



Port of Illahee – Minutes of Regular Meeting on November 11, 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; Lee Knapp of TIKAR Services; Roy Barton, John Parvis, Janet Soderberg; and Alice Sorenson.

Upon "Alice Sorenson's" admission into the meeting a pornographic video of a man was exhibited from Alice Sorenson's screen. This attendee was immediately removed from the meeting.

CONSENT AGENDA

Commissioner Buesch moved to approve the consent agenda items: November Meeting Agenda; October 14, 2020 Regular Meeting minutes; November 11, 2020 checks numbering 4674 through 4683 totaling \$2,116.55 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 by Friday afternoon to sign documents.

PUBLIC COMMENT

Roy Barton said that in reading last month's minutes he saw that the Port ranked much lower than what was anticipated for the two grants. Soundwest Engineering is putting all the emphasis on the docks and not on the Illahee store property. He questioned if maybe some of the planning should be focused on the store since the Port has paid Soundwest Engineering nearly \$100,000. It just seems a lot has been spent with very little in return.

REPORTS/UNFINISHED BUSINESS

Grants – the Boating Facilities Program grant review is scheduled for November 17th via ZOOM. The time of the review is not certain as there may have been a change. Commissioner Aho plans to add the link to the website. He said that in regards to Mr. Barton's concern, it was disappointing to not score as high as what was hoped on the Aquatic Lands Enhancement Account (ALEA) grant and the Washington Wildlife and Recreation Program (WWRP) - Water Access grant. Apparently, some of the committee members took issue with the steep terrain. He added that a lot of the other projects were for larger facilities, which accommodate many more people. The hope now for Illahee is that we score high on the BFP grant. John Piccone is scheduled to provide a presentation at the December Illahee Port meeting.

Treasurer's Report

As of October 31, 2020 the General Fund totaled \$37,533.68, Investments totaled \$311,067.34 and the balance of the Good Property Management account totaled \$200.00.



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Commissioners' Reports

Website – Commissioner Aho said that when he is able, he will add the links to the Illahee Creek Watershed Report/Surface Water Management Plan or the County's mussel sampling results. He did add the draft agenda as well as the agenda packet to the website. Last month Mr. Barton was emailed a copy of the agenda packet before the meeting. That gave Commissioner Aho the idea to just go ahead and begin adding the agenda packet to the website prior to meetings. From the standpoint of having a public records request in the past, it is Commissioner Aho's goal to have any and all information available via the website and to be as transparent as possible. The other Commissioners agreed. Commissioner Aho said that he plans to create a new heading to the website "Meeting Agenda and Correspondence". He requested copies of all of the agenda packets that have been created since the meetings have been held via ZOOM.

Rental Properties

5560 Ocean View Boulevard/Rental Property – Commissioner Buesch reported that he has not received any word from the developer of the four lots north of the reserve drain field lot. He said that he didn't expect to hear from them, but they are aware that the lot could be for sale if it is determined that the reserve drain field can be located within the 5560 Ocean View lot.

5500 Illahee Road/Rental Property – nothing to report.

5507 Illahee Road/Illahee Store Property – Commissioner Buesch reported that the orange fencing seems to still be in place. Commissioner

Burton disagreed. He said that he noticed earlier today that the fence was down and since the 2x4 is just removable the back of the building is being accessed. He also noticed fresh graffiti and a three-inch hole through the west gable end of the wall. Commissioner Buesch explained that the hole has been there as it was for the power to the refrigeration unit that was in the store. He said that as of last week the orange fencing was secure. He plans to get anchors and drill the 2x4's into the building, but if someone wants to get back there, they will find a way. Commissioner Burton suggested the three-inch hole be filled so rodents don't get in the building. Neighbors have told Commissioner Burton that they continue to find drug paraphernalia in the area, although he hasn't picked any up within the last two months on his weekly cleanup. Commissioner Buesch said that he went into the store two weeks ago and it was dry with no sign of moisture and there was also no sign of rodents. As soon as he can get a ladder down there, he will seal up the hole with foam. He asked for suggestions on securing the orange fencing because last week it was nice and secure. Commissioner Aho said he would donate foam to fill the hole. He mentioned that maybe the owners of the triangular piece of property will be interested in selling that piece of property after getting tired of seeing the graffiti.

Commissioner Aho reported that he met with attorney Bagwell within the month and signed the Real Estate Excise Tax Affidavit related to the store. Once all the documents were filed with the County the Port became the official owners. The County Assessor's office will be updating the tax records to reflect the Port as the owner of the property. This is monumental considering previous Port



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Commissioners have been pursuing the store property for well over ten years. Commissioner Aho said that he will contact the Pollution Liability Insurance Agency (PLIA) once the future design of the property is in hand, which will include the plans for the septic system. When Commissioner Aho last talked to the PLIA representative he was told that they consider the Illhaee store project a smaller project compared to others and if the State receives any kind of stimulus money, they may be looking at shovel-ready projects.

The meeting prematurely ended due to the limitations of using the free ZOOM application. Everyone that had been in attendance was able to rejoin the meeting.

Commissioner Buesch asked if the Port should contact a septic design company to begin that process and move forward with permits. The Port will need to hire someone with knowledge in septic design and County requirements. Commissioner Aho explained that John Piccone has been busy with the grants. He thought that maybe after the BFP review presentation on November 17th Mr. Piccone may have time to look at the initial design. Commissioner Buesch said that since PLIA will actually be digging up the parking lot, coordination with them will be necessary ahead of time to insure everyone is on the same page. Commissioner Burton said that there should be a plan for the facilities in place and then work around PLIA's portion of the project.

Commissioner Aho said that with the winter season fast approaching he doesn't mind cleaning up the vegetation around the store property. He did look a little closer at the back wall and considered

Commissioner Burton's concern about liability. He asked that this be continued onto the December agenda.

With regards to the 5560 Ocean View Boulevard property, it was noted that the rent check from Good Property Management (GPM) was slightly less than normal. The monthly report showed a charge for a plumber as there must have been a problem with the plumbing in the master bathroom. Commissioner Buesch asked that GPM be contacted and provide a detail of services completed.

Dock/Pier - Commissioner Burton had provided pictures of a couple issues at the dock. The first picture showed unfastened boards on the outboard end of the seaward side float. The way the boards were sitting made it look as if someone had intentionally pulled them up and set them aside. Commissioner Burton said that there was lots of hair or fur, so thought that the damage may have been done by a sea lion, which do frequent the docks. TIKAR was called and new boards with stainless steel fasteners were installed. Commissioner Burton commended Lee for the quick response. The other pictures showed where the piling on the outboard seaward side of the north end broke below the waterline. Commissioner Burton said that the piling is falling apart, which was apparent from the pictures. Lee reported that it looks as though the piling snapped about eight feet down from the head of the pier, which is hard to view in the pictures. He went down during a low tide and saw the break. There was discussion that the damage may have been caused by the 100' tug that tied up to the dock a year or so ago. Commissioner Aho questioned if



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Enduris should be notified. Lee said that it is hard to say if it was caused by the tug, but it is the type of damage you would expect from an impact although due to the age of the pilings it could just be natural damage. Lee asked for any pictures of the tug tied up to the facility in case a future assessment is requested. He said that there are two options to take care of the piling. The first is to remove it, so that it doesn't become a navigation hazard. The second option would be to place three twenty-foot long Chemonite boards around the piling and wrap them with galvanized cable. Lee estimated the repair to cost around \$15,000 because it would require large beams of Chemonite lumber as well as a diver, although he hasn't had a chance to obtain actual costs. He said that he would be more than happy to provide an actual estimate. Commissioner Buesch reminded Lee of the process of sleeving and filling a piling with concrete that had been discussed in the past and asked if that could be another option. Lee said that was a suggestion for the pilings that are in contact with the rollers, but he agreed it could be done for this piling, although it would be much more difficult and probably end up costing more than the other options. Commissioner Burton said that although the option of involving Enduris in the repair is possible, he would be concerned of an insurance adjuster tasked with coming out to the facility to assess the damage, as the age and disrepair of the facility might come into question leading to other issues.

Lee explained that the ladders are not yet reinstalled. It took longer than expected to find the necessary paint. He said that they look really good and will be much easier to maintain. He suggested they be pulled every one to two years,

so they can be scrapped. This will extend their lifespan greatly.

Commissioner Burton asked that the estimate he provided last month from Safe Security be considered. He continues to receive complaints of drug activity in and around the area from individuals who live near the boat ramp. He has noticed cars in the dock parking lot in the very early morning hours and although at times the cars are related to fishermen that is not always the case. Currently there is a black pickup truck that has been there for a few days. Commissioner Aho said that he has gone down to the dock the past five evenings to monitor the situation as suggested last month. He noticed the squid fishermen get into their positions on the dock with several of them bringing their own lighting. There have been anywhere between six and twelve people on the docks when he was there and for the most part, they just kept to themselves. They don't talk too much and it was very quiet. He didn't notice anything disruptive or out of the ordinary, although he realizes at this time of the year the facility is not as busy. He suggested the decision to possibly hire Safe Security be tabled until the Spring or Summer at which time we should have a better understanding of where we are in relation to the grants. Commissioner Burton said that he has observed groups of individuals showing up between 5:00PM and 8:30PM, parking in both the dock parking lot and the store parking lot. Another group will show up later in the night. Commissioner Burton has updated the lighting timer to turn off at 10:00PM again to accommodate standard time.



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Commissioner Aho took several pictures of the signs that are posted at the facility. They were reviewed. One sign in particular was of concern as it states “Illhaee Community Dock Residential & Guests Only”. Commissioner Aho said that this sign needs to be either removed or updated as in order to be eligible for grant funding the facility must be open to the public in general and the Department of Natural Resources (DNR) would require the Port to pay a lease fee for the DNR lands that the dock sits on if it wasn’t opened to the public. The Rules for Use of Port Property sign is so faded it is hard to read. Commissioner Burton said that he will work on getting the proper wording for some new signs and have them ordered. Commissioner Aho said that a resolution will need to be passed prior to ordering the signs. Commissioner Burton questioned why a resolution would be necessary since a resolution has already been passed for the Port Rules and Regulations. Commissioner Aho said that a resolution should be adopted for the wording on the signs. Commissioner Burton said that he could not find a signed resolution for the Port’s rules and regulations on the website. Commissioner Aho took note. Commissioner Burton asked for recognition that if the Port is not successful with the grants that significant maintenance to the dock, including the recommendations that were outlined within the 2014 assessment that listed the overdue maintenance at that time that was never conducted, would begin as soon as possible at that time. Everyone agreed.

Parking Lots – Commissioner Buesch reported that Chico Towing signs have been posted at both the store parking lot and the dock parking lot. Now Port officials are authorized to tow vehicles that

are not in compliance with the parking rules. Commissioner Burton suggested the black truck that is currently in violation be towed. Commissioner Buesch said that he thinks out of courtesy at least an attempt to contact the owner of the pickup should first be made.

The meeting prematurely ended due to the limitations of using the free ZOOM application. Everyone that had been in attendance was able to rejoin the meeting. Lee Knap did not rejoin the meeting and Debbie Smith was now in attendance.

2021 Final Budget – Commissioner Burton moved to adopt Resolution 2020-05 Adoption of the 2021 Final Budget; second by Commissioner Buesch; unanimous.

Commissioner Burton moved to adopt Resolution 2020-06 Levy Limit Increase; second by Commissioner Buesch; Discussion: Commissioner Burton said that he doesn’t like increasing taxes, but believes the Port is underfunded for taking care of the pier. Commissioner Aho agreed and said that there was no increase in taxes for nearly ten years. The previous Commissioners were very frugal and didn’t want to spend any money and/or raise taxes. This tactic did grow the Port’s funds, leaving a significant amount of money in the bank which is now allowing us to move forward with the grants. Commissioner Buesch said that with approximately 2000 to 2500 properties within the district the raise in the taxes is a very insignificant increase per household. ***Motion carried unanimously.***

NEW BUSINESS

None.



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PUBLIC COMMENT

John Parvis suggested the Commissioners go to the Silverdale boat launch parking lot and view the signage regarding parking. Overnight parking is allowed with preapproval from the Port – something to consider.

Mr. Barton asked if the lease extension with the Department of Natural Resources (DNR) has been granted. Commissioner Aho said that this is something that Mr. Piccone is working on and it can be further discussed at next month’s meeting as Mr. Piccone will be providing an update on everything at that time. Mr. Barton questioned having Mr. Piccone work on the lease extension as it may be more cost effective to have the Port Administrator work on it. It was explained that Mr. Piccone has contacts at the DNR. Mr. Barton mentioned that the concern of the DNR charging the Port because of the sign stating the facility is only for Illahee residents and guests is and has been a moot point for the past three years since the time the DNR lease expired.

Janet Soderberg thanked the Commissioners for the meeting and said that she appreciates the transparency. She said it was great to hear from Lee regarding the status of the dock. She asked Commissioner Buesch to talk more about the 5560 Ocean View Boulevard reserve drain field lot. Commissioner Buesch provided the history of the lot and explained that the Port has been discussing the possibility of splitting the reserve drain field lot from the Ocean View Boulevard lot so that it could possibly be sold. Commissioner Buesch said that

he contacted the developer that built the house that is south of the lot and plans to develop lots just north of the drain field lot. He has yet to hear from the developer. Ms. Soderberg said that with the grants not looking too promising and the status of docks, there is definite value in those properties.

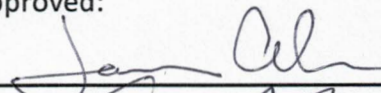
EXECUTIVE SESSION

None

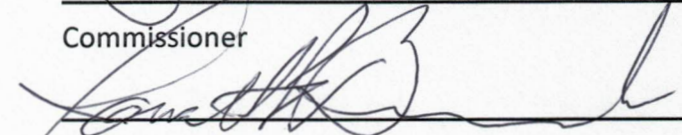
ADJOURN

At 7:59PM 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 \$2,116.55 and from the General Fund, this 11th day of November, 2020.


Port Auditor


Port Commissioner


Port Commissioner

| Number | Name | Amount |
|--------|--------------------------------|----------|
| 4674 | JAMES AHO | \$256.00 |
| 4675 | JOHN BURTON | \$256.00 |
| 4676 | JONATHAN BUESCH | \$256.00 |
| 4677 | CASCADE NATURAL GAS | \$5.00 |
| 4678 | HONEY BUCKET | \$93.00 |
| 4679 | PUGET SOUND ENERGY | \$95.45 |
| 4680 | WASTE MANAGEMENT | \$106.22 |
| 4681 | KITSAP SUN | \$235.88 |
| 4682 | KENNETH W. BAGWELL, INC., P.S. | \$203.00 |
| 4683 | THERESA HAALAND | \$610.00 |
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