



## Port of Illahee – Minutes of Regular Meeting on July 11, 2018

Port of Illahee  
Minutes of Regular Meeting  
July 11, 2018

### **CALL TO ORDER**

Commission Chairman James Aho called the meeting to order at 6:30 PM at the Annex, 9756 NE Ogle Road (lower level), Bremerton. Also present were Commissioner Jon Buesch; Commissioner John Burton; Administrator, Theresa Haaland; Tim Knapp of TIKAR Services; and Illahee residents: Roy Barton, Don Jahaske, and Cathy Johnson.

### **CONSENT AGENDA**

*Commissioner Buesch moved to approve the consent agenda items: July Meeting Agenda; June 13, 2018 Regular Meeting minutes; and checks numbering 4318 through 4328 in the amount of \$3,912.04 as outlined in the attached voucher approval; second by Commissioner Burton; approved unanimously.*

**PUBLIC COMMENT** – Tom Prior had e-mailed Commissioner Aho on July 9, 2018 about vandals gaining access from the Port beachfront to a vacant home along the waterfront, where they were throwing rocks and even shooting what looked to be a rifle at the house. Mr. Prior immediately called 9-1-1. Within the e-mail Mr. Prior said that he thought he would be attending the next Port meeting but was not in attendance.

### **REPORTS/UNFINISHED BUSINESS**

#### Treasurer's Report

As of June 30, 2018 the General Fund totaled \$153,160.23, Investments totaled \$213,952.70, and the Balance of the Good Property Management account totaled \$149.36.

#### Commissioners' Reports

Website - Commissioner Aho received a call last month from former Commissioner George Schaefer as he did not see the monthly minutes posted on the website. Upon review Commissioner Aho realized that he had posted them on the "home" page but not the "meeting/minutes" page. He has since fixed the issue.

#### Rental Properties

##### 5560 Ocean View Boulevard

Commissioner Buesch reminded everyone that the water issue in the basement of the property has been tabled until the fall, when the rainy season is here so that the problem will be visible. Commissioner Buesch reported that he trimmed back the shrubs at the property that run along Ocean View Boulevard and Madrona Avenue.

At last month's meeting there was discussion about the possibility of selling the Ocean View Boulevard property. A County parcel map of the property and other documentation was included in the agenda packet. The remaining balance on the property as of July 2018 is approximately \$166,000. Commissioner Buesch said that he would be in favor of selling the property.

5500 Illahee Road – Commissioner Buesch deferred to Commissioner Aho, who had nothing to report about the property.

#### Dock/Pier

Tim Knapp reported that the bolts needed for the railing repair were a special order and are due to be delivered this Friday so he anticipates beginning work on the following Monday. If all goes as



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planned this project will be complete the second week in August. Tim explained that he plans to use Chemonite lumber for the toe kick replacement as it is made to be used in a marine environment and has proved to stand the test of time.

Commissioner Burton said that because inappropriate materials were used in the past to repair the deck boards and toe kicks, nails are coming loose causing a safety hazard. Tim added that there are also some boards failing on the gangway. He will be conducting an evaluation of the floats and dock once he has completed the railing and toe kick replacement work. He suggested other opinions be obtained as well.

Commissioner Aho said that he has received many compliments about how nice the dock looks since it has been pressure washed. He recently read that the Port of Poulsbo will be acquiring 924 feet of dock from the Everette Marina at no charge. Tim cautioned Commissioners in acquiring used docks as heavy concrete floats could be detrimental to the Port's pilings with the wave action in Illahee. Commissioner Buesch questioned if replacing the docks vice repairing them would be a more frugal approach. Tim said that by applying a systematic approach to repairs within a five-year period the Port will basically have new floats.

Commissioner Burton reported that the Port of Brownsville personnel have installed deck lighting on the dock, but unfortunately there is a problem with the electricity to the lights and they do not yet work, but they are working on it. There are currently only two working flood lights on the dock. One at the head of the dock and one at the land side of the dock. Commissioner Burton asked Brownsville to find LED replacements for all of the flood lights. If LED's cannot be found they will

replace them with the standard halogens.

Commissioner Burton reported that the plywood on the gangways is breaking away and the railing welds are failing. Brownsville personnel suggested replacing the plywood with the grating that Brownsville uses on their gangway. Commissioner Burton suggested a lined netting material be added to the railing for safety for the time being. The handrail on the stairs to the beach is also a safety hazard as the welds have also failed. He plans to ask Brownsville to repair it. Commissioner Burton has ordered the Port boundary signs and hopes to mount them sometime this coming week. He plans to mount one off the back end of the stairs that lead to the beach and the other one off the boat ramp as close to the Port's boundaries as possible. In regards to Mr. Prior's e-mail that was briefly discussed under Public Comment, Commissioner Burton said hopefully the signs will divert individuals from walking from the Port's beachfront onto adjacent private properties, but ultimately the Port doesn't have any authority over that issue. Commissioner Burton had to ask individuals to move from his property back to the Port property on the 4<sup>th</sup> of July. He said there was a lot of activity on Port property that day. Individuals were shooting fireworks towards the dock and from the street over houses. This made Commissioner Burton question if the Port should have a policy about fireworks on Port property including rental properties. Commissioner Aho suggested this be addressed after the Illahee Store property is acquired.

The Mutt Mitt station has been restocked. Judith Krigsman ordered more and gave them to Commissioner Aho, who placed them in the garage near the Port's filing cabinets.



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An e-mail from Kris Cruz dated June 18, 2018 was reviewed. Ms. Cruz asked if the sign at the dock was going to be cleaned. Commissioner Aho said that the wording of the sign is inaccurate and needs to be updated. It was agreed that eventually this will be tackled, but there are other more pressing issues at hand at this time.

Illahée Store Property/5507 Illahee Road – the check in the amount of \$60,000 was hand delivered to attorney Bagwell's office last month. Commissioner Aho provided an e-mail from attorney Bagwell originated from Flett Dairy's attorney Gary Chrey. The Purchase and Sale Agreement has been signed by all parties, but the date has not yet been entered. Attorney Chrey recommended that the document be dated this week. There was some confusion as to the closing date. Commissioner Aho explained that it is his understanding that once it closes with Land Title it will trigger the Sheriff's sale and once that date is known he will be sure to post it on the website. Commissioner Aho explained that he has been informed that the estimated environmental cleanup costs for the property have increased from \$355,000 to \$539,000. The Pollution Liability Insurance Agency (PLIA) has requested Commissioner Aho to attend an upcoming financial meeting at their offices in Olympia on July 25<sup>th</sup>. Commissioner Aho requested the other Commissioners consider attending the meeting with him. Commissioner Burton explained that he will not be able to attend it. Commissioner Buesch thought he could make it. Since two Commissioners will be in attendance Commissioner Aho will post it on the website as a Special Meeting. ***Commissioner Burton moved to allow both Commissioners Aho and Buesch to attend the***

***Pollution Liability Insurance Agency financial meeting on Wednesday, July 25th in Olympia; second by Commissioner Buesch; approved unanimously.***

### Waterfront Access Park – Marine Park –

Commissioner Aho reminded everyone of the ALEA Technical Review meeting that he and Commissioner Buesch attended at the Recreation Conservation Office (RCO) in May. At that meeting RCO personnel suggested the Port apply for a Water Access grant to use as matching funds to the ALEA grant. RCO personnel originally agreed that the Port could apply for the Water Access grant, which was great news as it would have enabled the Port to complete the Waterfront Access Park project all at once instead of having to complete it in phases. Commissioner Aho was recently notified that the RCO has changed its decision in allowing the Port to compete for the Water Access grant this round. They determined that since the application deadline for that grant had already passed it would not be fair to the other applicants to allow the Port to compete. The next round for both grants is in 2020. In the meantime, Commissioner Aho plans to obtain all the drawings and information that Hecker Architects generated and have everything ready for the 2020 round.

### **NEW BUSINESS**

Budget Review report was discussed. The one expenditure line item that was exceeded was the payment to the State Auditor. The costs for that audit came to \$1,117.20 and the budgeted amount was \$1,000. Community Involvement line item was questioned. It was explained that in the past money allocated to that line item had been used to install an additional speed limit sign along Illahee



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Road. It is basically a set line item in case something arises that the Port can help support within the community.

Illahae Day - Commissioner Aho explained that for many years Illahee Day has been scheduled the first Saturday in August. It started as a day of cleaning up the area with a celebratory get together with food provided by the Port after the cleanup. Roy Barton added that at one time there was also a parade which included many politicians. Commissioner Aho said that in the past Commissioners Schaefer and Magill basically took care of it. There are funds in the budget for the event and it is nice to get Illahee residents together. It was thought maybe instead of a catered event advertise it as a potluck and the Port could offer hotdogs and hamburgers and maybe drinks. Commissioner Aho offered to post a call for volunteers on the website and explain that they would have a nominal budget for the event. Commissioner Aho explained that the get together is also a good time for Port Commissioners to update everyone on what the Port is up to. He will plan to bring the drawings Hecker Architects prepared for the Marine Park and some other items.

Enduris Board of Directors Election ballot was reviewed. ***Commissioner Buesch moved to vote for Incumbent Vicki Carter for Position #2 and Incumbent Greg Brizendine for Position #5; second by Commissioner Burton; approved unanimously.***

E-mail dated June 25, 2018 from Washington Public Ports Association (WPPA) – Commissioner per diem has increased from \$114 to \$128 per meeting/day

effective July 1, 2018. The adjustment happens every five years due to inflation.

WPPA sponsored Small Ports Seminar is scheduled for October 18, 2018 in Leavenworth.

Commissioner Aho asked the other Commissioners and Port contracted staff to consider attending as it is a very informative seminar and he has found it to always be very beneficial. ***Commissioner Burton moved to authorize Commissioners to attend the upcoming WPPA sponsored Small Ports Seminar on October 18 - 19, 2018 in Leavenworth with hotel reservations for two nights beginning October 17th; second by Commissioner Buesch; unanimous.***

### **PUBLIC COMMENT**

Don Jahaske reminded the Commissioners that the Illahee Store property has a small drain field sufficient only for a sink and toilet. He was concerned that when the remediation begins and dirt is being moved on that property the small drain field may be ruined. He suggested Commissioners consider laying pipe from the store property to the 5500 Illahee Road drain field while the property is being remediated since it will be opened up at that time anyway. It was explained that there are restrictions of sewer lines in proximity to water lines so that could be an issue. Commissioner Aho said that eventually the 5500 Illahee Road property septic may be used for a public restroom at the Marine Park.

Cathy Johnson explained that she was at the meeting because she is an Illahee Port tax payer with thirty-seven years of local government experience. She is curious about the Port and she is interested in the Port's possible purchase of the



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Illahee Store. Commissioner Aho told Ms. Johnson about the history of the Port's pursuit of the Illahee Store and how if acquired after extensive and costly remediation of the contaminated earth, the Port would like to transform the building into a coffee shop, community gathering area and Port office.

**EXECUTIVE SESSION**

None.

**ADJOURN**

*At 8:02PM Commissioner Buesch moved to adjourn; second by Commissioner Burton; approved unanimously.*

Approved:

Handwritten signature of Commissioner Buesch in black ink, written over a horizontal line.

Commissioner

Handwritten signature of Commissioner Burton in black ink, written over a horizontal line.

Commissioner

Handwritten signature of Commissioner Aho in blue ink, written over a horizontal line.



Commissioner




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**VOUCHER APPROVAL**

We, the undersigned Board of Commissioners of the Port of Illahee, Kitsap County, Washington, do hereby certify that the merchandise and/or services hereinafter specified have been received and that the vouchers listed below are approved for payment in the amount of \$3,912.04 and from the General Fund, this 11th day of July, 2018

  
 Port Auditor
   
 Port Commissioner

  
 Port Commissioner

Number	Name	Amount
4318	JAMES AHO	256.00
4319	JOHN BURTON	256.00
4320	JONATHAN BUESCH	256.00
4321	CASCADE NATURAL GAS	4.00
4322	HONEY BUCKET	87.00
4323	PUGET SOUND ENERGY	71.50
4324	WASTE MANAGEMENT	21.17
4325	BANK OF AMERICA	14.36
4326	WASHINGTON STATE DEPARTMENT OF REVENUE	1,049.67
4327	KITSAP BANK	1,236.34
4328	THERESA HAALAND	560.00