



# 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, June 18, 2013**

**Homeowner's Lounge, Begich Towers Building  
5:30 pm**

### **MINUTES**

#### **CALL TO ORDER**

Marilynn Heddell called the meeting to order at 5:30 pm.

#### **OPENING CEREMONY**

Marilynn Heddell led the Pledge of Allegiance.

#### **ROLL CALL**

Ed Hedges	Seat A	P
Marilynn Heddell	Seat B	P
Brad Von Wichman	Seat C	P
Monty Irvin	Seat D	P
Paul Heimbuch	Seat E	A
Larry Bussman	Seat F	P
Vacant	Seat G	

#### **ADMINISTRATION PRESENT**

Sue Miller, Harbormaster  
Thomas Bolen, City Manager  
Scott Korbe, Public Works Director  
Jennifer Rogers, Deputy City Clerk

#### **PUBLIC CITIZENS PRESENT**

Pat Hamilton

**MOTION:** Larry Bussman made a motion to excuse Paul Heimbuch from today's Port and Harbor meeting.

**SECOND:** Monty Irvin seconded the motion.

Ed Hedges Y Marilyn Heddell Y Brad VonWichman P Monty Irvin Y Paul Heimbuch O Larry Bussman Y Seat G Vacant

**VOTE:** The vote passed by unanimous decision.

## **APPROVAL OF AGENDA**

**MOTION:** Larry Bussman made a motion to approve the Special Meeting Agenda of June 18, 2013.

**SECOND:** Monty Irvin seconded the motion.

Ed Hedges Y Marilyn Heddell Y Brad VonWichman P Monty Irvin Y Paul Heimbuch O Larry Bussman Y Seat G Vacant

**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 May 21, 2013 as is.

**SECOND:** Larry Bussman seconded the motion.

Ed Hedges Y Marilyn Heddell Y Brad VonWichman P Monty Irvin Y Paul Heimbuch O Larry Bussman Y Seat G Vacant

**VOTE:** The vote passed by unanimous decision.

## **ADMINISTRATIVE REPORTS**

### **A. Harbormaster Report**

#### **Memorial Day Weekend**

There was a record number of trailerable vessels launching and parking. The Whittier Camping and Parking campground area filled to capacity by mid-Saturday. The overflow was parked in the harbor area at the Head of the Bay. There were parking spaces for about 100 vehicles with trailers at the Head of the Bay. 15-20 were parked on the pavement by the railroad tracks; they were charged the harbor parking rate. The Anchor Inn provided two vans which shuttled people back and forth that entire weekend.

#### **Summer Employment**

Jobs for seasonal staff were posted in May and so far 4 seasonal employees have been hired. She is still considering hiring one or two more people.

#### **Passenger Floating Dock**

The design is nearly developed for the Floating Passenger Dock.

#### **Office Hours**

Summer office hours are: Monday-Thursday 8am-5pm and Friday-Sunday 7am-9pm. Hours will expand from 7am-9pm Friday-Sunday soon.

## SERVS

SERVS conducted a 12 hour table top drill led by USCG and involving the PWSRCAC, (no actual deployment) on June 12, 2013.

Larry Bussman asked Sue if the radios are set up. Sue replied that they are not. He then asked if we can look for another company to do the job. Tom asked Sue to update him on the radio situation. Sue stated that she is referring to the VHF radios and went into detail about the project. We have a new antennae and wiring. She has been waiting for appropriate weather for the installation.

## **B. City Manager Report**

See original City Manager's Report in Deputy Clerk's packet.

Tom Bolen covered the following subjects in his report:

- Title 12
- Facility Assessment
- Passenger Float
- Head of Passage Canal Development
- WRDA Bill

He also added that the City of Whittier might get an appropriation since we already have an authorization.

Brad VonWichman asked if there is any discussion about harbor fees; he stated that the fees we are charging are out of line. Tom stated that he'll instruct Sue to do a rate study because we want our rates to be competitive. He'll also instruct her to get a questionnaire to visitors to find out what their priorities are around the harbor. He stated that he would like to build a new launch ramp in the future; he'll have to revisit the plans. Tom added that the Head of the Bay should be left open for business.

## **OLD BUSINESS**

### **a. Title 12**

This was discussed during the City Manager's report.

He encouraged the P&H members to have a work session in the future to discuss what specifics might we want to mention in the code.

### **b. Kayak Launching**

Tom did not have an answer to this problem. He suggested that we solicit ideas from the kayak companies on how to solve the problem and have them attend the next meeting. Or another possible idea is to send them a questionnaire and have them reply with their suggestions.

### **b. Facility Assessment**

This was discussed under the City Manager's Report

### **c. Floating Dock Repairs**

There is a deadline to have the floating dock removed from Smitty's Cove; the Public Works Department and Harbor employees will work on this.

**d. Update on Smitty's Cove**

Tabled

**e. Lu Young Park**

Tabled

**NEW BUSINESS**

None

**CITIZENS COMMENTS**

None

**COMMISSION COMMENTS**

Tom Bolen stated that they might want to address that the fuel dock belongs to the City but is leased to Shoreside. He suggested that we might want to have something in the Code which addresses that. Ed Hedges asked if the City also owns half of the Delong Dock. Tom replied that we do not.

Monty Irvin stated that since crane wasn't sold, if she has considered where would be the most appropriate revenue generating place to keep the crane. Tom reminded everyone that we wouldn't put it on the Delong Dock, but we'd put it on a separate pilling next to the Delong Dock.

Marilynn Heddell stated that there was a SERVS drill earlier last week. It was an oil spill that supposedly happened at Valdez. A part of Valdez was evacuated during the drill and the harbor was closed. There were a lot of good questions that came up as a result of the drill. She stated that it was a good drill and was pleased with how we were ready over here.

Tom added that we'll have a one day safety training in the fall which will involve a lot of city personnel that has never been exposed to this type of training.

**NEXT MEETING AGENDA ITEMS**

- A. Title 12**
- B. Facility Assessment**
- C. Passenger Floating Dock Repairs**
- D. Update on Smitty's Cove**
- E. Condition of Lu Young Park**

**NEXT MEETING ATTENDANCE PLANS:**

Tuesday, July 16, 2013 @ 5:30 p.m. at the P-12 building.

**ADJOURNMENT**

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

**SECOND:** Monty Irvin seconded the motion.

Ed Hedges Y Marilyn Heddell Y Brad VonWichman Y Monty Irvin Y Paul Heimbuch O Larry Bussman Y Seat G Vacant

**VOTE:** The vote passed unanimously

Meeting adjourned at 6:01 pm

Attest:

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Jennifer Rogers  
Deputy City Clerk

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Marilynn Heddell  
Port & Harbor Commission Chairperson