

City of Bethel, Alaska

PORT COMMISSION MINUTES

June 16, 2003

Regular Meeting

Bethel, Alaska

CALL TO ORDER

A regular meeting of the Port Commission was held on June 16, 2003, at 7:30 p.m. at the City dock office.

Chair Richardson called the meeting to order at 7:30 p.m.

ROLL CALL

Comprising a quorum of the Committee, the following were present:

C. S. Richardson	Allen DeSousa
Tundy Rodgers	Jeff Severn

Excused absence(s): Richard Yager & Brandon Leary

Unexcused absence(s): none

Also in attendance were the following:

Howard Elliott, Port Director
Joanne Galliard, Commission secretary

PEOPLE TO BE HEARD

None

APPROVAL OF MINUTES

Moved by:	DeSousa	To Accept the May 19, 2003 minutes as read.
Seconded by:	Severn	

VOTE ON MOTION	Motion carried by unanimous voice vote.
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APPROVAL OF AGENDA

Moved by:	DeSousa	To approve the agenda
Seconded by:	Rodgers	

VOTE ON MOTION	Motion carried by unanimous voice vote.
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PORT DIRECTORS REPORT

Mr. Elliott advised the commission the port had acquired approximately 275 ft of conveyer belt complete with generator set and control panel in lieu of payment on a very delinquent account. 125 ft of the conveyer belt is currently leased out and 150 ft with the generator set and control panel are being used by the public works department. Discussion by commissioners on method of replacing lost revenue

DRAFT

on conveyer and other equipment being used by another city dept, instead of being leased for profit. Could public works be charged for its use like a non city entity would be?

MOVED BY:	Rodgers	To bill public works an appropriate amount for the use of the conveyer belt, generator set and control panel.
SECONDED BY:	DeSousa	

VOTE ON MOTION	Motion carried by unanimous voice vote.
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Mr. Elliott reported the port was ready to start hydro-seeding the seawall and other port property that needs to be hydro-seeded to prevent soil erosion. He reported when the hydro-seeder was picked up from the city shop, it had several flat tires which the port repaired and it was necessary to purchase and install a new battery, replace broken grease fittings and other additional maintenance before we could use it. He was requesting direction from the commission on possible way to solve the problems of having equipment borrowed by another department and receiving the equipment back with damage or things broken that were not broken when they borrowed the item.

Suggestions from the commission ranged from, charging the other departments for equipment used, to having a sign in and out sheet with a requirement to return it in the same condition or pay for having it repaired. Mr. Elliott says he tries to make sure equipment he uses that belongs to other departments is in the same condition or better when he returns it. He said it was not unusual for the port to have to fix or repair equipment before we could borrow it.

Ms. Galliar responded to the minutes of the May meeting in regards to the request to have the April minutes amended. She also reported it was suggested all departments start using the same format for minutes of meetings. This was implemented with the current minutes.

UNFINISHED BUSINESS - none

NEW BUSINESS

Item A — Possible purchase of backhoe

MOVED BY:	DeSousa	To postpone until next meeting to allow Port Director time to gather information necessary to make decision
SECONDED BY:	Rodgers	

Discussion: This backhoe would have a long reach and be capable of dredging Brown Slough and the Small Boat Harbor as well as other projects the city may have in the future.

VOTE ON MOTION	Motion carried by unanimous voice vote.
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Item B— Capping Seawall pipe

Discussion on possible safety issues with loose seawall pipe covers and seawall pipes that are not level to the top they could be filled with soil, sand or gravel. It is a hazard for people getting on and off vessels and anyone who finds it necessary to step on the seawall pipes. Mr. Elliott said this was an ongoing project and he would make and effort to handle this as soon as he finishes some other projects he currently has going.

MEMBER COMMENTS

Council Rep Rodgers - said he would address the subject of port equipment being used by other departments without the other departments making prior arrangements with the port director and their need to return items in a good a condition as it was when borrowed at the next city council meeting.

Rodgers also said the 2004 budget had been passed and all departments were being asked to take some cuts due to the loss of state money.

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Commissioner Severn – No comments except he was still learning about the port.

Commissioner DeSousa – Inquired as to the status of the phones at the small boat harbor, Mr. Elliott responded, they have not been turned on yet, there was some time delay between our request to turn them on and the request actually reaching the phone company, as we can no longer make the request directly to the phone company. However, even that was done over 10 days ago and still no action by the phone company. Mr. DeSousa asked if the port would call the phone company and relay the importance of having the phones at the small boat harbor connected ASAP. These are emergency phones.

Mr. DeSousa also expressed thanks to Mr. Elliott and Mrs. Galliard in their work collecting delinquent port accounts receivable.

Commissioner Richardson – stated he was glad to see the improvements in the parking area at the small boat harbor and the seawall pipes were allowing more parking area and wanted to know if they could be moved closer to the road to keep people from parking on the edge of the road.

Mr. Richardson voiced concern about the old Hoffman Fuel trucks parked across the slough, he thought they might cause a contamination problem as they are rusty and could start leaking if they still had fuel residue and they might be even be volatile if ignited. He requested the port send a complementary letter to Hoffman Fuel expressing these concerns and an offer to assist them in their removal.

ADJOURNMENT

MOVED BY:	DeSousa	To adjourn the meeting.
SECONDED BY:	Rodgers	

VOTE ON MOTION	Motion carried by unanimous voice vote.
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With no further business before the Committee, the meeting adjourned at 9:00 p.m.

APPROVED THIS 16 DAY OF June, 2003.

C. S. Richardson

Joanne Galliard, Commission Secretary

