



## Port of Illahee – Minutes of Regular Meeting on July 14, 2021

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Minutes of Regular Meeting  
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Although the State has recently reopened it was decided to continue to hold the Regular Port of Illahee meeting virtually through the ZOOM app (meeting id# 71509975823 / Password: Illahee). 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 6:30 PM. Also, in attendance were Commissioner Jonathan Buesch; Commissioner John Burton; Administrator Theresa Haaland; Lee Knapp of TIKAR Services; Roy Barton; and Monica Wood.

Commissioner Aho requested the addition of Illahee Day under the New Business section of the Agenda. Commissioner Burton requested the email sent from Kitsap Sun reporter, Josh Farley, also be discussed under New Business.

### CONSENT AGENDA

*Commissioner Buesch moved to approve the consent agenda items: July Meeting Agenda as amended; June 9, 2021 Regular Meeting minutes; July 14, 2021 checks numbering 4761 through 4774 totaling \$13,975.64 as outlined in the attached Voucher Approval; second by Commissioner Burton; approved unanimously.*

### SIGNING OF DOCUMENTS

Commissioners Aho and Buesch will stop by the Silverdale Port office individually sometime by Friday to sign documents and Commissioner Burton will stop by on Monday.

**PUBLIC COMMENT** – Monica Wood explained that she was attending the meeting because she is curious about the store and the status of it. Commissioner Aho explained that the Pollution Liability Insurance Agency (PLIA) will be completing the remediation of the contaminated soil at the store property possibly next year and basically everything is contingent upon the cleanup of the underground storage tanks. This will be further discussed later in the meeting.

Roy Barton said that he didn't notice anything about the Port's Department of Natural Resources (DNR) lease within John Piccone's July 13, 2021 email summarizing his efforts on the waterfront project. Mr. Barton said that his concern is that the Port is doing all of this work, but doesn't actually have a lease from the DNR for the use of the outer-water area. Commissioner Aho said that Mr. Piccone is aware of the need to renew the DNR lease and it is included within the permitting documents.

### REPORTS/UNFINISHED BUSINESS

#### Grants/Waterfront Access Improvements –

The Recreation Conservation Office (RCO) published the grant award list. The Port of Illahee was successful for the Aquatic Lands Enhancement Account (ALEA) in the amount of \$500,000 and the Boating Facilities Program (BFP) in the amount of \$851,065. Commissioner Aho explained that the Port will need to come up with \$611,000 in matching funds. The Port will be conducting just shy of \$2,000,000 worth of work next year. Currently, the Port has about \$300,000, so coming up with \$611,000 in matching funds is a big issue for a small Port. Ms. Wood asked if the Port can fundraise like what was done with the Lost



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Continued. Commissioner Aho explained that this is different. The Port depends on tax revenue and rental money. He said that the Port basically needs to come up with an additional \$300,000 for the Waterfront Project and he anticipates the improvements to the store to cost an additional \$100,000. He said that the Port does need to come up with some significant funds. He referred to Commissioner Buesch to discuss Dave's Septic Design's report. Commissioner Buesch explained that Dave's Septic Service provided a schematic that shows the ability to include the reserve drain field within the 5560 Ocean View lot.

Commissioner Buesch said that he met with Dave and Kitsap County Health Department personnel at the 5560 Ocean View property last month. At first, they questioned if there was enough undisturbed quality drain field ground at the Ocean View property, but they concurred that what is on paper isn't necessarily the only ground that could be used as part of the existing drain field. It basically all boils down to square footage, which the property has more than enough. From there Dave drew up the schematic and it is believed that once he receives payment from the Port, which has been authorized within the Consent Agenda, he will submit the schematic to the Kitsap County Health Department so they can sign off on it. According to Dave it is pretty much a done deal. Commissioner Buesch explained that he will hold Dave's check so that he can meet him in person to confirm the next steps. This is good for the Port as it will untie the current reserve drain field lot, which fronts Illahee Road, from the Ocean View lot, so that it can be sold separately. Commissioner Aho said that the proceeds from these two Port assets can be used towards matching funds to the Waterfront Project and the renovation of the store. The amount owed

on the bond for the Ocean View property was estimated in the low \$150,000's. Commissioner Buesch said that the house could probably sell between \$500,000 and \$600,000. He said it is an older house, it doesn't have much of a yard, but it has a beautiful view. He suggested that once the two lots are officially untied appraisals for both be ordered. Commissioner Burton said that \$612,000 is a lot of money for the Port to come up with. He asked about the matching grants that were discussed early on. Commissioner Aho explained that the Port originally applied for three grants (ALEA, WWRP & BFP). The WWRP grant would have been used to match the ALEA grant, but since we weren't successful with the WWRP grant the Port needs to come up with the match for ALEA. In the past many Ports had been successful in both of the grants and used them as matching funds towards the other, but this year projects that included acquisition took precedence basically scoring higher, leaving no money for the lower ranking projects. Commissioner Aho took responsibility for talking about the WWRP grant being used as a match. He added that it is very disappointing, but the Port is fortunate to have other assets that can help with funding the project. Commissioner Burton reported that he walked around the dock the other day with Lee and Tim of TIKAR and it was agreed that between the surface of the deck boards and the status of the pilings the Port must go forward with either replacement or repair, either way it will be significant costs. He agreed that the other assets may need to be sold in order to pay for the necessary upgrades and maintenance to the dock. Commissioner Aho agreed and said that the appraisals should be pursued. Even though we are not looking at construction to begin until 2022, we need to be



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ready. Commissioner Buesch said that the appraisals will have to wait until the two properties are officially separated. Everyone agreed. Commissioner Buesch said that he should have a better idea of the timeline when he talks to Dave. He questioned if ordering the appraisals should be authorized tonight so that once the two properties are separated, the appraisals can be ordered. It may require some sort of boundary line adjustment from the County, so it may take a while. It was decided to add the appraisal item to next month's agenda. Commissioner Aho said that we have some time, but the Port's Preliminary Budget is due to be approved in October with the Final due to be approved in November. Mr. Barton looked up the map of the two properties and said that they are definitely two separate lots, so a boundary line adjustment should not be needed. He suggested the loan on the property be looked into to insure that won't affect separating the two lots. He also suggested getting some sort of approval to build on the Illahee lot to include installation of a septic, as that will no doubt increase the value when trying to sell. Commissioner Buesch explained that the lot just south of the Port's lot is the same size and it was developed, so didn't see that being a problem. Houses are also being built on the four lots south of the Port's lot, although they are believed to be a bit larger. Commissioner Buesch said that Mr. Barton is right about the extra lot possibly being tied to the Port's bond. If it is, some sort of modification will need to be made. Commissioner Aho said that efforts must continue moving forward with the property. Commissioner Buesch plans to continue with the attempts at separating the two lots.

Commissioner Aho said that he is trying to work with the County about having them install a filtration unit when the Port is developing the area in an effort of having it complete without the County coming back at a later date needing to dig up the area. Commissioner Aho wants to get a quote on the costs of a filtration unit. He believes it is around \$100,000. Commissioner Buesch clarified that it would basically be a County expenditure on Port property. Commissioner Aho said that with the Port paying for the earthwork, the County would actually save to have the unit installed at that time. It just makes sense to have it completed at that time. Commissioner Buesch suggested the County be asked to pitch in on the costs for the asphalt, just to cut down on the Port's costs. Commissioner Aho said that as much as the County spends on projects, if a unit is roughly \$100,000 it seems they would be able to make that work, especially considering it is going to slow the sediment running through that area. Mr. Piccone is the ideal guy to have working for the Port as he has worked with the County Stormwater Division in the past.

Commissioner Aho has talked to Mr. Piccone about the possibility of the Port receiving mitigation credits for all the work and money the past Port Commissioners completed towards the environment. Mr. Piccone said that State agencies who determine mitigation credits look at the present not the past when determining credits. Commissioner Buesch asked about the Waiver of Retroactivity the Port submitted to the RCO with the store purchase. Commissioner Aho said that Mr. Piccone looked into it and said that there just wasn't much credit for it due to the restrictions affiliated with it. Commissioner Aho said that a lot



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of work was done to submit that and he plans to further discuss it with the Port's RCO grant manager, Kim Sellars, just to make doubly sure the money that went towards the purchase of the store can't be used towards matching funds.

### Treasurer's Report

As of June 30, 2021 the General Fund totaled \$31,818.40, Investments totaled \$286,854.65 and the balance of the Good Property Management account totaled \$200.00.

### Commissioners' Reports

Website – nothing to report.

### Properties

5560 Ocean View Boulevard/Rental Property – already discussed under 5.1. Reports/Unfinished Business: Grants/Waterfront.

5500 Illahee Road/Rental Property – nothing to report.

5507 Illahee Road/Illahee Store Property – already discussed under 5.1. Reports/Unfinished Business: Grants/Waterfront. Commissioner Buesch added that he has not heard from attorney Bagwell about the outstanding taxes shown owing on the tax statement for the property. He plans to call him next week.

Commissioner Aho sent an email to Carrie Pederson of PLIA informing her that the Port was successful with two RCO grants and that the Port expects construction to begin in 2022. He asked the status of the store cleanup. Ms. Pederson responded explaining that they have actively been working on the 2017 award year list and have completed two cleanups and are working on the project that was ranked 14. The Port ranked

number 16. She said that they had hoped to get to the Port site this year, but wasn't exactly sure when that might happen. She said that PLIA will continue to work down the ranked list and reach out to the Port when they are ready for Illahee's site. So, it is anticipated that if the PLIA cleanup of the store property isn't completed this year, it will be completed in 2022, which will fit perfectly with the store renovation and the waterfront project. Commissioner Buesch said that since PLIA will be digging up that area, that will be the ideal time to install a septic holding tank. Commissioner Aho agreed and suggested Commissioner Buesch talk with Dave of Dave's Septic about the situation. It is believed that there are currently three underground tanks – two 4,000-gallon tanks and one 6,000-gallon tank. There is a lot of room for a significantly large septic holding tank. It was thought that Dave might be able to provide his thoughts about installing the holding tank and the size of the holding tank and then that information can be provided to Mr. Piccone. Commissioner Buesch said that when the remediation is completed it will be just one big hole, so the Port should be able to put in as big a tank as possible. He said that he will further discuss this with Dave when he sees him next week.

Dock/Pier – Commissioner Burton reported that all but one of the signs he ordered has been received. He decided they need backing because the material that was used for the signs was brittle. He purchased plywood and provided it to TIKAR so they could perform the installation since they have the necessary equipment to safely install them. Lee reported that all of the signs have been installed except for the two large moorage signs that go on the outside of the two light posts. He



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plans to install them when he has TIKAR's workboat in the water next Friday. He explained that the signs are heavy and doing it from the boat is safer. Commissioner Burton said that he has asked the sign maker to create a tilted angle bracket for the angled sign on the pier. The private property sign that washed away has not yet been delivered. The sign maker is trying to come up with a different bracket design so that it stays in place. The Port Rules signs have been added to the pier, the kiosk and one was attached to the store. Commissioner Burton had noticed that the paper rules sign that was posted on the kiosk had been torn down. Lee has secured many loose deck boards, but plans to install more large lag screws when he is down there next. Commissioner Burton said that fastening down the deck boards is going to be ongoing to keep it safe. He anticipates the deck boards to only be good for another year or two. TIKAR did replace the broken light and determined that the connection box behind it was also broken, so that too needs to be replaced. Commissioner Burton had talked with Tim about the issue of kids climbing on the light posts and damaging the lights. Tim suggested they install polyethylene to the poles as it will make it nearly impossible for anyone to climb them as it will be very slippery.

Commissioner Burton said that once power is available at the store property surveillance equipment needs to be installed. Some community members are discussing forming a neighborhood watch group and he believes there will be a request to the Port to support it. Installing surveillance cameras would be a good way in doing that. Commissioner Burton reported that he has picked up little pieces of foil debris that is believed

to be related to heroin use and other drug debris/paraphernalia. A broken-down boat is currently tied at the floats. Commissioner Burton has talked with the owner and informed him he has until today to move the boat before the fine process begins. He explained that the boater that part of the Port's rules and regulations state that any vessel tied to the Port facility must be seaworthy and able to move with its own power. Since the boat is not able to move on its own the Port is in a legal position to begin fining the owner. He explained that we haven't had to do this to a boater up to this point, but the next steps need to be explored. Apparently, this same boat was at the Port of Brownsville for many months until they got it to move along. The owner said that he just bought the boat last week. He has been working on it even brought another motor down that also didn't work. It does have a 2022 registration. The boat registration number is WN5787JD. If it's not moved soon, Commissioner Burton plans to contact the Washington State Department of Natural Resources (DNR) and further discuss. This will also be brought up at the upcoming Kitsap All Ports meeting to determine what the other Ports do in these situations. Commissioner Burton said that since it is a recent sale, the only information he might be able to find is on the previous owner. The forward mooring line broke free the other day and Commissioner Burton along with the help of some kids, that were swimming down there, were able to secure it back to the dock. Commissioner Buesch said that with a case like this we certainly don't want to start racking up fines to the point that the owner decides to just walk away. The key is to work with the owner as much as possible without being too threatening as we don't want the headache of being responsible for the boat.



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Commissioner Burton agreed and said that he has been trying to give as much input to the owner to encourage him to move along. It is hoped since he just bought it, he is interested in protecting his new investment.

### **NEW BUSINESS**

Illahée Day – Commissioner Aho reported that several people have asked him if the Port is going to sponsor Illahee Day this year. Commissioner Burton said that he thinks it's a good idea, but will need to solicit the community volunteers to put it together. Commissioner Aho said that it is normally held in August, but it has been held as late as September. The September Port meeting falls on the 8<sup>th</sup> and that following Saturday is September 11<sup>th</sup>. He suggested Illahee Day tentatively be held on the 11<sup>th</sup>. He will ask the people that have approached him about if they would be willing to organize it. It was suggested Kitsap Sun reporter, Josh Farley, be told about the event. He would be sure to get the word out. It was agreed that if someone was willing to organize it, they would want to know if the Port would be providing the food. In the past the Port has paid for the food. It was catered by McClouds once and another year a couple eight-foot Subway sandwiches were provided, another year it was potluck-style. It has cost the Port a little money, but has been a good community event that a lot of people actually look forward to attending. Commissioner Buesch suggested the Health Department be asked if there are any restrictions due to the COVID19 pandemic, specifically with having any potluck dishes. He said that McCloud's more than likely wouldn't be able to cater it this year, because they have cut their hours a lot because of the pandemic and lack of workers. It

was agreed September 11<sup>th</sup> would be a good day to have the celebration. Commissioner Burton suggested holding the September Port meeting at the store property. Commissioner Aho said that we could set up the tents for the meeting and then just leave them up for Illahee Day.

Meetings – (was missed under Reports/Unfinished Business) - Commissioner Aho said that he did receive a request from one person to continue the meetings via Zoom. Commissioner Aho said that he liked the Zoom meetings, but also like the idea of holding the September meeting outside of the store. It was agreed to hold the August meeting via Zoom, the September meeting outside of the store property and the October meeting will be held at the Seeds of Grace building as before the pandemic hit.

Josh Farley Kitsap Sun reporter emailed the Commissioners on July 13, 2021 stating that they have heard that the Port of Illahee has been granted state funds to include projects that will create an 11-slip dock. He was wondering if he could chat with someone from the Port. Commissioner Aho said that he also received a call from Mr. Farley. Commissioner Aho provided him with a little bit of information. He explained that there was just so much to discuss and informed Mr. Farley that there was a Port meeting tonight and that he wouldn't be able to provide any more information until after the meeting. Commissioner Aho would like Mr. Farley to contact all three Commissioners. Commissioner Burton said that his concern is that the way the email was written it makes it sound like we are installing a new permanent moorage marina and it could give the public the wrong idea, since the moorage will



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remain transient with a maximum three-night stay. Commissioner Burton said that since he and Commissioner Buesch aren't as up to speed about the details of the waterfront project as much as Commissioner Aho is as he consistently talks with Mr. Piccone maybe Commissioner Aho and Mr. Piccone should be the ones talking to Mr. Farley. Commissioner Aho said that he would just tell Mr. Farley that the Commissioners have three different responsibilities with Commissioner Buesch responsible for the Port properties and Commissioner Burton responsible for the dock facilities. He said that one person can try to give an overall viewpoint, but a reporter really needs to talk to all three Commissioners. Commissioner Burton said that he would rather talk to him as a group, to make sure everything is clear. Commissioner Aho has some experience with Mr. Farley and knows him to be a very energetic reporter and once he has an idea, he will move forward with it how he sees fit. He will take whatever information the Commissioners give him and create a story. The more accurate the information the better. Commissioner Aho anticipates Mr. Farley calling the Commissioners tomorrow with an article to follow. Commissioner Aho said that he will talk a bit more to Mr. Farley and provide him with Mr. Piccone's contact information. Commissioner Burton thought that was best, so that Mr. Farley is provided the actual information not just the information taken from the grant application, but rather to maintain the recreational facility at Illahee and upgrade it to keep it from falling down, not to provide some new facility that is added to the total number of moorage facilities around Puget Sound. Commissioner Aho agreed and said that is why it is good for Mr. Farley to get input from all the

Commissioners. He added that a good reporter won't talk to just one person but rather talk to all involved and he is sure that is what Mr. Farley will do.

### **NEW BUSINESS**

Administrative – the Interlocal Agreement between the Ports of Illahee and Silverdale has not yet been generated.

### **PUBLIC COMMENT**

Roy Barton agreed with Commissioner Buesch regarding Illahee Day that with COVID19 the Port may want to start with the Health Department in case there are restrictions on having a food-oriented celebration. He thinks there may be some new regulations regarding potlucks and/or buffets so it could affect Illahee Day. Better to start there rather than spending much time on it then finding out there are restrictions.

Mr. Barton said that the Commissioners should keep in mind that the septic holding tank that is to be installed at the store is sure to be a big continual expense for a small business, such as a coffee shop, as every time the tank has to be pumped it could cost anywhere between \$500 and \$600.

Ms. Wood said that she would love to have an Illahee Day. She suggested an alternative be a street fair type event where the public can purchase their own food from vendors. She said that the community needs it and believes they would appreciate some sort of festival. Commissioner Aho liked the suggestion.



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A Kitsap All Ports meeting is scheduled for Monday, July 26<sup>th</sup> – meeting to start at 6:30PM – a pre-meeting barbeque is scheduled to begin at 5:00PM.

**EXECUTIVE SESSION** – None.

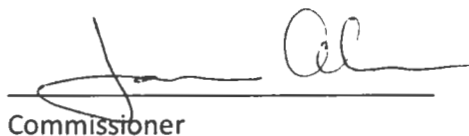
### **ADJOURN**

*At 7:53PM Commissioner Burton moved to adjourn the meeting; second by Commissioner Buesch; approved unanimously.*

Approved:

  
Commissioner

  
Commissioner

  
Commissioner



