

**PORT & HARBORS ADVISORY BOARD
MEETING MINUTES
DATE: 03/10/2020**

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

MINUTES:

MOTION was made by Flora to accept the minutes of the regular meeting of the Port and Harbors Advisory Board from January 14, 2020. **MOTION SECONDED** by Castle.

MOTION PASSED UNANIMOUSLY.

COMMUNICATIONS:

None

PERSONS TO BE HEARD:

None

OLD BUSINESS:

1. Solicitation for replacement PHAB member

The last PHAB seat is still vacant. It would be preferable that a representative of the charter industry or cruise industry fill the seat. The Board requests that social media be used to advertise the seat, as well as an ad in the newspaper.

2. Request for PHAB inclusion in review of port expansion proposals

Discussion focused on the inclusion of The Board in the review of port expansion proposals was held. Vice-Chairman Walker volunteered to address the council requesting, again, that the PHAB be involved in the port expansion proposal review process. The Board also directed Director Corporon to author a memo encouraging the PHAB's involvement in the review process.

NEW BUSINESS:

None

Director's Report:

1. Proposed Project to Purchase the Former Bar Harbor Restaurant: At the City Council meeting of January 23 staff was directed to proceed with preparing the necessary conveyance documents and budget transfers for purchasing the property for \$350,000. Once these items are ready they will be forwarded for final consideration by the Council at a future meeting. The Manager's recommendation supported the position of the P&H staff and the PHAB that no more than \$150,000 of the necessary funding should be from the Harbor reserves with the remainder from the Public Works Sales Tax reserves. The Finance Director recently advised the Manager that there are going to be some other costs trickling in to finalize the purchase and he has recommended adding \$5,000 for the closing and legal costs. He also recommended a revised split of \$152,650 from the Small Boat Harbor fund and \$202,350 from the Public Works Sales Tax fund the new total of \$355,000. This is based on a 43%/57% split. The original split of \$150,000/\$200,000 did not generate a clean percentage without decimal points.

2. **Bar Harbor North Ramp 3 Replacement:** The 100% design documents are scheduled to be received March 2 with the invitation for bids being released March 6. Bids will be due April 7 in time for consideration for award by the City Council at their April 16 meeting. On-site work is scheduled to commence after November 1.
3. **Berth III Fender Replacement:** The new frames for the reaction dolphin fenders are being fabricated in Tacoma and are scheduled to arrive in mid-March. The new fenders are being manufactured in China and were subject to some delays due to the factory being closed for several weeks as a result of restrictions related to the Coronavirus outbreak in that country. 27 of the 36 fenders were ready for shipment as of last week and the remaining 9 were ready this week. If the second batch of 9 is significantly delayed we can arrange the initial 27 in order to make the new assemblies adequate until the remaining ones arrive.
4. **Thomas Basin Water:** P&H maintenance personnel are working on installation of a new backflow preventer, water meter and hot box for the potable water line that feeds Thomas Basin from Thomas Street. The existing backflow preventer and meter are located under Thomas Street and were difficult to maintain and service.
5. **Corona Virus Update:** The situation involving Covid-19 is very fluid. Meetings are being held regularly to stay on-top of the situation and how it will impact Ketchikan, and Ketchikan's Port and Harbors. Ultimately, the USCG Captain of the Port and the CDC have the authority to decide if cruise ships will be turned away. Currently, the situation is at a Level 1 awareness.
6. **Mental Health Trust:** After two years, the Alaska Mental Health Trust representative will be in town next week with the appraisal of the Mountain Point Parking Lot. A meeting is planned to discuss the possible transfer of the property.
7. **Berth III Dolphins and Bollards:** PND Engineers were given a notice to award for contract 20-02, Design and Engineering of Berth III Dolphins and Bollards.
8. **Ketchikan Daily News:** Please expect to see an article in the future in the Ketchikan Daily News regarding the Prince and other derelict vessels around Ketchikan.

FUTURE AGENDA ITEMS:

1. Board Member Castle would like to discuss the possibility of increasing the lighting and navigability of the middle entrance to Bar Harbor.

COMMITTEE MEMBER COMMENTS:

Mr. Dan Christensen:

Mr. Timothy Walker:

Mr. Rick Collins:

Mr. Rod Bray:

Mr. Eric Lunde:

Mr. Andrew Mulder: Thank you for the information, and great questions.

Mr. Jim Castle: Thank you Mark for sharing the information you did.

Mr. Mark Flora:

ADJOURNMENT:

MOTION TO ADJOURN was made Mulder at 8:50 p.m. **MOTION SECONDED** by Walker. **MOTION PASSED UNANIMOUSLY.**

/s/ Timothy Walker

5/21/20

Chair/Vice Chair Signature

Date