



## Port of Illahee – Minutes of Regular Meeting on October 10, 2018

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Minutes of Regular Meeting  
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### **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; Administrator, Theresa Haaland; Illahee residents: Roy Barton; Don Jahaske; and John Parvis.

### **CONSENT AGENDA**

*Commissioner Buesch moved to approve the consent agenda items: October Meeting Agenda; September 12, 2018 Regular Meeting minutes; and checks numbering 4353 through 4363 in the amount of \$3,990.74 as outlined in the attached voucher approval; second by Commissioner Aho; approved unanimously.*

Commissioners agreed that Commissioner Burton's absence was excused.

**PUBLIC COMMENT** – None

### **REPORTS/UNFINISHED BUSINESS**

#### Treasurer's Report

As of September 30, 2018 the General Fund totaled \$129,352.84, Investments totaled \$215,007.10 and the Balance of the Good Property Management account totaled \$197.86.

#### Commissioners' Reports

Website - Commissioner Aho reported that the Pollution Liability Insurance Agency's (PLIA) Cleanup Action Plan (CAP) of the Illahee Store property has been added to the website. He is trying to locate an electronic copy of the Surface Water Management Plan (SWMP). The County no longer has the link to the document on their website. It is a large document so not easily

scanned. Commissioner Aho will update the website informing the public of the "Special" meeting the Commissioners will be attending in Leavenworth next week. It is the Washington Public Ports Association (WPPA) sponsored Small Ports Seminar. Since more than one Port Commissioner is attending it technically is considered a Special meeting and it is open to the public, if anyone wanted to attend.

#### Rental Properties

##### 5560 Ocean View Boulevard

Commissioner Buesch reported that several months ago Puget Sound Energy (PSE) had asked the Port to trim the ivy that was growing on the power pole at the property. Commissioner Buesch checked it out at that time and noticed someone had already cut the ivy near the bottom of the pole so that it would die off. He has since noticed that ivy up high on the pole is thriving and thinks that the root system may be within the pole. He has questioned if the pole is even on Port property. Commissioner Aho agreed that the pole is more than likely not on Port property but on the County right-of-way and PSE will have to take care of the ivy, if it doesn't die off this winter.

The Kitsap Public Health District was contacted about the 5560 Ocean View Boulevard property and the undeveloped lot that was purchased with it. An e-mail dated September 13, 2018 from Staci McDowell the Environmental Health Specialist was received. She explains that in order to sell the parcels separately the reserve area that was designated on the undeveloped parcel would need to be moved to the parcel with the house. In order to do this the Port would need to apply for a Building Clearance Compliance and hire a septic



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designer to determine the new reserve area. It was agreed to table this until next meeting when Commissioner Burton is in attendance.

5500 Illahee Road – Commissioner Buesch met with the tenant. It was thought the tenant wanted to replace some bathroom glass panels, but she actually wanted to replace broken closet mirrored doors with others that were in good condition located on the lower floor, which is vacant. Commissioner Buesch helped the tenant remove and install the doors, which took several hours. He placed the damaged mirrored doors in the lower level unit against the wall. He looked at the deck where water is leaking down to the lower unit's kitchen. He doesn't believe a tarp would take care of the problem, but instead repair it with tar and plywood. The tenant reported that there is also a leak in her unit's laundry/bathroom. Commissioner Buesch suggested Al Lawn, who is on the Small Works Roster, be hired to repair the issue. He talked to the owner and was told that they can do minor type repairs. The Small Works Roster was discussed. With the oncoming wet weather right around the corner it was agreed that this was an emergent situation and Al Lawn should be hired to complete the job immediately. Roy Barton wanted Commissioner Buesch to be aware that cement boards were used to patch a portion of the deck in the past and underneath those boards the wood is rotten. Commissioner Buesch said that he is fully aware that the Port has no intention of spending a lot of money on the house and believes that a minor patch can be completed at minimal costs. Notice was received from North Perry Avenue Water District that the water bills for both the 5500 Illahee Road and 5560 Ocean View Boulevard are delinquent. Good Property Management handles

such issues on behalf of the Port for the Ocean View property. It was agreed that since the tenant at 5500 Illahee Road is fully aware that she is responsible to pay the water there is no action to be taken. Commissioner Buesch mentioned that the upstairs unit of 5500 Illahee Road is very nice. He learned from the tenant that she actually updated things herself. Commissioner Aho added that having the unit rented not only provides a positive cashflow to the Port, but adds security to the area.

### Dock/Pier

Commissioner Burton had provided an e-mail dated October 4, 2018 updating everyone on the status of things related to the dock/pier. The Port of Brownsville personnel have made some headway in replacing lightbulbs on the dock. The troubleshooting effort for the electrical and correction to the lighting systems is ongoing. The Port is cutting a check to Into the Blue Designs at tonight's meeting for the purchase of the Private Property boundary signs that were posted on Port property. No further work from TIKAR Services has been completed on the piling hoops at this time. Commissioner Aho said that it would be good for the hoops to be installed prior to the winter season. Commissioner Burton plans to ask Tim of TIKAR for an estimate to repair/rebuild the floats, which will be compared to the estimate from the Port of Brownsville.

### Illahhee Store Property/5507 Illahee Road –

Commissioner Aho reported that he has been out of town and hasn't heard from PLIA regarding cleanup funding or from Attorney Bagwell about the status of the sheriff's sale. Commissioner Buesch sent an e-mail to Dan at Tim Ryan



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Construction (TRC) dated September 26, 2018 inquiring about the possibility of TRC developing a conceptual scope of work that is needed for the Illhaee store building. TRC has not replied to the e-mail. Commissioner Buesch called TRC a couple times as well. He did have an initial discussion with Robert Baglio of the BJC Group, Inc. about the property, but hasn't heard back from him either. Commissioner Aho said that Ron Perkerwicz initially inspected the building and reported that the only problem with it is that it needs a new roof. The Port now has the estimate from Hanley Construction for a roof replacement that was reviewed at last month's meeting. Commissioner Aho doesn't see a need to pay up to \$5,000 for a conceptual scope at this time.

Small Works Roster laws were reviewed.

Commissioner Aho suggested this be a topic at the upcoming All Ports meeting and possibly discuss it further at next week's Small Ports Seminar in Leavenworth.

Budget – the proposed 2019 Preliminary Budget was reviewed. Commissioner Aho said that Commissioner Burton voiced it well last month when he basically said that the Port does not have enough income to get everything done that needs to be done, so taxes should be levied at the maximum allowed. All three Commissioners agreed and asked that it be reflected in the proposed Preliminary Budget. Mr. Barton asked how many tax units were within the Port District. That figure is unknown but thought to be around 2,500. Mr. Barton voiced his concern about the Port turning the Illahee store into a coffee shop. He questions if that would be a viable business as it might not be a big income generator.

Commissioner Buesch has had positive experience in renting to drive-through coffee stands. Mr. Barton said that a drive-through stand might be a little different than an actual coffee shop. Commissioner Buesch said that there are many factors in the Port's reasoning to purchase the Illhaee Store property. The purchase isn't for the sole purpose of constructing a coffee shop but rather it will allow for additional parking for dock patrons and also provide a meeting space/community room. If the Port can rent out a portion of the building to offset costs, then great, but it's not the reason the Port wants to acquire the property. Commissioner Buesch said that the tenant might not even end up being a coffee shop, it could be a kayak rental or convenience-type store. Commissioner Aho added that the whole coffee shop idea came about when he was approached by a local coffee shop owner inquiring about the future space. Mr. Barton suggested the Commissioners update the Port's literature regarding the store and put more emphasis on the meeting space/community room rather than the coffee shop. He's concerned that the costs associated with the store will be much higher than the Commissioners anticipate and it will become a hardship to the Port. Commissioner Buesch said that he sees it as a good investment. Commissioner Aho added that once the Port owns the property, remediation of the land can begin with the help of PLIA funding, which would be an advantage to the Illahee community as a whole. It has been a detriment to Illahee for long enough.

***Commissioner Buesch moved to adopt the 2019 Preliminary Budget as prepared; second by Commissioner Aho.*** Discussion: Mr. Parvis asked how much a kayak shop might pay for rental use.



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Silverdale rents to a kayak rental business but the business provides its own shelter, so it's not comparable. Mr. Barton said that he just doesn't like tax increases and with more and more being generated it adds up quickly. Commissioner Buesch concurred. *The motion carried unanimously.*

**NEW BUSINESS** – None

**PUBLIC COMMENT** – None

**EXECUTIVE SESSION** – None

### **ADJOURN**

*At 7:42 PM Commissioner Buesch moved to adjourn; second by Commissioner Aho; approved unanimously.*

Approved:

Commissioner

Commissioner

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Commissioner

