

**PORT & HARBORS ADVISORY BOARD
SPECIAL MEETING MINUTES
DATE: 11/14/2017**

CALL TO ORDER:

The Port & Harbors Advisory Board regular meeting was called to order at 7:00 P.M., at the Harbormaster Building at 2933 Tongass, Ketchikan, Alaska.

ROLL CALL:

MEMBERS PRESENT:

<input checked="" type="checkbox"/>	Mr. Dan Christensen	
<input checked="" type="checkbox"/>	Mr. John Kimmel	
<input type="checkbox"/>	Mr. John Malouf	
<input type="checkbox"/>	Mr. Richard "Dick" Allen	
<input checked="" type="checkbox"/>	Mr. Timothy Walker	(Vice Chairman)
<input checked="" type="checkbox"/>	Mr. Dale "Mickey" Robbins	(Chairman)
<input checked="" type="checkbox"/>	Mr. Mark Flora	(Council member)
<input type="checkbox"/>	Mr. Rod Bray	
<input type="checkbox"/>	Mr. Mike Lindgren	

MEMBERS ABSENT:

Excused

<input type="checkbox"/>	Mr. Dan Christensen	<input type="checkbox"/>
<input type="checkbox"/>	Mr. John Kimmel	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Mr. John Malouf	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	Mr. Richard "Dick" Allen	<input checked="" type="checkbox"/>
<input type="checkbox"/>	Mr. Timothy Walker	<input type="checkbox"/>
<input type="checkbox"/>	Mr. Dale "Mickey" Robbins	<input type="checkbox"/>
<input type="checkbox"/>	Mr. Mark Flora	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Mr. Rod Bray	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	Mr. Mike Lindgren	<input checked="" type="checkbox"/>

Harbor Staff Present:

<input checked="" type="checkbox"/>	Mr. Steve Corporon
<input checked="" type="checkbox"/>	Mr. Dan Berg
<input checked="" type="checkbox"/>	Ms. Angel Holbrook

MINUTES:

MOTION was made by Walker to accept the minutes of the regular meeting of the Port & Harbors Advisory Board from October 10th, 2017. **MOTION SECONDED** by Flora. **MOTION PASSED UNANIMOUSLY; Bray, Malouf, Allen absent.**

COMMUNICATIONS:

Mike Lindgren submitted his letter of resignation from the Port and Harbors Advisory Board, effective immediately.

PERSONS TO BE HEARD:

Chuck Pool of Pool Engineering—Here to answer any questions in relation to The Great Alaska Lumberjack Show (TGALS) Sheet Pile Wall Project.

Don Loughlin—Here to answer any questions in relation to TGALS Sheet Pile Wall Project.

OLD BUSINESS:

1. Update on draft 2018 Port Budget

- Increase in funding to building and grounds contractual account to compensate for the landscaping contract. The contract will be renewed with Twisted Cedar, as his work this past year has been very well received. The owner has made some suggestions for the coming year, resulting in the price increase.
- Increase in funding to the Music on the Dock program.
- Increase in funding to the Berth II Rock Pinnacle Removal Project.
- Budget Amendment at next council meeting to the Berth IV Maintenance and Repair fund, to compensate for the Berth IV Stand Pipe Replacement Capitol Improvement Project (CIP).
- Revenue is up, due to increased passenger counts.

MOTION was made by Walker to accept the budget as presented. **MOTION SECONDED** by Kimmel. **MOTION PASSED UNANIMOUSLY; Bray, Malouf, Allen absent.**

2. Update on draft 2018 Harbor Budget

- Bar Harbor South, Float 8 Finger Repair Project was deferred to 2019. The Harbor Reserve Fund is getting to the threshold that Mr. Corporon and the City Manager do not like to see it go below, resulting in the deferment of the project. However, the movement of this project will result in another year of lost revenue, as there are two large reserved moorage stalls on that float that are unusable without the repair project. Mr. Corporon feels that moving this project back to 2018 would be very beneficial to the department and revenue.
- Knudson Cove Marina Floating Breakwater partnership project was deferred to 2019.
- Transient moorage revenue is up due to commercial dive fisheries being in the greater Ketchikan area this year.

MOTION was made by Walker to accept the budget as proposed, with the recommendation that the Bar Harbor South Float 8 Finger Project proceed as planned

during 2018 . **MOTION SECONDED** by Kimmel. **MOTION PASSED UNANIMOUSLY;** Bray, Malouf, Allen absent.

3. **Update on Great Alaska Lumberjack Show sheet pile wall project**

- October 3, 2017 the Army Corp of Engineers (ACE) issued the permit, with none of the terms changed. One of the terms is that TGALS must obtain the appropriate real estate documents prior to construction.
- October 17, 2017 a phone meeting with Rob Scheer and the City of Ketchikan (COK) was held to discuss associated easements and agreements. At this meeting Mr. Scheer stated he wants to transfer ownership of the wall after construction, as well as any future maintenance. He was informed this has not been proposed to the City Council and he must submit this request in writing.
- October 30, 2017 Mr. Scheer formally presented his requests, stating he would continue ownership and maintenance of the wall until the time the COK constructs the proposed promenade, as well as abandon his existing 20 foot wide moorage easement and grant a 8 foot easement along the property line. Signage warning of the rock slope to mariners would be the COK's responsibility, and that any future dredging of the 5 foot buffer area between the ACE maintained channel and the toe of the rock slope would be the responsibility of the COK.

MOTION was made by Flora to stay with the previous language of the motion from the May 23, 2017 meeting, that states: *The Port and Harbors Advisory Board advise the City of Ketchikan to not assume ownership of the rock slope, and that any maintenance associated with the slope and subsequent adverse effects of the slope be the responsibility of the property owner.* **MOTION SECONDED** by Christensen. **MOTION PASSED UNANIMOUSLY;** Bray, Malouf, Allen absent.

NEW BUSINESS:

1. Resolution in Support of Senate Bill 92: An Act Relating to Abandoned and Derelict Vessels.

MOTION was made by Christensen to support Senate Bill 92: An Act Relating to Abandoned and Derelict Vessels. **MOTION SECONDED** by Kimmel. **MOTION PASSED UNANIMOUSLY;** Bray, Malouf, Allen absent.

2. Resolution in Support of Full Funding for the State of Alaska Harbor Facility Grant Program for FY 2019.

MOTION was made by Walker to support of Full Funding for the State of Alaska Harbor Facility Grant Program for FY 2019. **MOTION SECONDED** by Flora. **MOTION PASSED UNANIMOUSLY;** Bray, Malouf, Allen absent.

3. Election of PHAB Chair, Vice-Chair/Secretary.

MOTION was made by Walker to nominate Robbins for Chair position. **MOTION SECONDED** by Flora. **MOTION PASSED UNANIMOUSLY;** Bray, Malouf, Allen absent.

MOTION was made by Flora to nominate Walker for Vice-Chair/Secretary position. **MOTION SECONDED** by Christensen. **MOTION PASSED UNANIMOUSLY; Bray, Malouf, Allen absent.**

Director's Report:

1. **Update on proposed changes to the Port Dock Vendor Program:** The City Council reviewed the proposed changes on November 2 and approved them as originally presented with two exceptions. They voted to continue to allow up to two employees to operate outside the booth and to keep the booths the same size. The bid packet will be released on Friday November 17th, and close December 6th. Results should be ready for The City Council to approve at the December 21st meeting. The current vendor booths will be kept for another season, and a mutually agreeable design will be decided upon at a later date. A prototype will be produced and used as a storage shed to test the design against the elements.
2. **Maintenance Dredging Update:** Pool Engineering has completed the Bar Harbor dredging, removing a total of 6 loads from the two sites. An anticipated start date for Thomas Basin appears to be February 2018.
3. **Berth III Improvements and Barge Overhaul:** The City Council awarded the contract for the Berth III improvements to Turnagain Marine Construction and work is scheduled to begin December 3, 2017. The barge overhaul was awarded to Vigor Alaska, and work is scheduled to begin December 15th.
4. **Port Upland Planning:** Next meeting for public comment will be held November 15th, 2017, with two sessions: 3:00-5:00 PM and 6:00-8:00 PM.
5. **Berths I&II Expansion Design Update:** The design work was awarded to Moffatt and Nichol. A public meeting is anticipated to be held January 2018.
6. **Berth IV Lease Agreement:** The lease will be reviewed in Executive Session on Monday November 20, 2017.

COMMITTEE MEMBER COMMENTS:

Mr. Dan Christensen: Will be out next month for a hip replacement. Also, would like to say the Hole In The Wall breakwater is working nicely, and it is nice on windy days in there.

Mr. John Kimmel:

Mr. John Malouf:

Mr. Timothy Walker:

Mr. Dale "Mickey" Robbins:

Mr. Mark Flora:

Mr. Richard "Dick" Allen:

Mr. Rod Bray:

ADJOURNMENT:

MOTION TO ADJOURN was made by Flora at 8:37 pm **MOTION SECONDED** by Walker. **MOTION PASSED UNANIMOUSLY; Bray, Malouf, Allen absent.**



12/12/17

Chair/Vice Chair Signature

Date