



# 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  
REGULAR MEETING  
Tuesday, February 4, 2014  
COUNCIL CHAMBERS, P-12 BUILDING  
6:00 pm**

**MINUTES**

**CALL TO ORDER**

Monty Irvin called the meeting to order at 6:00 pm.

**OPENING CEREMONY**

Monty Irvin led the Pledge of Allegiance.

**ROLL CALL**

|                  |        |        |
|------------------|--------|--------|
| Ed Hedges        | Seat A | P      |
| Peter Denmark    | Seat B | A      |
| Brad Von Wichman | Seat C | P      |
| Monty Irvin      | Seat D | P      |
| Seat E           | Seat E | Vacant |
| Arnie Arneson    | Seat F | P      |
| Matt Kopec       | Seat G | P      |

**MOTION:** Brad Von Wichman made a motion to excuse Peter Denmark from today's Ports & Harbor meeting.

**SECOND:** Arnie Arneson seconded the motion.

Ed Hedges Y Peter Denmark O Brad VonWichman Y Monty Irvin Y Seat E \_\_ Arnie Arneson Y Matt Kopec Y

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

**DISCUSSION:** None

## **ADMINISTRATION PRESENT**

Sue Miller, Harbormaster  
Thomas Bolen, City Manager  
Jennifer Rogers, Deputy City Clerk

## **PUBLIC CITIZENS PRESENT**

Charlene Arneson  
Don Stevens

## **APPROVAL OF AGENDA**

**MOTION:** Ed Hedges made a motion to approve the Regular Meeting Agenda of February 4, 2014.

**SECOND:** Arnie Arneson seconded the motion.

Ed Hedges Y Peter Denmark O Brad VonWichman Y Monty Irvin Y Seat E\_\_ Arnie Arneson Y Matt Kopec Y

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

**DISCUSSION:** None

## **APPROVAL OF MINUTES**

**MOTION:** Arnie Arneson made a motion to approve the Port & Harbor Regular Meeting Minutes of January 7, 2014 as is.

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

Ed Hedges Y Peter Denmark O Brad VonWichman Y Monty Irvin Y Seat E\_\_ Arnie Arneson Y Matt Kopec Y

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

## **ADMINISTRATIVE REPORTS**

### **A. Harbormaster Report**

Harbormaster, Sue Miller stated that she canvassed the AAH&PA regarding concrete vs. wood for floats and docks. 60% of the lights on the East end of the harbor need to be replaced due to corrosion. The light bulbs were replaced for the over-head lights on the F-float. Lights were also replaced on the Z-float. The office staff continues to process contracts and all required documents.

Sue welcomed any questions.

Arnie Arneson stated that he contacted Sally Schug and inquired about the MRF fund to get a balance.

### **B. City Manager's Report**

See original report in packet.

#### **Passenger Transportation Float**

Thomas Bolen gave a brief report on the passenger transportation float project. Six proposals were received by the January 13<sup>th</sup> deadline. He'll make a recommendation to the City Council to award the contract to Transpac Steel.

**MOTION:** Monty Irvin made a motion to approve and accept Thomas Bolen's due diligence on the Transpac Steel pontoon float.

**SECOND:** Arnie Arneson seconded the motion.

Ed Hedges Y Peter Denmark O Brad VonWichman Y Monty Irvin Y Seat E\_\_ Arnie Arneson Y Matt Kopec Y

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

#### Leases

There is continued interest from an Anchorage businessman in leasing a harbor lot.

#### Harbor Policy

Thomas Bolen spoke in detail about changing the harbor wait list; he recommended some changes be made to the language in the harbor policy regarding this. Monty Irvin asked Sue Miller to work on the rates and make a recommendation to the City Council. Charlene Arneson stated that because Ports & Harbor is advisory to the Council, the recommendation usually comes from the Commission rather than the Harbormaster.

### **CORRESPONDENCE**

None

### **UNFINISHED BUSINESS**

#### A. Harbor Moorage Rate List/Miscellaneous Rate List

There was much discussion regarding the harbor moorage rates. City Manager, Thomas Bolen suggested that the members ask the City Council to change the winter rates  
Arnie Arneson suggested that we have a workshop on a Saturday from 12-4 pm to discuss all topics relating to moorage rates, electricity and disposal of contaminants. Monty replied that he felt they had a pretty good discussion today and didn't feel that it was necessary to have a workshop.

### **NEW BUSINESS**

#### A. Discuss Rules and Guidelines

Not covered during this meeting.

#### B. Telephonic Participation

Monty Irvin stated that P&H should follow the same telephonic participation guidelines as the City Council. Thomas Bolen said that the telephonic participation is not specified in the Code. He then reminded the P&H Commission that they have provisions to develop rules on how they want to operate.

Monty proposed that members can participate telephonically. Matt Kopec stated that it was difficult to hear what was going on when he attended telephonically. Thomas Bolen added that he is working to provide a new and better sound system in the future.

Ed Hedges added that telephonic attendance should count towards a quorum. Thomas Bolen stated that he can bring a copy of what he has drafted for Council.

C. Attendance

Postponed until the next meeting.

D. Proxy and Quorum Votes

Don Stevens stated that he has been involved in meetings where proxies were accepted and suggested that perhaps the P&H Commission should consider it. Charlene Arneson added that a member should inform the proxy how they should vote. Monty Irvin said that since our Code doesn't address proxy votes, he recommended that we leave that topic for the City Council.

E. Format for Chair Position

Monty Irvin asked the members if there is another method they'd like to implement to choose the Chair and Vice-Chair. Charlene said the way it's done is how it's supposed to be done. No changes were made.

F. Construction Priorities

Covered under Naming Harbor Build.

G. Naming Harbor Build

Arnie Arneson asked Monty Irvin to explain why this was on the agenda. Monty replied that there are two harbor designs and it was decided which design to go with, but the name of the next phase is still undecided. There was much discussion regarding this topic among the members.

H. Construction Phases

Covered under Naming Harbor Build.

I. Maintenance of Float Near the Sheet Pile

It was brought to Monty's attention that there is a fee to tie up there. Sue responded that a fee is charged if they stay overnight. Monty stated that the float needed some maintenance attention. Sue replied that she'll put it on her list and will take a look at it.

**CITIZENS COMMENTS**

Charlene Arneson commended the Commission on their progress. Don Stevens asked if the parking lot at the head of the bay can be graded and add camp grounds. Thomas Bolen added that the parking lot is currently under City management. The City has lost all land at the head of the bay and have no authority to do anything there in terms of camping. Ed Hedges asked if camping spots can be created on the parking lot since it's not being used for anything, in his opinion. Thomas Bolen stated that there is a no camping regulation at the head of the bay.

**COMMISSION COMMENTS**

None

**NEXT MEETING ATTENDANCE PLANS:** March 4, 2014

**ADJOURNMENT**

**MOTION:** Ed Hedges made a motion to adjourn the meeting.

**SECOND:** Arnie Arneson seconded the motion.

Ed Hedges Y Peter Denmark Q Brad VonWichman Y Monty Irvin Y Seat E \_\_ Arnie Arneson Y Matt Kopec Y

**VOTE:** The vote passed unanimously

Meeting adjourned at 7:55 pm

Attest:

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Jennifer Rogers  
Deputy City Clerk

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Monty Irvin  
Chair