

**PORT & HARBORS ADVISORY BOARD  
MEETING MINUTES  
DATE: 09/10/2019**

**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"/>	Vacant	
<input checked="" type="checkbox"/>	Mr. Andrew Mulder	
<input checked="" type="checkbox"/>	Mr. Richard "Dick" Allen	
<input checked="" type="checkbox"/>	Mr. Timothy Walker	(Vice-Chairman)
<input type="checkbox"/>	Mr. Dale "Mickey" Robbins	
<input checked="" type="checkbox"/>	Mr. Mark Flora	(Council member)
<input checked="" type="checkbox"/>	Mr. Rod Bray	(Chairman)
<input checked="" type="checkbox"/>	Mr. Eric Lunde	

**MEMBERS ABSENT:**

**Excused**

<input type="checkbox"/>	Mr. Dan Christensen	<input type="checkbox"/>
<input type="checkbox"/>	Mr. John Kimmel	<input type="checkbox"/>
<input type="checkbox"/>	Mr. Andrew Mulder	<input type="checkbox"/>
<input type="checkbox"/>	Mr. Richard "Dick" Allen	<input type="checkbox"/>
<input type="checkbox"/>	Mr. Timothy Walker	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Mr. Dale "Mickey" Robbins	<input type="checkbox"/>
<input type="checkbox"/>	Mr. Mark Flora	<input type="checkbox"/>
<input type="checkbox"/>	Mr. Rod Bray	<input type="checkbox"/>
<input type="checkbox"/>	Mr. Eric Lunde	<input 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 LaDuke

**MINUTES:**

**MOTION** was made by Walker to accept the minutes of the regular meeting of the Port and Harbors Advisory Board from July 9, 2019. **MOTION SECONDED** by Flora.

**MOTION PASSED UNANIMOUSLY.**

**COMMUNICATIONS:**

None

**PERSONS TO BE HEARD:**

None

**OLD BUSINESS:**

None

**NEW BUSINESS:**

**1. Resignation of PHAB member John Kimmel**

John Kimmel submitted his resignation shortly after last meeting. Rick Collins, a local high school maritime teacher and charter boat captain, has applied for the vacant seat. His application has been routed to the City Clerk to be laid in front of the Mayor for review and approval.

**2. 2020 Budget Guidance**

The first draft of the 2020 budget is due to finance September 13<sup>th</sup>, 2019. The second draft is due to the Manager's office by October 4<sup>th</sup>, and October 7<sup>th</sup>-11<sup>th</sup> Manager Amalyon will review budgets with the department head. This is the last chance for the PHAB to review the budget, due to the way the schedule works out.

○ **Harbors Operational:**

-630.03 Bank and Merchant Charges: Increased due to increasing use of credit cards to pay for moorage, thus, an increase in the fees we are paying.

-650.02 Telecommunications: IT increased our bandwidth, and thus, the monthly fee.

○ **Harbors Capital Improvement Projects:**

1. BHN ramp 3 and float 10&11 electrical: dependent on grant funding
2. BHN piling replacement: 13 pilings need replaced
3. Shop truck replacement: per City Shop inspection
4. TB float 4 decking
5. BHS ramp 2 trestle: phase 2 of the in-house project
6. BHS pump out station: 75/25 grant received from SOA
7. BHN lighting replacement float 17

8. Safety Ladders: installation in all harbors, between each pair of finger floats that currently do not have them
9. Purchase Former Bar Harbor Restaurant: dependent on Public Works partnership
10. BHS float 8 electrical
11. BHN lighting phase 2: 2021 top ranked project
12. BHN lighting phase 3: 2022 top ranked project

The board has requested Director Corporon speak with Manager Amalyon to request that Public Works include a 50/50 cost-share project in their 2020 Capital Improvement Project Budget that would cover the purchase of the former Bar Harbor Restaurant.

**MOTION** was made by Walker to approve the harbors draft budget as presented with the recommendation that Public Works also include a capital improvement project that would appropriate funds for 50% of the cost of the purchase of the former Bar Harbor Restaurant. **MOTION SECONDED** by Mulder. **MOTION PASSED UNANIMOUSLY.**

○ **Port Operational:**

-Manager Amalyon has indicated that he is considering hiring "Ambassadors" for downtown to enforce municipal code, such as anti-hawking and signage restrictions.

-The 2020 season will see continued crossing guards at the tunnel crosswalk, and other areas are being considered for staffing, as well. Areas being considered include, but are not limited to: Whale Park, the Federal Building, and the Main and Mission intersection.

-The port security wage was increased from \$14/hour to \$15/hour this year. Director Corporon stated we are still not competitive and due to this, there were staffing issues again this year. Director Corporon is requesting the hourly wage be increased to \$18/hour for the 2020 season.

○ **Port Capital Improvement Projects:**

1. Rock Pinnacle Removal
2. Berth III Fender Modifications: to accommodate post-panamax ships
3. Security Camera Upgrades: installation of cameras at Berth IV
4. Shop Truck Replacement
5. Berth IV standpipe replacement
6. TWIC Readers
7. Berth III Improvements: 2021 Project
8. Berths I & II Corrosion Protection: 2021 Project
9. Berths I & II Expansion: 2021 Project

-An additional potential CPV project is increasing the number of "wayfinding" signs downtown.

**MOTION** was made by Walker to approve the draft port operational budget and the top

six capital improvement projects as presented; as well as recommend a wage increase for port security guards from \$15/hour to \$18/hr. **MOTION SECONDED** by Allen. **MOTION PASSED UNANIMOUSLY.**

**Director's Report:**

1. **Rock Pinnacle Removal Update:** Bids were received and opened on August 22, 2019, with the following results:

• Kiewit	Vancouver, WA	\$3,534,000
• J.E. McAmis	Chico, CA	\$5,357,000
• Western Marine	Seattle, WA	\$5,465,000
• Turnagain Marine	Anchorage, AK	\$6,276,600
• Pacific Pile & Marine	Seattle, WA	\$6,765,200

Kiewit's bid was deemed non-responsive due to them not providing two examples of completed projects of similar scope and complexity as required by the contract documents. Neither of the two examples provided by Kiewit appeared to have involved underwater drilling and blasting and one of them is still in design and has not been completed. Moffatt & Nichol requested Kiewit provide additional proof of experience in projects involving underwater drilling and blasting but they declined. A recommendation to award the contract to J.E. McAmis in the amount of \$5,357,000 is scheduled for consideration by the City Council at their meeting of September 5. The engineers estimate for this project was \$7.2M with a range of \$6.1M to \$8.6M. The work is scheduled for completion this winter.

2. **Ward Cove Proposed Cruise Ship Facilities Update:** The public comments prepared on behalf of the City of Ketchikan were forwarded to the Army Corp of Engineers today, and the comment period closes September 19<sup>th</sup>.
3. **Proposed Increases to Port Fees:** Attached is a copy of the memo and draft ordinance provided to the Manager for consideration by the City Council. The fee increases were approved on first reading September 5th. The second reading is the meeting of the September 19th.
4. **Downtown Berth Expansion:** At their special meeting of August 28 the City Council directed the Manager to have B&A continue with development of the RFP for development of the port expansion. It will include the option for either preferential berthing or concession agreements and may cover any or all of the three city-owned berths. The next special meeting will likely be the second week of October. Attached is a copy of B&A's presentation to the Council.
5. **Proposed Project to Purchase the Former Bar Harbor Restaurant:** At the City Council meeting of June 20 the Council directed staff to inquire about having

the property assessed/inspected for hazmat. Public Works and the Assistant City Manager are coordinating with the owner to gain access for a preliminary inspection before seeking a more detailed inspection by a contractor. The report will be provided to the Council prior to their determination on whether to pursue a purchase or not. As of this date the preliminary inspection has not been conducted.

6. **Thomas Basin Float 1 Rehabilitation:** The floatation was installed on September 3 by divers. The project is now complete. While they were on site we also had the divers insert two billets at the end of float 5 and remove a billet from the intersection of floats 1 and 6 to level those areas as well.
7. **Bar Harbor North Ramp 3 Grant Application:** The results of the review of the applications for the FY 2021 State Harbor Facility Grant Program likely won't be known until at least the first week of October. The final (I think) FY 2020 State budget funded two projects: \$1M for Kake and \$125K for Juneau.

#### **COMMITTEE MEMBER COMMENTS:**

Mr. Dan Christensen: Wants to know if the City can put in a marker at the rock pile outside of the Mountain Point boat launch breakwater. Director Corporon will pass this along to the USCG, but this beyond our scope of practice.

Mr. Timothy Walker:

Mr. Dale "Mickey" Robbins:

Mr. Mark Flora: Wants to find other mechanisms to increase income for the City that doesn't come from the port, so it can be used for something other than the port.

Mr. Richard "Dick" Allen:

Mr. Rod Bray: Asked if Director Corporon had followed up on the previous request to see if it was more lucrative for the City to charge cruise ships by the passenger or by the length of the vessel. Director Corporon informed them he had indeed spoken with the City Attorney, and it is more lucrative to continue to charge by the passenger. Also, Chairman Bray will be absent in October.

Mr. Eric Lunde: Informed the board he may be absent in October.

Mr. Andrew Mulder: Happy to be back, and will be absent in October.

#### **ADJOURNMENT:**

**MOTION TO ADJOURN** was made Allen at 8:39 p.m. **MOTION SECONDED** by Walker. **MOTION PASSED UNANIMOUSLY.**



Chair/Vice Chair Signature

11-12-19

Date