

**PORT & HARBORS ADVISORY BOARD  
MEETING MINUTES  
DATE: 02/11/2020**

**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 checked="" type="checkbox"/>	Mr. Dan Christensen	
<input checked="" type="checkbox"/>	Mr. Andrew Mulder	
<input checked="" type="checkbox"/>	Mr. Rick Collins	
<input 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 checked="" 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 type="checkbox"/>	Ms. Angel LaDuke

**MINUTES:**

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

Walker. **MOTION PASSED UNANIMOUSLY.**

**COMMUNICATIONS:**

None

**PERSONS TO BE HEARD:**

None

**OLD BUSINESS:**

**1. Solicitation for replacement PHAB member**

Director Corporon informed The Board that he spoke with the City Clerk and checked municipal code, and there are no limitations on who can be a member. The Clerk also pointed out that there is a student member on the Library Board. Director Corporon also informed the Board of the continued efforts being made by staff to solicit a new member, and that an ad in the newspaper is \$45 a day. Discussion followed, and it was decided that a newspaper ad does not appear to be cost effective. The Board instructed staff to continue with the current efforts (SitNews, Facebook, and Port and Harbors Website).

**NEW BUSINESS:**

**1. Request for PHAB inclusion in review process of port expansion proposals.**

Director Corporon informed the Board he submitted the draft minutes and a cover memo to the City Manager relaying the Board's frustration on the lack of involvement in the Port RFP process. The memo was laid on the table at the City Council meeting, but not addressed; for which Mayor Sivertsen apologized for. Chairman Bray accompanied by Vice-Chairman Walker read a prepared statement during public comment.

At this point, the actual proposals will not be made public until, if or when, a notice of intent to award is issued. It was decided in executive session that the entire Council will be the review committee for the proposals. The three proposals were submitted by the following: Survey Point Holdings, Global Ports, and SSA Royal Caribbean.

Lengthy discussion followed. Council Member Flora asked that all Board members write down their questions or concerns individually, and submit them to him prior to the special City Council meeting on February 17<sup>th</sup>, 2020.

**MOTION** was made by Walker that the PHAB prepare another brief statement to be presented to the City Council at the special City Council meeting on February 17<sup>th</sup>, 2020 to reiterate the Board's desire to be involved in the Port RFP review and decision process; and that the Board is willing to hold a special meeting if that is what it takes to

meet the time table set by the City Council so that they may provide input. **MOTION SECONDED** by Christensen. **MOTION PASSED UNANIMOUSLY.**

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

1. **Rock Pinnacle Removal Update:** The contractor conducted the last daily blast on January 13. A total of only 15 daily blasts were conducted during the project. All dredging and surveying work was completed by January 21. After the contractor offloaded the remaining explosives and the magazine, weather delayed their departure by a couple of days. That was the only delay during the entire project.
2. **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.
3. **Bar Harbor North Ramp 3 Replacement:** The new Corps permit was received on January 30. The 95% design is expected to be received from PND the week of February 3. The intent is to have the bid package ready by spring so a construction contract can be awarded no later than June with on-site work performed in the fall.
4. **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 also scheduled to arrive in mid March; however, we were just informed that the factory has been shut down until at least the third week in February due to the coronavirus outbreak in that country which may delay their arrival.
5. **Safety Ladders:** Two quotes were received by the January 21 deadline. The low quote was submitted by Marina Dock Parts. A purchase order for 240 ladders was issued on January 31. P&H maintenance personnel will begin installation upon arrival of the ladders which are expected in late March or early April. The current plan is to install ladders in Thomas Basin first before working on the other harbors.

### **FUTURE AGENDA ITEMS:**

None

**COMMITTEE MEMBER COMMENTS:**

Mr. Dan Christensen: I am sorry about my comments, I just don't trust. I don't trust the written RFP. There is always an alternative. Also, I will be out of town next meeting.

Mr. Timothy Walker:

Mr. Rick Collins:

Mr. Rod Bray: This was a good meeting and I appreciate the insight. Hopefully we can help the Council.

Mr. Eric Lunde:


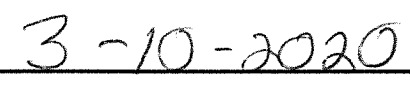

Mr. Andrew Mulder: I appreciate the insight from Council Member Flora.

Mr. Jim Castle:

Mr. Mark Flora: Thanks for the comments, please put them in writing and I will take them to the Council.

**ADJOURNMENT:**

**MOTION TO ADJOURN** was made Castle at 9:05 p.m. **MOTION SECONDED** by Walker. **MOTION PASSED UNANIMOUSLY.**

   
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Chair/Vice Chair Signature  Date