

**MINUTES OF THE SPECIAL MEETING OF THE  
PORT OF EPHRATA COMMISSIONERS  
March 30, 2026**

The Board of Commissioners for Port District No. 9 of Grant County met in special session on March 30, 2026, in the Port conference room. Commissioner Shelly Rivard Detrick called the meeting to order at 4:00 p.m.

**PRESENT:** Commissioners: Shelly Rivard Detrick, Nicholas Moore and Tyler Chase; Staff: David Lanman, Executive Director; Charla Bomstad, Finance Officer; Guests: John Haney, Sara Sieloff and Tashina Jirikovic (via web call), Haley & Aldrich.

**PRESENTATION:** John Haney, Sara Sieloff and Tashina Jirikovic from Haley & Aldrich gave a presentation on their statement of qualifications regarding the Professional A&E and Planning services that the Port advertised to develop and create the Comprehensive Plan & Economic Development Strategic Plan. They touched on the projects they have worked on in this region as well as the resources that they have available to them.

Their plans would be a guide for both near and long-term goals and would integrate both plans into one overall plan that the Port could use with their collaboration with other local agencies as well as maintaining the Port's individual independence.

Knowledge of the many various agencies that award grants and the rules and regulations that are involved in obtaining said grants is just one of Haley and Aldrich's areas of expertise.

The commissioners thank them for their time and the presentation.

**OLD BUSINESS:**

CERB Planning Grant: *Grant Approval Announcement/Details:* Director Lanman gave an update on the successful presentation and subsequent approval of a \$75,000 net planning grant with a joint match amount of \$10,000 each from both the City of Ephrata and the Port of Ephrata.

Buildings 304/405/734 Door Inspections: *Garco Construction/Morrish Design Inspection Proposal:* Director Lanman informed the commissioners that arrangements have been made with a structural construction team (multiple firms) to inspect all the front hangar doors to Buildings 734, 405 and 304 to secure a formal opinion as to the condition of such to find out why some of the doors are starting to stick and becoming hard to open. As there would be a fee, Director Lanman asked if the commissioners had any objection to taking this proactive approach to developing an analysis of the situation since it most assuredly will lead to additional costs in actual repairs. As such additional costs might exceed what has been budgeted for 2026, Director Lanman felt it prudent to alert the commissioners. The commissioners approved the move but would like Director Lanman to bring a breakdown of all projected infrastructure maintenance costs to include the roof repair for Building 734 at the next meeting.

TIB Grant Chip Sealing Project: Director Lanman informed the commissioners that the City has obtained a TIB (Transportation Infrastructure Board) grant that would cover all the costs to chip

seal Airport St (north of Division Ave) and Railroad St. The work will be performed sometime during the Summer of 2026.

City Crack Sealing Project: Director Lanman informed the commissioners that the City has presented a proposal to the Port that offers a 10% estimated match to crack seal Airport St (south of Division Ave), Grumman Ave and Enterprise Extension in Spring 2026. The net cost to the Port is approximately \$4,509.46. Director Lanman has informed the City the Port will move forward on the project.

City Chip Sealing Project: Director Lanman informed the commissioners that the City will be presenting a proposal later this year or early next year that offers a 10% estimated match to chip seal Airport St (south of Division Ave), Grumman Ave and Enterprise Extension in Spring 2027. The estimated cost has not been calculated by but will come at a significant savings to the Port.

**NEW BUSINESS:**

NorthSky Communication – Bldg 305 Heating/AC Unit Emergency Repair: *Notification of heating/ac unit performed in an emergency situation and identification of contractor and invoice amount:* An internal component of the a/c unit in Building 305 quit working this past Friday. Jason Smith from Central Energy Products, LLC has made the repairs, and the Port is waiting for an invoice. Due to the extreme cold temperatures, the work was performed as an “emergency”.

Homestead Group – Bldg 526 Roll-up Door Emergency Repair: *Notification of door repair performed in an emergency situation and identification of contractor and invoice amount:* the large roll up door got jammed and would not close, so Homestead Group called a contractor to repair the door. Once the contractor has given the Port the required L&I information this invoice will be paid. If they are unable to provide the required paperwork, Homestead Group will be responsible for this repair. Since closing the door was critical for the protection of the tenant’s tools and equipment heading into the weekend, this repair was considered an “emergency”.

**OPERATIONS and MAINTENANCE: Deferred**

**FINANCIAL UPDATE: None**

**PUBLIC/TENANT INPUT: None**

**FROM THE OFFICE:**

- a. Next Regular Meeting: April 6<sup>th</sup>, 2026
- b. Travel & Meetings: **WPPA Spring Meeting**, Skamania Lodge, Stevenson, WA  
Tuesday, May 19<sup>th</sup>, 2026 (8:00am) thru Thursday, May 21<sup>st</sup>, 2026 (12:00pm)  
(Commissioner Chase, Director Lanman)

**ADJOURN TO EXECUTIVE SESSION:** Commissioner Shelly Rivard Detrick adjourned the regular meeting at 4:45 p.m. to executive session for approximately 15 minutes to review negotiations on the performance of publicly bid contracts when public knowledge regarding such consideration would cause a likelihood of increased costs.

**EXTEND EXECUTIVE SESSION:** Commissioner Shelly Rivard Detrick extended the executive session for another 10 minutes.

**RECONVENE FROM EXECUTIVE SESSION:** Commissioner Shelly Rivard Detrick reconvened to regular meeting at 5:10 p.m.

**COMMISSIONER INPUT:** After discussion regarding the qualifications of the four engineering firms that responded to the RFQ that was advertised, the commissioners made the decision to engage J-U-B Engineers, Inc. (J-U-B), in partnership with The Metts Group, as the Port's Professional A&E and Planning Services Engineering/Planning Team. This also secured the Port's commitment to move forward with the development of the Comprehensive Scheme of Harbor Improvements (CSHI) Plan and the Economic Development Strategic Plan. Work will commence immediately with a completion date of these plans targeted for 4Q2026. This is critical to meet core application requirements for state and federal grants starting in FY27.

MOTION CARRIED unanimously to contract J-U-B to be the Port's A&E professionals to create the Comprehensive Plan and Economic Development Strategic Plan (M/S Tyler Chase / Nicholas Moore).

Director Lanman informed the commissioners that the Maintenance Tech 2 employee has put in his two-week notice and that the Port will need to hire a replacement. Notice has been posted on the Port's website and Facebook page.

**ADJOURNMENT:** There being no further business to conduct, Commissioner Shelly Rivard Detrick declared the meeting adjourned at 5:15 p.m.

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Shelly Rivard Detrick, President

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Nicholas Moore, Vice President

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Tyler Chase, Secretary

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

\_\_\_\_\_ 2026

David Lanman – Executive Director