

**PORT & HARBORS ADVISORY BOARD
MEETING MINUTES
DATE: January 10, 2006**

CALL TO ORDER:

The Port & Harbors Advisory Board meeting was called to order at 7:15 p.m., January 10, 2006, in the Port & Harbors Department Office Building, 2933 Tongass Avenue, Ketchikan, Alaska.

ROLL CALL:**MEMBERS PRESENT:**

[x] Mr. James "Rod" Bray
 [] Mr. Rick Erickson
 [x] Ms. Donna Gellings
 [x] Mr. John Malouf
 [x] Mr. Dave Nesje (Chairman)
 [x] Mr. Martin Pihl
 [x] Mr. Dale "Mickey" Robbins (Vice Chairman)
 [] Mr. Lew Williams (Councilmember)
 [] VACANT

MEMBERS ABSENT:

	Excused
[] Mr. James "Rod" Bray	[]
[x] Mr. Rick Erickson	[x]
[] Ms. Donna Gellings	[]
[] Mr. John Malouf	[]
[] Mr. Dave Nesje (Chairman)	[]
[] Mr. Martin Pihl	[]
[] Mr. Dale "Mickey" Robbins (Vice Chairman)	[]
[x] Mr. Lew Williams (Councilmember)	[x]
[] VACANT	

MOTION was made by Mr. Pihl to excuse Mr. Erickson. **MOTION SECONDED** by Mr. Bray. **MOTION PASSED** with Mr. Bray, Ms. Gellings, Mr. Malouf, Mr. Nesje, Mr. Pihl and Mr. Robbins in favor; none opposed; two absent; and one vacant positions.

MOTION was made by Ms. Gellings to excuse Mr. Williams. **MOTION SECONDED** by Mr. Bray. **MOTION PASSED** with Mr. Bray, Ms. Gellings, Mr. Malouf, Mr. Nesje, Mr. Pihl and Mr. Robbins in favor; none opposed; two absent; and one vacant positions.

STAFF PRESENT:

Mr. Christopher Brewton
 Ms. Donna Ryan

PUBLIC PRESENT:

None

MINUTES:

MOTION was made by Mr. Bray to accept the minutes of the December 13, 2005 meeting of the Port & Harbors Advisory Board. **MOTION SECONDED** by Mr. Robbins. **MOTION PASSED** with Mr. Bray, Ms. Gellings, Mr. Malouf, Mr. Nesje, Mr. Pihl and Mr. Robbins in favor; none opposed; two absent; and one vacant positions.

Note: Board members request more detailed minutes. A suggestion to provide draft quickly for board members review and additions was acceptable.

AMENDMENTS TO AJENDA

1) Mr. Phil requests board to reconsider its position on requesting the City and Borough to place the proceeds from the Raw Fish Tax into the Harbor Fund. Add to agenda as Old Business, Item #3.

2) Mr. Phil request information regarding the funding of the Visitors Bureau from the Port Fund. Add to Agenda as Old Business, Item #4.

COMMUNICATIONS:

None

PERSONS TO BE HEARD:

None

OLD BUSINESS:

Agenda Item #1: Bar Harbor Floats 3 & 4 weather design problem

MOTION was made by Ms. Gellings to request the Harbor Master to work with the City of Ketchikan to have the weather design problem at Bar Harbor Floats 3 & 4 included in the discussion on the scope of work with PND on Phase III **MOTION SECONDED** by Mr. Bray. **MOTION PASSED** with Mr. Bray, Ms. Gellings, Mr. Malouf, Mr. Nesje, Mr. Pihl and Mr. Robbins in favor; none opposed; two absent; and one vacant positions.

Note: The board had an extensive discussion in regards to the board's involvement in the design process.

MOTION was made by Ms. Gellings to request the Harbor Master include the Ports & Harbors Advisory Board in the Phase III prioritization of projects at the appropriate time. **MOTION SECONDED** by Mr. Bray. **MOTION PASSED** with Mr. Bray, Ms. Gellings, Mr. Malouf, Mr. Nesje, Mr. Pihl and Mr. Robbins in favor; none opposed; two absent; and one vacant positions.

Old Business

Agenda Item #2: Waitlist Procedures

Discussion ensued on the proposed annual fee and the proposed requirement to require application to the wait list after two consecutive ninety-day open moorage permits.

Discussion ensued regarding requiring boats to provide proof of insurance.

Note: Mr. Bray requests continued investigation of liability insurance for vessels.

MOTION was made by Mr. Pihl that the board recommends that in the case where a stall is leased only in the name of one spouse that on the death of that stall holder the slip go to his/her spouse. **MOTION SECONDED** by Mr. Bray. **MOTION PASSED** . with Mr. Bray, Mr., Ms. Gellings, Mr. Malouf, Mr. Nesje, Mr. Pihl and Mr. Robbins in favor; none opposed; two absent; and one vacant positions.

Agenda Item #3: Raw Fish Tax

Mr. Phil moved that the Ketchikan Port and Harbors Advisory Board request that both the City and Borough place the proceeds from Raw Fish Tax in Harbors Fund as one of the needed sources for maintenance and upkeep of the Harbors. **MOTION SECONDED** by Ms. Gellings. **MOTION PASSED** with Mr. Bray, Ms. Gellings, Mr. Malouf, Mr. Nesje, Mr. Pihl and Mr. Robbins in favor; none opposed; two absent; and one vacant positions.

Agenda Item #4: Funding of Visitors Bureau from Port Funds

Mr. Brewton said the City Council passed, via the budget, that the Visitors' Bureau will receive forty-five percent of its funding from the Port Fund. A lengthy discussion ensued.

NEW BUSINESS:

Agenda Item #1: Alaska State House Bill 25 – Refund of Fish Tax to Municipalities

MOTION was made by Mr. Malouf to recommend to the City Council and the Borough Assembly to support House Bill 25. **MOTION SECONDED** by Ms. Gellings. **MOTION PASSED** with Mr. Bray, Ms. Gellings, Mr. Malouf, Mr. Nesje, Mr. Pihl and Mr. Robbins in favor; none opposed; two absent; and one vacant positions.

OTHER NEW BUSINESS:

Agenda Item #1: Thomas Basin Float 7 Procurement – Contract Award to Transpac Marinas

MOTION was made by Ms. Gellings to have Mr. Nesje and Mr. Bray compose and send a letter on behalf of the board addressing the board's concern about the lack of a curtain wall . **MOTION SECONDED** by Mr. Pihl. **MOTION PASSED** . A discussion ensued with concerns expressed regarding the effect of the current and its sediments on the harbor and the construction of the new floats.

Note: Mr. Bray said he would like the minutes to reflect that he is still concerned about this project and hopefully that the board is also...it sounds like they are.

HARBORMASTER REPORT:

Mr. Brewton said the Spruce Mill dock is on schedule. He said the only major change order he is aware of is the removal of the non-functioning man-overboard lights on the ladders. PND will be here the 11th and 12th of January to work on the sixty percent design review. He stated that the department is taking current measurements in Thomas Basin; the highest measurement so far is 1.9 knots. Mr. Brewton said that Phase III has been approved for PND to be here the week of the 23rd to begin negotiating the contract. He said that the Knudson Cove and Hole-in-the-Wall transfers are still in process; a survey needs to be done on one portion of Knudson Cove. We are proceeding with the transfer of the other parcels. The Hole-in-the-Wall access ramp replacement is about ninety-five percent complete. Mr. Brewton showed a portable meter and explained the possible usage for transient moorage. A discussion ensued. The working group that is trying to get the Tall Ship to come in 2008 is picking up a lot of momentum. Mr. Brewton stated that he is member of the working group and that there is a lot of high level support including the governor's bi-centennial working group. A discussion ensued with the board expressing their concerns. He said that security exercises are scheduled for the 29th and 30th of March with a planning meeting on the 12th of January. There is an area maritime security meeting on the 13th of January. Mr. Brewton said that we have three vessels in impound that we are now advertising for auction. The Arctic Star has been disposed of by sinking in a Coast Guard approved manner. He said that two members attended the Seattle Boat Show one from Port and Harbors for a week and one from the Visitors Bureau for a week. Mr. Brewton said the Visitors Bureau and Harbors shared the costs and that the Juneau Harbor shared their booth. He said that a limited number of business cards with discounts are distributed and that tracking them last year showed that they contributed to the eleven percent increase in harbor visitors. He said the approval to change the Accounts Coordinator position to an Administrative Assistant position has been approved and that Human Services is working to get that position filled. Also received approval to add an additional maintenance position. The Harbor Master position will be replaced with a lead position. Staff has completed drafts to update our emergency response plan and the oil spill contingency plan has been updated to include Knudson Cove and Hole-in-the-Wall and we have a draft-towing contract to respond to disposal problems we have with derelict vessels. The contractor is supposed begin removing the rest of the wall to locate the leak in this building and initiate repairs. Senator Stedman asked for another project specifically related to a ramp installation; we put together a project for an additional ramp in Bar Harbor next to the existing one for about \$780,000, which includes repairs to the adjacent grid wall. A discussion ensued.

COMMITTEE MEMBER COMMENTS:

Mr. James "Rod" Bray said that with the weather being mild and so forth he has seen a lot more maintenance in the harbors. Guys down pressure washing the floats and that he is really enthused to see that going on.

Ms. Donna Gellings had no comment.

Mr. John Malouf asked Mr. Brewton if there was any way that he could support the additional launch ramp request that was sent to Senator Stedman. He said his other comment is that if Mr. Brewton needs any help on the parking lot reconfiguration that he would be open to assisting him. The other comment he had is the last time Mr. Brewton did a follow up on his question of the key cards for the bathrooms that it was a lot more than was first anticipated and it also included the cranes. He said that is something he had not thought of and after thinking about it for a month; he still thinks it is a good idea.

Especially if it can open up the cranes and that revenue, over time, can pay for the system. He thinks that would be a great benefit for the harbor. Even if it is five – ten thousand dollars and it takes five years to pay for it, then the department would break even sometime down the line. He said he would like to see it go forward...He didn't know if he should ask to have it put on the agenda again or.... When Mr. Brewton mentioned the cranes, he thinks that would be a great benefit to the harbor users. He said he knows that when he comes in off of geoducks it is a bit of a pain to go up to the harbormaster's office to get the key to use the crane. He said he could swipe his card, it would bill him directly and it would work for the bathrooms also.

Mr. Dave Nesje had no comment.

Mr. Martin Pihl said he appreciates the reconsideration of the fish tax issue and hopes that they get somewhere on it.

Mr. Dale "Mickey" Robbins had no comment.

ADJOURNMENT:

ADJOURN at 9:50 pm.

MINUTES APPROVED:

Chair/Vice Chair Signature

Date