



Port of Illahee – Minutes of Regular Meeting on December 12, 2018

Port of Illahee

Minutes of Regular Meeting

December 12, 2018

CALL TO ORDER

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

CONSENT AGENDA

Commissioner Buesch moved to approve the consent agenda items: December Meeting Agenda; November 14, 2018 Regular Meeting minutes; and checks numbering 4377 through 4387 in the amount of \$3,004.36 as outlined in the attached voucher approval; second by Commissioner Burton; approved unanimously.

PUBLIC COMMENT – None.

Commissioner Aho said that he appreciates the details of the minutes.

REPORTS/UNFINISHED BUSINESS

Treasurer's Report

As of November 30, 2018 the General Fund totaled \$160,986.09, Investments totaled \$215,794.04 and the Balance of the Good Property Management account totaled \$196.86.

Commissioners' Reports

Website - Commissioner Aho reported that he has not been able to add the Surface Water Management Plan (SWMP) to the website because of the size of the document. He may contact Parametrix the company that generated the document.

Rental Properties

5560 Ocean View Boulevard – Commissioner Buesch suggested Good Property Management (GPM) be contacted and asked to contact the tenant to determine if the basement is taking on water at this time. If it isn't the tenant should be asked to notify GPM if/when it does so that they can notify the Port at which time Commissioner Buesch and Roy Barton can inspect it.

It was agreed to continue to table the discussion about selling the property.

5500 Illahee Road – Commissioner Buesch reported that the roofer has been contacted, but the tenant has not yet been contacted to coordinate. No additional notice from North Perry Avenue Water District (NPAWD) regarding delinquency has been received, so the tenant must have paid the water bill.

Dock/Pier

Commissioner Burton reported that nothing substantial has taken place with the dock/pier maintenance. He has talked with Tim of TIKAR Services and they plan to walk the facility the week after Christmas. Commissioner Burton said that his main concern at the moment is with the ramps leading down to the floats because where they attach to the pier is very worn. Tim is awaiting a response from the company that installed the ramps fifteen to twenty years ago. Before any work is started, Commissioner Burton wants to determine if there is any warranty left. Commissioner Burton was unable to connect with Port of Brownsville's manager, Matt, so is unsure the status of the electrical lighting on the dock. An



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e-mail dated December 7, 2018 from Jared Hofer the Port of Poulsbo's Maintenance Manager was reviewed. They have several floats they no longer need and sent the e-mail to all the local Ports to see if there was any interest. Commissioner Burton explained that the size wouldn't work.

Commissioner Buesch asked if they could be secured together to fit for Illahee. Commissioner Burton said that they have broken concrete and some rotten wood. He would rather repair the Port's current floats that at least are the right size.

Illahee Store Property/5507 Illahee Road –

Commissioner Aho reported that the Port closed on the property on November 30, 2018. Now we are awaiting the date of the Sheriff's sale. The Land Title Company sent the Port documentation related to the property. Commissioner Burton said that from his understanding it shows that the Port negotiated a piece of the judgment. He questioned the other judgments, including one to the Internal Revenue Service (IRS), on the title to the property. Mr. Barton suggested the Commissioners verify with attorney Bagwell that the IRS judgment will be dropped after the Sheriff's sale. Commissioner Aho said that attorney Bagwell is representing the Port and he is knowledgeable with these kinds of transactions and also has much experience working for public entities. In the past, Commissioner Aho was told by attorney Bagwell that all judgments and liens are dropped once the Sheriff's sale is complete. That is why the Sheriff's sale is necessary. Commissioner Aho will contact the Public Liability Insurance Agency (PLIA) after the transaction is complete and the Port is the official owner of the property. NPAWD sent the Port a letter and form to fill out related to the property. Commissioner Buesch will complete and return the

form to NPAWD. There is a \$25 new account set-up fee, which is included in tonight's payment to NPAWD. Commissioner Aho reported that he had received a call from NPAWD regarding the new account. He explained to NPAWD personnel that the building is vacant and requested the account remain dormant for the time being. They agreed. The Commissioners requested that the payment of the \$25 new account set-up fee to NPAWD be held until the Port officially owns the property.

NEW BUSINESS

2018 Budget Report was reviewed.

Notice of Application (NOA) from Kitsap County Department of Community Development (DCD) regarding the Timber's Edge-P Plat Amend 3 was received. Commissioner Aho said that when the Timber's Edge project originated years ago, Port Commissioners were opposed to it. Commissioners even considered purchasing a portion of the property planned for the project. When constituents were not in favor of the Port's stance, Port Commissioners dropped it. It is believed that the run-off water from the development was going to be piped down near the Port dock which could have negatively affected the Port facilities. Commissioner Aho said that former Commissioner Sheeran even touched on this topic within the Illahee - Saving Puget Sound one Watershed at a Time film.

PUBLIC COMMENT

Commissioner Aho explained that Matt Appleton of the Port of Brownsville arranged for the Port of Illahee to hold meetings in the upper floor of the Brownsville's annex building, since the lower level has been rented. The Kitsap Maritime Heritage Foundation uses the upper floor as a workshop. It



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is a very thoughtful gesture and very much appreciated, but the Port may need to find a new meeting place especially during the winter months. Mr. Barton suggested contact be made with Seeds of Grace, the non-profit organization that is now housed out of the old Gilberton Hall. He saw that they offer a meeting room to the community. Seeds of Grace will be contacted.

Cathy Johnson provided Commissioner Buesch with contact information for a septic designer, Paul Wandling of Kitsap Septic Design and Monitoring, as there was discussion about needing a septic designer if it is decided to sell the 5560 Ocean View property separately from the undeveloped lot that is listed as a reserve septic area. Commissioner Buesch thanked Ms. Johnson for the information and said that it is good to have not only for the Ocean View property but also for the Illahee Store property.

EXECUTIVE SESSION – None

ADJOURN

At 7:10 PM Commissioner Buesch moved to adjourn; second by Commissioner Burton; approved unanimously.

Approved:

Handwritten signature of Commissioner Burton in black ink, positioned above a horizontal line.

Commissioner

Handwritten signature of Commissioner Buesch in black ink, positioned above a horizontal line.

Commissioner

Handwritten signature of Commissioner Buesch in black ink, positioned above a horizontal line.

Commissioner



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 \$3,004.36 and from the General Fund, this 12th day of December, 2018.


Port Auditor


Port Commissioner

Port Commissioner

Number	Name	Amount
4377	JAMES AHO	256.00
4378	JOHN BURTON	256.00
4379	JONATHAN BUESCH	256.00
4380	KITSAP BANK	1,236.34
4381	NORTH PERRY AVENUE WATER DISTRICT	68.55
4382	HONEY BUCKET	174.00
4383	CASCADE NATURAL GAS	5.00
4384	PUGET SOUND ENERGY	116.29
4385	WASTE MANAGEMENT	21.51
4386	BANK OF AMERICA	4.67
4387	THERESA HAALAND	610.00