

Port of Silverdale – Minutes of Regular Meeting on March 19, 2020

Port of Silverdale

Minutes of Regular Meeting

March 19, 2020

1. CALL TO ORDER

Commission Chairman Henry Aus called the meeting to order at 7:00 PM in the Port office. Also present were Commissioner Caleb Reese; Commissioner Ed Scholfield via phone; Administrator Theresa Haaland; Tim Knapp of TIKAR Services; Carla Larson; and Sarmila Basu also via telephone.

2. PLEDGE OF ALLEGIANCE

Everyone stood for the pledge.

Due to COVID-19 virus it was agreed the meeting should remain as short as possible. Several agenda items were labeled in red print, which indicated they would be tabled. The Center for Disease Control (CDC) guidelines were followed to the best of everyone's ability.

3. CONSENT AGENDA

The March 19, 2020 meeting agenda and the February 20, 2020 Regular meeting minutes were approved as submitted (motion by Reese; second by Scholfield; unanimous).

4. UNFINISHED BUSINESS

4.1. Port Programs

a. Sailing – the March 14th regatta was cancelled due to COVID-19 and all programs are currently on hold.

b. Rowing – payments to AquaTech in the amount of \$1,369.47 and \$937.68 were made for the winterization of the two safety boats.

4.2. Port Facilities

a. Department of Natural Resources (DNR) – Tabled

b. Dredge – Phil had provided the status via e-mail prior to the meeting. It stated: *Status: Appeal of permit from Washington Dept of Fish and Wildlife (WDFW) requires sharing info and trying to reach agreement to avoid formal hearing.*

I am assembling evidence of prior dredging areas and will be convening online with Atty General representing WDFW and Port consultant MSA to prepare for online conference with appellant Sound Action. MSA estimate is for appeal preparation and working with Department of Ecology and Army Corps of Engineers for the second permit needed.

It was agreed to approve Marine Surveys & Assessments Attachment A: Task List in the amount of \$12,450.00 (motion by Reese; second by Scholfield; unanimous).

c. Sailboat (WN6823JF) – the public sale is scheduled for Monday, March 23, 2020 at Noon. Commissioner Reese will be at the dock at that time to open any and all bids. Notice was placed in the Kitsap Sun and calls were made to individuals that were at one time interested in the vessel.

d. Benches – commemorating past Commissioners was tabled. The Port was notified that Lavonne Greaves, former Commissioner Lawrence Greaves' wife, passed away earlier this month. This is very sad and everyone agreed to pitch in and purchase a plant or something for Commissioner Greaves as a show of our sympathy. Tim offered to help figure out what to purchase. Commissioner Scholfield said that he had heard there was going to be a family graveside service and then later in the year a celebration of life. Our hearts go out to the Greaves family.

e. Electrical Repair – Commissioner Scholfield explained that under the facilities tab on the website it states that the power and water are off to the pier and floats. Commissioner Reese requested that a notice be placed on the main page of the website

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informing the public that the power will be off throughout the season. Commissioner Scholfield will work on that. It was also suggested to post signs on and around the facility. Tim will work on that.

f. Sea Plane Crash Expenses – a check to District Court in the amount of \$50 is being processed for authorization at tonight's meeting. Phil completed the Small Claims Notice of Claim against John F. Gotschall. On the status Phil provided via e-mail prior to the meeting he stated:

Court is temporarily shut down, but can file by mail anyway.

So the check will be mailed along with the claim to District Court.

g. Oil separator lid – Tim reported that the oil separator lid is in place and should be completed tomorrow.

4.3. Port Properties

a. Tenants – several of the Port's tenants are affected by the Governor's recent restrictions on businesses in an effort to decrease the outbreak of COVID-19. Sarmila Basu explained that Kitsap Art has had to shut down for now and she is hoping the Port would consider a reduction in rent. Commissioner Scholfield confirmed that several of the Port's tenants are affected by the restriction. Phil had prepared a resolution to help reduce the adverse financial impact to the Port's tenants.

It was agreed to adopt Resolution 2020-04 Reducing Rent for Port Tenants Impacted by COVID-19 Virus (motion by Scholfield; second by Reese; unanimous).

b. 9020 Washington Avenue/Elizabeth's House of Wax – Tabled.

c. 9004 Washington Avenue/DRC – Tabled.

d. 3330 Lowell Street/Sugar Studios – Tabled.

e. 3295 Lowell Street/Abbeel Studios – Tabled.

f. 3215 Lowell Street, Suite 161/Bob Guardino – Tabled.

g. 3215 Lowell Street, Suite 191 – Tabled.

h. 3421 Byron/Bilingue – Tabled.

4.4. Waterfront Center and Pump Station #3 Predesign Workshops – Tabled.

4.5. Paving of alley between 9004 Washington Avenue and Silverdale Autoworks. Phil's status stated:

Have new drawing by Tim and Lee Knapp for less than 5,000 sf area, and will work on new permit before engaging contractor – no sense in scheduling work until get permit.

Tim said that once Phil completes the permit process, he will take the lead on it.

4.6. Grant Funding – the Recreation Conservation Office (RCO) officially accepted the Port's Comprehensive Plan and the Port is now grant eligible.

4.7. Benefits – Commissioner Aus mentioned that this should be pursued, but it was agreed to table it for now.

4.8. Barred Brewing Company – Tabled.

5. NEW BUSINESS

5.1. Derelict vessel – on March 9, 2020 the Coast Guard tied up a derelict vessel (WN386DP) to the Port's facility. The evening

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of March 10th the vessel capsized and continues to be floating upside down tied to the dock. Tim explained that the Coast Guard said that they were going to contact the Army Corps of Engineers. Commissioner Scholfield suggested Phil be asked if he has a point-of-contact for the Army Corps of Engineers. Tim was advised not to take action at this time.

5.2. Central Kitsap Food Bank is having their annual auction and asking for donations. *It was agreed to donate two two-night free moorage gift certificates to the Central Kitsap Food Bank for its annual auction* (motion by Reese; second by Scholfield; unanimous).

5.3. CK Reporter/Sound Publishing will have a Discover Kitsap insert in the newspapers. It was decided not to advertise in it at this time.

5.4. Mussel Watch Sampling started on March 11, 2020.

6. **SAFETY/SECURITY** – Nothing to report.

7. APPROVE EXPENDITURES & ELECTRONIC TRANSFER

The attached voucher approval totaling \$41,427.02 checks numbering 12366 through 12390 and Electronic Funds Transfer 2020-03 to the U.S. Treasury in the amount of \$1,997.06, were approved (motion by Reese; second by Scholfield; unanimous).

8. **EXECUTIVE SESSION** – None.

9. ADJOURN

At 10:14PM the meeting adjourned (motion by Scholfield; second by Reese; unanimous).

Approved:

Commissioner



Commissioner



Commissioner

