

**PORT & HARBORS ADVISORY BOARD
MEETING MINUTES
DATE: 02/09/2021**

CALL TO ORDER:

The Port & Harbors Advisory Board regular meeting was called to order at 7:00 P.M., via WebEx, in Ketchikan, Alaska.

ROLL CALL:

MEMBERS PRESENT:

<input checked="" type="checkbox"/>	Mr. Eric Lunde	(Chairman)
<input type="checkbox"/>	Mr. Rod Bray	(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. Jim Castle	
<input checked="" type="checkbox"/>	Mr. Tim Walker	
<input checked="" type="checkbox"/>	Mr. Steve Wilsie	

MEMBERS ABSENT:

Excused

<input type="checkbox"/>	Mr. Eric Lunde	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Mr. Rod Bray	<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. Jim Castle	<input type="checkbox"/>
<input type="checkbox"/>	Mr. Tim Walker	<input type="checkbox"/>
<input type="checkbox"/>	Mr. Steve Wilsie	<input type="checkbox"/>

Harbor Staff Present:

<input checked="" type="checkbox"/>	Mr. Mark Hilson
<input checked="" type="checkbox"/>	Mr. Dan Berg
<input checked="" type="checkbox"/>	Ms. Angel Holbrook
<input checked="" type="checkbox"/>	Mr. Hamish Struthers

MINUTES:

MOTION was made by Mulder to accept the minutes of the regular meeting of the Port and Harbors Advisory Board from December 8th, 2020. **MOTION SECONDED** by

Castle. **MOTION PASSED UNANIMOUSLY.**

COMMUNICATIONS:

None

PERSONS TO BE HEARD:

None

OLD BUSINESS:

1. RESOURCE Committee Update- Council Member Flora

Council Member Flora shared an update on the RESOURCE Committee he has been involved with through the City Council. Council Member Flora stated that a meeting took place on 1/25/21. At this meeting it was decided that due to scheduling conflicts that the meetings will not be held weekly any longer. It was announced last week that Canada will not open their borders to cruise traffic. There are many options being considered as far as resuming cruising goes, such as getting a waiver for the Jones Act or using Metlakatla as the foreign port of call. Options for other ways to generate tourism and revenue are being discussed, such as focusing on independent travelers or American flagged ships. The Ketchikan Visitors Bureau are working on marketing strategies.

Director Hilson said that the announcement came as surprise, as the Canadian government has been announcing month to month their border status, so changing to a yearlong order was not expected. Director Hilson stated he felt the Jones Act exemption, as well as the use of Metlakatla, were a long shot. He also noted that there is a regional committee meeting, that have subcommittees for shore excursion operator discussions and case management discussions.

Chairman Lunde commented that he also works with this committee and there is a campaign being made for tourism workers to be considered essential workers so they will be able to be vaccinated sooner. He noted the materials provided for this meeting referencing Valdez's COVID Conscious plan, and noted he thinks the materials are worth reviewing.

Discussion followed.

NEW BUSINESS:

1. Update and Discussion: Review and Discussion of City Council Direction for the Position of Port and Harbors Director- Chairman Lunde

Council Member Flora updated the City Council is looking at the option of

splitting Port and Harbors completely, and having the Port Director answer to the City Council. He stated the most current job description is from 2005, and that is being reviewed. He stated that it doesn't seem to make sense to split infrastructure, and that this option will have a large financial impact. He does feel that a dedicated Port Director would be best.

Director Hilson presented a table that shows the current distribution of duties on and for the Port. Director Hilson also noted that it would be very difficult to have staff reporting to numerous bosses.

Discussion followed.

Council Member Flora stated he would relay the guidance of the PHAB to the City Manager's Office, as well as the Mayor. This guidance is that the City Council should clearly define the responsibilities of the City, in turn the Port Director, and Survey Point Holdings (SPH). Director Hilson presented a graphic at the meeting that laid out the responsibilities of each party; this could be used as a starting template. The PHAB also asks that there be consideration of a written agreement between the City and SPH in any future discussions about port management. Only after the roles of each party have been defined should the job description be created. The goals of the Port Director should be clearly defined within this job description.

MOTION was made by Flora that the Port and Harbors Advisory Board advise the City Council to clearly define the roles and responsibilities of the City (Port Director) and Survey Point Holdings in the operation of the Port of Ketchikan, and ensure goals of the Port are clearly defined. **MOTION SECONDED** by Mulder. **MOTION PASSED UNANIMOUSLY.**

2. Mountain Point Boat Launch Maintenance—Council Member Flora

Council Member Flora expressed concerns about the Mountain Point Boat Launch on a frosty or snowy day. Staff member Berg informed The Board that Port and Harbors staff does plow the float and the ramp. But, sanding and/or salting the parking lot cannot take place due to the lack of assets, such as a sand or salt truck.

Director's Report:

Director Hilson spoke on five topics, in addition to what was reported in the Director's Report:

1. Hole in the Wall: On January 4th, 2021, due to an extreme weather event, a section of the breakwater at the Hole in the Wall Harbor failed. Specifically, the wind driven waves caused the rubber tired breakwater to move horizontally smashing into the pilings that anchored it in place. The large dynamic forces involved caused the chain and the hardware to fail. In response, a temporary breakwater has been installed to

protect the harbor which allowed for the removal of the 110' long section of the breakwater. It is worth noting that the rubber tire breakwater that was installed about 4 years ago was a low cost alternative to a very expensive (\$2.5M) more robust and traditionally designed breakwater.

Pool Engineering was mobilized and available to tow the existing breakwater to Seeley who then lifted it out of the water. While we have the breakwater out of the water, we took the opportunity to make design modifications that will increase the service life of the breakwater. The redesign increases the number of anchor points, increases the hardware size, allows the 110' long section of breakwater to move in two independent sections, and uses a slide mechanism to cushion the impact of the moving breakwater. These modifications will result in reduced stresses at critical points. That said, based on observations of the movement of the existing piling during this storm we fully anticipate having to add more piling to support this breakwater in the future. This design is currently being priced by Pool Engineering, Inc.

2. Bar Harbor North Ramp 3: The ramp has been set, and is beautiful. Director Hilson encouraged everyone to come down and take a look at the new ramp.

3. Berth 3 Mooring Dolphins: 100% design is complete, but due to permitting issues Amendment 2 will be presented to the City Council at their March 4th, 2021 meeting to allow for the completion of permitting.

4. Bar Harbor North Piling Replacement: This project has gone very well. There is only one piling left to replace, and that is the one that failed in the large wind event on January 4th, 2021. Pool Engineering plans to remove the remaining piece of the piling tomorrow, and then will place the new piling shortly thereafter.

5. Port and Harbors Director Position: That while there is much discussion on this topic, Mark is enjoying the challenge of being the Acting Port and Harbors Director, and commended the staff for being knowledgeable and hard working.

FUTURE AGENDA ITEMS:

1. Chairman Lunde requests that Old Business No. 1 be kept on the agenda.
2. Chairman Lunde requests that New Business No. 1 be kept on the agenda.
3. Board Member Mulder requests a new agenda item in reference to changing the meeting time to 6:00 p.m.

BOARD MEMBER COMMENTS:

Mr. Timothy Walker: I really appreciate these remote meetings.

Mr. Eric Lunde: Thank you everyone for bearing with me during my first meeting as Chair.

Mr. Rod Bray:

Mr. Jim Castle: It is nice to see everyone, see you next month.

Mr. Dan Christensen: No comment.

Mr. Mark Flora: Thank you, everybody.

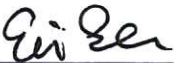
Mr. Andrew Mulder: Thank you to the Harbor division for keeping an eye on boats during the freezing temperatures lately.

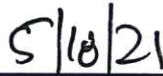
Mr. Rick Collins: Thank you.

Mr. Steve Wilsie: No comment.

ADJOURNMENT:

MOTION TO ADJOURN was made by Flora at 8:15 p.m. **MOTION SECONDED** by Castle. **MOTION PASSED UNANIMOUSLY.**





Chair/Vice Chair Signature

Date

