

CBJ DOCKS & HARBORS BOARD
REGULAR MEETING MINUTES

For Thursday, March 25, 2004

I. Call To Order.

Chairman Mr. Knapp called the Regular Board meeting to order at 7:00 p.m. in the CBJ Assembly Chambers.

II. Roll.

The following Members were present: Mr. Clough, Mr. Derr, Mr. Etheridge, Mr. Fisk, Mr. Hurley, Mr. Preston, Mr. Simpson, and Mr. Knapp.

The following Member was absent: Mr. Grussendorf.

Also present were the following: Mr. John Stone--Port Director, and Mr. Krieber—Port Engineer.

Mr. David Stone—Assembly Liaison was absent.

III. Approval of Agenda.

Mr. Stone requested to add two items to Items for Action. Item E would be the People's Wharf Approach Enhancements and Item F would be Norway Point Floats Interim Plan. Also to add under Committee, Member and Staff Reports an Item D to be the Audit Committee's Report.

MOTION by Mr. Etheridge: **ASK UNANIMOUS CONSENT TO APPROVE THE AGENDA AS AMMENDED.** The motion passed without objection.

IV. Public Participation on Non-Agenda Items. (Not to exceed 5 minutes per person, or twenty minutes total).

1. John Wilkins—789-7521 Owner Vet Boat of S.E. Alaska

Mr. Wilkins gave a short presentation to appeal the decision made at the last Operations Committee Meeting. He had been requesting for a permanent stall at Statter Harbor-Auke Bay. He operates a non-profit organization for Disabled Veterans and provides fishing and boating trips for his Members. He relies on donations from the Community for his operations.

He would like a closer loading and unloading space for the vessel so the disabled patrons wouldn't have to go so far with wheel chairs, walkers, etc.

He added if he couldn't get a permanent stall then he would like to get moorage at a reduced rate year-round rather than the daily or monthly fee that is currently charged during the Summer months.

IV. Public Participation on Non-Agenda Items (cont'd),

2. Susan Macualay—790-4119 Member of the Veterans of Foreign Wars Organization

Ms. Macualay also was asking for permanent moorage and a closer location to the ramp for the Vet Boat of Alaska vessel. She added that being closer to the ramp for loading and unloading of disabled Veterans would make it easier for herself in a wheel chair and others to be able to go out on trips on this vessel like the rest of the public. They want to fit into our local community and not stand out from the rest of the people. It would help them to build their own self-worth.

3. Francis Kadrlik—586-3312 Live Aboard in Aurora Harbor

Mr. Kadrlik is a live aboard on the 106' vessel named the Valkrie. The vessel is located in Aurora Harbor on A Float. He said he was unhappy with the new formula for computing stall fees. With his large vessel since it is narrow in width he will be paying far more money for the square footage and his vessel does not occupy that full area. He would like the Harbor Board to re-look at computing his fees for the Valkrie. He would like an exemption from this new formula used for figuring his stall fees.

Discussion followed with Mr. Derr, Mr. Knapp, and Mr. Preston. This topic will be revisited at the next Finance Committee Meeting.

4. Linda Kadrlik -- 586-3312 Live Aboard in Aurora Harbor

Mrs. Kadrlik is a live aboard on the 106' vessel named the Valkrie. It is located in Aurora Harbor on A Float.

She was protesting the change in the electric meters. She wants us to keep the individual metered electrical boxes rather than paying a uniform monthly charge as proposed. She doesn't think this is a fair solution to patrons who conserve on electrical use. In her case the new rate would be far more than they currently pay yearly for electrical use. She also felt that the live a boards were being targeted for the extra increases because they are using more power than non-live a boards.

5. Clayton Love -- 789-7131 Member of the Veterans of Foreign Wars Organization

Mr. Love is also a Member of the local Chapter of the Disabled Veterans of Foreign Wars Organization.

He was also requesting a permanent stall and a location closer to the ramp for the Vet Boat of S. E. Alaska at Statter Harbor-Auke Bay. He said that this is a non-profit service to the local disabled Veterans. Through various donations they were able to continue to operate and offer fishing and sightseeing tours on the water to these handicapped people. Any charitable help from the Board Members would be appreciated.

IV. Public Participation on Non-Agenda Items (cont'd)

6. Peter B. Wright – 790-4591

Mr. Wright has a Landing Craft that he operates at Statter Harbor--Auke Bay.

He said he already pays the \$150.00 Annual Commercial Launch Ramp Fee for the Permit to operate the Landing Craft plus the per hour fee to use the launch ramp. In the past he has pulled the Landing Craft over to the loading zone while he waited for customers to park their cars and get down to the vessel. In reading the new fee schedule, does he now have to pay the new fee for using the loading zone plus the fee for each passenger? He had been moving to the loading zone to free up the launch ramp for others but if he has to pay more for using the loading zone then he might just stay at the launch ramp for his full allotted time.

Discussion followed with Mr. Derr. Mr. Derr said he should talk to the Auke Bay Supervisor, as he will make decisions on a case-by-case basis.

V. Approval of Previous Meeting Minutes.

MOTION by Mr. Etheridge: **ASK UNANIMOUS CONSENT TO APPROVE THE MINUTES FROM THE SPECIAL REGULAR BOARD MEETING OF MARCH 11, 2004 AS PRESENTED.** The motion passed without objection.

VI. Items for Action.

A. Approval of a Resolution of the City and Borough of Juneau Docks and Harbors Board supporting the U.S. Army Corps of Engineers Section 107 Continuing Authority Program.

Mr. Simpson gave a short presentation on this topic.

MOTION by Mr. Simpson: **TO APPROVE THE RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU DOCKS AND HARBORS BOARD SUPPORTING THE U.S. ARMY CORPS OF ENGINEERS SECTION 107 CONTINUING AUTHORITY PROGRAM.** Mr. Preston seconded the motion. The motion passed without objection.

B. Harbormaster Recruitment.

Mr. Stone gave a short presentation on this topic. He asked for the Board Members to appoint a Special Committee to assist him in the selection of a new Harbormaster. He said the Harbormaster position is currently being advertised.

Mr. Knapp said he had talked with some of the Board Members and had come up with three Board Members for this Sub-Committee.

VI. Items for Action (cont'd.)

The Sub-Committee Members will be the following Board Members: Mr. Simpson, Mr. Fisk, and Mr. Derr. They will help Mr. Stone on the interviewing process of screening applicants for the Harbormaster Position. They will then present their list of applicants to the full Harbor Board for the final interviewing and hiring process.

C. Adoption of the City and Borough Docks and Harbors Deferred Maintenance Plan.

Mr. Simpson gave a short presentation on this topic. Also Mr. Krieber gave additional information on this subject.

MOTION by Mr. Simpson: **MOVE TO ADOPT THE CBJ DOCKS AND HARBORS DEFERRED MAINTENANCE PLAN AS PRESENTED BY THE PORT ENGINEER.** Mr. Etheridge seconded the motion. The motion passed without objection.

Mr. Derr and Mr. Knapp expressed sincere appreciation to Mr. Krieber for his good work in developing short and concise reports for the Board Members to review.

D. Approval of MOA with the City Manager for the Crossing Guard Program.

Mr. Stone gave a short presentation on this topic.

Discussion followed with Mr. Derr, Mr. Clough, Mr. Etheridge, and Mr. Simpson.

Mr. Clough expressed his disapproval of our Department taking over this Crossing Guard Program. He felt that we have enough to do down at the Port without this added responsibility.

MOTION by Mr. Fisk: **MOVE TO APPROVE THE MOA AS PRESENTED BY THE PORT DIRECTOR.** Mr. Etheridge seconded the motion. The motion passed 7-1 with Mr. Clough voting No.

E. People's Wharf Approach Enhancements.

Mr. Krieber gave a short presentation on this topic.

Discussion followed with Mr. Derr, Mr. Simpson, Mr. Etheridge, Mr. Preston, and Mr. Fisk.

MOTION by Mr. Fisk: **MOVE TO APPROVE THE SIDEWALK IMPROVEMENTS CHANGE ORDER FOR PEOPLE'S WHARF AS PRESENTED BY THE PORT ENGINEER.** Mr. Preston seconded the motion. The motion passed without objection.

VI. Items for Action (cont'd).

F. Norway Point Floats Interim Plan.

Mr. Krieber gave a short presentation on this topic.

Discussion followed with Mr. Simpson, Mr. Fisk, Mr. Preston, Mr. Clough, Mr. Stone, Mr. Krieber, and Mr. Simpson.

MOTION by Mr. Simpson: **MOVE TO ACCEPT THE 4TH PROPOSAL-- TO INSTALL 2 PONTOON FLOATS AT NORWAY POINT ALONG WITH THE PLASTIC "JET" FLOATS ON THE INSIDE (LAND SIDE), FOR ADDITIONAL RECREATIONAL VESSEL USAGE, THE DESIGNATED USAGE OF THE REMAINING 2 PONTOON FLOATS, WHEN CONSTRUCTION IS COMPLETED, WILL BE DECIDED AT A LATER DATE.** Mr. Fisk seconded the motion.

Discussion followed with Mr. Preston, Mr. Fisk, Mr. Simpson, and Mr. Knapp. The motion passed without objection.

VII. Items for Information/Discussion.

There were none.

Mr. Derr asked how the Audit Committee was doing on their Project.

Mr. Knapp said it would be discussed later in the meeting.

VIII. Committee Member and Staff Reports.

Mr. Knapp said there was a change in Chairman positions for both the Finance Committee and the Operations Committee.

In the Finance Committee, Mr. Derr is stepping down and Mr. Preston will be the new Chairman. The rest of the Finance Committee Members will remain the same.

Finance Committee Members are the following: Mr. Preston--Chairman, Mr. Derr – Vice-Chairman, Mr. Etheridge, Mr. Fisk, and Mr. Clough.

In the Operations Committee, Mr. Clough is stepping down and Mr. Derr will be the new Chairman. The rest of the Operations Committee Members will remain the same.

Operations Committee Members are the following: Mr. Derr—Chairman, Mr. Clough—Vice Chairman, Mr. Fisk, Mr. Grussendorf, and Mr. Hurley.

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VIII. Committee, Member and Staff Reports (cont'd).

A. Audit Committee Report.

Mr. Fisk gave a short presentation on this topic. He mentioned the Memorandum he had prepared in response to the Title 85 Procurement Issues. (Enclosed in Packet).

Mr. Knapp said that the Memorandum would be copied and distributed to all listed parties since there were no objections from any of the Harbor Board Members.

B. Finance Committee Meeting – No meeting was held in March.

C. Operations Committee Meeting – March 11, 2004

Mr. Clough gave a short summary of his last meeting. (The minutes were handed out tonight to the Harbor Board Members).

He mentioned that several people for the Vet Boat of SE were here tonight to again request permanent moorage at Statter Harbor--Auke Bay, as well as reduced moorage fees. He said that his Committee Members had responded to them at his last meeting. They had been told that we do not have any permanent stalls at Auke Bay as it is an all transient facility. It would be unfair to assign them a permanent space and then refuse to do so to other non-profit organizations that have requested the same. He said the Vet Boat people were told they would have the opportunity to load and unload their patrons in the loading zone at the base of the covered ramp with prior arrangements with the Auke Bay Supervisor. Their representation tonight was to appeal the Operations Committee's decision.

Mr. Clough said that they had discussed the definition of a skiff to great length. Also, they discussed safety ladders and decided that possibly putting a safety ladder at the end of each float might help to prevent future drowning.

Discussion followed with Mr. Clough, Mr. Simpson, Mr. Knapp, Mr. Fisk, Mr. Preston, and Mr. Etheridge.

Mr. Preston asked about the Operations Committee's decision on the Vet Boat. Mr. Knapp said upon hearing no objections from the Board Members on the Operations Committee's decision, it would stand. The Vet Boat owners will have to obtain prior approval from the Auke Bay Supervisor to use the loading zone for their loading and unloading of patrons. We will do our best to accommodate them.

D. CIP/Planning Committee Meeting – March 23, 2004.

Mr. Simpson gave a short report on his last meeting. He said that most of the items discussed at his CIP Committee Meeting has already been discussed tonight.

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VIII. Committee, Member and Staff Reports (cont'd).

He added that they are revisiting the issue of the North Douglas Launch Ramp. There had been objections from the AK-DOT Department. There has been staff changes recently at AK-DOT so they again will look at the issues. There had been conflicts between local recreational users, Summer kayak users and also jet-ski users. The CIP Committee wants to look at ways to solve the conflict issues.

He said that Phase III of Douglas is almost completed as most of the Board Members already know. The temporary log booms are in and now we need to look at the final phase of paving the parking lot and doing the landscaping.

Discussion followed with Mr. Clough, Mr. Derr, and Mr. Krieber.

Mr. Fisk asked to refer the Kadrluk (Valkrie) moorage letter to the next Finance Committee for further review and special consideration in applying the new stall moorage formula.

IX. Capital Improvement Project Report.

Mr. Krieber gave a short presentation and said that most of the projects have already been covered tonight.

He mentioned that the Aurora Repairs and Renovations Bid opening would be next Tuesday, March 30th, in the CBJ Assembly Chambers.

X. Harbor Operations Report.

Mr. Stone said he had switched Mr. Tajon to Auke Bay as the Auke Bay Supervisor temporarily during this period until a new Harbormaster can be hired. He also brought in from Auke Bay, Mr. Clauder to fill in as Down Town Supervisor during this same period.

He added that he still plans to move Mr. Tajon back downtown to the Port to handle the Port Activities as it gets closer to May 1st. If we haven't hired a Harbormaster by that time he possibly would send a Senior Staff person to Auke Bay if necessary.

He said he has been currently filling out Personnel paperwork to recruit 5 new staff for the Summer Season. They will have to be hired prior to May 1st.

Mr. Etheridge asked about junk vehicles and the current parking policy in force. Mr. Stone will look into the rules for parking vehicles and enforcement of the rules.

XI. Committee Administrative Matters.

A. Chair Assignments for both the Operations and Finance Committees.

This was taken care of earlier in the meeting. The new Finance Chairman is Mr. Preston and the new Operations Chairman is Mr. Derr.

B. Meeting Calendar for April 2004.

Finance Committee Meeting – none set at this time

Operations Committee Meeting – April 22, 2004 – 5:00 p.m. – Aurora Harbor Office

CIP/Planning Committee Meeting – April 26, 2004 – 5:00 p.m. – Aurora Harbor Office

Regular Board Meeting – April 29, 2004 – 7:00 p.m. – CBJ Assembly Chambers

XII. Adjournment.

Mr. Fisk said he felt that Mr. Stone has had to deal with a lot of extra changes these past few months and he wanted to offer his thanks. Mr. Knapp added on behalf of all the Board Members he wanted to thank Mr. Stone for all his hard work and Cecilia also, for all her hard work.

MOTION by Mr. Etheridge: **ASK UNANIMOUS CONSENT TO ADJOURN THE MEETING.** The motion passed without objection.

The meeting was adjourned at 9:18 p.m.