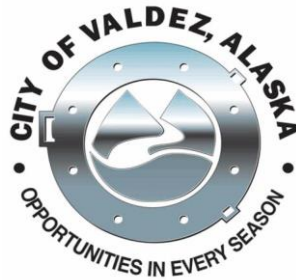


City of Valdez

212 Chenega Ave.
Valdez, AK 99686



Meeting Minutes

Monday, August 1, 2016

7:00 PM

Council Chambers

Ports and Harbor Commission

REGULAR AGENDA - 7:00 PM**I. CALL TO ORDER**

Chairman Swanson called the meeting to order at 7:00 P.M. in Council Chambers.

II. ROLL CALL

Present 5 - Chair Mark Swanson
Commission Member Colleen Stephens
Commission Member Monty Morgan
Commission Member Ryan Sontag
Commission Member Stu Hirsch

Also Present 3 - Port Operations Manager Jenessa Ables
Harbor Office Manager/Acting Harbormaster Sarah Von Bargaen
Harbormaster/Acting Ports & Harbor Director Jeremy Talbott

III. APPROVAL OF MINUTES**1. Approval of the Regular Meeting Minutes of June 20th, 2016**

The regular meeting minutes of June 20th, 2016 were approved as presented.

IV. PUBLIC APPEARANCES

Diane Kinney, local resident and retired Ports & Harbor Director, addressed the Commission. She said she recently listened to a City Council Work Session regarding space needs for accommodating City Staff. During the discussion the idea of combining the Ports & Harbor offices was brought forward. Ms. Kinney felt it would be beneficial to share some history regarding this topic. She explained various staffing structures attempted in the past. In Ms. Kinney's experience, one department was often neglected during the periods where the Port and the Harbor were combined.

Ms. Kinney said, in addition to the growth of Port business, the federal security regulations imposed following the events of September 11th, 2001 caused a spike in Port Office traffic requiring a great deal of additional time and attention from Port Staff. She discussed the influx of fishing vessels at the Kelsey Dock and number of public and private events held at the Kelsey Plaza. These factors, along with others, have

caused the Port Office to be busier than ever before.

Looking forward, Ms. Kinney sees even more possibility for growth and traffic at the Kelsey Dock. The arrival of cruise ships would require a larger number of staff members at this waterfront location for long periods of time. She also spoke to the importance of keeping the Kelsey Uplands parking lot clear and under the management of the Port Department so it is readily available for staging, events, security or storage, if necessary. The Kelsey Uplands also provides a large turn around space for numerous truck drivers visiting the Port Office to register TWIC cards. She pointed out the difficulty that could come with moving the TWIC card registration office to either Harbor location, especially in the summer months when congestion is already common. Ms. Kinney also addressed a need for the Port Office to have designated meeting space to allow for productive professional conversations with valuable Port customers.

Ms. Kinney felt it was important to impart this operational and historical information on the Ports & Harbor Commission since many City staff members contributing to these decisions are newer to town or to City employment.

Ms. Kinney asked the Commission to consider what would truly be best for the Port of Valdez. Commissioner Sontag said he agreed with Ms. Kinney. He felt important operational needs may be overlooked if the Port and Harbor offices were combined.

Chairman Swanson asked Ms. Kinney if she gained a sense of the reason behind the suggestion of combining the Ports & Harbor Departments. Mr. Talbott said there are many changes afoot within the City. He said there may be only one shot to get a new office in the future and that combining the offices was just one possible solution. Mr. Talbott also did not believe that the Port Department would lose control in successfully coordinating for cruise ship dockings.

Commissioner Morgan asked what exactly is being proposed. Mr. Talbott said one possible space needs solution included housing the Ports & Harbor Director, the Harbormaster, and the Port Operations Manager in a second level office at a new Harbor building. Operational employees for both the Port & Harbor would be assigned to another level so as to separate Ports & Harbor administrative offices from daily traffic. Mr. Talbott added that the Parks & Recreation Department's proposed involvement at the Kelsey Dock would really be in regards to event staffing needs, rather than the management of the dock and vessel traffic. He explained the problem

with having skilled Port Maintenance staff wiping tables and emptying garbage at public events. Ms. Kinney said the Port Staff time going towards the events is minimal.

Ms. Kinney said she wanted the Ports & Harbor Commission, who can recommend Policies & Procedures, to be aware of these conversations. She thanked the Commissioners for listening.

V. PUBLIC BUSINESS FROM THE FLOOR

VI. PUBLIC HEARINGS

VII. UNFINISHED BUSINESS

VIII. NEW BUSINESS

1. Election of Chair and Chair Pro Tempore

Commissioner Morgan motioned, Commissioner Sontag seconded election of Commissioner Mark Swanson as Ports & Harbor Commission Chair.

Commissioner Hirsch motioned, Commissioner Stephens seconded election of Commissioner Alan Sorum as Ports & Harbor Commission Chair Pro Tempore.

The Commission discussed nominations for Chair and Chair Pro Tempore. Chairman Swanson was nominated for election to Commission Chair. Commissioner Sorum was nominated for election to Commission Chair Pro Tempore.

Yays: 5 - Commissioner Swanson, Commissioner Stephens, Commissioner Morgan, Commissioner Sontag, and Commissioner Hirsch.

Absent: 2 - Commissioner Sorum and Commissioner Cotter

2. City of Valdez New Harbor Development Uplands Facilities

Ron Rozak, Arcadis US Inc, said there has been much discussion regarding scheduling of the various phases. One possible consideration included modifying the New Harbor Uplands building to include two or three more floors. He is waiting on direction from City Administration to confirm whether this is a direction they would like to go. If so, they will proceed with reviewing construction packages with this inclusion. Mr. Rozak said there should be plenty of time to get the building construction and paving out to bid. If the paving is pulled from the Harris Sand & Gravel contract, it may fit with the upland facilities package. There are many creative options needing to be discussed.

Commissioner Hirsch said he would like to discuss the overall vision for the New Harbor Uplands, flushing out intended uses for each of the elements. Chairman Swanson suggested a joint work session with City Council. He thought it may be more productive to work alongside City Council to identify necessary changes.

Commissioner Stephens said she would like clarification on the decisions each of the involved advisory groups are responsible for. She hopes a discussion with City Administration and City Council will clarify where the Ports & Harbor Commission's participation is most valuable. Chairman Swanson said the role of the Ports & Harbor Commission seems to have changed with the new administration and agreed a clarifying conversation with all three entities would be beneficial.

IX. REPORTS

1. Valdez New Boat Harbor Construction Progress Report 36

Mr. Rozak reviewed Progress Report 36.

During July sewer and water lines, storm drains and manholes were put in place. This allows for testing to begin on the water main. Mr. Rozak said Copper Valley Telecom, Copper Valley Electric and GCI have been on site coordinating trench work and laying conduit.

Mr. Rozak said Harris Sand & Gravel is making progress on the retaining wall and abutment construction, as well as the structural supports for the boardwalk.

In regards to the project financing, Mr. Rozak said Phase 1 is close to 80% complete per the last pay estimate in July.

The Corps of Engineers permit was recently received for the main basin and the drive down basin. The permits include the provision for blasting at each location.

Mr. Rozak said Western Marine has two barges simultaneously dredging and doing in water rock placement. They have also finished installing the wick drains. He explained the in water processes in depth and described them as very efficient.

Commissioner Morgan asked if any of the additional blasting could affect the work already completed. Although some of the blast loads will be larger, Mr. Rozak said the energy will be absorbed by the water and there is no reason to anticipate any negative effects.

Mr. Rozak said they are coordinating with Western Marine to obtain a permit from the Corps to perform further dredging in the southwest corner of the basin. They would also like to extend the dredging depth of 14 feet to the west end of the New Harbor. Mr. Rozak said future operations could greatly benefit from the additional dredging.

2. Consent to Assignment for the Port of Valdez Use Agreement from The Alaska Wireless Network, LLC to AWN Tower Company, LLC

Mr. Talbott said the Consent to Assignment simply addresses a name change for a company the Port holds a Use Agreement with. Commissioner Morgan asked if any action was needed to approve the Consent to Assignment. Mr. Talbott explained that the Council recently approved this item and that it has been included on the Ports & Harbor Commission agenda as an informational item.

3. Ports & Harbor Staff Report

Ms. Ables said the Kelsey Dock has been extremely busy due to the commercial fishing closures. July revenue was nearly triple that of previous years.

There were several power outages during the month of July, requiring Port Staff to pay additional attention to generator maintenance and monitoring.

Ms. Ables said the annual Independence Week events, including the Pink Salmon Festival and the Fourth of July Community Picnic, were a success. Attendance has grown and the weather was outstanding.

Ms. Ables said Mr. Talbott had encouraged both herself and Ms. Von Bargaen to become notaries. Both staff members are in the process of completing the application and this will be an additional service offered at the Port and Harbor soon.

Commissioner Morgan asked how much of the Airport is vacant at this time? Ms. Ables said the JPO vacated over 1,700 square feet of office space. Mr. Talbott said City Administration is assessing space needs and may be considering the Airport as a location for City offices.

Mr. Talbott presented slides and discussed Harbor operations. He said the pink salmon run has not been very good this season.

Mr. Talbott said a vessel sunk in the Harbor on July 25th. The cause is still under investigation. Later that day there was a small fuel spill in the Port near the SERVS dock.

Ms. Von Bargaen noticed an electrical issue hiding beneath a utility vault during one of her routine dock walks. A possibly dangerous situation was avoided due to her awareness.

Mr. Talbott said there was also an explosion on a vessel at the fuel dock. The man, who is a local resident, is currently being treated in Seattle and is expected to make a full recovery.

Mr. Talbott also requested the safety ladders at the Valdez Container Terminal dock be replaced with mid-year funding. He will let the Commission know if this funding request is approved.

Chairman Swanson said he had noticed that the Travellift was having issues. Mr. Talbott said no issues had been reported to him. Commissioner Hirsch said it was down very briefly due to a false signal on the emergency shut-off but that the problem seems to have been resolved. Mr. Talbott said he would gather further information on this topic.

X. COMMISSION BUSINESS FROM THE FLOOR

XI. ADJOURNMENT

There being no further business, Chairman Swanson adjourned the meeting at 8:49 P.M.

CITY OF VALDEZ, ALASKA
PORTS AND HARBOR COMMISSION

Mark Swanson, Chairman

ATTEST:

Jenessa Ables, Port Operations Manager