

**PORT & HARBORS ADVISORY BOARD
MEETING MINUTES
DATE: 03/09/2021**

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 checked="" 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 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 Flora to accept the minutes of the regular meeting of the Port and Harbors Advisory Board from February 9th, 2021. **MOTION SECONDED** by Bray.

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 forwarded an email to the Board that contained a statement from the RESOUCCE Committee:

The Ketchikan RESOURCE Steering Committee will be temporarily pausing its efforts while the cruise industry and SE Ports Committee discuss resuming cruise ship calls in Alaska.

Director Hilson added that the regional committee is still meeting and working with all available resources to evaluate the resumption of cruising situation the region is currently facing.

Discussion followed.

2. P&H Director Position City Council Update- Council Member Flora

Council Member Flora informed The Board that the council has decided to address this topic at the City Council's regular meeting of March 18th. He stated he will forward the will of the PHAB to the City Council during this meeting.

NEW BUSINESS:

1. Review and recommendation of financial implications of modification of Port responsibilities and duties

Director Hilson stated that the review of port duties must address what duties are appropriate and not appropriate for the Port to be potentially assuming responsibilities for or relinquishing responsibilities for. He also noted that many of the costs associated with running the Port and the harbors are shared, and this could have a major impact on the harbors. A rough estimate showed that if cost sharing was no longer an option, the harbors would see an approximate \$700,000 in addition expenses.

After reviewing the current available funds in the port enterprise fund, and at the current rate of spending, the port enterprise fund will be dissolved by the end of 2021. A result of splitting the departments also means the acquisition of assets solely for port use, as well as the hiring of additional staff and acquiring somewhere for the staff to be based out of. Also noted, was that if the departments were separated and the Port Director was then directed to report directly to the council, this would politicize the Port Director position and there is turnover in the Council regularly, and each Council Member has a different agenda.

Discussion followed.

MOTION was made by Bray to move that the Port and Harbors Advisory Board recommend against splitting the Port and Harbors Director position into two positions, and authorizes City Council Member Flora to advise the City Manager's Office accordingly. **MOTION SECONDED** by Mulder. **MOTION PASSED UNANIMOUSLY.**

1. Proposed new meeting time of 6:00 p.m.- Board Member Mulder

Board member Mulder proposes moving the meeting time up to 6:00 p.m. Discussion followed and no motion was laid on the table.

Director's Report:

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

1. Bar Harbor North Piling Replacement: In addition to what was provided in the directors report, Director Hilson noted that Change Order No. 1 has been submitted, and will be the final change order. Change Order No. 1 addresses additional work needed to address the piling that was broken below the water line.

2. PHAB Meeting Delivery: Due to a COVID-19 vaccine clinic taking place at the Ted Ferry Civic Center on April 13th, there is a scheduling conflict. Discussion followed and it was decided to hold the meeting via WebEx rather than moving the date.

Chairman Lunde inquired about the hiring of Port Security for the 2021 season. Director Hilson informed him that there will be a very small crew hired and that there has been a positive response from previous employees who are located in Ketchikan when asked if they would like to work. While the schedule and amount of work is much unknown at this point, the Port Operations Coordinator has been very upfront with them about this.

Vice-Chairman Bray inquired about the cost of the Hole in the Wall breakwater repair. Director Hilson informed Vice-Chairman that there is not an exact cost yet, but

the mitigation on the damage was around \$25,000. The cost of repairs is currently unknown. The project is underway and Director Hilson will update the Board when more information is available.

FUTURE AGENDA ITEMS:

1. Board Member Mulder would like to see more discussion on the installation of skiff floats.
2. Board Member Castle would like some more information on the rumor going around that the harbor parking lots are now going to be ticketed after 72 hours. There is serious concern from the boating community that they will leave on a trip and be ticketed.
3. Board Member Collins would like to address the topic of the high volume of dog feces on the Port and in the harbors.
4. Chairman Lunde would like further discussion the Port and Harbors director position and on the creation of the sales and marketing position.
5. Chairman Lunde would like a monthly report on the status of the Port Enterprise Fund.

BOARD MEMBER COMMENTS:

Mr. Timothy Walker: Yeah, I want to echo the comments that were made earlier. It was a well-run meeting. And, it was a good meeting. Times are tough. Anyway, everybody stay safe.

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

Mr. Rod Bray: Good meeting. Good job, Eric. Appreciate you taking over. The only thing that I forgot to mention during the director's report is the fact that Dan has asked the Core of Engineers if we were going to be able to use the wore out parts of the old breakwater. I am glad to see that Dan is staying on top of that and good job. Hopefully every time you deal with those folks you bring that up again because that could be a huge cost saving and this is something we need. So, good job, Dan.

Mr. Jim Castle: Good meeting. Thanks everyone for their work—Mark, and other Mark. So, I've got nothing else.

Mr. Dan Christensen: I just want to ask that with WebEx does the City Council have to authorize for us to use that program next month. And with the decrease in the threat level is it possible that they will not authorize us to use WebEx next month?

Director Hilson: No, they do not have to authorize it, we advertise it that way.

Mr. Mark Flora: Thank you, everybody.

Mr. Andrew Mulder: Thanks everyone, have a good evening.

Mr. Rick Collins: I just want to say thanks. And, we're defiantly on WebEx next month, is that what it sounds like?

Chairman Lunde: Yep, that's what it looks like.

Mr. Steve Wilsie: Thank you, good meeting.

ADJOURNMENT:

MOTION TO ADJOURN was made by Flora at 8:47 p.m. **MOTION SECONDED** by Bray. **MOTION PASSED UNANIMOUSLY.**

Qui Zue

5/10/21

Chair/Vice Chair Signature

Date

