

CBJ DOCKS & HARBORS BOARD

REGULAR MEETING MINUTES

For Thursday, September 23, 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.

Mr. Knapp welcomed the three newest CBJ Assembly appointed Docks & Harbors Board Members. They are as follows: Mr. Buddy Dore, Mr. Eric Kueffner, and Mr. Jeff White.

The following Members were present: Mr. Dore, Mr. Etheridge, Mr. Kueffner, Mr. Preston, Mr. Simpson, Mr. White and Mr. Knapp.

Mr. Fisk arrived at 7:08 p.m.

The following Member was absent: Mr. Clough.

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

Mr. David Stone -- CBJ Assembly Liaison was absent.

III. Approval of Agenda.

1. Mr. Stone requested to remove Item A from Special Order of Business—Recognition of New Board Members, as this was done earlier. Change Item B to Item A under Special Order of Business and add a new Item B – Election of a New Board Chairman.
2. Also under Items for Action, add a new Item I. Resolution to Exempt Local Government Owned Harbors from Electrical Utility Certification.
3. Under Executive Session to add an Item #B – Update Dehart’s Marina Appraisal.

Hearing no objections from the Board Members, Mr. Knapp said the Agenda was approved as amended.

Mr. Knapp requested to hold the Election of a New Board Chairman now before the Public Participation section.

MOTION by Mr. Preston: ASK UNANIMOUS CONSENT TO RE-ELECT MR. KNAPP AS BOARD CHAIRMAN AND MR. SIMPSON AS VICE-CHAIRMAN OF THE BOARD. The motion passed without objection.

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

1. Mary Cogswell -- 586-6221

Ms. Cogswell was very upset about the current Caretaker at Echo Cove. She said he has built structures on to his trailer as well as has several vehicles parked around it preventing customers from using the over-flow parking lot. She said it was her understanding that all he does is to pick-up excess garbage around the grounds. She passed around some pictures that she had taken of the problems to the Board Members. She added that there had been open garbage cans, tarps over his belongings and now a bus and a boat are parked along the side of his trailer. She would like to have him removed from the area as it is quite unsightly and does spoil the wilderness atmosphere she is seeking.

Discussion followed with Mr. Kueffner, Mr. McCall, and Mr. Knapp.

Mr. McCall added that having the Caretaker there has helped to keep down the vandalism problems and also fire problems as well as the kept down the refuse dumping in that area.

Mr. Knapp referred this topic to the next Operations Committee Meeting for further review.

2. Rick Turner – 780-7886 Live-Aboard A-K-011

Mr. Turner had several questions on how the Electrical Project in Aurora Harbor is being managed. He felt that this Project is being managed in an unacceptable manner. He said that not enough notice was given to the Aurora Harbor patrons prior to the power being completely shut off. To him this means that the Project is being poorly managed. He said we should remedy these problems before we do other Projects.

Discussion followed with Mr. Knapp, and Mr. McCall.

Mr. Knapp explained that obtaining supplies for the Contractor has been the major reason for the delays in the continuation of the Project.

3. Mike Dobson – Vessel in Aurora Harbor

Mr. Dobson asked about the Plan for the 2nd Phase of the Aurora Electrical Project since the 1st Phase is not completed yet.

Mr. Krieber gave him a short explanation on the current plans and added that the 1st Phase will be up and running before the 2nd Phase will be started.

IV. Public Participation (cont'd).

4. Bob Tkacz - Live-Aboard A-K-034

Mr. Tkacz said he gets tired of us saying we inherited the Harbors from the State and that they were in such poor condition. He said we could have said no to the State as some other communities did instead of blaming the State for all the problems. He wanted Mr. Knapp to admit that that his statement "that we inherited the harbors" was in error, and that we did not inherit the Harbors but that we accepted that Harbors as they were and now we are responsible to correct the existing problems.

Mr. Knapp said he would not change his statement. Mr. Tkacz was politely excused and Mr. Knapp continued the meeting.

V. Approval of Previous Meeting Minutes.

Mr. Simpson said he was confused on page 8- Winter Hot Berth Policy on the last sentence. It should read Assignments would be made according to the date the patron signed up on the waitlist for permanent moorage.

MOTION by Mr. Etheridge: ASK UNANIMOUS CONSENT TO APPROVE THE AUGUST 26, 2004 REGULAR BOARD MINUTES AS CORRECTED. The motion passed without objection.

VI. Special Order of Business.

A. Recognition of Seasonal Docks & Harbors Employees by the Board.

Mr. Stone introduced the Port Employees. They were as follows: Larry McGhee, Ron Hilbert, John Sanchez, Dennis Holloway and Supervisor – Dwight Tajon.

Mr. Knapp thanked them all on behalf of the Board Members for their good work this Summer.

Mr. McCall also expressed his thanks for all their hard work.

Mr. Knapp also expressed his thanks to both Bob Clauder, Auke Bay Supervisor, and Dwight Tajon, Downtown Supervisor for their hard work during the Spring transition period while the Board was searching for a new Harbormaster.

VII. Items for Action.

A. Transient Electrical Fee Changes.

Mr. Stone gave a short presentation on this topic. In the Packet are two memos enclosed. He said we are requesting to reduce the multiplier from 1.75 down to 1.2.

VII. Items for Action (cont'd).

Public Participation

1. Mike Dobson -- Aurora Harbor Patron

Mr. Dobson questioned whether they would lose power when the change over is made and aren't we losing money on these lower rates?

Mr. Kriebler replied that they plan to make the change over during the daytime so power would be back on each evening, and that Staff plans to re-look at power consumption over a period of time and make changes accordingly.

2. Rick Turner -- Live-Aboard A-K-011

Mr. Turner said since he has been on AEL&P can he go back to AEL&P once he is back to his own stall?

He was assured that he would be able to re-connect with AEL&P as before.

3. Bob Tkacz - Live-Aboard A-K-034

Mr. Tkacz asked what does the term transient mean?

Mr. Stone replied that transient is the power users at our transient locations in the harbors. This would be the Statter Harbor, the new Douglas Harbor, the transient users in Harris and Aurora Harbors, the IVF Float and the National Guard Dock.

Mr. Tkacz said that transient means to him the transient patrons in the harbors. This is very confusing to patrons he said. He said he feels we are not handling the Aurora Electrical Project properly. Also he added that to add an additional Agenda Item without proper notice is illegal and cannot be acted on tonight.

Mr. Knapp told Mr. Tkacz that if he had something constructive to add we would be more than happy to listen but if all he had was criticism then we have heard enough from him for tonight.

Mr. Tkacz said that we are abusing the Public process and that this particular electrical rate reduction is not a reduction but really a rate increase from previous rates. We are disguising the fact by saying that it is a reduction.

More words were exchanged and Mr. Knapp dismissed Mr. Tkacz from further testimony. Mr. Tkacz said he had more to say-- Mr. Knapp asked for a Security Officer to be called to remove Mr. Tkacz from the meeting.

MOTION by Mr. Preston: ASK UNANIMOUS CONSENT TO CALL A SHORT BREAK AT 7:52 P.M. The motion passed without objection.

VII. Items for Action (cont'd)

Mr. Knapp called the meeting back to order at 7:56 p.m.

Discussion followed with Mr. Fisk. He added that he is in support of this Electrical presentation.

MOTION by Mr. Preston: MOVE TO ADOPT THE PROPOSED TRANSIENT ELECTRICAL FEE CHANGES AS PRESENTED BY THE PORT DIRECTOR.

Mr. Fisk seconded the motion.

Mr. Preston offered some additional discussion.
The motion passed without objection.

B. Statter Harbor Winter Space Management.

Mr. Stone gave a short presentation on this topic.

Discussion followed with Mr. Simpson, Mr. Fisk, Mr. Kueffner, and Mr. McCall.

MOTION by Mr. Preston: MOVE TO APPROVE THE STATTER HARBOR WINTER SPACE MANAGEMENT POLICY AS PRESENTED BY THE PORT DIRECTOR, BUT TO STRIKE THE SENTENCE, "BOATS WILL NOT BE ALLOWED TO SHUFFLE IN AND OUT OF THIS ZONE WITHOUT GOOD CAUSE SHOWN AND TO THE SPECIFIC APPROVAL OF THE AUKE BAY SUPERVISOR". Mr. Etheridge seconded the motion.

The motion passed without objection.

C. Award of Auke Bay Tideland Appraisal RFP.

Mr. Krieber gave a short presentation on this topic.

MOTION by Mr. Fisk: ASK UNANIMOUS CONSENT TO APPROVE THE AWARD OF THE AUKE BAY TIDELAND APPRAISAL IN THE AMOUNT OF \$2,750.00 TO HORAN, CORK, AND COMPANY. The motion passed without objection.

D. Award of Douglas Harbor Temporary Barge Breakwater Bid.

Mr. Krieber gave a short presentation on this topic.

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

Mr. Knapp referred this topic back to Staff to place it as an RFP Bid.

VII. Items for Action (cont'd).

E. ADF&G Sewer Pump-Out Grant Approval.

Mr. Kriebler gave a short presentation on this topic.

Discussion followed with Mr. Preston, Mr. Knapp, and Mr. White.

MOTION by Mr. Etheridge: ASK UNANIMOUS CONSENT TO APPROVE THE \$180,000 GRANT AGREEMENT WITH THE ADF&G FOR THE PROVISION OF SEWER PUMP-OUTS IN THE SMALL BOAT HARBORS AND TO REQUEST THAT THE CBJ ASSEMBLY MAKE SUCH TRANSFER. The motion passed without objection.

F. Norway Point Grant Transfer to Taku Harbor.

Mr. Kriebler gave a short presentation on this topic.

Discussion followed with Mr. White, and Mr. Knapp.

MOTION by Mr. Etheridge: ASK UNANIMOUS CONSENT TO APPROVE THE TRANSFER OF FUNDS FROM THE NORWAY POINT CIP TO THE TAKU HARBOR CIP AS PRESENTED BY THE PORT ENGINEER AND REQUEST THAT THE CBJ ASSEMBLY MAKE SUCH TRANSFER. The motion passed without objection.

G. Approval of Harbor Funding Resolution Request for State Harbormaster Conference.

Mr. Kriebler gave a short presentation on this topic.

Mr. Simpson offered some more short comments on this topic.

MOTION by Mr. Etheridge: ASK UNANIMOUS CONSENT THAT THE BOARD APPROVE THE HARBOR FUNDING RESOLUTION REQUEST AND DIRECT THE STAFF TO PRESENT THE RESOLUTION TO THAT ALASKA ASSOCIATION OF HARBORMASTERS AND PORT ADMINISTRATORS FOR STATE WIDE ACTION. The motion passed without objection.

H. Approval of Contract Change Order Policy.

Mr. Kriebler gave a short presentation on this topic.

Discussion followed with Mr. Kueffner, Mr. Stone, Mr. Simpson, Mr. Preston, Mr. Fisk, and Mr. Knapp.

MOTION by Mr. Fisk: ASK UNANIMOUS CONSENT TO APPROVE THE CONTRACT CHANGE ORDER POLICY AS PRESENTED BY THE PORT ENGINEER AND WILL BE SUBJECT TO FINAL WORDING BY THE PORT DIRECTOR. The motion passed without objection.

VII. Items for Action (cont'd).

I. Resolution to Exempt Local Government Owned Harbors from Electrical Utility Certification.

Mr. Krieber gave a short presentation on this topic.

Discussion followed with Mr. Simpson, and Mr. Fisk.

MOTION by Mr. Etheridge: MOVE TO APPROVE THE STAFF TAKING THIS RESOLUTION TO THE STATE HARBORMASTER'S CONVENTION SHOWING OUR SUPPORT. Mr. Preston seconded the motion.

Mr. Kueffner abstained from voting due to his conflict of interest as he represents the local AEL&P Electrical Company.

The motion passed without objection.

Public Participation

1. Jody Goldsberry -- Live-Aboard Harris Harbor

Ms. Goldsberry wondered that if this passes and we become our own Electrical Facility would we be able to randomly raise our rates with no control or just when it suits us?

Discussion followed with Mr. Knapp, Mr. Krieber, and Mr. Preston.

She was assured that any fee changes have to be approved by the Board as well as there would be many public hearings for comments.

VIII. Items for Information/Discussion.

A. Harbor User Fee Change Tentative Agenda.

Mr. Preston gave a short presentation on this topic.

He said there would be a Docks & Harbors Finance Committee Meeting on October 13, from 5:00 to 8:00 p.m. at the CBJ Assembly Chambers. This meeting will cover Harbor Expenses.

There will be another Finance Committee Meeting on November 18, from 5:00 to 8:00 p.m. at the CBJ Assembly Chambers to discuss Harbor Revenues. These two meetings will allow public comment and discussion on fee changes.

VIII. Items for Information/Discussion (cont'd).

After these two meetings the staff would like for the Board to request a meeting with the CBJ Assembly of the Whole (COW) to be able to present condensed versions of the expense and revenue reports and a general discussion of the fee changes under consideration by the Docks & Harbors Finance Committee and the Regular Docks and Harbor Board.

Mr. Preston added that the December and January Finance Committee Meetings would then be additional discussion and opportunity for public input on fee changes. Then the February Docks and Harbors Finance Committee Meeting would be the tentative date for a Public Hearing and Adoption of FY06 Fees by the Docks & Harbors Board.

IX. Committee, Member & Staff Reports.

A. Finance Committee -- September 16, 2004

Mr. Preston gave a short summary of his last meeting. (A copy of the Minutes is attached to the Packet tonight).

He said at the October 13th Finance Committee Meeting there will be an agenda item concerning raising Port Fees for the next Cruise Ship Season.

He also added that they talked about the Docks and Harbors Revenue and Expense Reports.

B. Operations Committee Meeting – None was held.

C. CIP/Planning Committee – September 21, 2004.

Vice-Chair Mr. Etheridge gave a short summary of the last meeting since Mr. Simpson was unable to attend.

Mr. Etheridge asked Mr. Krieber to give a short presentation on the Aurora harbor gangways.

Discussion followed with Mr. Fisk, Mr. Dore, Mr. Simpson, and Mr. Kueffner.

Mr. Knapp said it seemed to be the consensus of the Board Members to authorize Mr. Krieber to proceed with a rental option of the old gangways and to advertise in our local paper.

X. Capital Improvement Project Report.

Mr. Krieber gave a short report on projects we are currently working on.

Mr. Preston asked how we have been noticing people on the electrical plans. How many times were the Patrons told and by what methods.

Mr. Krieber said notices were put on the bulletin boards in each Harbor, individual vessels using power were tagged, and notices were mailed to patrons.

X. Capital Improvement Project Report (cont'd).

Mr. Stone added that there is an electric button on the CBJ web site and patrons can go to that site for current Harbor electrical information.

Discussion followed with Mr. Fisk, and Mr. Knapp.

XI. Harbormaster's Report.

Mr. McCall gave a short summary of Harbor Projects completed. He handed out a written report to Board Members to review.

Mr. Preston gave thanks in behalf of the Board Members to Mr. McCall and Mr. Clauder for their immediate action to the fire/disaster that happened at Auke Bay this week.

Mr. McCall added that we need to fund two Projects at Auke Bay this Winter. They are the following:

1. Floating Breakwater Repairs
2. Main Ramp Overhead Cover

He said these two items would be presented to the next Operations Committee Meeting.

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

XII. Port Director's Report.

Mr. Stone gave a short presentation. He said the 2nd Phase of the Audit will take place next month. He is gearing up for that next Audit. We have agreed to make some minor changes on coin collection at Auke Bay.

He added that there is an Assembly Committee of the Whole (COW) Meeting tomorrow night. They will be discussion the Waterfront and possible additional Cruise Ship berthing. The meeting is at 5:00 p.m. in the CBJ Assembly Chambers. The Board Members are welcome to attend.

Mr. Stone said that October 22 to 25th will be the Port Administrators and Harbormasters Conference in Homer, Alaska. Mr. McCall, Mr. Krieber, and Mr. Stone will be attending.

He added that Seasonal lay-off of Employees will begin next month so we will be back to our Winter Schedule.

He gave a brief summary of his list of Projects to work on during the Winter months.

Mr. Preston and Mr. Fisk gave a few suggestions to Mr. Stone to add to his Winter Project list to accomplish.

XIII. Committee Administrative Matters.

A. Committee Appointments.

Mr. Knapp referred to the list of Committee Appointments attached in the Packet.

He added that the Board Members for the Passenger Fees Proceeds Committee are currently Mr. Clough and Mr. Simpson. He would like to add Mr. Preston as an alternate Committee member for this Committee.

B. Meeting Calendar for October 2004.

The following Committee Meetings were scheduled:

Finance Committee Meeting – October 13, 2004	5:00 p.m.	CBJ Assembly Chambers
Operations Committee Meeting – None Set At This Time		
CIP/Planning Committee Meeting – October 26, 2004	5:00 p.m.	CBJ Assembly Chambers
Regular Board Meeting – October 28, 2004	7:00 p.m.	CBJ Assembly Chambers

MOTION by Mr. Etheridge: ASK UNANIMOUS CONSENT TO GO INTO EXECUTIVE SESSION. The motion passed without objection.

Mr. Knapp called for a short break at 10:02 p.m.

Mr. Knapp called the meeting back to order at 10:07 p.m.

XIV. Executive Session.

1. Port Security Update.
2. Update De Hart's Marina Appraisal.

Mr. Kueffner rescued himself for the Executive Session and left the meeting because of his conflict of interest as he represents Mr. Deems of De Hart's Marina.

Mr. Knapp called the Regular Board Meeting back to order at 10:52 p.m.

XV. Adjournment.

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

The meeting was adjourned at 10:55 p.m.