



# THE CITY OF WHITTIER

*Gateway to Western Prince William Sound*

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**PORT & HARBOR COMMISSION  
REGULAR MEETING  
Thursday, November 3, 2016  
Homeowners' Lounge, BTI Building  
6:00 pm**

**MINUTES**

**CALL TO ORDER**

Ed Hedges called the meeting to order at 6:02 pm.

**OPENING CEREMONY**

Ed Hedges led the Pledge of Allegiance.

**ROLL CALL**

Commission members present: Ed Hedges, Mark Mitchell, Arnie Arneson, Dave Goldstein, Brad Von Wichman

**ADMINISTRATION PRESENT**

Andy Dennis, Harbormaster  
Jennifer Rogers, City Clerk  
Naelene Matsumiya, Office Assistant

**PUBLIC CITIZENS PRESENT**

Charlene Arneson

**RE-ORGANIZATION OF COMMISSION**

**MOTION:** Ed Hedges made a motion to close the Port and Harbor Commission for the year 2016 and open it for 2017.

**SECOND:** Mark Mitchell seconded the motion.

**DISCUSSION:** None

**VOTE:** Unanimous

Naelene Matsumiya asked for nominations for the Chair.

**MOTION:** Arnie Arneson nominated Ed Hedges.

**SECOND:** Mark Mitchell seconded the nomination.

Dave Goldstein: Yes, Arnie Arneson: Yes, Brad Von Wichman: Yes, Mark Mitchell: Yes, Ed Hedges:

**DISCUSSION:** Ed Hedges was declared Chair for the 2017 Port and Harbor Commission.

**VOTE:** Unanimous

Naelene Matsumiya turned the meeting back to Ed Hedges.

Ed Hedges asked for nominations for the Vice-Chair.

**MOTION:** Dave Goldstein nominated Arnie Arneson for the Vice-Chair.

**SECOND:** Brad Von Whichman

Dave Goldstein: Yes, Arnie Arneson: Yes, Brad Von Wichman: Yes, Mark Mitchell: Yes, Ed Hedges:

**DISCUSSION:** Arnie Arneson was declared Vice-Chair for the 2017 Port & Harbor Commission.

**VOTE:** Unanimous

### **APPROVAL OF AGENDA**

**MOTION:** Arnie Arneson made a motion to approve the Regular Meeting Agenda of October 6, 2016 as amended.

**SECOND:** Dave Goldstein

Dave Goldstein: Yes, Arnie Arneson: Yes, Mark Mitchell: Yes, Brad Von Whichman: Yes, Ed Hedges: Yes

**DISCUSSION:** Remove Letters to Berth Holders Correspondence.

**VOTE:** Passed Unanimously

### **APPROVAL OF MINUTES**

**MOTION:** Arnie Arneson made a motion to approve the Port & Harbor Regular Meeting Minutes of September 1, 2016 as is.

**SECOND:** Brad Von Wichman

Dave Goldstein: Yes, Arnie Arneson: Yes, Brad Von Wichman: Yes, Mark Mitchell: Yes, Ed Hedges: Yes

**DISCUSSION:** None

**VOTE:** Passed Unanimously

### **ADMINISTRATIVE REPORTS**

#### **A. Harbormaster Report**

Nothing new to report

#### **B. City Manager's Report**

None

### **CORRESPONDENCE**

None

### **UNFINISHED BUSINESS**

#### **A. Harbor Policy & Procedure Review**

Harbormaster, Andy Dennis, handed out copies of the Whittier Harbor Policies and Procedures for the commission members. Andy clarified that this was just a rough draft and he changed a lot of the wording. Members took time to review it.

#### **B. Annual Transients**

Finished

### **C. Moorage Agreements**

Dave Goldstein suggested The Commission review the Policies and Procedures first and then decide what action to take at the next meeting.

### **D. Wash Down Area**

Finished

### **E. Harbor Fees**

Andy Dennis gave the commission an updated schedule of the Harbor Fees that he is proposing. The members reviewed the fees and Andy went down the list of updates. The \$15 Jet Ski launch fee has been removed. It is now the same price as launching a boat. Harbormaster, Andy Dennis, stated that he doesn't see the difference since jet skis are launched at the same ramp. He got rid of the Jet Ski fee and made it a flat \$20 fee for launching/retrieving. Bill's Pump-out fee used to be \$40 an hour plus a labor charge. Andy stated that it was hard to calculate a labor fee for a task that only takes a few minutes. The updated Pump-out fee is \$75. Andy introduced a \$250 Emergency Snow Removal fee. Sewage Pump-out used to be \$40 an hour plus labor fee but it only takes two minutes to pump out so Andy added an additional \$10 to the fee. So far, these were the only price changes that were made.

Andy announced that the City Council voted to fund the additional cost for the different float designs for the float configuration and some overhead lighting. Arnie Arneson stated that he was glad to hear this news. He then asked Andy about the grant of x amount that will repair the main walkway and X and Z floats. Andy corrected that the grant and funds from the Harbor will cover X-ray and C floats. He stated that the estimated cost will be about 8 million dollars. He went on to say the City Council voted to sell bonds to rebuild the rest of the harbor which included A, G, and H floats. This will also fund the building of electrical pedestals to floats that currently do not have electricity. Dave Goldstein asked Andy about the time frame of the construction. Andy explained that the construction will be done before the busy season and continue in the fall. Andy talked about the project at the head of the bay. He reported that it had been shut down by the federal government because it had been costing way too much money. The project was moved to a later date.

The Commission began to discuss the harbor staff with Andy. Dave Goldstein inquired about the travel lift and who will be operating it while Bonifacio (Boni) is away on vacation (if ever he is on vacation). Andy stated that Boni is the only person who could use the travel lift as of now. He does not feel comfortable with just one person operating the travel lift. He also does not want anyone else operating the travel lift without Boni. He started to talk about winter staffing and how he would prefer two harbor employees out on the harbor together in the winter for safety purposes. There was a lengthy discussion about the harbor staff and the safety of them during the winter months. Andy reassured that safety ladders will be installed in various areas around the harbor in case someone were to fall into the water. Andy then passed out copies of the proposed budget to the members of the commission.

Mark Mitchell mentioned the harbor webcams. He thought it'd be great for the people if they could see the harbor and weather in Whittier on the website via these harbor cameras. He expressed his concern about them not serving as security cameras as he does not want the harbor to become liable for situations if ever they occur.

Harbormaster, Andy Dennis, gave the commission members copies of the proposed budget and the commission took some time to read through it. After reading the proposed budget, Dave Goldstein asked Andy about the Garbage Revenue. Andy explained that that was for the company that pays a small fee for trash disposal. He clarified that the fee they pay does not come close to the actual cost of garbage Whittier disposes. Dave suggested that businesses do a similar action to the "Adopt a Road" initiative and have businesses adopt parts of the Triangle or the Harbor Loop road. He believes this will help with the trash problem in the Harbor and The Triangle and may even help our community.

The Commission went back to talking about the harbor staff. Dave Goldstein emphasized how the winter time staffing is different from the summer time staffing saying, "Safety is a huge thing during the winter." Arnie Arneson stated his opinion which was to have 2 forty-hour full time employees and 2 thirty-two hour part time/temporary employees.

**MOTION:** Arnie Arneson made a motion for the Ports and Harbor Commission to recommend harbor outside staff of 2 full time employees and 2 part time employees during the off season due to safety, necessary work schedules and scheduled time off.

**SECOND:** Brad VonWichman

Dave Goldstein: Yes, Arnie Arneson: Yes, Brad Von Wichman: Yes, Mark Mitchell: Yes, Ed Hedges: Yes

**DISCUSSION:** None

**VOTE:** Passed Unanimously

## **NEW BUSINESS**

### **A. Reduce Number of Members and Frequency of Meeting**

The Commission discussed the meeting dates for a while. Mark Mitchell suggested September and October so that The Commission meets before and after the budget is approved. The Commission agreed. Arnie Arneson then suggested March and April, just before the busy season starts. There was a little back and forth about special meetings. Until, ultimately, the members of the Commission approved: meetings will be held the first Thursdays of March, April, September and October. Dave Goldstein recommended that since the Commission will be meeting less, 2 more members should be added to The Commission making it a 7 member Commission. Members agreed.

**MOTION:** Dave Goldstein made a motion that the Ports and Harbor Commission adopt resolution 02-2016 recommending The Commission hold four meetings annually, occurring on the first Thursday of September, October, March and April, and to hold Special Meetings at the discretion of the Chair Person.

**SECOND:** Brad VonWichman

Dave Goldstein: Yes, Arnie Arneson: Yes, Brad Von Wichman: Yes, Mark Mitchell: Yes, Ed Hedges: Yes

**DISCUSSION:** None

**VOTE:** Passed Unanimously

### **B. Harbor Webcams**

Discussed earlier under Unfinished Business, E. Harbor Fees, fourth paragraph.

## **CITIZENS COMMENTS**

None

## **COMMISSION COMMENTS**

Jennifer Rogers recommended members from the Ports and Harbor Commission to attend the upcoming City Council meeting so the resolution could hold more weight.

## **NEXT MEETING ATTENDANCE PLANS:**

## **ADJOURNMENT**

**MOTION:** Ed Hedges made a motion to adjourn the meeting.

**SECOND:** Brad VonWichman

Mark Mitchell: Yes, Dave Goldstein: Yes, Monty Irvin: Yes, Arnie Arneson: Yes, Ed Hedges: Yes

**VOTE:** Unanimous

Meeting adjourned at 7:49 pm

Attest: \_\_\_\_\_



Naelene Matsumiya  
Office Assistant



Ed Hedges  
Chair of Port & Harbor Commission