CAP presentation hear what they are looking for from the Port before making a decision.

**NEW BUSINESS:**

Civil Air Patrol Presentation – *Organizational Impact on the Port Report based on CAP analysis:* The members of the Civil Air Patrol in attendance gave a presentation of goals and concerns regarding the hangar deal and extension of the current ground lease. The commissioners thank the CAP for their presentation and iterate how important they all feel the CAP is for our community and airport.

The Commissioners state that they will have a draft lease written up for the CAP to look over and then further discussions will be had at the next meeting.

Genie Repair – *Replacement of Turntable Motor. Estimated cost from \$10,910.00 to \$15,000.00. Request authorization of funds to proceed with repair:* This is an important piece of equipment that is used by maintenance staff in the projects and repairs of Port assets. The cost of a new lift would be in the six figures, and it is much less costly to repair this older model.

MOTION CARRIED unanimously to approve the funds needed for the repairs to the Genie turntable motor (M/S: Shelly Rivard Detrick / Nicholas Moore).

R.E.I.L Replacement – *Replacement of two Uni-Directional, current driven lights. Request authorization of funds i.e. \$28,083.34 to proceed:* Two of the Port's runway end indicator lights on R/W 21 have stopped working and become obsolete. After trying everything they could to repair them, staff is requesting the funds to install updated LED REIL lights. It was noted that we have several other REIL lights that could also fail soon. It was discussed that these lights are eligible for FAA funding to replace them but that to use such funds, the project would need to be submitted, and the Port would need to follow FAA guidelines in the replacement of the lights. This will drastically slow down how soon the lights could be replaced as well as increase the cost of replacement. The commissioners decided that the Port will cover the cost of the initial two light replacements and try to get FAA funding for the other lights.

Commissioner Rathbone asks that the commissioners are kept informed of the developments.

MOTION CARRIED unanimously to approve the funds needed for the replacement of two nonfunctioning obsolete REIL lights on R/W 21 (M/S: Shelly Rivard Detrick / Nicholas Moore).

**PUBLIC/TENANT INPUT:**

David Maxwell from CAP informed the commissioners that the flight academy was going very well and that they had 5 new flights completed by students.

**OPERATIONS and MAINTENANCE:**

Weed Control: Staff have been spraying noxious weeds. The grass is mature enough to spray weeds within the canopy without injuring the grass. Round up is our go to product in our fields and along the runway in the object free zone.

Mowing: Staff have begun to mow our larger patches of noxious weeds around the airfield. This operation does not allow the plant to go to seed.

Terminal Painting: Staff have painted the neon sign that sits on the on the roof of the building. Equipment failure has prevented us from completing the project. We are anticipating completion, weather permitting, in a week or two.

**FINANCIAL UPDATE: NONE**

**FROM THE OFFICE:**

- a. Next Regular Meeting: August 4<sup>th</sup>, 2025, at 4:00 pm.
- b. Travel & Meetings:

**COMMISSIONER INPUT:** Commissioner Rivard Detrick will not be able to attend the August 4<sup>th</sup> meeting due to health issues with her dad.

**ADJOURN TO EXECUTIVE SESSION:** Commissioner Mary Rathbone adjourned the regular meeting at 4:52 p.m. to executive session for approximately 20 minutes to discuss the performance of a public employee.

**RECONVENE FROM EXECUTIVE SESSION:** Commissioner Shelly Rivard Detrick reconvened to regular meeting at 5:12 p.m. No Decisions were made.

**ADJOURNMENT:** There being no further business to conduct, Commissioner Mary M. Rathbone declared the meeting adjourned at 5:13 p.m.

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Mary M. Rathbone, President

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Shelly Rivard Detrick, Vice President

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Nicholas Moore, Secretary

ATTEST: \_\_\_\_\_

David Lanman – Executive Director

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