

**PORT & HARBORS ADVISORY BOARD
MEETING MINUTES
DATE: August 8, 2006**

CALL TO ORDER:

The Port & Harbors Advisory Board meeting was called to order at 7:15 p.m., August 8, 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)
 [] Mr. Martin Pihl
 [x] Mr. Dale "Mickey" Robbins (Vice Chairman)
 [] Mr. Lew Williams (Councilmember)
 [x] Terri-Lee Gould

MEMBERS ABSENT:

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

MOTION was made by **none** to excuse _____. **MOTION SECONDED** by _____. **MOTION PASSED** with Mr. Bray, Mr. Erickson absent, Ms. Gellings, Mr. Malouf, Mr. Nesje, Mr. Pihl absent, Mr. Robbins, Mr. Williams absent, and Mrs. Gould in favor; none opposed.

STAFF PRESENT:

[x] Mr. Christopher Brewton
 [x] Mr. Les Zetterberg
 [x] Ms. Sue Kurle

PUBLIC PRESENT: None

MINUTES:

MOTION was made by Ms. Gellings to accept the minutes of the March 14, 2006 meeting of the Port & Harbors Advisory Board. **MOTION SECONDED** by Mr. Bray. **MOTION PASSED** with Mr. Bray, Mr. Erickson absent, Ms. Gellings, Mr. Malouf, Mr. Nesje, Mr. Pihl absent, Mr. Robbins, Mr. Williams absent, and Mrs. Gould in favor; none opposed.

COMMUNICATIONS:

1. None

PERSONS TO BE HEARD:

None

OLD BUSINESS:

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

Plan to utilize a float from Casey Moran Float to use as a temporary-floating breakwater that will be about 200 feet. We have perminate application in place. Chris talked to Coast Guard & Corps of Engineers people & DNR today. It will have to be well lighted. I should be less than \$50,000.00. We need permits in place before we can do anything. Permits will be submitted this week. PND is doing a engineering design to make sure it can stand up to bad weather. Ms. Gellings express thanks to Chris for trying to find temporary solution to the problem. Perminante breakwater will take legislation solicitation that we need to start right away.

No Motion Made

Agenda Item #2: Phase III – Prioritizing of projects

Dick Summerville, PND would like to come down for our next meeting September 12, 2006 to do a presentation on what they have. They received topographic & graphametric survey information from R&M August 3, 2006. He has most everything lined out and ready to go at that time. We have a list of projects to review. Sue will include the lists in the agenda packet. The next meeting will be primarily prioritizing meeting. Chris said we should have about \$900,000.00 from phase II to transfer to phase III, it should give us close to \$4,000.000.00 for phase III. The board had a discussion about the proposed Stedman Street project in Thomas Basin and what the Harbor should and should not fund. The dredging is done. Harbor may pay for combination fishing platform/current diverter, & perhaps the restroom facilities and part of the prom anode. Not the parking area & upland improvements. There may be a million dollars from state money for a parking lot improvement project. The board is concerned about funding projects that do not benefit harbor users.

No Motion Made

Agenda Item #3: TB Float 7 – Lack of curtain wall

It is there; so far it seems to be working well. Transpac was out today to do an inspection; we have a 2-inch tilt on it. They will fix it with floatation until its level. They will remove the old cable after all new cable & pedestals are installed. There will be 30 & 50 amps available when done. The meter bases do not have lights.

MOTION was made by Mr. Robbins to remove agenda item # 3 from the agenda list. **MOTION SECONDED** by Mr. Nesje. **MOTION PASSED** with Mr. Bray, Mr. Erickson absent, Ms. Gellings, Mr. Malouf, Mr. Nesje, Mr. Pihl absent, Mr. Robbins, Mr. Williams absent, and Mrs. Gould in favor; none opposed.

Agenda Item #4: Raw Fish Tax

Has Mr. Williams followed up with the resolution? Ms Gellings move to send Mr. Williams a reminder.

MOTION was made by Ms. Gellings to send Mr. Williams a reminder. **MOTION SECONDED** by Mr. Bray. **MOTION PASSED** with Mr. Bray, Mr. Erickson absent, Ms. Gellings, Mr. Malouf, Mr. Nesje, Mr. Pihl absent, Mr. Robbins, Mr. Williams absent, and Mrs. Gould in favor; none opposed.

Agenda Item #5: Waitlist Procedures

Ms. Gellings wanted to look at rate comparison list for a moment. Return to Waitlist Procedures. Discussion between all board members came to no conclusion will leave on agenda and review in 6 months.

MOTION was made by Ms. Gellings to leave on agenda and review in 6 months. **MOTION SECONDED** by Mr. Bray. **MOTION PASSED** with Mr. Bray, Mr. Erickson absent, Ms. Gellings, Mr. Malouf, Mr. Nesje, Mr. Pihl absent, Mr. Robbins, Mr. Williams absent, and Mrs. Gould in favor; none opposed.

Agenda Item #6: Rate Fee Comparisons

Not all harbors are on the list; the board would like to see the comparison from Petersburg Harbor on the list for next meeting. The board discussed finding a simple way to supply power to everyone that wants it at the least cost to the harbor. It may be as simple as calculating the maximum amount of power a boat can use in a 24-hour period. The stallholders would have to give up their right to exclusive use of that meter with the understanding that the harbor would be responsible for collecting from the transient and crediting the stallholder for that usage. City Council may have to create an ordinance to accomplish this. There would have to be some way to identify the authorized electric user. Most harbors are having the same problem.

MOTION was made by Ms. Gellings to add rate fee comparison on to old business for next meeting. **MOTION SECONDED** by Mr. Bray. **MOTION PASSED** with Mr. Bray, Mr. Erickson absent, Ms. Gellings, Mr. Malouf, Mr. Nesje, Mr. Pihl absent, Mr. Robbins, Mr. Williams absent, and Mrs. Gould in favor; none opposed.

NEW BUSINESS:

Agenda Item #1: Amendment to Ketchikan Municipal Code

Item (J) Ms. Gellings moved that Amendment “J” be supported by the board & forwarded to the City Council. No discussion.

MOTION was made by Ms. Gellings to support Amendment “J”. **MOTION SECONDED** by Mr. Bray. **MOTION PASSED** with Mr. Bray, Mr. Erickson absent, Ms. Gellings, Mr. Malouf, Mr. Nesje, Mr. Pihl absent, Mr. Robbins, Mr. Williams absent, and Mrs. Gould in favor; none opposed.

Item (5) Ms. Gellings moved that Amendment 5 be forwarded to City Council for consideration.

MOTION was made by Ms. Gellings to forward Amendment “5” to the City Council for consideration. **MOTION SECONDED** by Mr. Bray. **MOTION PASSED** with Mr. Bray, Mr. Erickson absent, Ms. Gellings, Mr. Malouf, Mr. Nesje, Mr. Pihl absent, Mr. Robbins, Mr. Williams absent, and Mrs. Gould in favor; none opposed.

Item (F) Ms Gellings moved the Amendment “F” be forwarded to City Council for consideration. Mr. Brewton will give to Mr. Schweppe and present to council the meeting of September council meeting.

MOTION was made by Ms. Gellings to forward Amendment “F” to the City Council for consideration. **MOTION SECONDED** by Mr. Bray. **MOTION PASSED** with Mr. Bray, Mr. Erickson absent, Ms. Gellings, Mr. Malouf, Mr. Nesje, Mr. Pihl absent, Mr. Robbins, Mr. Williams absent, and Mrs. Gould in favor; none opposed.

Agenda Item #2: Adopting Juneau Harbor Language to our Municipal code to handle derelict boats.

Mr. Brewton stated we have nothing to submit, but Juneau has what is called propulsion sufficient mode of force, a manufactures definition of installed main propulsion for the vessel. We are working on the language. The intent is to get rid of all derelict vessels.

No Motion Made

OTHER NEW BUSINESS:

NONE

HARBORMASTER REPORT:

1. Spruce mill dock is complete except for fire hydrant install. On time on budget.
2. GTA done, realigned some of bollards, the planters are in and planted. Need more Garbage containers.
3. Port expansion project will be wrapped up next week, Casey Moran will be cleared August 12, 2006 and will start float demolition August 14 & 15 2006. We have enough space to accommodate everyone from Casey Moran and we have a back up plan to use dock space that the Slagles have if we need it. The contractor will be issuing by-weekly updates via fliers and articles in the newspapers, plus weekly progress meetings on what's happening. They are still pressing on with the idea of making a floating dock capable of handling other ships during the off-season. 50x300 foot barge, with a 400 ft tempering for tie up for mid size vessels on the inside. We are trying to chance the original plan from steel gangways to aluminum.
4. Thomas Basin floats 1 & 7 will have name tags, Mr. Brewton did interviews with Ketchikan Daily News on the Thomas Basin project and did a pretty go job of putting a positive approach to it, he did the same thing with the project manager from ACC, which was the prime contractor for the port expansion. It should be coming out in the next few weeks. The electrical is about 65% done; we are short 4 pieces of wire coming in from Juneau within the next day or so. All the pedestals will be installed with in the next day or so. The contractors will be out of town for about a week, and then they will start the switch over.
5. PND will be here on September 12, 2006 to present us with the latest design on specific projects. They are looking at a complete redesign of Knudsen Cove, at Thomas Basin project, realign the grid, and do the rest of the floats in Bar Harbor South. Also a second launch ramp here at Bar Harbor.
6. Knudson Cove / Hole in the Wall transfer has been approved by the Borough about three weeks ago, we are waiting for a DNR survey instructions to survey a final piece to do the final transfer. It will be two more months before we get survey instructions. We submitted the application in December 2005.
7. We talked about the breakwater project at Bar Harbor South.
8. A local contractor will be doing five panels of concrete repair in Bar Harbor North. It should start the third week in August 2006. We did a repair Bar Harbor South Float eight; it seems to be holding up well.
9. Fish & Game has order the lights for the fish cleaning stations and should be here any day now.
10. About two weeks ago we were able to get the launch ramp dredged at a super low tide.
11. Our building is being repaired, there was a lot more than we thought, we will be getting a larger single windows to replace the others. Upgrading to a larger rated window.
12. Harbormaster's conference will be October 23-27, 2006.
13. We have a vessel & float auction August 12, 2006 at 10:00 am.

14. We had the Corps of Engineers permitting people visit about a week ago. Showed all the projects we want to do. We will need about eight permits from them. They looked at the Gravina Project. Prior doing any kind of work on laying the cable, we have to physically catch any sea life and relocate, then put them back when we are done, if there are rocks with barnacles, algae or any other sea life will also have to be removed and put back. We have to document with photos.
15. City is doing a title search for bayside float.
16. The budget packets for 2007 have been sent to department heads for review, we have to have first draft back to finance by September 8, 2006. Hold the line on what we did last year, 3% inflation & 15% adjustment for fuel costs. Mr. Brewton stated that he would like to ask for an additional maintenance position. With the transfer of Knudson Cove & Hole in the Wall and the new ports, having 2 positions is not enough. Board will support 100% for more help and supplies.
17. Les Zetterberg was promoted to Senior Harbormaster, Sue Kurle hired as Administrative Assistant, which was upgraded from an Accounts Coordinator position, Dan Berg was hired full time as a Maintenance Person, and Dave Timmerman was promoted from an Assistant Harbormaster/Maintenance worker to an Assistant Harbor Master. Les Zetterberg has come out of the rotation schedule and is Monday-Friday. Will be working on harbor issues and getting us a harbor maintenance plan in writing to show the council in black & white that we do need additional help.
18. The legislature did pass the 50/50 bill this year; they did not identify any kind of funding for it. Mr. Brewton has asked the president of AAHPA if they will do something about this, but I have not heard anything yet.
19. Tall ship has fell by the wayside, the cost to do it is too much. We will still try to get the "Eagle" to come up to do a tour.
20. Welcome aboard to the new advisory board members.
21. Duty harbormaster rotation changed. Les Zetterberg came out, Dave Timmerman went in so John Parsons, Dave Timmerman and Mike Peters are in the rotation. Dave Timmerman was primarily on the port so now on his days off we have other people covering port and it has worked well.
22. The Coast Guard has a new regulation they are trying to implement called TWICK, Transportation Work Identification Credentials. It is a program that requires a biometric security card for any port related worker. That means a person would go to a designated center to get finger printed, do back ground check, come back at a later date to get your card. The card is \$150.00; the test areas will be Juneau, Seattle or Anchorage. We have 15 security people in the summer time, we 3 tempary harbormasters in the summer time, 5 full time harbor masters, that's about 20-25 people that are required to travel 2 trips to Juneau, plus the lost of work time, travel, meals & hotels costs. It will cost us around 75,000,00 for this program, we apposed it in the writing during the review period, and they are setting on it for a while but I don't think it will go away.

COMMITTEE MEMBER COMMENTS:

Mr. James "Rod" Bray
Float 7 very Clean, Thomas Basin cleaned up well too. I appreciate it. Security is level 1 not 2.

Mr. Rick Erickson
Absent

Ms. Donna Gellings
Welcome back Terri. Lets keep the quorums going. I hate reading about everything in the paper.

Mr. John Malouf
Welcome Terri Gould to the board.

Mr. Dave Nesje
Welcome back Terri, thanks to everyone for coming, I will try to attend more often.

Mr. Martin Pihl
Absent

Mr. Dale "Mickey" Robbins
Welcome back Terri.

Mr. Lew Williams
Absent

Terri-Lee Gould
Good to be back.

ADJOURNMENT:

MOTION TO ADJOURN was made by Mr. Robbins at 9:00 pm. **MOTION SECONDED** by Mr. Bray. **MOTION PASSED** with Mr. Bray, Mr. Erickson absent, Ms. Gellings, Mr. Malouf, Mr. Nesje, Mr. Pihl absent, Mr. Robbins, Mr. Williams absent, and Mrs. Gould in favor; none opposed.

MINUTES APPROVED:

Chair/Vice Chair Signature

Date