CBJ DOCKS & HARBORS BOARD

REGULAR BOARD MEETING MINUTES

Thursday, May 26, 2011

I. Call to Order.

Mr. Preston called the Regular Board Meeting to order at 7:00 p.m. in the Assembly Chambers.

II. Roll Call.

The following members were present: Tom Donek, Kevin Jardell, Cheryl Jebe, Greg Busch, Eric Kueffner, Michael Williams, and Jim Preston.

Present via telephone: Don Etheridge

Absent: Wayne Wilson

Also present were the following: John Stone – Port Director, Phil Benner –Harbormaster, Gary Gillette-Port Engineer, Erich Schaal-Deputy Port Engineer, Mila Cosgrove- HR-Risk Management Director, Shaun McFarlane-PE Engineer Manager with URS Alaska, Matthew Sill-EIT with URS Alaska, and Ms. Danner – City & Borough Assembly Liaison.

III. Approval of Agenda.

Mr. Stone said no changes.

MOTION by MR. DONEK: TO APPROVE THE AGENDA AS PRESENTED AND ASK UNANIMOUS CONSENT.

The motion passed without objection.

IV. Special order of Business

1. Staff Recognition

Phil Benner presented letters of appreciation to Robert Clauder, Dave Smith and Frank Merritt for their work on the Taku Harbor. He also gave letters of appreciation to Greg Craig, John Forchemer, Doug Unruh, Tom Boddy and Dwight Tajon for their work on the DeHart's repairs.

V. Approval of Previous Meeting Minutes.

Ms. Jebe had a clerical correction on the spelling of FONSI and wanted the definition added – finding of no significant impact.

Hearing no objection, the minutes of the April 28, 2011 Regular Board Meeting were approved as amended.

VI. Public Participation on Non-Agenda Items.

None

VII. Items for Action

1. Auke Bay Marine Support Facilities Site Concepts

Mr. Gillette said that URS is our consultant on this project. He introduced Shaun McFarlane and Matthew Sill from URS that were at the meeting to give a presentation and answer questions. He also introduced Erich Schaal who is Docks and Harbor Deputy Engineer and Mr. Gillette said Erich has been taking charge of this project and working with URS.
Shaun McFarlane said he was URS Engineering Manager and was here to support Mathew Sill in his presentation, and help answer any questions.
Mathew Sill gave a power point presentation on the project overview, hydraulic trailers (45 ton and 75 ton), site features (Statter small boat harbor and Auke Bay Loading Facility), wash down water treatment and rough order of magnitude cost estimates. He talked about pros and cons for the 45 ton and the 75 ton hydraulic trailers and pros and cons for the two different sites, and the estimated costs for all.

Board Questons

Mr. Preston asked Mr. Gillette what action he wanted from the Board?

Mr. Gillette said to have the Board decide on a 45 ton or a 75 ton hydraulic trailer. If it is a 45 ton, put a bid out for the trailer. If it is a 75 ton, Docks and Harbors will have to investigate for more funding. Funding for the wash down for both facilities will still need to be addressed.

Mr. Kueffner asked what is the current hydraulic lifts tonnage and length it can lift.

Mr. Stone said the downtown lift is 35 ton and the Auke Bay lift is about 20 ton, and it varies on the length it can lift. He said the 45 ton would get probably all of Harris Harbor boats, everything in Aurora except float A, all of DeHart's, and most of Auke Bay. He said CBJ will get about 90% of the boat lifts with the 45 ton. The 75 ton might gain the ability to lift 3% more boats.

Mr. Donek asked what the time line on the Tiger Grant was?

Mr. Gillette said the end of August to the first part of September is the scheduled completion of the current Tiger Grant project. There would have to be a decision by June to be able to put some specifics together and put the hydraulic trailer out for bid.

Ms. Danner asked about the cost of each haul out and the expected life of the hydraulic lift.

Mr. Stone said the hydraulic lift should last approximately 20 years. The cost on haul out depends on how the Board wants to approach this, go with a contractor or have CBJ run it.

Mr. Preston said currently the hydraulic lifts are contracted out and they pay Docks and Harbors lease fees.

Mr. Busch said if Docks and Harbors decided on a 45 ton hydraulic lift, in terms of selecting a site, when would that decision have to be made.

VII. Items for Action(continued)

Mr. Gillette said Docks and Harbors has this opportunity to purchase a hydraulic lift with the left over Tiger Grant money. There would still have to be additional planning for the wash down facility. The Tiger Grant can be used on this lift because the machine can be driven between the facilities. Any site selected it would have to be used partially at Auke Bay Loading facility.

Public Testimony
Dennis Watson, Juneau, AK, said he wanted to give Ms Danner some haul out costs. It cost about $350.00 to get his boat hauled out in the hoist at Statter Harbor and power washed. Just a haul out is about $200.00. He said he recommends the 45 ton hydraulic trailer.

Board Discussion/Deliberation
Mr. Donek asked about thoughts on the feasibility of using this hydraulic lift on the new ramps or leaving the old ramps in place and using the lift there at Statter Harbor until the dedicated ramp could be built.

Mr. Gillette said the work on the ramps is a matter of scheduling. The ramp and grade is not an issue, it is what you do with the boat once you get it out of the water.

Mr. Stone said to look at the pavement thickness also.

Ms. Jebe asked if Docks and Harbors would lease this out?

Mr. Preston said that is a question down the line after it is purchased.

Mr. Williams talked about liability issues.

MOTION by MR. KUEFFNER: TO RECOMMEND THAT THE STAFF PURSUE THE CONCEPT OF THE 45 TON HYDRAULIC LIFT AND THAT THEY PURSUE FUNDING FROM THE TIGER GRANT AND SEND THE OTHER PLANNING ISSUES TO CIP AND ASK UNANIMOUS CONSENT.

Motion passed without objection

2. Port/Customs and Visitor Center – 1% for Art – Artist Selection

Mr. Gillette said in your packet are proposals for two artists selected. The Harbor Board is asked to concur with the selection of artists made by the panel and forward the recommendation to the Assembly for final approval at their regular meeting on June 6. Once the selection is approved by the Assembly the artist will enter into a contract with Docks and Harbors Department and work with the Art Selection Panel for the final art design and construction. The art would be installed by spring of 2012 as the construction of the Visitor Center is completed.

Board Questions
None

VII. Items for Action(continued)

Public Testimony
None

Board Discussion/Deliberation
None

MOTION By MR. JARDELL: TO RECOMMEND THE ASSEMBLY APPROVE THE SELECTION OF ARTISTS, LISA RICKEY AND ARNIE WEIMER FOR 1% FOR ART AT THE PORT/CUSTOMS AND VISTOR CENTER AND ASK UNANIMOUS CONSENT.

Motion passed without objection

3. Douglas Harbor Rebuild – Additional Permit Work Contract Amendment

Mr. Stone said this is another amendment to continue working on the permit to rebuild Douglas Harbor. This should be the last amendment to finally get the permit.

Board Questions

Mr. Kueffner wanted to know when the breakwater was going to be put back in?

Mr. Stone said Doug Trucano said August, but Mr. Stone said he can get in there after June 15th when the fish window opens.

Mr. Kueffner wanted to know if the permit process was waiting on anything?

Mr. Stone said we are analyzing data and presenting it in a format the regulators want according to their guidelines and regulations so they can analyze it and give us a permit back. Mr. Stone said the primary scientist has significantly adjusted the assumptions and parameters he was using to initially classify the material.

Ms. Jebe wanted to know how much has been spent on the permitting process for Douglas Harbor Rebuild so far?

Mr. Stone said $625,000 should be to the end of the permitting.

Public Testimony
None

Board Discussion/Deliberation
None

VII. Items for Action(continued)

MOTION By MR. JARDELL: TO APPROVE A CONTRACT AMENDMENT TO PND, INC. FOR $74,113 FOR ADDITIONAL WORK TO OBTAIN A 404 PERMIT FROM THE U.S. ARMY CORPS OF ENGINEERS FOR THE REBUILD OF DOUGLAS HARBOR AND ASK UNANIMOUS CONSENT.

Motion passed without objection.

4. Alaska Municipal Harbor Matching Grant Application for Aurora Harbor

Mr. Williams said Docks and Harbors has two million dollars in the account and are asking for a matching two million dollars. This four million dollars would be used on A and B float in Aurora and possible C float. This needs to get the Boards approval to send to the Assembly for resolution.

Mr. Gillette said it would go to the Assembly June 6th for resolution and the Grant application is due August 1st.

Board Questions
None

Public Testimony
None

Board Discussion/Deliberation
None

MOTION By MR. WILLIAMS: TO SUBMIT AN APPLICATION TO THE ALASKA DEPARMENT OF TRANSPORTATION UNDER THE ALASKA MUNICIPAL HARBOR MATCHING GRANT PROGRAM IN THE AMOUNT OF $2 MILLION FOR THE REBUILD OF AURORA HARBOR AND TO REQUEST THE ASSEMBLY ADOPT A RESOLUTION SUPPORTING THE APPLICATION AND ASK UNANIMOUS CONSENT.

Motion passed without objections.

VIII. Items for Information/Discussion.

1. Fish Sales Facility Grant Application

Mr. Gillette said this was brought to Docks and Harbors attention by Greg Fisk and was taken to the CIP Committee. There was some questions brought up at the CIP meeting that Mr. Gillette looked into. He found out there is a longer time line than was originally thought, and the program does not have it's final funding yet. When Mr. Gillette gets more information on this Grant application, this will go back before the CIP committee before bringing back to the Board for final approval.

VIII. Items for Information/Discussion(continued)

2. Small Shipyard Grant Application

Mr. Gillette said he did some investigation on this Grant, and found it is very competitive. The focus is on small to midsize ship building and repair yards. Mr. Gillette said with the financial plan they wanted and to know the type of work Docks and Harbor has done over the past five years, it would take about $5,000 worth of time to submit a good application, and Docks and Harbors would not have that good of a chance to be awarded this Grant. He said Docks and Harbors did apply for this in the past and was turned down. Mr. Gillette said it is probably not a good use of Docks and Harbors time and funds to pursue this Grant.

IX. Committee and Board Member Reports.

Mr. Preston said the Harbor Board by-laws state the next year officer selection is done at the July meeting. Mr. Preston said he recommends to suspend those by-laws for the purpose of selecting the officers at the June 30th meeting, because his last day of being on the Board is June 30th.

MOTION By Mr. KUEFFNER: TO SUSPEND THE BY LAWS AND SELECT ALL THE OFFICERS AT THE JUNE 30, 2011 MEETING AND ASK UNANIMOUS CONSENT.

The motion passed without objection.

1. Operations Committee Meeting- May 17, 2011

Mr. Busch reported there was a public comment to install cable or phone DSL lines at the Douglas Boat Harbor. It was installed previously. Mr. Busch said he asked the Harbormaster to look into either cable or DSL, similar to what was done at Harris Harbor.

Mr. Busch said there was one action item.

1. The inactive vessel management regulation and policies. No action was taken but it was requested to have an update on vessel movement at the June meeting.

Mr. Busch said there was three information/discussion items.

1. Launch ramp enforcement
2. Operations update by the Harbormaster.
3. Statter Harbor parking lot. The Statter Harbor Parking will take several more meetings to come to a resolution.

2. CIP/Planning Committee Meeting – May 19, 2011

Mr. Williams said the Committee discussed the following:

1. Fish Sales Facility Grant-more information will be brought back to the Committee.
2. The Douglas Harbor Rebuild amendment-Docks and Harbors is getting closer to getting a permit.
3. The Alaska Municipal Harbor Matching Grant-the funds will be used for Aurora Harbor.
4. The Small Ship Yard Grant-this is more detailed for ship builders and the Committee decided not to apply.

IX. Committee and Board Member Reports(continued)

3. Finance Committee Meeting – May 24, 2011

Mr. Kueffner reported that there was two information items that were discussed.

1. The transfer of the DeHart's patrons to the new Auke Bay moorage. In the sale agreement, Docks and Harbors agreed to make best efforts to make slips available to existing stall holders and the Committee is trying to honor that.
   There are two parameters;
   1) Try to fit the stall holders into our existing system.
   2) Act in good faith toward the patrons so they are not treated like second class citizens.
2. The delinquent moorage accounts.

4. Member Reports

Jim Preston gave two letters to the Board to read.

1. A thank you from Cathy Munoz.
2. A letter from Bruce Weyhrauch about the Fisherman's Memorial. He enclosed the brief remarks from Eric McDowell, who was the speaker at the Memorial.

X. PRAC Representative Report

None

XI. Port Engineer's Report

Mr. Gillette's Report was in the packet.

XII. Harbor Master's Report.

Mr. Benner said the Customer Appreciation Barbecue at the Aurora Harbor today had a good turn out and went good.

XIII. Port Director's Report.

Mr. Stone said he wanted to recognize Mr. Gillette for the great job he did with his presentation at the Fisherman's Memorial meeting last night.
Mr. Stone said the rough estimate for cable in Douglas Harbor from GCI was about $30,000 to $40,000 providing the conduit is still good from St Ann's down to the Harbor. If there is interest this could be pursued further. GCI was surprised that Docks and Harbors would be interested because after spending $33,000 in Harris, GCI only got a couple of customers. GCI recommended to move the boat that wanted cable over to Harris, and not spend another $33,000.
Merril Sanford wanted Docks and Harbors to provide a list for sales tax funding needs this summer. It sounded like he was working on another sales tax ballot proposition. Mr. Stone said Docks and Harbors should try to get Aurora Harbor on the list.

XIV. Assembly Liaison Report

Ms. Danner said she had nothing to report from the Assembly.

Mr. Preston asked Ms. Danner to ask the Assembly about painting the crosswalks.

Ms. Danner said in the Assembly's consent agenda, the bid had just been approved for stripping.

XV. Committee Administrative Matters.

1. **Operations Committee Meeting – June 21, 2011**
   5:00 p.m. at the Aurora Harbor Office

2. **CIP/Planning Committee Meeting – June 23, 2011**
   5:00 p.m. in the CBJ Assembly Chambers

3. **Finance Committee Meeting – June 28, 2011**
   5:00 p.m. in CBJ Room 224

4. **Regular Board Meeting – June 30, 2011**
   7.00 p.m. in the CBJ Assembly Chambers

XVI. Executive Session – Port Director Appointment

MOTION By MR. WILLIAMS: TO HAVE THE DOCKS AND HARBOR PORT DIRECTOR RECRUITMENT BOARD ENTER INTO EXECUTIVE SESSION AT 8:37 PM FOR THE PURPOSE OF PORT DIRECTOR DISCUSSION/SELECTION AND ASK UNANIMOUS CONSENT.

Motion passed without objection.

The Board adjourned from Executive Session and returned to Regular Session at 9:49 pm.

MOTION By MR. JARDELL: TO APPOINT PHIL BENNER AS ACTING PORT DIRECTOR FROM THE PERIOD OF TIME WHEN MR. STONE LEAVES UNTIL A NEW PORT DIRECTOR BEGINS WORK AND ASKED UNANIMOUS CONSENT.

Motion passed without objection.

MOTION By MR. BUSCH: TO DEFER THE APPOINTMENT OF A NEW PORT DIRECTOR UNTIL THURSDAY, JUNE 2, 2011 AT 5PM OR UNTIL SUCH TIME AS A SPECIAL BOARD MEETING CAN BE SET UP AND ASKED UNANIMOUS CONSENT.

Motion passed without objection.

XVII. Adjournment

The Regular Board Meeting adjourned at 9:51 pm