

**PORT & HARBORS ADVISORY BOARD
MEETING MINUTES
DATE: October 16, 2007**

CALL TO ORDER:

The Port & Harbors Advisory Board meeting was called to order at 7:00 PM, 10/16/07, in the Port & Harbors Department Office Building, 2933 Tongass Avenue, Ketchikan, Alaska.

ROLL CALL:

MEMBERS PRESENT:

[X] Mr. James "Rod" Bray
[X] Mr. Rick Erickson
[X] Ms. Donna Gellings
[] Mr. John Malouf
[X] Mr. Dave Nesje (Chairman)
[]
[X] Mr. Dale "Mickey" Robbins (Vice Chairman)
[] (Council member)
[] Terri-Lee Gould

MEMBERS ABSENT:

	Excused
[] Mr. James "Rod" Bray	[]
[] Mr. Rick Erickson	[]
[] Ms. Donna Gellings	[]
[X] Mr. John Malouf	[X]
[] Mr. Dave Nesje (Chairman)	[]
[]	[]
[] Mr. Dale "Mickey" Robbins (Vice Chairman)	[]
[] (Council member)	[]
[X] Terri-Lee Gould	[X]

[X] Mr. Steve Corporon
[X] Mr. Les Zetterberg
[X] Ms. Sue Kurle

MINUTES:

MOTION was made by Mr. Rod Bray to accept the minutes of the July 10, 2007 meeting of the Port & Harbors Advisory Board. **MOTION SECONDED** by Mr. Erickson, **MOTION PASSED** with Ms. Gellings, Mr. Nesje, Mr. Robbins, Mr. Bray, Mr. Erickson

COMMUNICATIONS:

None

PERSONS TO BE HEARD:

None

OLD BUSINESS:

Agenda Item #1:

Bar Harbor floats 3 & 4, weather design problem is an on going project per Mr. Zetterberg. Ms. Gellings wanted to know when we would have the temporary breakwater in. Les stated maybe November 2007. It will go out for bid.

Agenda Item # 2:

Rate Fee Suggested Changes: Bob Newell was on hand to go over rate increases planned for the 2008 budget. He stated that we need to increase revenue by 15% across the board. The PHAB board would like to increase the open moorage more and the reserve moorage less. Our open moorage rates are much lower than other harbors in Alaska. Mr. Newell will generate some numbers to see if he can come up with something more equitable. Mr. Newell brought a five-year projection spread sheet with & without increases. It also shows where the money is coming from and where it is going. With no increases by the end of 2012, Port & Harbors would be in the arrears by (1,818,589.00) in reserves. With the increases of 2008 15%, 2009 10%, 2010 10%, 2011 15%, & 2012 25% the budget total left in reserves would be 710,267.00 by the end of 2012. We need to get our recommendations for the spread of rate increases to the council by January 2008. Mr. Zetterberg stated that the biggest increase should be towards daily moorage, then one month permits, then three month permits. Steve will run some numbers and send to PHAB through the e-mail. Sue will update the rate comparison spread sheet. Ms. Gellings would like to look at the garbage & Electric rates. Mr. Bray would like to find some way to charge the Pennock Islanders for using the harbors dumpsters. Mr. Newell said they could look at it again, but they could not come up with anything in the past. Ms. Gellings stated that the PHAB Board is on board for an additional Maintenance position.

NEW BUSINESS:

Agenda Item #1: Notification to City Council to Motivate the Governor for more funds. Mr. Corporon drafted two position papers for the managers' office to be included in the legislative liaison booklet. One is on laying out our capital program for the next several years, the need is because the State of Alaska passed onto the City of Ketchikan the harbors in poor condition which requires repair's to be done to bring them up to safe & acceptable standards. The other one is about getting the State of Alaska moving on Knudsen Cove & Hole in the Wall funding.

Agenda Item #2: Bob Newell already covered rate increases & review of revenue numbers in old business.

Agenda Item #3: Review of draft of Port & Harbor 2008 budget. Ms. Gellings stated that the Harbor budget looked pretty straightforward but was flabbergasted by the Port budget. Mr. Corporon explained about needing additional Security positions to cover all four berths, we are also asking to make the Port Operations position a full time year round position from temporary Port Operations for the summer season. We will need to purchase uniform items for all the crossing guards & security people. We need raingear & vests and a uniform allowance for dark blue pants & dark blue shirts so they stand out as crossing guards & security people. We have budgeted sending all port people up north twice for the TWIC system. There is no guarantee that there will be a mobile unit taking care of TWIC cards. We are asking for a vehicle for port usage, a small forklift for berth 4, and ½ of a new skiff. Mr. Corporon will look into the possibility of getting grant money for port security to use to purchase a skiff. Mr. Nesje asked if we are sending someone to the Seattle Boat Show in 2008? We did not go in 2007. Steve stated we would look into it.

The PHAB board is concerned about the harbor department paying for the repair of the Thomas Basin retaining wall. Does that belong to Public Works? Mr. Robbins stated that he thought it made more sense to repair the Hole in the Wall Breakwater before replacing all floats. Steve said we could change that.

MOTION was made by Mr. Bray to have the Public Works repair out of their budget, the retaining wall at Thomas Basin. **MOTION SECONDED** by Mr. Erickson. **MOTION PASSED** with Ms. Gellings, Mr. Nesje, Mr. Robbins, Mr. Bray, and Mr. Erickson.

Agenda Item #4: Consideration of a resolution supporting the submission of Denali Commission Waterfront Development grant for reconstruction of Hole in the Wall. We need to replace the access ramp. Port & Harbors are looking for the support from the board.

MOTION was made by Ms Gellings to except the resolution supporting the Denali Commission Grant for Hole in the Wall. **MOTION SECONDED** by Mr. Robbins **MOTION PASSED** with Ms. Gellings, Mr. Nesje, Mr. Robbins, Mr. Bray, and Mr. Erickson.

OTHER NEW BUSINESS:

Ms. Gellings wants to keep "Approach City Council about future capital money in old business.

HARBORMASTER REPORT:

Mr. Corporon has been on the job for about a month, he is retired Coast Guard, graduated from the academy in 1982, is a Civil Engineer by trade, was on four buoy tenders in the Coast Guard, was the director of National Aides and Navigation school in Yorktown, came to Ketchikan as XO at the Coast Guard Base. Decided to stay in Ketchikan. He has four boys. Was Assistant Manager at the Borough for five & half years. Berth four is under construction. We are working on an equal distribution of the cruise ships at the four berths. We will be meeting with the dock venders next week. We are looking into ways to avoid an accident like the one with the Duck boat for next season. The Duck boats will have two spotters with radios while on the docks. The Horse tour will be using a head walker while on the docks. We are strictly enforcing the 5-mile speed limit or lose port passes for both vehicles & drivers. D.O.T. does not require that vehicles have back up alarms but the Duck boats do have them.

COMMITTEE MEMBER COMMENTS:

Mr. James "Rod" Bray
New skiff should go out to bid, unlike the Port Booths.

Mr. Rick Erickson
I look forward to working with Steve Corporon.

Ms. Donna Gellings
Good meeting, good information in packets.

Mr. Dave Nesje
Thank you for showing up, I really appreciated Bob Newell's presentation. We are short a member, look around for a replacement.

Mr. Dale "Mickey" Robbins
Good Job.

ADJOURNMENT:

MOTION TO ADJOURN was made by Mr. Bray at 9:05 pm **MOTION SECONDED** by Mr. Robbins. **MOTION PASSED** with Ms. Gellings, Mr. Nesje, Mr. Robbins, Mr. Bray, and Mr. Erickson.

MINUTES APPROVED:

Chair/Vice Chair Signature

Date