



Port of Illahee
Minutes of Regular Meeting
January 10, 2024

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 6:30PM. Also, in attendance were Commissioner Jeffrey Rupert; Commissioner Eric Hall; Administrator Jennifer Olson; John Buesch Roy Barton; John Piccone and Cathy Johnson.

CONSENT AGENDA

The following consent agenda items were approved: January 10th Meeting Agenda; December 13, 2023 Meeting Minutes; checks numbering 5130 through 5142 totaling \$8,513.63 as outlined in the attached Voucher Approval (motion by Rupert; second by Hall all in favor).

SIGNING OF DOCUMENTS

Commissioners plan to stop by the Port of Silverdale office to sign documents on Thursday January 11, 2024

Election Of Officers/Job Duties

There was much discussion amongst the Commissioners regarding the job duties. It was decided: Commissioner Hall will be serving as Property Manager. Commissioner Rupert will be serving as Dock Manager. Commissioner Aho will be serving as Chairman/Auditor/Webmaster.

PUBLIC COMMENT

Jonathan Buesch who Served as a Previous Port Commissioner talked about when he was Property Manager, one of the rentals is managed by a property manager, and he will introduce the renter to Commissioner Hall so he can establish a relationship.

REPORTS/UNFINISHED BUSINESS -

Waterfront Improvement Project (Docks and Pier only)

John Piccone with SoundWest Engineering reported on the USACE and WDFW Permit; He still has no confirmation from the Tribe that the fish committee has approved the revised design, the Corps permit process is pending removal of the Tribes objection. County SDAP Permit; The Port requested a 90-day extension to respond to the county request for information to provide time to see if the stormwater treatment vault funded by the county needed to be included in the permit. At this stage, the Port is unsure if the County stormwater treatment vault will occur, John Piccone with SoundWest Engineering plans to resume responding to the County request for information.



RCO Grants

John Piccone reported on grant status with the RCO (Recreation and Conservation Office) the project has been met with several unanticipated delays and obstacles. To date the Port has solved numerous issues and made progress solving difficult barriers however, the Port is still behind the original schedule. John has requested an extension to the RCO Grant, which he expects the RCO will likely approve. John said the Port is \$60K behind budget on what he'd like to see at this stage of progress. He does believe that \$180K is enough to get the Port to the finish line however, it will be important to not spend this budget on further ancillary items (such as stormwater treatment, design revisions and negotiations, extensive meetings with County about ROW(Right of Way) improvements.

Commissioner Aho has suggested that John prepare a budget amendment for the on-call task to continue assisting with these items if/when needed but not impacting the grant budget further. John plans to prepare that for approval at either the February or March meeting. Currently, the on-call task is well under budget as it was approved for anticipated items through the end of 2022 and there is still approx. \$25K remaining and unused.

Waterfront Improvement Project (Upland)

John Piccone continued his report regarding the Septic: Dave's Septic has completed their report indicating that with some repair the existing septic system can be used for the store.

Commissioner Aho and John Piccone have had several discussions with Kitsap County stormwater group regarding the possibility of a county funded treatment facility in the Ports upper parking lot. The County did confirm that that they have set aside a \$900,000 budget for this purpose however, the port still has not been able to get a firm confirmation as to how they would like to spend the money to incorporate a treatment system into the Ports planned project.

John Piccone continued his report regarding PLIA: After additional discussion with PLIA and their consultant, the consultant agreed to expedite drilling near the dock suggesting that the additional cost to expedite this work was approx. \$8,000 and that the previously planned work was estimated at approx. \$20,000 for a total cost of approx. \$28,000. He expected PLIA to pay the \$20K and the Port to pay the \$8k however, PLIA is suggesting a 50/50 split where the Port would pay approx. \$14K. John recommends after further discussion with the PLIA consultant, is for the Port to separately pay them to prepare a contaminated materials management plan (CMMP) based on the information they already have rather than spending \$14K on 50% of a new well. The cost is expected to be significantly less and well under the \$10K amount approved at the December meeting. John Piccone believes the Port can include that plan in the waterfront bid documents and make provisions for the possibility of handling contaminated soils in that fashion instead of participating in the cost of drilling the well.



Commissioner Aho and John Piccone have had discussion with PLIA and they understand that the Port would like to pay for and install a septic holding tank (to be used as a reserve drain field) when the clean-up construction work takes place. Currently, PLIA and their consultant are hoping to see the clean-up work occur this coming summer.

Pile Replacement Project

John Continued his report with the Pile Replacement Project;
Permits; The project is currently fully permitted.

Design; Only the inspection and a preliminary design concept has been completed and the Port is waiting for confirmation from the Tribe before proceeding with the engineering design in conjunction with finalizing the float and pier renovation design.

Grant and Contract Status; No grant funds have been expended to date and the grant contract is currently set to complete work by June of 2025. Currently, the Port does not have a task approved to begin final engineering and bidding but John would like to have that in place as soon as the Port is ready to move forward so the work can be included with pier and float renovation bids as soon as possible.

Anticipated Schedule; The current assumption is that this schedule will coincide with the pier and float work and occur as a single bidding and construction phase.

Treasurer's Report as of December 31, 2023 General Fund \$95,864.13 Investments \$287,854.98 Good Property Management (GPM) Account \$199.00 (total: \$383,918.11

Grant Status:

BFP RCO Share Total = \$881,065.00 Remaining RCO Balance \$669,761.40

ALEA RCO Share Total= \$500,000.00 Remaining RCO Balance \$392,241.38

RCFB RCO Share Total= \$191,000.00 Remaining RCO Balance \$191,000.00

Reports

Website

Commissioner Aho said he will post all pertinent reports to the Port of Illahee website.

Properties

5560 Oceanview Blvd-

Nothing to Report

5500 Illahee Road- Illahee Road-

John Buesch will take Commissioner Hall to Introduce him so they can establish a working relationship.

5507 Illahee Road / Illahee Store Property

Nothing to Report.

Illahee Road lot

Nothing to report.

Dock/Pier

Commissioner Rupert mentioned that some signage in the Port parking lot might need to be replaced in the near future .



New Business

Commissioner Aho discussed the Bathymetric Survey results: There are 138 tire-clumps each tire clump has 12–28 tires that make up a clump. Serco and Wav-C will perform a test sometime in July 2024, they will have Divers from the Kitsap Search and Rescue team remove 3 clumps to test out the turbidity of the water.

Resolution 2024-01 Establishing the Port of Illahee meeting schedule for 2024.

Commissioner Hall made a motion to approve Resolution 2024-01 (motion by Hall; second Rupert by all in favor).

Resolution 2024-02 MRSC ROSTERS SMALL PUBLIC WORKS, CONSULTANT AND VENDOR ROSTERS REOLUTION. *Commissioner made a motion to approve Resolution 2024-02*

(motion by Rupert; second Hall by all in favor).

Resolution 2024-03 Stormwater Memorandum of Understanding (Mou) Authorization

(motion by Rupert; second Hall by all in favor).

7. PUBLIC COMMENT

There was some discussion from the public about the Port using the MRSC data base and what happens to the small businesses, are they being pushed out ? The Administrator responded that joining the MRSC is free to the businesses regardless of size and she will reach out to small businesses that the Port has worked with, like All Lawn Maintenance and help them get signed up through the MRSC.

ADJOURN

At 8:05PM the meeting adjourned (motion by Rupert; second Hall by all in favor).

Next regular meeting February 14, 2024 @6:30pm- via Zoom

Kitsap All Ports January 29, 2024 @6:30pm

Commissioner

Commissioner

Commissioner