



# 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, July 16, 2013  
COUNCIL CHAMBERS, P-12 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	A
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  
Jennifer Rogers, Deputy City Clerk

## **PUBLIC CITIZENS PRESENT**

Pete Heddell

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

**SECOND:** Ed Hedges seconded the motion.

Ed Hedges Y Marilyn Heddell Y Brad VonWichman Q Monty Irvin Y Paul Heimbuch Q 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 July 16, 2013.

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

Ed Hedges Y Marilyn Heddell Y Brad VonWichman Q Monty Irvin Y Paul Heimbuch Q 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 June 18, 2013 as is.

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

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

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

## **ADMINISTRATIVE REPORTS**

### **A. Harbormaster Report**

July 4<sup>th</sup>- The July 4<sup>th</sup> holiday weekend was busy despite the weather conditions.

Parking- Sue stated that Thomas Bolen has received complaints regarding parking. They have run out of parking spots on several weekends. The Harbor staff routinely ticket the Harbor front, Smitty's Cove and the Head of the Bay parking areas. Sue and Tom have been working on ideas on how to approach this dilemma.

VHF Antennas- Antennas were installed by Communications North on June 28th. Last November 2012, we received a donation from PWS Economic Development District for the amount of \$1,168.25 for half the cost of the antennas and radios. The money was to be used to help pay for the installation expenses.

## **B. City Manager Report**

Title 12- Nothing new to report.

Facility Assessment- URS performed two site visits for assessment purposes and is currently drafting the assessment report. They identified critical areas which are electrical items. Tom discussed the possibility of having a stable contractor. He stated that he had some concerns when conducting a walk through at the harbor area. He identified and procured a concrete patching system that will be used to make repairs to the walking surfaces by the end of the week. He also developed a plan to do in-house replacement of up to a dozen finger floats.

Passenger Float- An advertisement for an Invitation to Bid for the fabrication of the new Transportation Float was posted. Four bids were submitted by July 15, 2013. The apparent low bid came from J&S Services of Fairbanks with a total bid of \$420,420. This was well above the budget for this work. Tom will be working with the City Council on ways to resolve this issue. One of the bidders Tom spoke to told him that they are able to build a concrete float; they built one for the City of Palmer. They built it in Anchorage and transported it to Palmer.

Tom is now considering his options for the passenger float. He is able to have the concrete floats built for less than the steel floats. None of the bidders proposed a delivery schedule that would provide a return to service this season. If we decide to build concrete floats, then the money used to pay PND to design the float will be wasted.

Pete Heddell stated that there used to be a wooden float used by CIRI. He inquired whether or not we would be able to use it or purchase it from them. Tom replied that he heard the float was taken to an island, but they weren't able to use it for the purpose they intended. Tom further stated that he will look into this.

Head of Passage Canal Development- Tom published an RFP for drilling services for geotechnical investigation at the Head of Passage Canal. He is coordinating this effort with USACE. The RFP deadline was July 15, 2013. He received three respondents, but only one was responsive proposal, the other two contained defects. Denali Drilling of Anchorage was the successful respondent. He will likely be requesting the approval of a resolution authorizing an award to the successful respondent at the July 16<sup>th</sup> City Council meeting. Tom disclosed his conversation with a couple workers of the Army Corp of Engineers. He added that we cannot get an appropriation until we get their report. Harvey Smith is willing to assist the City.

DOD Land- Head of Passage Canal- The environmental company working with DOD has applied to the ARRC for a permit to conduct more monitoring work down slope from the DOD property at Head of Passage Canal.

State Harbor Engineer- On July 12, Tom hosted a visit from Harvey Smith and Ruth Carter, from ADOT/Ports and Harbors. They discussed options for development at the Head of Passage Canal. Harvey has done a number of conceptual plans for a new Whittier Harbor dating back to the 1990s. The State is willing and able to assist the City at any time with technical support.

ARR Land- Tom came across language in a ARR lease which refers to the land west of Glacier Avenue and two parcels at the head of the bay. The lease states that 10 years after the date of the agreement, any undeveloped portions of the parcel will be reverted back to the ARR. At the head of the bay, it states that anything that has not been developed or is not part of an official development or agreement, within 14 years of the dated document, will be reverted back to the ARR; that date went by November 2012.

Tom stated that he is unsure if our having PND drawings constitute as a development agreement or not. We can only speculate how the ARR will interpret that agreement. It was the ARR who reminded Tom of these agreements. We may have to seek a political solution to getting the lease amended or renewed for the head of the bay.

Thomas Bolen then brought up the following topics which he requested input from the Ports and Harbor Commission:

- Non-use or misuse of harbor real estate parcels.
- Implementing code to maintain esthetic appeal of harbor district.
- RVs, trailers, and buses parked on harbor properties for use as summer living accommodations.
- Solutions to RC Collin's rental car issue.
- Increasing enforcement of parking regulations along with increase in fines.

### **OLD BUSINESS**

**a. Title 12-** It was decided that the members and city manager will set aside a couple of days in the fall to work on this. Pete Heddell questioned whether or not this was already done in the past. He asked if the draft was approved by the Council and made it an ordinance? Sue replied that in 2012, it was returned from the attorney with reviews, but it never got anywhere because Ed Barrett moved on. Sue doesn't believe that it ever came to terms.

**b. Facility Assessment-** Covered in City Manager's Report

**c. Passenger Floating Dock Repairs-** Covered in City Manager's Report

**MOTION:** Monty Irvin made a motion to recommend to the City Council to have the passenger floating dock resolved and in the water by May 1, 2014.

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

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

**VOTE:** The vote passed unanimously

**d. Update on Smitty's Cove-** Nothing new to report

**e. Lu Young Park-** Cam Bender asked for this to be removed from the agenda as he is employed with the Public Works Department and they maintain this area.

### **NEW BUSINESS**

None

### **CITIZENS COMMENTS**

None

### **COMMISSION COMMENTS**

None

**NEXT MEETING AGENDA ITEMS**

- A. Harbor Parking**
- B. Facility Assessment**
- C. Passenger Floating Dock Repairs**

**NEXT MEETING ATTENDANCE PLANS:** Tuesday, August 20, 2013 @ 5:30 p.m. in 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 O 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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Monty Irvin  
Port & Harbor Commission Vice-Chair