



## Port of Illahee – Minutes of Regular Meeting on March 13, 2019

Port of Illahee  
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 Seeds of Grace/Lichen Hollow, 8050 Illahee Road, Bremerton. Also present were Commissioner Jonathan Buesch; Commissioner John Burton; Administrator, Theresa Haaland; Tim Knapp of TIKAR Services; Illahee residents: Don Jahaske, Cathy Johnson, and John Parvis.

### **CONSENT AGENDA**

*Commissioner Buesch moved to approve the consent agenda items: March Meeting Agenda; January 9, 2019 Regular Meeting minutes; January 28, 2019 Kitsap All Ports Meeting minutes; February 15, 2019 checks numbering 4401 through 4413 totaling \$3,145.81 retroactively as outlined in the attached interim voucher approval; and March 13, 2019 checks numbering 4414 through 4424 in the amount of \$2,884.93 as outlined in the attached voucher approval; second by Commissioner Burton; approved unanimously.*

**PUBLIC COMMENT** – Don Jahaske said that at times there are up to six vehicles on the premises at the Port's Ocean View property. He is concerned that the tenants may be irresponsible. He said that the property is valued at \$560,000 on Redfin and asked if the Commissioners have considered selling it. It was explained that although the rent doesn't generate a lot of profit, there is a profit each month. Commissioner Buesch reported that he was notified in December that the dryer at the rental was not working. A refurbished dryer was purchased from All Best Appliances, but

they wouldn't be able to deliver it for a couple weeks and with the holidays approaching Commissioner Buesch took it upon himself to transport the dryer to the rental. Unfortunately, the dryer broke down within a couple days so All Best picked it up, fixed and returned it. While Commissioner Buesch was at the rental he also had a chance to look at the basement to see if there was any water damage or sign of leaking. He didn't find any sign of moisture. He found the house to be very clean and presentable. He said that one or two of the tenant's sons, who live with them, work at a car dealership and often times park dealership cars at the residence. Commissioner Buesch believes they are good tenants. He said that at this point selling the property has been tabled. Once the store purchase is finalized and money is needed to restore it, then it may be decided to sell the property. Mr. Jahaske said that the Port would probably see a better return on its money by taking the profit from the sale of the house now and putting it into a money market account or even savings account as the rates are on the rise. The current lease is through December 2019. The maturity date on the loan is December 19, 2019. Cathy Johnson said that the Commissioners might want to consider selling it a few months prior to the 2020 lease renewal.

Commissioner Aho provided handouts of the Illahee Preserve acquisition parcel plans and map. He explained that he is involved with the Illahee Preserve and is discussing this under Public Comment as he is not speaking about this as a Port Commissioner. He just thought the other Commissioners and the public attending the Port meeting might find it interesting. The Illahee Preserve's vision is to become a regionally



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recognized “Forested Central Park & Wildlife Preserve” with over 600 acres. Two-thirds of the Preserve’s vision is complete, but there are key properties that could be lost to development. One of those properties is the Timbers Edge II property. Commissioner Aho explained that when the development originally began years ago the Port was against it and Port Commissioners were contemplating purchasing the property to insure it was not developed. The public didn’t agree with the Port’s stance and the Commissioners decided to drop it. Kitsap County has contributed \$435,000 towards the Preserve’s purchase of Timbers Edge II. The Preserve along with the community are tasked with raising the additional necessary funds of \$400,000, so that the Preserve can buy it, but time is of the essence. Two other properties are under immediate threat of development. Large and small contributions are urgently needed. Donations can be made through the website: [Helpillahee.org](http://Helpillahee.org).

John Parvis said that he attended the Seattle Boat Show and picked up information from a vendor who fixes pilings by putting a sleeve on the damaged piling and then pours material into the sleeve which stabilizes it. Tim said that he has found that it is best to use a polyethylene sleeve and then pour grout into it as it makes a solid repair.

Tim reported on the gangway. He has been thinking about the project a lot and submitted an updated estimate (2019-1050) in the amount of \$7,466.50, which was less than the previous estimate. He explained that he has taken a lot of structural disaster courses throughout the years and so when he estimates a repair his goal is to

make the repair to be as good, if not better than new. It may seem to be a bit of overkill, but that is what helps him sleep well at night. He said that in order to get a proper weld on the plate the shackle needs to be out of the way and it would need to be welded from underneath. He agreed that the shackles should be replaced at the time of repair, but cautioned not to use foreign-made shackles as they do not perform as well as the USA-made shackles. Tim estimated the American-made shackles to cost approximately \$250 each. Commissioner Aho said that he went down and looked at the gangway. He did some calculating and believes it’s not a situation where it is going to fail anytime soon. He tried to contact Charles Benslay who attended the January meeting. Mr. Benslay is a mechanical engineer and he seemed interested in the gangway project. Commissioner Aho would like to get Mr. Benslay’s input. Tim said that he has no idea how much longer the gangway will remain operable, but he has seen failures caused by unusual stress from extreme wave action, seismic activity, etc. Tim explained that his estimate includes welding in split bushings, which will prolong the life and are replaceable so that future repairs can more easily be made. It also increases the surface area by about fifty percent. Replacement versus repair of the floats was discussed. Commissioner Burton said that the Port is losing time on the floats due to the deterioration, if repair/maintenance isn’t conducted soon there will be no alternative but to replace them. Tim estimated that to make the floats look and function like new it would cost approximately \$30,000 each. He estimated the replacement cost per float to be between \$140,000 to \$160,000 with permitting to cost about \$40,000 for both. He said that if there was a breakwater it would cost half the amount.



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TIKAR doesn't construct floats that large. Marine Floats out of Tacoma has designed and constructed floats for the Port of Silverdale. Commissioner Buesch questioned the life expectancy of a repaired float versus a new float. Tim said that a repair would add about twenty years to the life of the float; whereas, a new float should last about forty years. There was discussion about the Port adding new floats as part of the Marine Park Project and Recreation Conservation Office (RCO) grant opportunities. Commissioner Aho would like to explore that possibility with the RCO. One problem with that is that if the Port was awarded a grant it may take up to two additional years before the funds are actually released. Commissioner Aho said that until then minor maintenance could be performed. Tim reported that the rest of the piling hoops will be installed next week.

### **REPORTS/UNFINISHED BUSINESS**

#### Treasurer's Report

As of February 28, 2019; the General Fund totaled \$155,906.69, Investments totaled \$217,029.77 and the Balance of the Good Property Management account totaled \$100.15.

#### Commissioners' Reports

Website - Commissioner Aho explained that during the January All Ports meeting the Port of Brownsville advertised a pier to pier event they were sponsoring. It was a nighttime event that included underwater lights beneath the pier so that those attending could easily view the sea life under and around the pier. About 150 people attended. Commissioner Aho said that once the Port secures the store property, Illahee may consider something similar. Commissioner Aho provided a flyer about the homeless on Port property that he received at

a recent All Ports meeting. He found it to be very interesting. There is at least one individual who lives on his boat and ties up at the floats from time to time. Commissioner Burton has talked to this individual. He has received permission from private property owners in the area to moor at their float, which the Port has not authority over. Commissioner Aho explained that he doesn't have a problem with it other than the pollution concern. Commissioner Burton said that there are several boaters that live on their boats and travel to and from the local ports. He believes the article about the Homeless on Port Property was aimed more at recreational vehicles in Port parking lots.

Commissioner Aho explained that another item from the All Ports meeting was that attorney Phil Best generated a generic Small Works policy. In order for this to become Port policy it needs to be adopted via a resolution. With the purchase of the Illahee Store pending it was agreed that having the policy in place is a good idea. A resolution will be generated for adoption at the April meeting. Commissioner Aho will be contacting Parametrix, the company that generated the Surface Water Management Plan (SWMP) to obtain a link to the document so that it can be added to the website.

#### Rental Properties

5560 Ocean View Boulevard – Nothing to report.

5500 Illahee Road – Commissioner Buesch reported that he plans to use his Port-issued credit card to purchase the necessary material to repair the deck. The roofer plans to coordinate with the tenant to access the property.

#### Dock/Pier

Within the month Commissioner Burton received a quote for the gangway repair from Matt of the Port





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of Brownsville. The quote dated February 14, 2019 was reviewed. It had been sent to Commissioners Aho and Buesch within the month for approval, but they had questions and wanted it added to tonight's agenda. Commissioner Aho explained that the quote didn't make it clear what was going to be completed. Commissioner Burton explained that it was for the repair of the gangway, basically the same job reflected on TIKAR's estimate (2019-1050). The Port of Brownsville's estimate includes rental of their "nug", a floating barge with a crane on it, which would be used to raise the gangways. The nug rental is a good portion of the costs outlined on the quote. It was agreed that since TIKAR doesn't have a floating barge with a crane staging would be necessary to adequately complete the job to meet Tim's high standards. Between that and TIKAR's liability costs that Tim mentioned, there is quite a difference between the two estimates/quotes. The shackles were discussed. According to Tim the American-made shackles cost \$250 each. Brownsville's quote shows shackles costing \$50 each. Commissioner Burton said that if it is decided to go with Brownsville's lower bid he will discuss the replacement shackles with Matt to insure they are American made as urged by Tim. Commissioner Aho said that he isn't worried about the shackles because in all his years as an engineer he has never seen nor heard of a shackle failure. He doesn't think it is necessary to use new shackles especially if they cost \$250 a piece. Commissioner Burton said that the current shackles are twenty-five years old and he has seen shackles fail so he would like the shackles to be replaced at the time of the repair. Commissioner Aho said that if the shackles can be purchased for \$50 a piece then it would be worth it. ***Commissioner Aho moved to accept the***

***Port of Brownsville's quote dated February 14, 2019 in the amount of \$2,509.73 for repair of both gangways at the dock, second by Commissioner Buesch, carried unanimously.***

Commissioner Burton said that he doesn't think the current floats are going to last much longer. The Port of Brownsville's quote to repair the floats dated September 6, 2018 totaled \$22,709.16 for repair of both floats. At tonight's meeting Tim verbally estimated that the repair to the floats would cost approximately \$30,000 for each float, so a total of \$60,000. Commissioner Burton said he was surprised by that number because in talking with Matt of Brownsville he estimated brand new floats to cost \$30,000. Although, Brownsville has a breakwater and according to Tim it costs more if there is no breakwater, so maybe Matt isn't taking that into consideration. Commissioner Burton said that a contractor in Bellingham has constructed many of Brownsville's floats. Brownsville has essentially rebuilt all of their floats, so they have adequate experience and contacts. Commissioner Burton plans to request another estimate from a company he saw advertised in a sailing magazine and will talk to Matt about contacting the Bellingham contractor. Commissioner Buesch said that it would be money better spent to have new floats installed if the cost is within the \$30,000 price range. Commissioner Aho agreed. If it is decided to purchase new floats the Commissioners may consider changing the layout. Commissioner Aho plans to check with the RCO to determine if there are any upcoming grants that would cover the dock, floats, piling as well as the marine park. Commissioner Burton said that there are several items that were recommended on the survey that was conducted over five years ago, yet the majority



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of those items have not been addressed.

Commissioner Aho questioned if an updated survey should be ordered. Commissioner Burton said that if anything there will be more items that need to be fixed. At this time, he would like to focus on fixing the items recommended in the original survey.

Commissioner Burton said that he also plans to get estimates to replace the pilings. He doesn't believe that adding casing and material to fill it would be beneficial because the pilings at the floats actually move. The Port of Brownsville recently replaced some pilings. Matt estimated it to cost \$30,000 for Illahee to replace the float pilings.

### Illahoe Store Property/5507 Illahee Road –

Commissioner Aho reported that attorney Bagwell informed him that he had a meeting scheduled with Flett Dairy's attorney Gary Chrey.

Unfortunately, that meeting didn't take place.

Commissioner Aho reminded everyone that the Port ranked number sixteen on the Pollution Liability Insurance Agency's (PLIA) grant list, so will be awarded funds to clean up the property, but he is concerned that if the Port doesn't acquire the property soon the Port may be bypassed. There is concern that Flett Dairy isn't in a hurry to sell.

Commissioner Buesch suggested attorney Bagwell be informed of the situation and that if the Port loses that grant it will be detrimental not only to the Port but to the Illahee community as a whole. It was agreed that attorney Bagwell should also be told that because of this the Port Commissioners are eager to finalize the purchase immediately. Commissioner Aho will request Attorney Bagwell to pursue the purchase more aggressively on the Port's behalf.

### **NEW BUSINESS**

Water Sampling – an e-mail dated February 26, 2019 from Trevor Richardson of Puget Sound Naval Shipyard (PSNS)/Intermediate Maintenance Facility (IMF) was reviewed. Mr. Richardson has taken over Dr. Bob Johnston's work as Dr. Johnston recently retired. The e-mail explained that Diffusive Gradient in Thin Film (DGT) samplers will be tied to the dock and submerged below the water surface at various depths. This water sampling has been conducted by PSNS/IMF for many years now. *Commissioner Buesch moved to allow PSNS/IMF to tie DGT samplers to the dock as in years' past, second by Commissioner Burton, approved unanimously.*

Public Disclosure Commission – Commissioners were reminded to file their Personal Financial Affairs (F1) by April 15<sup>th</sup>.

### **PUBLIC COMMENT**

Mr. Jahaske said that fifteen years ago when he would moor his sailboat, he could only use the outside dock and even then, at low tide he would bottom out so he was unable to moor overnight. He wondered how high the silt buildup is now. Commissioner Aho said that years ago he and former Commissioner Dietch would periodically run a pole down under the water in that area and measure the silt. At that time there was about fourteen to fifteen inches. It was thought to be primarily caused by the Illahee Creek runoff. Commissioner Aho thought there might be some more information about it. He plans to see if he can find anything.

**EXECUTIVE SESSION** – None



**ADJOURN**

*At 8:00 PM Commissioner Burton moved to adjourn; second by Commissioner Buesch; approved unanimously.*

Approved:

A handwritten signature in black ink, appearing to be "Sam", written over a horizontal line.

Commissioner

A large, stylized handwritten signature in black ink, appearing to be "Scott Buesch", written over a horizontal line.

Commissioner

A handwritten signature in black ink, appearing to be "J. Burton", written over a horizontal line.

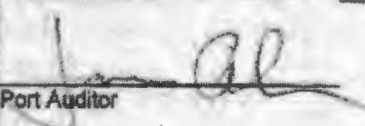

Commissioner

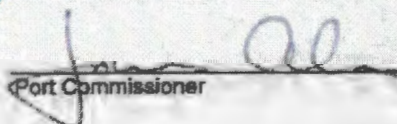




**INTERIM VOUCHER APPROVAL**

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 \$3,146.81 and from the General Fund, this 14th day of February, 2019

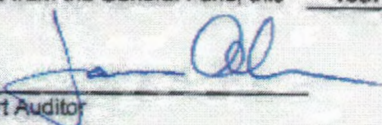
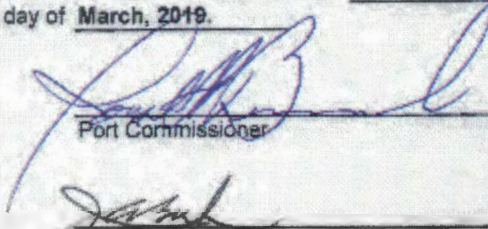


  
 Port Auditor
 Port Commissioner

  
 Port Commissioner

Number	Name	Amount
4401	JOHN BURTON	256.00
4402	JAMES AHO	256.00
4403	JONATHAN BUESCH	256.00
4404	KITSAP BANK	1,236.34
4405	CASCADE NATURAL GAS	5.00
4406	HONEY BUCKET	87.00
4407	NORTH PERRY AVENUE WATER DISTRICT	44.56
4408	PUGET SOUND ENERGY	250.75
4409	WASTE MANAGEMENT	21.51
4410	BANK OF AMERICA	87.20
4411	KENNETH W. BAGWELL, INC., P.S.	80.45
4412	SEEDS OF GRACE	35.00
4413	THERESA HAALAND	530.00



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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 <u>\$2,884.93</u> and from the General Fund, this <u>13th</u> day of <u>March, 2019</u> .		
 Port Auditor	 Port Commissioner	
	 Port Commissioner	
Number	Name	Amount
4414	JAMES AHO	256.00
4415	JONATHAN BUESCH	256.00
4416	JOHN BURTON	256.00
4417	CASCADE NATURAL GAS	5.71
4418	HONEY BUCKET	87.00
4419	PUGET SOUND ENERGY	117.37
4420	WASTE MANAGEMENT	21.51
4421	KITSAP BANK	1,236.34
4422	KITSAP COUNTY TREASURER	214.00
4423	SEEDS OF GRACE	35.00
4424	THERESA HAALAND	400.00