



Port of Illahee  
Minutes of Regular Meeting  
September 14, 2023

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 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 Jeffrey Rupert; Administrator Jennifer Olson; Roy Barton; Janet Soderberg and Arron Haugen

### **CONSENT AGENDA**

*The following consent agenda items were approved: September Meeting Agenda; August 9, 2023 Meeting Minutes; checks numbering 5077 through 5089 totaling \$8,887.23 as outlined in the attached Voucher Approval (motion by Buesch; second by Rupert all in favor).*

### **SIGNING OF DOCUMENTS**

Commissioners plan to stop by the Port of Silverdale office to sign documents tomorrow.

### **PUBLIC COMMENT**

### **REPORTS/UNFINISHED BUSINESS -**

On August 31, 2023 Commissioner Aho, John Piccone (SoundWest Engineering) and the Port's attorney met with the Suquamish Tribe. During the meeting the Tribe expressed a concern relative to a historical pattern of feeling unwelcomed at the Illahee docks. They commented that although some of the occurrences they recall may have been some time ago, there was still a general feeling that the Illahee community was unaccepting of Tribal Members present and using the facilities. This feeling contributed to the Tribes unwillingness to meet with the Port until recently. The Tribe also expressed some concern relative to the non-motorized fishing and recreation float; specifically, that it was farther out in the bay than they were agreeable to. They did however indicate that if the float were moved landward as far as the proposed moorage floats that would be acceptable. During the meeting the Port proposed a few remedies to these concerns including: A Tribal Member dedicated moorage slip with signage indicating the Tribal slip and educational signage on the pier related to not only the history of Port Orchard Bay and the Illahee Pier but also to the history of the Suquamish people in this area. The Port would do these things to clearly demonstrate to the Tribe and the community that Tribal Members are very welcome at the Port of Illahee. Additionally, a revision to the layout of the fishing and recreation float moving it back in alignment with the moorage floats was also proposed.



All three Commissioners reviewed the attached revised layout that John Piccone had proposed. The Commission agreed to have John Piccone present the updated proposal to the Suquamish Tribe. *Motion to approve John Piccone presenting the revised proposal to the Suquamish Tribe (motion by Rupert; second by Buesch all in favor).*

### **Waterfront Improvement Project (Upland Improvements)**

John Piccone recently received initial review comments from Kitsap County regarding the SDAP submittal as well as ROW and Building permits. There are several complex requests made by the county which are mostly related to working in the ROW. John Piccone will be going over these in detail with Commissioner Aho in the next couple weeks. John expects to have a more detailed update for all Commissioners at the October Port meeting.

### **Pier Piling Repair;**

The RCO grant agreement has been awarded and sent to Commissioner Aho and John Piccone for review and for Port execution. The new grant will provide an additional \$191,000 in funding towards replacement of the deteriorated Pier pilings.

### **Store Site Renovation:**

The Kitsap County Health Department asked for a septic master plan which is a sketch that outlines the design and size of a septic system. It takes into account various factors such as household size, soil type, site slope, lot size, proximity to sensitive water bodies, weather conditions, and local regulations. Commissioner Aho asked that John Piccone coordinate a septic master plan with Dave's septic per a request from the health department. John will be working on gathering necessary details and coordinating this over the next couple weeks.

There was much discussion amongst the Commission about the proposed vault toilets some of the issues brought up were the smell and noise and how *close they* will be to residential homes. The Commissioners are looking into seeing if the vault toilets are a requirement. If they are not a requirement what are the alternatives? Possibly an ADA Porta Potty might be a better option.

PLIA is moving forward with the cleanup plan and no work can start at the store property until all the contamination is cleaned up. PLIA is going to be contacting the Port within the next couple weeks with a progress report of where the contamination is and how they are going to fix it.

### **Reports**

Treasurer's Report as of August 31, 2023 General Fund \$86,137.35 Investments \$ 284,985.26  
Good Property Management (GPM) Account \$199.00 (total: \$371,321.61)



### **Illahee Days September 9, 2023**

Commissioner Rupert reported that Illahee days was a success this year, they had around 100 community members and felt there would of have been more if Illahee road had not been under construction. Commissioner Rupert mentioned that the receipts for Illahee Days amounted to \$1,000.00 which happened to be the allocated budget for the event. He expressed his anticipation for the upcoming year and extended his gratitude to the other Commissioners for allowing him to organize the event this year.

#### **Properties-**

##### **5560 Oceanview Blvd-**

Nothing to report.

##### **5500 Illahee Road- Illahee Road-**

Nothing to report.

##### **5507 Illahee Road / Illahee Store Property**

##### **Illahee Road lot**

Commissioner Aho suggested that the Port have a dumpster delivered, so they can get rid of all the sticker bushes.

##### **Dock/Pier**

Commissioner Rupert adjusted the lights.

#### **New Business**

The Administrator attached a budget review as of September 1, 2023 as the 2024 preliminary budget is due at the next Port meeting on October 11<sup>th</sup> and the 2024 final budget must be adopted during the November 8<sup>th</sup> Port meeting. It was discussed where to apply the expenses for Illahee Days? Roy Barton mentioned using the Economic Development - Community Involvement 789.10-line item since that was in the 2023 final budget. The Administrator is going to use 789.10 Economic Development-Community Involvement line item to pay expenses for Illahee Days .

#### **Public Comment**

Roy Barton asked about the vault toilets what is the maintenance and costs per year and can they cause problems down the road verses an ADA porta potty that can pumped every week if you have to. Roy suggested to check the price, life cycle, monthly costs of an ADA porta potty verses that of a vault toilet. Janet Soderberg thanked the Port for all their hard work.



**ADJOURN**

*At 7:55 PM the meeting adjourned (motion by Rupert; second by Buesch all in favor).*

**Next regular meeting October 11, 2023 @6:30pm- via Zoom**

**Small Ports Seminar – October 26<sup>th</sup> & 27<sup>th</sup> at Campbell's Resort in Chelan, WA**

**Kitsap All Ports October 30, 2023 @6:30pm**

Commissioner

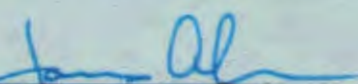
Commissioner

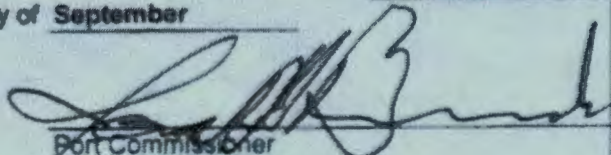
Commissioner



### 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 **\$8,887.23** and from the General Fund, this 13th day of September

  
Port Auditor

  
Port Commissioner

  
Port Commissioner

Number	Name	Amount
5077	JAMES AHO	256.00
5078	BANK OF AMERICA	17.03
5079	JEFFREY S. RUPERT	256.00
5080	JONATHAN BUESCH	256.00
5081	CASCADE NATURAL GAS	13.00
5082	CSD ATTORNEYS AT LAW	800.00
5083	HONEY BUCKET	135.50
5084	PORT OF SILVERDALE	750.00
5085	POSTMASTER	430.00
5086	PUGET SOUND ENERGY	203.46
5087	SOUNDWEST ENGINEERING ASSOCIATES	5,546.00
5088	US BANK	200.00
5089	WASTE MANAGEMENT	24.24