MINUTES OF THE REGULAR MEETING OF THE
PORT OF EPHRATA COMMISSIONERS
October 5th, 2026

The Board of Commissioners for Port District No. 9 of Grant County met in regular session on October 5th, 2026, in the Port conference room. Commissioner Shelly Rivard Detrick called the meeting to order at 4:00p.m.

PRESENT: Commissioners: Shelly Rivard Detrick, Nicholas Moore and Tyler Chase; Staff: David Lanman, Executive Director; Guests: Dan Martell, Ephrata Resident; Col. David Maxwell, Civil Air Patrol; Ethan Roach, Moses Lake Resident; Ray Towry, City Administrator for the City of Ephrata; Phil Borck, City Councilman with the City of Ephrata.

MINUTES:

MOTION CARRIED unanimously to approve the minutes of the regular meeting on September 21st, 2026 (M/S: Nicholas Moore / Tyler Chase).
MOTION CARRIED unanimously to approve the minutes of the special meeting on September 28th, 2025 (M/S: Nicholas Moore / Tyler Chase).

VOUCHERS: The following Vouchers/Warrants were approved for payment.
Airport Fund: Payroll Warrant #20 - 20 Totaling $
Vouchers # 20 - 20 Totaling $

MOTION CARRIED unanimously to authorize payment of above Vouchers/Warrants (M/S Nicholas Moore / Tyler Chase).

OLD BUSINESS:

Line Service Lead Selection – Director Lanman stated that he wants to upgrade the fuel dispensing and the fuel tank maintenance/inspection program to meet FAR Pt. 139 standards. As the Port is not a FAR Pt. 139 airport, the FAA does not require such standards to be met by EPH. Due to potential liability concerns and wanting to ensure professionalism in the operation as per ATA 103, Director Lanman feels that hiring an experienced, certified Line Service Lead would greatly enhance the operational, administrative and training procedures within the department. As such, Director Lanman introduced Ethan Roach as a candidate for such position that would need to be created. Mr. Roach gave a presentation that consisted of a brief overview of his resume but also some observations of the current operation along with some recommendations for change. The commissioners said that they will consider the request for the new position via Executive Session at the next Regular Meeting.

Call-Out Policy Addition for Line Service – Director Lanman presented language/figures to be considered as an addition to the Port Policies and Procedures covering the pay for the Line Service Lead that would apply if called out to duty after hours to perform services. The

commissioners decided to hold off until next Regular Meeting to discuss during Executive Session first before making any public announcement.

GPU re WA ZIP Grant Electric versus non-Grant Diesel – Director Lanman presented to the commissioners the results of the investigation into the comparison of purchasing a 400 hertz, 28 volt Ground Power Unit (GPU) via the WA ZIP electric grant equipment (ITW GSE 7400e) versus a diesel (JetGo 45-400) outside of the grant. The cost difference was significantly higher via the WA ZIP ($54,380) than the diesel option. As such, Director Lanman recommended that when the time came to purchase a GPU, go the diesel route based not just on cost, but on numerous industry users supporting the diesel.

North Taxilane/Taxiway Rehabilitation Project – Director Lanman announced that the project has been completed subject to final asphalt density testing that could halt the formal completion and instead force the re-paving of the asphalt. The original tests resulted in the density being .02 shy of compliance per FAA funding purposes. In the interim, the FAA has authorized the Port to officially open the taxilane/taxiway connected to Alpha 3 intersection until/unless a second test fails. Should such happen, the FAA will discuss with Director Lanman alternatives going forward.

2027 Annual Budget – Resolutions 2026-012 (Adopting the General Operation Budget for 2027) and Resolution 2026-013 (Approving the 2027 Tax Levy for 2027) were approved and signed by the commissioners.

NEW BUSINESS:

Building 734 Roof Repair – Director Lanman asked for commissioner approval to post a Request For Proposal (RFP) to have the roof of Building 734 completely repaired using acrylic solution that was used for Building 405 in 2025 and thus far has worked well. The estimated cost for the project is around $225,000 albeit no formal quote has been received. Director Lanman said that if funds were made available now work could commence by the end of October to beat the winter weather (cannot apply the material below 50 degrees F). Since the current tenant has complained of multiple leaks not addressed earlier, the avoidance of damage internally is the goal. The commissioners authorized the RFP but said that they reserve the right to not pursue the project if none of the bids are acceptable.

De-Icing Truck for sale – Director Lanman said that he and Lucas Whipple, a maintenance tech at the Port, looked at a de-icing truck that was for sale at a price of $8,000. The truck, a 1971 Light Line MM-7600, was deemed to have a fair price but concerns of on-going and future maintenance issues not being able to be addressed without access to a certified mechanic that specialized in this type of vehicle voided any further consideration to purchase such. Director Lanman will continue to keep an eye open for other equipment opportunities.

OPERATIONS and MAINTENANCE:
FINANCIAL UPDATE:

Storm Damage Claim fr May 28th – Bldg 727 Roof Repair – Director Lanman announced that a claim has been filed with CIAW utilizing the same claim number as the one filed May 28th due to windstorm damage of the Building 727 roof. Since the claim will be added to the one originally filed, no additional deductible will be required. The quote to repair the damage was provided by Continuous Gutter at $23,890.56. Work will commence by the end of this week.

PUBLIC/TENANT INPUT:

DAN MARTELL: Mr. Martell expressed concern on behalf of himself and several other community residents about the lack of "growth" on the Port and cited Airport Master Plans and Minutes from the past decade "promising" Port expansion and revenue streams. Cited Quincy as an example to model after. He said that there was no indication that this situation was going to change despite new commissioners and a new Executive Director in place. Wanted to know what the Port plans on doing to change the current course. Director Lanman responded by assuring Mr. Martell that a lot of work is ongoing to do just that and that the Port was in the process of developing a foundation in which to pursue grant funding e.g. a Comprehensive Scheme of Harbor Improvements Plan (CSHI) being put together by JUB Engineers, Inc. due for completion within the forthcoming 30-60 days. With the CSHI in place, Director Lanman said that such would provide the Port "more arrows in its quiver" to go after state and federal grants not previously accessible. It takes money, time and a lot of work to open doors of opportunity. Director Lanman emphasized that the Port was fully in support of growth and invited Mr. Martell to call him or come to his office so that he can provide a full scope of what is going on. Commissioner Rivard-Detrick also responded with providing context re: the history of the Port's efforts to get it to the point it is at today stating that previously the Port's primary focus was on "survival" rather than growth. The Port is now bringing in a record amount of revenue and is very solid financially, so opportunities to invest in growth are now present. Commissioner Moore also invited Mr. Martell to feel free and visit him to discuss. Commissioner Chase underscored the Port's commitment. Director Lanman said that Mr. Martell will be pleasantly surprised once he sees what is going on. It was also stated that the Port will make a better, more forceful attempt to communicate with the community. It was also stated that the Interlocal Agreement with the City is a value-added and expands efforts to secure capital for projects. Ray Towry, City Administrator, emphasized that the relationship with the Port is excellent and expressed optimism for the future. Director Lanman also noted that the Port is discussing possible joint projects with the Port of Moses Lake as well, thus expanding even further possible project opportunities.

ADJOURN TO EXECUTIVE SESSION: Commissioner Shelly Rivard-Detrick adjourned the regular meeting at 5:00pm to Executive Session for twenty (20) minutes to evaluate the qualifications of an applicant for public employment.

RECONVENE FROM EXECUTIVE SESSION: Commissioner Shelly Rivard-Detrick reconvened to regular meeting at 5:20pm.

Employee Wage Scales for 2027 – The commissioners announced the wage scales for all employees of the Port and directed that such be inserted into the 2027 Annual Budget.

PUBLIC/TENANT INPUT: NONE

FROM THE OFFICE:

1. Next Regular Meeting, Monday, October 19th, 2026
2. Travel & Meetings:
   a. **WSCAA Annual Conference**, Enzian Inn, Leavenworth, WA – Tuesday, October 13th, 2026 / 8:00am – 5:00pm (Director Lanman)
   b. **WPPA Small Ports Conference**, Campbells Resort, Chelan, WA – Thursday, October 22nd, 2026 / 1:00pm thru Friday, October 23rd, 2026 / until 12:00pm (Commissioners, Director Lanman)
   c. **Grant County LEAD Summit**, Grant County Fairgrounds, Moses Lake, WA – Wednesday, November 4th, 2026, thru Thursday, November 5th, 2026 / 8:00am – 5:00pm (Director Lanman)

ADJOURNMENT: There being no further business to conduct, Commissioner Shelly Rivard Detrick declared the meeting adjourned at 5:38pm.

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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