

**PORT & HARBORS ADVISORY BOARD
MEETING MINUTES
DATE: 05/10/2022**

CALL TO ORDER:

The Port & Harbors Advisory Board regular meeting was called to order at 7:00 P.M., at Fire Station 1, in Ketchikan, Alaska.

ROLL CALL:

MEMBERS PRESENT:

<input checked="" type="checkbox"/>	Mr. Eric Lunde	(Chairman)
<input checked="" type="checkbox"/>	Mr. Andrew Mulder	(Vice-Chairman)
<input checked="" type="checkbox"/>	Mr. Mark Flora	(Council member)
<input checked="" type="checkbox"/>	Mr. Rod Bray	
<input checked="" type="checkbox"/>	Mr. Steve Wilsie	
<input checked="" type="checkbox"/>	Mr. John Kremer	
<input type="checkbox"/>	Mr. Jim Castle	
<input checked="" type="checkbox"/>	Mr. Tim Hemme	
<input checked="" type="checkbox"/>	Mr. Eric Collins	

MEMBERS ABSENT:

Excused

<input type="checkbox"/>	Mr. Eric Lunde	<input type="checkbox"/>
<input type="checkbox"/>	Mr. Andrew Mulder	<input type="checkbox"/>
<input type="checkbox"/>	Mr. Mark Flora	<input type="checkbox"/>
<input type="checkbox"/>	Mr. Rod Bray	<input type="checkbox"/>
<input type="checkbox"/>	Mr. Steve Wilsie	<input type="checkbox"/>
<input type="checkbox"/>	Mr. John Kremer	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Mr. Jim Castle	<input checked="" type="checkbox"/>
<input type="checkbox"/>	Mr. Tim Hemme	<input type="checkbox"/>
<input type="checkbox"/>	Mr. Eric Collins	<input type="checkbox"/>

Harbor Staff Present:

<input checked="" type="checkbox"/>	Mr. Darryl Verfaillie
<input checked="" type="checkbox"/>	Mr. Dan Berg
<input checked="" type="checkbox"/>	Ms. Angel Holbrook

CHANGES TO AGENDA:

Board Member Collins asked that the report on Hole in the Wall harbor from April's Director report be revisited under old business items. No objections were heard.

MINUTES:

MOTION was made by Collins to accept the minutes of the regular meeting of the Port and Harbors Advisory Board from April 12, 2022. **MOTION SECONDED** by Flora. **MOTION PASSED UNANIMOUSLY.**

COMMUNICATIONS:

None

PERSONS TO BE HEARD:

None

OLD BUSINESS:

1. Harbor Rates Discussion

Discussion was held regarding the materials provided by staff.

Follow up on the prior meetings was covered:

- Create wording to remove all harbor rate dollar values from the Ketchikan Municipal Code (KCM) so that rates can be updated via ordinance rather than KCM changes.
- Create a rate structure for utilities (water, wastewater, solid waste, electric) that is based off what user groups pay to Ketchikan Public Utilities (KPU) plus an price index or escalation rate, or something of that nature, that covers the cost of administering utilities and maintaining infrastructure. Also, prepare history on when the rates of these utilities were last raised by the respective departments and by what amount in comparison to when they were last raised by Port and Harbors (P&H) and by what amount.
- Examine the feasibility of creating an “off-island” solid waste program for harbor users that live off-island and use harbor solid waste services for home-generated trash. This program should include an additional rate, how to track users, and preferably include a pre-implementation survey of off-island users. The survey should include but not be limited to:
 - Willingness to participate
 - Willingness to pay additional fee
- Identify a rate to increase open moorage permits that would create, at least, a “break even” scenario for harbor funds.

- Staff to bring back rate suggestions for the following rates:
 - Live Aboard Fees
 - Grid Usage
 - Crane Usage
 - Commercial Launch Ramp Classes & Rates
 - Impound
 - Abandoned vessel fee
 - Daily Fee
 - Impound Fee
- Ideas from the Board for fees and/or changes:
 - “Lay Days” at the grid
 - Credit Card fees
 - Drive Down Skiff Launching
 - Woodcutting permits

Staff will examine rates and bring back suggestions as staffing time allows. Although discussed at length, it was not decided if Staff should be trying to reach a percentage of revenue increase or implement an “across the board” rate increase program.

2. Hole in the Wall Discussion

Discussion was held. There are concerns from Board Member Collins that the Hole in the Wall dock is facing an impending failure or design deficiency and is in peril. Harbor Operations Coordinator Dan Berg noted that there is some sloping due to foam floatation missing but was not as concerned as Board Member Collins about the harbor being in peril. Director Verfaillie noted the concerns and stated he would examine the harbor and let the Board know the direction the Department will be taking in relation to this matter.

NEW BUSINESS:

None

Director’s Report:

No additional items were covered beyond what was in the Director’s Report.

FUTURE AGENDA ITEMS:

1. Port Ward Cove Operations Update from Council Member Flora
2. Dock Vendor Leases Updates

BOARD MEMBER COMMENT

Mr. Tim Hemme: I appreciate working with staff. Hopefully we'll have something meaningful produced soon.

Mr. Eric Lunde: As always, thank you staff. For putting everything together and for putting up with us. And thank you to the board members for volunteering and representing the different parts of industry. I'm looking forward to the next meeting.

Mr. Rod Bray: I somewhat agree we should be in an automatic rate increase. But, going through this every four or five years isn't a bad thing. We've identified areas where we are being under charged so I don't think going through this is a bad thing. But, I agree, when we do figure something out it should be automatic, because we know what the cost of living is going to do. Otherwise, good meeting.

Mr. Jim Castle:

Mr. Mark Flora: Good meeting. I really appreciate all you guys digging into this. I realize it is a ton of work. I appreciate the comments on the mechanism of implementing rate increases tied to the CPI instead of waiting five or six years and trying to play catchup. CPI adjustments need to be built into ordinances, it makes things a lot easier.

Mr. Andrew Mulder: I appreciate the staff and all their work. This wasn't as painful as I imagined rate discussion would be.

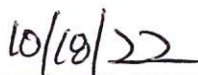
Mr. John Kremer:

Mr. Steve Wilsie: Good meeting. Thank you staff for all you do to keep us apprised of what is going on.

Mr. Eric Collins: I agree. I appreciate staff. Thank you, sir, for all you do.

ADJOURNMENT:

MOTION TO ADJOURN was made by Mulder 9:40 p.m. **MOTION SECONDED** by Bray. **MOTION PASSED UNANIMOUSLY.**



Chair/Vice Chair Signature

Date