



Port of Illahee – Minutes of Regular Meeting on October 14, 2020

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Minutes of Regular Meeting
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Due to the COVID-19 Virus and Governor Inslee's Proclamation 20-05 the meeting was being held virtually through the ZOOM app (meeting id# 71509975823). Notice of the virtual meeting was posted near the kiosk at the head of the pier and on the Port's website – portofillahee.com.

CALL TO ORDER

Commission Chairman James Aho called the meeting to order at 6:30PM. Also in attendance were Commissioner Jonathan Buesch; Commissioner John Burton; Administrator, Theresa Haaland; Janet Soderberg; Debbie Smith arrived at 6:48PM; and Marnie Concannon arrived at 7:12PM.

CONSENT AGENDA

Commissioner Buesch moved to approve the consent agenda items: October Meeting Agenda; September 9, 2020 Regular Meeting minutes; October 14, 2020 checks numbering 4662 through 4673 totaling \$36,431.94 as outlined in the attached Voucher Approval; second by Commissioner Burton; approved unanimously.

SIGNING OF DOCUMENTS

Commissioners agreed to individually stop by the Port of Silverdale office on Thursday October 15, 2020 sometime between 10:30AM and 3:00PM to sign documents.

PUBLIC COMMENT

None.

REPORTS/UNFINISHED BUSINESS

Grants – the Recreation Conservation Office (RCO) Preliminary Ranking report showed that the Port of

Illahae ranked number eight out of eighteen applicants for the Aquatics Land Enhancement Account (ALEA) grant and ranked number nine out of fourteen applicants for the Washington Wildlife and Recreation Program (WWRP) – Water Access grant. Commissioner Aho explained that he had talked with John Piccone of Soundwest Engineering about the results and Mr. Piccone wasn't too happy with the WWRP ranking. He told Commissioner Aho that he had heard that one issue some committee members focused in on was the steep terrain at Illahee. They questioned the ability to create an Americans with Disabilities Act (ADA) accessible facility that includes adequate parking. Commissioner Aho said that a general issue for the smaller ports is that the larger ports in major metropolitan areas have a significant amount more of use, which of course would be a factor when the projects are ranked. In some cases, even if a project is ranked high it may not receive funding if projects ranked higher are large projects eating up the budget and there are other times where higher ranked projects drop out for various reasons, freeing up funds. It is all still uncertain, but we should have a better idea once the State budget is known. Commissioner Aho reported that the Submerged Aquatic Vegetation (SAV) survey was conducted. It will cost the Port just under \$5,000. One item Commissioner Aho is aware of is a recommendation to remove the underwater tire reef that has been an attraction to scuba divers. Thankfully this is something that can be used towards mitigation. The Boating Facilities Program (BFP) grant application is due November 1st. *It was agreed to adopt Resolution 2020-04 Waterfront Access improvements; 20-2059 (motion by Buesch; second by Burton; unanimous).*



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Commissioner Aho said that Kim Sellars the Port's grant manager implied that the Port is in good placement to receive funding for the ALEA grant, but possibly not for the WWRP grant.

Commissioner Aho said that if the Port can get funding for two out of the three grants that would be really good. Commissioner Burton reported that he talked with Mr. Piccone about his concerns with the proposed design of the new floats and how they may not accommodate larger vessels. Mr. Piccone answered all of Commissioner Burton's questions.

There has been no update about the conceptual design of the Illahee Store building. Commissioner Aho said that with all the work Soundwest Engineering is performing on the grants, not much time has been spent on the design of the store.

Treasurer's Report

As of September 30, 2020 the General Fund totaled \$13,572.91, Investments totaled \$335,921.11 and the balance of the Good Property Management account totaled \$200.00.

Commissioners' Reports

Website – Commissioner Aho reported that he added the agenda and the Draft 2021 Preliminary Budget to the website on Sunday. He has not yet added the links to the Illahee Creek Watershed Report/Surface Water Management Plan or the County's mussel sampling results.

Rental Properties

5560 Ocean View Boulevard/Rental Property – An email from Barbara Zawlocki was received. Ms. Zawlocki reported a safety hazard from the vegetation overgrowth at the Port's Ocean View property. Good Property Management (GPM) was

notified and asked to inform the tenant since according to the lease it is the tenant's responsibility to keep the property landscaped. The area has since been trimmed and no longer poses a hazard.

5500 Illahee Road/Rental Property – Commissioner Buesch reported that he looked at the wall that caught fire. He said that judging from the watermark he doesn't think there is a real problem unless we get some significant wave action. Commissioner Burton agreed that since that area is included in the waterfront upgrade it will probably be okay for another couple of years, although it would be a concern if the public decided to picnic on top of it.

5507 Illahee Road/Illahee Store Property – Commissioner Aho reported that he received notification from Ken Bagwell via email that his office received the recorded certificate of sale back from the County Auditor's office. There are still several steps that Mr. Bagwell is working on to complete the transaction. Commissioner Aho said that since the Port doesn't technically own the property, he didn't put out a call to the public for volunteers to help clear out the brush around the building yet. The orange fencing that blocks individuals from being able to easily access the back of the building was not increased in height. Commissioner Aho said that he hasn't seen anyone trying to access that area. Commissioner Burton said that about half of the fencing has been torn down. Commissioner Buesch reported that actually he saw that the fencing had been torn down, so he temporarily secured it with a heavy-duty tape, by just wrapping it around a downspout. He said it needs to be secured by a two by four to



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the building. Commissioner Burton said that people still do attempt to climb over the fence. He's pretty certain the majority are going back into that area to smoke pot and out of those the majority are underage. With the change in weather it doesn't seem to be as often and he has noticed less trash left in the area when he performs his weekly cleanup around the building and down to the pier. Commissioner Buesch said that he cleaned up around the area a bit also and found it not to be too bad. He plans to install a two by four to secure the fence more soundly.

Commissioner Aho said that once the store is officially owned by the Port and the conceptual design is in hand, he will again contact the Pollution Liability Insurance Agency (PLIA) about the process of the environmental cleanup of the property.

The meeting prematurely ended due to the limitations of using the free ZOOM application.

Dock/Pier - Commissioner Burton asked Lee Knapp of TIKAR Services to provide an update on the work that TIKAR is performing on the pier/docks. Lee reported that he pulled the existing ladders and installed temporary ladders made out of two by fours. Lee said that it was a good thing that he pulled the ladders as they had significant growth including very large barnacles on them. He will be blasting the ladders after they sit out for a bit and then paint them with a galvanized paint. This will make the future maintenance of the ladders much easier and less costly. Commissioner Burton asked if Lee had a chance to check out the roller track fasteners at the bottom of the gangways. Lee said that he plans to take care of them when he reinstalls the ladders. Commissioner Burton said that there are fishermen fishing off of the pier all

throughout the night. On one evening he noticed someone showing up at 1:30AM to begin fishing. Commissioner Burton obtained an estimate from Safe Security to make two nightly random patrols of the pier. It came in at \$510 per month, which equates to about \$8.50 per visit. Commissioner Burton said that he thought it was a good idea to hire Safe Security. They will also provide a nightly report and they are used by several other Kitsap Ports. Commissioner Burton said that he has gone down to the dock at all hours of the night encouraging the public to follow the rules that are listed on the signs, but more times than not it leads to arguments. He said that there have been about twenty-five people down on the dock every evening and usually this includes loud music and the squid fishermen bring their own lighting. The weather change has helped lessen the crowd a bit, but even just a few people down there can cause an issue. Commissioner Burton said that having a security guard patrolling the area at random times through the night could also help alleviate the vandalism issues in the area. Commissioner Buesch said that if the dock closes at 10:00PM, the security guard might not even encounter the people who show up at 1:30AM. He added that at \$6,000 a year, maybe it would be beneficial to look into a locking gate instead. Although it is still an expense, it is just a one-time expense verses \$6,000 per year for who knows how many years. Commissioner Buesch said that he's not opposed to spending money to have the dock secured, but he is opposed to spending that much money year after year. Commissioner Aho suggested it be tabled until next month. Commissioner Burton disagreed and said that he thinks more attention needs to be paid to this. He encouraged the other Commissioners to go down to the docks after hours and see for



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themselves what it is like. Commissioner Burton said that he sees this as a solution, maybe not a total solution but at least it would help alleviate the issues and provide some comfort to the Illahee residents in the area as well as keeping everyone safe from taking things into their own hands by confronting the individuals who are using the docks after hours.

Parking Lots – Commissioner Buesch reported that he talked to a person from Chico Towing. Their required form was filled out and returned. From there a Chico Towing representative will come out to the property and then provide signs to be posted. Commissioner Buesch requested four signs with the thought that two could be posted in the dock parking area and the other two at the Illahee Store. Commissioner Burton questioned if approval might need to be granted by the County prior to posting the signs at the dock parking area, since it is technically County owned. Commissioner Buesch thought it would be okay since it is basically public parking only used by Port patrons and managed by the Port, but it doesn't have to be posted there if it is thought it might be an issue. Commissioner Burton said that he just wants everyone to remember that the area there is technically a County road end. Commissioner Buesch said that every time he drives by, he doesn't see cars parked there anyway. Commissioner Burton said that during the summer it gets significant use, but not as much with the weather change. Commissioner Buesch suggested a couple of signs just be posted at the store and leave it at that for now.

Enduris – Commissioner Buesch said that he hasn't talked to Joe Davis. Since Melanie of Insurance

Services Group didn't think the premium the Port paid to Enduris was out of reason, Commissioner Buesch doesn't think it is imperative to talk to Mr. Davis.

NEW BUSINESS

Small Ports Seminar will be virtual on October 22nd – 23rd this year. Commissioner Aho said that if he attends it will not be for the entire event but rather specific topics. ***Commissioner Buesch moved that Commissioners not be compensated for attending this seminar; second by Commissioner Burton.***

Discussion: Commissioner Buesch said that he sees this seminar as being aimed more towards larger Ports that have buildings, vehicles, employees, etc. Commissioner Aho said that this particular seminar is actually for smaller Ports. One of the topics they are concentrating on is redistricting, but since Illahee is an at-large district that doesn't apply. ***Motion carried unanimously.***

2021 Preliminary Budget was reviewed.

Commissioner Aho explained that notice will be placed in the newspaper that the 2021 Preliminary Budget is available for review on the Port's website and informing the public that the final budget is set to be approved at the November meeting and providing them the information on how to attend. ***Commissioner Buesch moved to adopt the 2021 Preliminary Budget as submitted; second by Commissioner Burton.*** Discussion: Commissioner Aho explained that the budget isn't final at this point, it is just for discussion purposes. Commissioner Burton said that he received notice from the WPPA that the Port's 2021 dues will be \$300, which is the same as it has been for the past several years. ***Motion carried unanimously.***

PUBLIC COMMENT – Marnie Concannon said that the dock has been very busy even after hours and



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the lights don't go out until 10:00PM. It is worrisome with the amount of people down there. Commissioner Burton said that he has reset the timer for the lights turning them off at 10:00PM, but a lot of the fishermen bring their own lights. Ms. Concannon resides next to the dock and explained at times various people knock on her door for random requests.

The meeting prematurely ended due to the limitations of using the free ZOOM application.

Commissioner Aho explained that the meeting would continue with Public Comment. Janet Soderberg asked if there was going to be a response to Ms. Concannon's discussion. She said that the ALEA grant sounds promising and asked the date that funds might be awarded. She went on to commend the Commissioners for putting the priority of the dock over the Illhaee Store. The focus on the dock is important as it relates to the safety of the community. She said that although everyone lives within different proximities to the dock, she hoped the Commissioners would think through some of the work Commissioner Burton has presented regarding the security of the dock. She was in favor of proper signage and a locking gate and/or monitored by a security company. The safety of the community must be at the forefront, but now it is tabled for another month. She was encouraged to hear the Commissioners' energy focused on the dock. Commissioner Aho said that funding for ALEA will be available July 2021. Debbie Smith wasn't able to get her microphone to work, but was able to provide input via the ZOOM chat. She wrote that the sign at the dock states no trespassing – closed at 10:00PM. She likes the idea of putting up a gate for the time being. Commissioner Burton said that he called the Kitsap

Sheriff's office to discuss the situation and was informed that there are only three sheriff deputies on duty after hours, so a call to the 9-1-1 requesting individuals be asked to leave the dock will be a very low priority. Ms. Smith added to the chat that her concern is that she saw a post on the Bremerton Crime Watch Facebook page from one of her neighbors stating that he went down to the dock to confront people that had bright lights. She fears that these types of confrontations could escalate at some point.

Ms. Soderberg said that \$8.50 per visit seems well worth it. She thanked Commissioner Burton for the leg work he provided in obtaining the estimate.

Ms. Smith added to her chat inviting the other Commissioners to check the dock out at 11:00PM just to put eyes on it - to get a better understanding of what is actually going on down there.

EXECUTIVE SESSION

None


ADJOURN

At 7:50PM Commissioner Burton moved to adjourn the meeting; second by Commissioner Buesch; approved unanimously.

Approved:



Commissioner






Commissioner



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 <u> \$36,431.94 </u> and from the General Fund, this <u> 14th </u> day of <u> October, 2020. </u>		
 Port Auditor	 Port Commissioner	
	 Port Commissioner	
Number	Name	Amount
4662	JAMES AHO	\$256.00
4663	JOHN BURTON	\$256.00
4664	JONATHAN BUESCH	\$256.00
4665	CASCADE NATURAL GAS	\$5.00
4666	HONEY BUCKET	\$186.00
4667	PUGET SOUND ENERGY	\$134.80
4668	NORTH PERRY AVENUE WATER DISTRICT	\$47.71
4669	WASTE MANAGEMENT	\$22.60
4670	WASHINGTON STATE DEPARTMENT OF REVENUE	\$1,213.38
4671	SOUNDWEST ENGINEERING ASSOCIATES	\$33,032.95
4672	KENNETH W. BAGWELL, INC., P.S.	\$306.50
4673	THERESA HAALAND	\$715.00