



## Port of Illahee – Minutes of Regular Meeting on January 12, 2022

### Port of Illahee Minutes of Regular Meeting January 12, 2022

The Regular Port of Illahee meeting was held virtually through the ZOOM app (meeting id# 71509975823 / Password: Illahee). Notice of the virtual meeting was posted 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 Amber Bartz; Commissioner John Burton; Administrator Theresa Haaland was sick, but opened the Zoom account so the meeting could proceed; Jon Buesch, Richard Martinez with Kitsap Bank, Cathy Johnson; John Parvis, Roy Barton, Don Jahaske, Janet Soderberg, and Owen Crouse who joined us from Austin Texas.

#### CONSENT AGENDA

*Commissioner Burton moved to approve the consent agenda items: January Meeting Agenda; December 8, 2021 Regular Meeting minutes; Interim Approval of outstanding bills for the month contingent upon their approval by the Port Auditor and the Commissioners as indicated by the signing of the Voucher Approval document; second by Commissioner Bartz; approved unanimously.*

#### SIGNING OF DOCUMENTS

With the Port Administrator out sick, the Commissioners agreed to come in to the Port of Silverdale office to sign the documents when they are ready.

#### ELECTION OF OFFICERS/JOB DUTIES

Commissioners voted to maintain the previous officer assignments with Commissioner Aho serving as Chairman/Auditor/Webmaster; Commissioner Burton serving as Secretary/Dock Manager; and Commissioner Bartz serving as Property Manager. It was noted that Ken Bagwell is the Port Attorney.

#### PUBLIC COMMENT – None

#### REPORTS/UNFINISHED BUSINESS

Loan/Line-of-Credit – Updated Term Letter was signed – Attorney Cynthia Weed with K&L Gates was contacted to draw up the necessary Resolution, Port Attorney Ken Bagwell was asked to review the Resolution.

Bond Resolution 2022-01 - Richard Martinez of Kitsap Bank was introduced by former Port of Illahee Commissioner Jon Buesch. Richard explained the Limited Tax General Obligation Bond and its implications for the Port and answered questions from the Commissioners, followed by questions from the attendees. Following the Q&A session *Commissioner Burton moved to approve Resolution 2022-01, seconded by Commissioner Bartz, and the Resolution was approved unanimously.*

#### Grants/Waterfront Access Improvements –

Commissioner Aho reported that he talked with John Piccone this afternoon and that they are catching up after being caught in the winter storm in the Seabeck area that affected their power and ability to leave their residence. They are receiving input from the DCD planners on the shoreline permit and will be able to provide information to the Commissioners soon. Commissioner Aho noted Mr. Piccone is planning to brief the



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Commissioners at least by the February meeting.

Treasurer's Report

As of December 31, 2021 the General Fund totaled \$109,234.72, Investments totaled \$277,220.45 and the balance of the Good Property Management (GPM) account totaled \$200.00 for a total of \$386,655.17.

Reports

Website – Commissioner Aho reported that while he was able to obtain a disk of the Surface Water Management Plan (SWMP) there were problems, and he was unable to post it to the website.

Properties

5560 Ocean View Boulevard/Rental Property –

It has been suggested that we increase the insurance coverage to a minimum of \$650,000, and maximum of \$700,000; incase of damage and the need to rebuild due to increasing property values, and labor and material costs. It was agreed the insurance coverage should be increased to \$650,000.

Good Property Management (GPM) is working with the renters regarding a septic blockage that incurred a \$1,300 bill. Renters are liable. The renters have refused to sign an annual lease, GPM has locked the renters into a month-to-month lease that is legally binding.

5500 Illahee Road/Rental Property – nothing to report.

5507 Illahee Road/Illahee Store Property – Commissioner Aho explained that the Pollution Liability Insurance Agency (PLIA) will be contacted once we know what the store plans are.

Dock/Pier – Commissioner Burton reported that there wasn't much to report especially since the weather has been snowy and cold.

**NEW BUSINESS**

Commissioner Aho noted that Resolution 2022-02, the setting of the 2022 meeting calendar will be approved at the February Port meeting.

**PUBLIC COMMENT** – Janet Soderberg asked if there was going to be a cross walk from the store to the dock area and noted the traffic and the speeds of the vehicles. Commissioner Aho noted he is also concerned as he walks that area nearly every day and understands the issues. Owen Crouse expressed an interest in attending the All Ports meeting on January 31 and wondered how he would be able to attend via Zoom. Commissioner Aho noted that when he updates the website, he can add the Zoom meeting link.

**EXECUTIVE SESSION** – None.

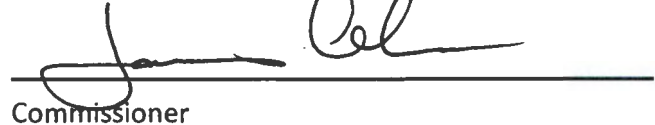
**ADJOURN**

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

Approved:

  
\_\_\_\_\_  
Commissioner

  
\_\_\_\_\_  
Commissioner

  
\_\_\_\_\_  
Commissioner



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### 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 \$8,247.69 and from the General Fund, this 21st day of January, 2022.

Port Auditor

Port Commissioner

Port Commissioner

Number	Name	Amount
4832	JAMES AHO	266.00
4833	AMBER BARTZ	266.00
4834	JOHN BURTON	266.00
4835	CASCADE NATURAL GAS	5.00
4836	HONEY BUCKET	83.00
4837	PUGET SOUND ENERGY	138.66
4838	WASTE MANAGEMENT	22.97
4839	BANK OF AMERICA	208.38
4840	WASHINGTON STATE DEPARTMENT OF REVENUE	1,213.38
4841	SOUNDWEST ENGINEERING ASSOCIATES	4,048.00
4842	KITSAP BANK	1,750.00