

**PORT & HARBORS ADVISORY BOARD
MEETING MINUTES
DATE: June 9, 2026**

CALL TO ORDER:

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

ROLL CALL:

MEMBERS PRESENT:

☒	Mr. Lee Bethel	(Chairman)
☐	Mr. Eric Lunde	(Vice-Chairman)
☒	Mr. Jai Mahtani	Council Member
☒	Mr. Steve Wilsie	
☒	Mr. James Rhodes	
☒	Mr. Russell Cockrum	
☐	Vacant	
☒	Mr. Tom Carruth	
☒	Ms. Linda Faber	

MEMBERS ABSENT:

Excused

☐	Mr. Lee Bethel	☐
☒	Mr. Eric Lunde	☒
☐	Mr. Jai Mahtani	☐
☐	Mr. Steve Wilsie	☐
☐	Mr. James Rhodes	☐
☐	Mr. Russell Cockrum	☐
☐	Vacant	☐
☐	Mr. Tom Carruth	☐
☐	Mr. Linda Faber	☐

Harbor Staff Present:

☒	Mr. Wayne Phillips
☒	Mr. James Wilson
☐	Mr. Craig Bisson
☒	Ms. May Caguiat

CHANGES TO AGENDA:

None

APPROVAL of MINUTES:

MOTION was made by Board member Jay Rhodes to accept the minutes of the regular meeting of the Port and Harbors Advisory Board from May 12, 2026. **MOTION SECONDED** by Board member Linda Faber. **MOTION PASSED UNANIMOUSLY.**

COMMUNICATIONS:

The Chair noted receipt of an email from Mr. Youngblood regarding his resignation.

PERSONS TO BE HEARD:

None

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Dockwa Management Software

Director Phillips provided an update regarding ongoing efforts to identify and implement improved dock management software. He reported that:
Current systems do not fully meet operational needs.
Multiple vendors have been reviewed, including international options.
Scheduling and coordination issues continue under the current system.
No final selection has been made; evaluation is ongoing.

Electrical Billing Review

Concerns were reviewed regarding transient vessel electrical billing. It was clarified that:
All transient vessels are billed at the established transient rate based on vessel size.
No differential or preferential billing practices are in place.

Tender Float 3 Safety Improvements

Discussion was held regarding safety concerns and potential guardrail requirements for the tender float at Berth 3 and whether guardrails are required on the tender float.

Director Phillips reported PND Engineers concluded that no applicable code requirement mandating guardrails based on height/freeboard rules.
Temporary safety measures such as cones, stanchions, or removable barriers may be used.
Vessel operators remain responsible for safe passenger boarding and disembarkation.
No known incidents of falls or injuries have been reported at the location.

PORT & HARBORS DIRECTOR'S REPORT:

Mountain Point and Knudson Boat Launch

No significant changes since the previous meeting.
Knudson Boat Launch remains in a holding pattern with no new developments at this time.

Harbormaster Operations

Summer operations are underway with seasonal hours in effect.
Temporary harbormasters have been hired to provide evening coverage.
Staff performance has been positive, resulting in improved operational coverage.

Bar Harbor North Floating Breakwater Project

Project remains generally on schedule.
Contractor mobilization is expected in mid-July.
Construction activities are anticipated to begin toward the end of July.
Installation is still expected to be completed during the current construction season.

Vessel Disposal Program

The vessel Tulip was successfully removed and disposed of.
Harbormasters, with assistance from Public Works, hauled the vessel onto the ramp near the Harbormaster's Office.
The vessel was dismantled, loaded into trucks, and transported to the landfill.
Staff from multiple city departments contributed to the effort.

Race to Alaska R2AK

Approximately 70 vessel entrants are expected.
Participants travel 750 miles from Port Townsend to Ketchikan without engines.
Permitted vessel types include kayaks, canoes, rowing vessels, and other human-powered craft.
Staff are looking forward to the event's arrival.

Berth III Dolphin Upgrades

A potential contractor has withdrawn from the bidding process due to other commitments.
The project may need to be rebid.
Current construction market conditions present challenges, particularly for specialized, standalone projects.
Staff will reassess project options and next steps.

Temporary Port Security Workers

Port security personnel continue providing pedestrian crossing and safety services.
Their work has been effective in supporting safe movement through port areas.

Berth III Inside Tender Float

Previously discussed maintenance findings were acknowledged.
No additional updates provided during this report.

Ongoing Maintenance and Capital Projects**Cathodic Protection Improvements**

PND Engineers are preparing plans, specifications, and cost estimates.
Project is expected to be advertised for bids in the fall.

Ports & Harbors Maintenance Building

Alaska Architects and Engineers are developing a redesign for the maintenance facility.

Port Electrification Grant

A federal grant application has been submitted to MARAD for port electrification funding.
Staff are awaiting funding decisions.

Berths I & II Safety and Security Building

Foundation work has been completed.
A prefabricated building will be installed following the cruise season.
Facility is expected to be operational by the next cruise season.

Mountain Point Float Redesign

Design work is complete.
Project has been submitted for federal grant consideration.
Staff are awaiting a funding decision.

Bar Harbor North Dredging Diverter

Preliminary planning efforts are beginning.
Work this year will focus on concept development, permitting requirements, and project feasibility.

Float 12 Electrical Pedestal Replacements

Replacement pedestals are being fabricated by a company in Juneau.
Installation is anticipated near the end of the season.

FUTURE AGENDA ITEMS:

None

BOARD MEMBER COMMENT

A board member raised concerns regarding abandoned vehicles and individuals residing in vehicles within public parking areas near harbor facilities.

Director Phillips stated that the Parking enforcement contract has recently been restored and that efforts to remove abandoned vehicles are ongoing. He further

reported that a backlog of enforcement cases is currently being addressed. Additional discussion included public safety concerns and ongoing coordination between City departments.

ADJOURNMENT:

As there was no business the Port & Harbors Advisory Board adjourned at 7:20p.m.

Chair/Vice Chair Signature

Date