



## Port of Illahee Minutes of Regular Meeting

September 10, 2025

### Call to Order

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. **Commission Chairman James Aho** called the meeting to order at 6:30 PM. Also, in attendance were **Commissioner Jeffrey Rupert; Commissioner Eric Hall; Roy Barton; Jon Buesch; Cathy Johnson; Marie LeGuilly.**

### Consent Agenda

- September 10, 2025, Meeting Agenda
- Payment of bills with check numbers 5381 through 5389 totaling \$45,274.07 (motion by Rupert; second by Hall; all in favor)

### Signing of Documents

Commissioners plan to stop by the Illahee Store to sign documents on Friday, September 12, 2025.

### Public Comment

Marie, a new resident moving soon to Madrona Avenue, inquired about the progress of the dock and store project. She expressed interest in potentially opening a kayak rental business at the store location and the Port Administrator invited her to contact them for further discussion about the store's future.

## REPORTS/UNFINISHED BUSINESS -

### Grants/Waterfront Access Improvements

Commissioner Aho reported that the majority of dock and piling work was complete with underground utilities and a fire suppression system planned next. Roy Barton inquired about the fire suppression system, which Commissioner Aho explained would be for boat fires and not a full sprinkler system.

### Illahee Store Project

The new Rural Ports Program was discussed to help fund the renovation of the Illahee Store.

### Treasurer's Report as August 30, 2025

■ General Fund:	\$ 313,136.20
■ Investments:	\$ 306,887.52
■ Bond:	\$ 11,093.05
■ Total:	\$ 631,116.77

### Grant Status

BFP RCO: Total= \$851,065.00, Amount of RCO paid:\$ 760,597.32  
Remaining RCO Funds:\$ **90,467.68**  
• ALEA RCO: Total = \$500,000.00, Amount of RCO paid:\$ 245,044.01  
Remaining RCO Funds:\$ **254,955.99**  
• RCFB RCO: Total= \$191,000.00, Amount of RCO paid: \$18,296.16  
Remaining RCO Funds: **\$172,703.83**



## Website

Nothing new to Report

## Properties

- **5507 Illahee Road:** Nothing new to report.
  - Commissioner Rupert reported progress on the store fence situation with Robin, who has agreed to remove the boards and leave the posts for a future gate installation, addressing concerns about roof access and graffiti.
- **Lot 36 Illahee Road** - The property is currently listed on the MLS for \$75,000

**Dock/Pier** - Currently Closed for construction project.

## New Business

**Resolution # 2025-05 – Delegation of Authority for Sale of Surplus Property**

- Gives signing authority to Commissioner Hall, the Port's Property Manager

**Interim Port Administrator**

- Commissioner Hall volunteered to perform the duties of the Port Administrator as the previous administrator resigned. Compensation was discussed and whether it should be via commissioner stipends or through a "contract" mechanism like the previous Port Administrator. Commissioner Hall agreed to reach out to Ken Bagwell regarding the legality of this type of arrangement.

**Dock guardrail discussion**

- Commissioner Aho discussed the need to improve the dock's guardrails. He advocated for using the available contingency funds for the upgrades. The Commission debated whether these changes could be covered under the existing contractor's pier repair provisions. The Commission agreed that the railing improvements were desirable but disagreed about how to proceed. Commissioner Rupert and Hall opposed additional engineering costs.

**Documentation Concerns**

- Commissioner Hall expressed frustration with the lack of itemized invoices from SoundWest Engineering particularly because the Port will most likely be the focus of a state audit to the high value of the pier renovation project. Cathy Johnson emphasized the need for detailed, itemized invoices and time sheets to ensure compliance and proper allocation of funds across multiple grants. Commissioner Aho disagreed and believe that the invoices were within the RCO's allowed percentages.

Commissioner Aho had a concern with the August 13, 2025, Regular meeting minutes

## Adjourn-

At 8:30 PM, the meeting adjourned. (motion by Hall; second by Rupert; all in favor)

The next regular meeting is scheduled for October 8, 2025, at 6:30 PM via Zoom.

Handwritten signature in blue ink, appearing to be "E. Hall".

Commissioner

Handwritten signature in blue ink, appearing to be "Rupert".

Commissioner

Handwritten signature in blue ink, appearing to be "Aho".

Commissioner