

**PORT & HARBORS ADVISORY BOARD  
MEETING MINUTES  
DATE: 06/09/2020**

**CALL TO ORDER:**

The Port & Harbors Advisory Board regular meeting was called to order at 7:02 P.M., at City Hall City Council Chambers, 334 Front Street, Ketchikan, Alaska.

**ROLL CALL:**

**MEMBERS PRESENT:**

<input checked="" type="checkbox"/>	Mr. Rod Bray	(Chairman)
<input checked="" type="checkbox"/>	Mr. Timothy Walker	(Vice-Chairman)
<input checked="" type="checkbox"/>	Mr. Mark Flora	(Council member)
<input checked="" type="checkbox"/>	Mr. Dan Christensen	
<input checked="" type="checkbox"/>	Mr. Andrew Mulder	
<input checked="" type="checkbox"/>	Mr. Rick Collins	
<input checked="" type="checkbox"/>	Mr. Eric Lunde	
<input checked="" type="checkbox"/>	Mr. Jim Castle	
<input type="checkbox"/>	Vacant	

**MEMBERS ABSENT:**

**Excused**

<input type="checkbox"/>	Mr. Rod Bray	<input type="checkbox"/>
<input type="checkbox"/>	Mr. Timothy Walker	<input type="checkbox"/>
<input type="checkbox"/>	Mr. Mark Flora	<input type="checkbox"/>
<input type="checkbox"/>	Mr. Dan Christensen	<input type="checkbox"/>
<input type="checkbox"/>	Mr. Andrew Mulder	<input type="checkbox"/>
<input type="checkbox"/>	Mr. Rick Collins	<input type="checkbox"/>
<input type="checkbox"/>	Mr. Eric Lunde	<input type="checkbox"/>
<input type="checkbox"/>	Mr. Jim Castle	<input type="checkbox"/>
<input type="checkbox"/>	Vacant	<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 Holbrook

**MINUTES:**

**MOTION** was made by Flora to accept the minutes of the regular meeting of the Port and Harbors Advisory Board from May 12<sup>th</sup>, 2020. **MOTION SECONDED** by Mulder.

**MOTION PASSED UNANIMOUSLY; Bray abstained.**

**COMMUNICATIONS:**

**1. 2016 Alaska Pink Salmon Relief Fund:**

Director Corporon laid on the table a memorandum addressing the 2016 Alaska Pink Salmon Relief Fund grant program. It is anticipated that both the City of Ketchikan and the Ketchikan Gateway Borough will be eligible for \$212,000 for a total amount of available funding of \$424,000. Funds must be utilized on projects for developing, improving or maintaining infrastructure, services or habitat that support pink salmon fisheries in our area. The information is scheduled for consideration by the City Council at their meeting of June 18<sup>th</sup>, 2020.

In discussions with the Borough Planning Director the intent would be to combine the funding from the City and the Borough to fund four proposed projects determined to be in direct support of the pink salmon fishery.

The four projects are summarized as follows:

- Bar Harbor North replacement of 13 deteriorated steel piling: \$192,915
  - Bar Harbor South replacement of Float 8 electrical: \$213,385
  - Purchase of 15 additional heavy duty harbor carts: \$16,500
  - Bar Harbor North fabrication of additional net racks for net float: \$1,200
- Total: \$424,000

**MOTION 1** was made by Flora to add to the agenda a review of the list of projects being proposed for submission to the Alaska Region Office of National Oceanographic and Atmospheric Administration (NOAA) Fisheries and the Pacific States Marine Fisheries Commission (PSMFC) for grant funding under the 2016 Alaska Pink Salmon Disaster Relief program. **MOTION SECONDED** by Lunde. **MOTION PASSED UNANIMOUSLY.**

Discussion was held on the topic. All Board members felt like this a great opportunity to support our local fisheries. They supported Director Corporon on his selection and review of projects.

**MOTION 2** was made by Mulder to approve preparation of a resolution in support of the submission to the Alaska Region Office of National Oceanographic and Atmospheric Administration (NOAA) Fisheries and the Pacific States Marine Fisheries Commission (PSMFC) for grant funding to replace 13 piling in Bar Harbor North, to replace Bar Harbor South Float 8 electrical, to purchase 15 additional harbor carts and to fabricate additional net racks for the Bar Harbor net float. **MOTION SECONDED** by Walker. **MOTION PASSED UNANIMOUSLY; Bray abstained.**

**PERSONS TO BE HEARD:**

None

**OLD BUSINESS:**

None

**NEW BUSINESS:**

**1. Request from American Cruise Lines to resume operations in Alaska including stops in Ketchikan:**

American Cruise Lines (ACL) is hoping to resume operations in Alaska during the last week of June with a stop in Ketchikan scheduled for June 30. They are one of several small lines whose vessels are not covered by the CDC no sail order that are interested in resuming operations in 2020. The others are Uncruise, Alaska Dream Cruises (ADC) and Lindblad Cruises. ACL submitted the most recent presentation and operating plan for review.

The following is a brief summary of the most pertinent issues:

**Schedule:** ACL is focusing on resuming operations in late June; the vessel would depart Juneau on June 26 with a Ketchikan stop scheduled for June 30. They are also scheduled for three more cruises later in the summer with stops in Ketchikan. Lindblad hopes to have their initial plan ready for community review very soon. Their National Geographic vessel Sea Lion is scheduled for four calls in Ketchikan with the earliest being July 5. Uncruise and ADC are still contemplating resuming operations as early as July but possibly on a much smaller scale than usual, perhaps focusing on itineraries in the northern panhandle between Juneau and Sitka.

**Community Concerns:** Several of the smaller communities including Wrangell and Haines voiced concern over the high risk vs. low reward of allowing even the small cruise lines to operate in 2020. Some stated that many local tour operators and shop owners would not open due to the cost of re-activating insurance and other expenses which would not come close to being covered by the revenue from so few tourists. These communities also have little to no capacity for treating COVID-19 patients.

**ACL Plan:** The updated ACL plan fills in most of the gaps from their initial basic plan and includes protocols and procedures for both passengers and crew for the required topics including:

- Pre-cruise quarantine, screening and testing.
- Transportation.
- Pre-boarding.
- Disinfection, housecleaning and sanitation.

- Reduced capacity.
- On-board isolation capacity and protocols.
- On-board quarantine capacity and protocols.
- Outbreak protocols.
- Contact tracing.
- Shore excursions.
- Disembarking.

This most recent plan filled in many of the details associated with pre-cruise testing which are summarized as follows:

- A PCR swab test would be required for passengers and crew within 72 hours of traveling to Alaska.
- Results of the PCR swab test would have to be provided prior to boarding the vessel in Juneau.
- Passengers and crew would have to self-quarantine at home until they have their test results.
- Even if the test results are negative passengers and crew are directed to continue self-quarantine until traveling to the vessel.
- For any passengers and crew who are unable to obtain a PCR swab test prior to traveling to Juneau, ACL is making arrangements to quarantine them at a hotel in Juneau. They will be asked to arrive in Juneau 2-4 days prior to the vessel's scheduled departure so that PCR swab tests can be conducted in Juneau.
- If test results are not available prior to the vessel departing Juneau, passengers and crew (with the exception of the Medical Officer) would be allowed to board but placed in quarantine on board until a negative test result was obtained. The Medical Officer would not be allowed to board until a negative test result was obtained.

In discussing the latest update with an ACL representative, he verified that their go/no-go date remains June 15 for resuming operations in time for the proposed late June itinerary.

**Overall summary:** Based on the comments from several of the smaller communities in recent zoom meetings Director Corporon doubts there will be a consensus within the SE port communities to allow the small cruise lines to resume operations in 2020. If any of the lines are allowed to operate in 2020 it will be on a line by line and community by community basis. Juneau will have the most influence as all of the lines will be depending on them to be the hub of operations for passengers embarking and disembarking. In the City Council's meeting held on June 4<sup>th</sup>, 2020, the motion to approve ACL's visits to Ketchikan during the 2020 season passed with a 6-1 vote.

Discussion was held on the topic. The Board wants to ensure we minimize Ketchikan's risk, while acknowledging the risk cannot be completely eliminated. The Board asked for clarification as to what ACL would have to do with a positive test result. Director Corporon informed them that they must report the positive to the CDC and USCG and

then it would be in the two entities hand's as to what to do with the vessel, passengers, and crew; knowing what our capacity is to handle that many potentially sick people, Director Corporon does not anticipate a vessel would be directed to Ketchikan after a positive test result.

**MOTION** was made by Castle to recommend to the City Council that American Cruise Lines be allowed to resume operations including making stops in Ketchikan and other cruise lines operating small vessels also be allowed to resume operations if they submit comparable or better operating plans. **MOTION SECONDED** by Walker. **MOTION PASSED UNANIMOUSLY.**

### **Director's Report:**

**1. June PHAB Meeting:** Arrangements were made to conduct the June PHAB meeting in the City Council chambers. PHAB members, staff and the public are able to participate. An 8 foot table was added to each end of the dais to allow the board to spread out. The audience chairs were also spread out to allow social distancing dimensions for staff and citizens. All surfaces and chairs were sanitized prior to arrival of the Board and attendees. Hand sanitizer was provided, as well as masks. The wearing of masks was requested and recommended but not required by all present including board members, staff and citizens; 100% of attendees wore masks. Until further notice, all future meetings will be held in the Council Chambers.

**2. Project to Purchase the Former Bar Harbor Restaurant:** The Finance Department wired the necessary funds to Alaska Escrow on May 13. The purchase of the property also closed on May 13. It is anticipated that the property will be assigned to the Public Works Department for caretaking and insurance purposes for the time being, but no decision has been made as of today.

**3. Berth III Fender Replacement:** Western Dock & Bridge has completed all of the work on this project. A small change order in the amount of \$12,599 (well under the approved contingency of \$55,000) was passed unanimously by the City Council at their June 4h, 2020 meeting.

**4. Berth III Design of New Mooring Dolphins:** The City Council approved a budget transfer on May 21 and directed that design work continue from 30% up to 100% in order for the project to be competitive if any Federal grant opportunities arise which usually favor shovel ready projects. The request for an Incidental Harassment Authorization (IHA) was submitted on May 14 and the application for the Army Corps of Engineers permit was submitted on May 29.

**5. Port Expansion Proposals:** The Manager sent letters to all three proposers in March which contained requests for more information and clarifications. Responses were requested no later than April 15. On April 13 the Manager sent letters to all three proposers extending the deadline until May 13. Responses were received from all three

proposers and discussed by the City Council in executive session during their June 4 meeting. As of today, no direction has been given by The Manager.

**6. Rehabilitation of Thomas Basin Float 4:** All of the lumber for the project was recently received; however, work on the project has been postponed until protocols and concerns regarding COVID-19 have eased. The nature of the work puts our maintenance workers in extremely close proximity for extended periods. Also, if a section of the float is opened up and we find out one of our maintenance staff has contracted the virus they will all have to be quarantined for at least 14 days which would leave the work site in an unsafe condition. We will concentrate float rehabilitation efforts this season on concrete repairs in Bar Harbor North which have been limited the past two seasons. Also, the worst of the planks on Float 5 in Thomas Basin were replaced recently.

**7. Installation of Safety Ladders:** The distributor has advised us that the ladders have been picked up from the manufacturer, located in Minnesota, and should arrive in Seattle around June 12<sup>th</sup>, 2020. This would then get the ladders on the barge the following week. The installation of safety ladders will begin soon after arrival, and offers a good project for maintenance to work on that can easily be tabled should anything arise.

**8. COVID-19 and the Harbors:** In accordance with State Health Mandate 10.1 persons arriving from out of state, including aboard vessels, are required to observe a 14-day quarantine. The restrictions for pleasure crafts were adjusted beginning June 5 at 11:55 pm to allow the quarantine to be waived if proof of a negative COVID-19 test is provided, that was administered no more than 72 hours prior to travel. The State has indicated that the requirements for mandatory quarantine previously issued in Health Mandate 17, which established protocols for the independent commercial fishing fleet, will still apply. The mandatory quarantine for seafood processors and vessels operating under a seafood processors plan will also still be in effect. Fishing vessels are required to fly a lema flag as an indication that the vessel is under quarantine. All vessels from out of State are being met by Harbormasters. All fishing vessels are required to fill out the mandatory quarantine declaration, which is then being kept on file in the office. Harbormasters explain clearly all the rules under Mandate 17, and inform the vessel's occupants of delivery options for groceries and supplies. Harbormasters are also monitoring all vessels under quarantine; an unofficial quarantine area has been set up at Berth 3 tender float. Berth 3 is being monitored from 0800 to 2000 by Port Security staff.

**9. COVID-19 and the Port:** The most recently updated cruise ship calendar reflects that almost all of the major lines have cancelled their remaining calls in Alaska for the 2020 season. The ones who have not officially cancelled yet are NCL and their affiliates. In order to provide a public restroom in the downtown area we have opened the Berth 3 restroom from approximately 0800 to 2000 each day. Two port security

personnel are patrolling the port whenever the restroom is open and it is being cleaned and sanitized daily.

**10.COVID-19 and P&H Staff:** Plexiglas panels were installed at the Harbormaster Building customer service counter in time for the building to be reopened to the general public on May 20. The Customer Service Rep also returned from working from home that day. The lending library was removed from the lobby and a table with hand sanitizer, disposable masks and a sign requesting persons to put their mask on before approaching the counter was installed. There is also tape on the floor and additional signs to assist customers in maintaining proper social distancing. The lobby is restricted to a maximum of three customers at a time, one at the counter and two waiting six feet apart. There is also a hand sanitizer refill station set up on a small table in the corner of the lobby. Our policy on billing mimics that of KPU whereby we are waiving any late fees, interest, etc. for the time being. As of today of the 802 reserved moorage bills that were due by April 30 748 have been paid in full, 29 customers have cancelled their moorage and 25 have not been paid in full. Of those 25 that have not been paid in full 10 have told us they can pay by June 12, 2 have made payment plan arrangements with us, we have left voicemails with 11 and 2 are totally unreachable with no working phone number on file and mail being returned as undeliverable.

**11.Alaska Association of Harbormasters and Port Administrators annual conference:** Unfortunately, for the first time ever the AAHP has canceled the annual conference. 2020 was scheduled for Nome, but Nome will now host in 2021. Ketchikan had tentatively been scheduled to host in 2021, but will now host the conference in 2022.

**12.Outer Harbors Outhouses:** Due to the severity of the condition of the vaults at the outhouses at Knudson Cove and Mountain Point, Shoreline Septic refused to service the restrooms. Three temporary maintenance personnel volunteered to use a dip net to remove the debris so the vaults could be then be pumped. The personnel wore TYVEK suits, respirators, boots, gloves, and eye protection. They removed over 1,600 pounds of debris from the two vaults with a dip net. The vaults were then able to be pumped by Shoreline Septic.

#### **FUTURE AGENDA ITEMS:**

1. Board member Collins requested Director Corporon research what we can do to try and resolve the safety issues arising with vessels anchoring up off the North end of Pennock Island, especially the vessels without navigational lights.

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

Mr. Dan Christensen: Sorry for being late.

Mr. Timothy Walker: Thank you every one for wearing a mask, it makes me feel more comfortable being here.

Mr. Rick Collins: Thank you Director Corporon and staff, you're all really organized, and have lots knowledge and expertise, and the background stories are very helpful.

Mr. Andrew Mulder: Ditto what Rick said.

Mr. Rod Bray:

Mr. Eric Lunde: Yeah, thank you.

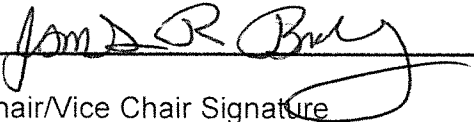
Mr. Jim Castle: Sorry for being late.

Mr. Mark Flora:

**ADJOURNMENT:**

**MOTION TO ADJOURN** was made by Castle at 8:51 p.m. **MOTION SECONDED** by Mulder. **MOTION PASSED UNANIMOUSLY.**

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 7-14-20  
Chair/Vice Chair Signature Date