



THE CITY OF WHITTIER

Gateway to Western Prince William Sound

P.O. Box 608 • Whittier, Alaska 99693 • (907) 472-2327 • Fax (907) 472-2404

**PORT & HARBOR COMMISSION
SPECIAL MEETING
Tuesday, November 12, 2013
COUNCIL CHAMBERS, P-12 BUILDING
5:30 pm**

MINUTES

CALL TO ORDER

Monty Irvin called the meeting to order at 5:53 pm.

OPENING CEREMONY

Monty Irvin led the Pledge of Allegiance.

ROLL CALL

Ed Hedges	Seat A	P
Peter Denmark	Seat B	P
Brad Von Wichman	Seat C	P
Monty Irvin	Seat D	P
Seat E	Vacant	
Seat F	Vacant	
Seat G	Vacant	

ADMINISTRATION PRESENT

Sue Miller, Harbormaster
Thomas Bolen, City Manager
Jennifer Rogers, Deputy City Clerk

Peter Denmark moved that the discussion of lease extension for Hobo Bay Trading Company be moved to the top of business items to accommodate Babs Reynold's schedule.

Monty Irvin recommended that we swear in Peter Denmark then re-organize the Commission.

Jennifer Rogers swore in Peter Denmark and Monty Irvin.

PUBLIC CITIZENS PRESENT

Babs Reynolds
Brenda Tolman
David Pinguoch
David Goldstein
Scott Korbe
Mike Blonski

APPROVAL OF AGENDA

MOTION: Ed Hedges made a motion to approve the Special Meeting Agenda of November 12, 2013 with Amendments.

SECOND: Brad Von Wichman seconded the motion.

Ed Hedges Y Peter Denmark Y Brad VonWichman Y Monty Irvin Y Seat E__ F__ Seat G__

VOTE: The vote passed by unanimous decision.

DISCUSSION: None

APPROVAL OF MINUTES

MOTION: Ed Hedges made a motion to approve the Port & Harbor Special Meeting Minutes of October 15, 2013 as is.

SECOND: Brad VonWichman seconded the motion.

VOTE: The vote passed by unanimous decision.

Lease Extension of Hobo Bay Trading Company (Moved to the first topic of the meeting from New Business)

Babs informed the Commission that she was invited to attend tonight's meeting as well as the City Council meeting to answer questions regarding her request for a lease extension. She stated that her lease had been changed many times over the years before it was ever signed. Her current lease states that the land can only be used for a restaurant. She added that there is no sewer hook-up. Two years ago, her nephew dug a hole looking for the sewer line. Her nephew contacted the City, and Scott Korbe came with the as-built plans and showed where the sewer lines should be, but they weren't there, and nothing has been done since then to locate it; so that ruled out a restaurant. There is also an oil burner beside the building and sends fumes to their area. Babs

has an agreement with the City which states that she didn't have to work there until December 31st of this year. She added that she would like an extension and change the lease so that it doesn't state that it has to be a restaurant. She has had several people inquire about the land, but none were interested in opening a restaurant.

Peter Denmark asked if restaurant was a function of her original lease. She replied that her original lease was for miscellaneous services. Peter Denmark asked Babs if she was given a variance to her lease as a function to how she was to operate.

MOTION: Ed Hedges made a motion to extend the non-occupancy part of the lease for Hobo Bay Trading Company and state the use as miscellaneous instead of restaurant.

SECOND: Brad Von Wichman

Ed Hedges Y Peter Denmark Y Brad VonWichman Y Monty Irvin Y Seat E __ Seat F __ Seat G __

VOTE: The vote passed by unanimous decision.

ADMINISTRATIVE REPORTS

A. Harbormaster Report

Sue Miller spoke on the following items:

- She attended a two day SERVS meeting in Anchorage.
- The 2014 Budget has occupied much time over the past month.
- Administrative paperwork and follow-up from summer still continues. The Wait List renewals will go out before Thanksgiving and the Moorage Contract renewals will out by mid-December.
- The furnace that was damaged by high winds this past summer was replaced.
- She is looking for brochures that can be handed out to boaters this season. This brochure would cover how boaters can prepare their boat before they approach the ramp. Mr. Pinguoch has given some input on this task. Sue encouraged others to contact her if they have anything to contribute.

Peter Denmark asked Sue if she was comfortable with the Harbor's budget for the next year. Sue replied that yes, it looks good. She added that the Harbor Department will inherit a 2006 Ford from the Police Department.

Peter asked Sue when were the rates set for moorage. He stated that it's usually done by the Council. Sue replied that the last one was done in 2011. Peter asked if the Council is supposed to review those annually? Sue also stated that if there are changes, they are brought to the attention of the City Council. Peter added that the City Council and the Ports & Harbor Commission reviewed the harbor rates on a yearly basis. Sue replied that we can do this in the future.

Peter further stated that the harbor users should receive a letter annually stating whether or not the fees will remain the same or if there will be an increase. There was much discussion among the members and Harbormaster regarding the harbor fees.

Peter Denmark then brought up the issue of the snow removal at the harbor. He asked of the winter care of the parking lots. He questioned what the split between the parking and harbor. Sue replied that there is a 50/50 split between the \$35,000 for snow removal and winter care of the parking lots. The cost was reduced for the snow removal cost in interdepartmental monies.

Scott Korbe stated that the Public Works keep track of their hours while they are removing snow for the harbor. They charge a labor and fuel cost for the snow removal. There was considerably less snow last year than the year before so the expenses were less.

MOTION: Peter Denmark made a motion to change the Ports & Harbor Regular Meeting date and time
To the first Tuesday of the month at 6:00 pm. (Added to the Agenda)

SECOND: Ed Hedges seconded the motion.

Ed Hedges Y Peter Denmark Y Brad VonWichman Y Monty Irvin Y Seat E __ Seat F __ Seat G __

VOTE: The vote passed unanimously

Re-organization of Commission (Moved from New Business)

Jennifer Rogers asked if there are any nominations for the Chair.

Peter Denmark nominated Monty Irvin for the Chair.

Jennifer asked if there were any other nominations for the Chair. Hearing none, she turned the meeting over to the Chair, Monty Irvin.

Monty nominated Ed Hedges for Vice-Chair.

Peter Denmark seconded the nomination.

The Chair for 2014 is Monty Irvin and the Vice-Chair for 2014 is Ed Hedges.

OLD BUSINESS

a. Facility Assessment-

Brad Von Wichman stated that there are problems with the electrical kit of the east gangway. Ed Hedges added that the wires should go off the gangway instead of going under the water. Over the years, the harbor crew has placed plastic pipe underneath, but it gets knocked off after a while.

It was determined by the Commission that the number one priority should be the electrical on the east gangway.

There was discussion among the members regarding what the priorities of the harbor should be, including:

- Back-up generators
- Grid
- Ocean Dock-structure damage
- City Dock
- Insulation of wires
- Clean out facility

Dave Goldstein asked about whether or not the grids can be rebuilt or would we have problems with the EPA. Ed Hedges replied that many people are misinformed about what bottom paint contain.

Dave added that he was specifically told that the grids we have are grandfathered in, but once they're gone, they're gone.

Thomas Bolen said that he has heard the same thing about the grids. The issue isn't what kind of paint is being used, but whether or not the paint will be scrapped off; that's where the hazard lies.

City Manager, Thomas Bolen stated that future plans for the ocean dock may include an expansion. There was a question as to when the sheet pile wall was last inspected. Sue Miller stated that the sheet pile was inspected approximately in 2000 or 2001. In addition to the sheet pile, the rubble mound, floating break water, the cables and the metal break water were also inspected.

b. Passenger Floating Dock Repairs-

RFP will go out late this month or early December.

NEW BUSINESS

MOTION: Peter Denmark made a motion to accept Larry Bussman's resignation from Ports & Harbor Commission.

SECOND: Ed Hedges seconded the motion.

Ed Hedges Y Peter Denmark Y Brad VonWichman Y Monty Irvin Y Seat E ___ Set F ___ Seat G ___

VOTE: The vote passed unanimously

CITIZENS COMMENTS

David Goldstein stated that the City has recently lost ownership of land at the head of the bay, and that falls under the harbor. He asked if there are any appropriations remaining of the \$37 million WRDA grant. Tom replied that there are the City has never owned land at the head of the bay, so we didn't lose any land; we just lost the management rights. Tom also stated that the WRDA bill has authorization for a project, but there are no appropriations at this time. There isn't 37 million in the WRDA grant.

COMMISSION COMMENTS

Peter Denmark encouraged the members to review their notes in preparation for the next meeting.

NEXT MEETING ATTENDANCE PLANS: December 3, 2013

ADJOURNMENT

MOTION: Larry Bussman made a motion to adjourn the meeting.

SECOND: Monty Irvin seconded the motion.

Ed Hedges Y Peter Denmark ___ Brad VonWichman Y Monty Irvin Y Seat E ___ Seat F _ Seat G ___

VOTE: The vote passed unanimously

Meeting adjourned at 7:02 pm

Attest:

Jennifer Rogers
Deputy City Clerk

Monty Irvin
Chair