



# City of Bethel Port Commission Agenda

Regular Meeting  
Monday September 18, 2017 - 7 pm  
City Council Chambers, City Hall, Bethel, AK



## **Commissioners**

Alan Murphy  
Chair

Term Expires 2015  
(907)543-2805

Richard Pope  
Port Commissioner  
Term Expires 2017  
(907)543-1900

[bethelalaskapc@gci.net](mailto:bethelalaskapc@gci.net)

Alisha Welch  
Council Member  
Term Expires 2017  
(907)545-6026

[arwelch@cityofbethel.net](mailto:arwelch@cityofbethel.net)

## **Ex-Officio**

Allen Wold  
Acting Port Director  
(907)543-2310

[awold@cityofbethel.net](mailto:awold@cityofbethel.net)

Ed Flores  
Port Admin  
(907)543-2310

[eflores@cityofbethel.net](mailto:eflores@cityofbethel.net)

- i. **CALL TO ORDER**
- ii. **ROLL CALL**
- iii. **PEOPLE TO BE HEARD**
- iv. **APPROVAL OF AGENDA**
- v. **APPROVAL OF MINUTES FROM THE REGULAR MEETINGS**  
-APPROVAL OF MINUTES FROM May, July, & August 2017
- vi. **SPECIAL ORDER OF BUSINESS**  
-Swearing in of T. Oosterman to the Port Commission
- vii. **DEPARTMENT HEAD COMMENTS**
- viii. **UNFINISHED BUSINESS**  
-Port Office update  
-Bethel Bank Stabilization Project
- ix. **NEW BUSINESS**  
-Possible Port Commission Meeting time change  
-lowering of the approaches in the Small Boat Harbor
- x. **COMMISSION MEMBER'S COMMENTS**
- xi. **ADJOURNMENT**

# City of Bethel Port Commission Meeting Minutes

May 15, 2017

Regular Meeting 7 p.m.

Bethel, Alaska

## I. CALL TO ORDER

MEETING CALLED TO ORDER AT 1916 (7:16 P.M.)

## II. ROLL CALL

COMMISSIONERS PRESENT:

CHAIRMAN MURPHY, COMM POPE, COMM. WELCH, COMM. ROCZICKA

## III. PEOPLE TO BE HEARD

## IV. APPROVAL OF AGENDA

<b>MOVED:</b>	Comm. Welch	Approval of agenda
<b>SECONDED:</b>	Comm. Pope	
<b>VOTE ON MAIN MOTION</b>	4-0 All in favor	

## V. APPROVAL OF MINUTES

<b>MOVED:</b>	Comm. Welch	Approval of Minutes from 4-17-17
<b>SECONDED:</b>	Comm. Roczicka	
<b>VOTE ON MAIN MOTION</b>	4-0 All in favor	

## VI. SPECIAL ORDER OF BUSINESS

## VII. PORT DIRECTOR'S REPORT

A verbal report was given by the Port Director along with the written report.

## VIII. UNFINISHED BUSINESS

-Port Office – the Acting Port Director lead a discussion

## IX. NEW BUSINESS

## X. COMMISSION REPRESENTATIVES COMMENTS

Comm. Murphy –None

Comm. Pope – None before me.

Comm. Welch – None

Comm. Roczicka – Expressed concern about the mouth of Brown Slough is filling in

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# City of Bethel Port Commission Meeting Minutes

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May 15, 2017

Regular Meeting 7 p.m.

Bethel, Alaska

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## XI. ADJOURNMENT

<b>MOVED:</b>	Comm. Pope	Motion to Adjourn
<b>SECONDED:</b>	Comm. Welch	
<b>VOTE ON MAIN MOTION</b>	4-0 All in favor	

Meeting Adjourned at 7:27 p.m.

Respectfully Submitted:

\_\_\_\_\_  
Alan Murphy, Chairman

APPROVED THIS \_\_\_\_\_ day of \_\_\_\_\_ 2017.

ATTEST: \_\_\_\_\_

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# City of Bethel Port Commission Meeting Minutes

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July 17, 2017

Regular Meeting 7 p.m.

Bethel, Alaska

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- I. CALL TO ORDER**  
MEETING CALLED TO ORDER AT 1907 (7:07 P.M.)  
**NO QUORUM**
  
- II. ROLL CALL**  
COMMISSIONERS PRESENT:  
CHAIRMAN MURPHY & COMM POPE
  
- III. PEOPLE TO BE HEARD**
  
- IV. APPROVAL OF AGENDA**
  
- V. APPROVAL OF MINUTES**
  
- VI. SPECIAL ORDER OF BUISNESS**
  
- VII. PORT DIRECTOR'S REPORT**
  
- VIII. UNFINISHED BUISNESS**
  
- IX. NEW BUSINESS**
  
- X. COMMISSION REPRESENTATIVES COMMENTS**
  
- XI. ADJOURNMENT**  
Meeting Adjourned at 7:08 p.m.

Respectfully Submitted:

\_\_\_\_\_  
Alan Murphy, Chairman

APPROVED THIS \_\_\_\_\_ day of \_\_\_\_\_ 2017.

ATTEST: \_\_\_\_\_

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# City of Bethel Port Commission Meeting Minutes

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August 21, 2017

Regular Meeting 7 p.m.

Bethel, Alaska

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- I. CALL TO ORDER**  
MEETING CALLED TO ORDER AT 1915 (7:15 P.M.)  
**NO QUORUM**
  
- II. ROLL CALL**  
COMMISSIONERS PRESENT:  
CHAIRMAN MURPHY
  
- III. PEOPLE TO BE HEARD**
  
- IV. APPROVAL OF AGENDA**
  
- V. APPROVAL OF MINUTES**
  
- VI. SPECIAL ORDER OF BUISNESS**
  
- VII. PORT DIRECTOR'S REPORT**
  
- VIII. UNFINISHED BUISNESS**
  
- IX. NEW BUSINESS**
  
- X. COMMISSION REPRESENTATIVES COMMENTS**
  
- XI. ADJOURNMENT**  
Meeting Adjourned at 7:16 p.m.

Respectfully Submitted:

\_\_\_\_\_  
Alan Murphy, Chairman

APPROVED THIS \_\_\_\_\_ day of \_\_\_\_\_ 2017.

ATTEST: \_\_\_\_\_

# PORT OF BETHEL

Post Office Box 1388  
Bethel, Alaska 99559  
Voice: 907-543-2310  
Fax: 907-543-2311



TO: Peter Williams  
FROM: Allen Wold Acting Port Director  
SUBJECT: August 2017 Managers Report

- **Small Boat Harbor**
    - Cleaned embankments and everywhere else in the SBH
    - Pulling up sunken boats/bailing out boats
    - Pushing out boats during tides.
    - Selling permits
    - Filling in wash-outs along embankments with gravel. (River run)
    - Hired two Port attendants after two left for school.
    - Laying out gravel leading to the boat launches and approaches. (15 Loads of D-1)
  
  - **City Dock/Beach 1**
    - 1 Main line barge and AK Logistics (50,000 lbs)
    - Graded Dock using D-5 and Loader, Watering Dock with Water truck.
    - Cleaning Beach/Dock daily.
    - Beach Wharfage – 50 Ton
    - Laying gravel in the City Dock. (15 loads)
  
  - **Petroleum Dock**
    - Laid gravel out on the roads fixing washouts.
  
  - **Port Office**
    - TC Construction building Port Office. Pro Dev. checking on the Port Office. The Port Office completion date has been pushed back to a later date. Possibly by early October
  
  - **Admin**
    - Monthly Storage billing for customers.
    - Water Call outs for Barges.
    - Got oversized permits for two of the Port loaders.
  
  - **Seawall**
    - Fixing Cable Fencing
-

- Painting thermestors and bits.
- Cutting down trees along Lower Access Road overhanging the road.
- Picking up around dumpsters daily.
- Used depth finder to sound the seawall.

- **East Addition**

- Bethel Bank Stabilization went out for bid.

- **Misc./Vehicles**

- Servicing our own vehicles. (Dump truck, 950-E Loader, D-5 Dozer, & Pickup Trucks)
- Safety checks along the seawall
- Picking up as needed where needed.
- One of our workers acquired a CDL.

CITY OF BETHEL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2017

MUNICIPAL DOCK

	ENCUMBRANCE	YTD ACTUAL	TOTAL	BUDGET	UNEARNED	PCNT
<b>CHARGES FOR SERVICES</b>						
52-43-402 CITY DOCK-STORAGE	.00	9,091.84	9,091.84	.00	( 9,091.84)	.0
52-43-405 CITY DOCK-WHARFAGE	.00	15,420.99	15,420.99	.00	( 15,420.99)	.0
52-43-407 CITY DOCK-DOCKAGE	.00	2,561.50	2,561.50	.00	( 2,561.50)	.0
52-43-418 SBH PETRO PORT-FUEL THRU-PUT	.00	2,895.88	2,895.88	.00	( 2,895.88)	.0
52-43-424 PETRO YARD - STORAGE	.00	716.80	716.80	.00	( 716.80)	.0
52-43-426 PETRO PORT-FUEL THRU-PUT	.00	5,337.04	5,337.04	.00	( 5,337.04)	.0
52-43-427 PETRO PORT-DOCKAGE	.00	1,272.70	1,272.70	.00	( 1,272.70)	.0
52-43-434 SEAWALL DOCKAGE	.00	2,727.04	2,727.04	.00	( 2,727.04)	.0
52-43-454 BEACH-STORAGE	.00	2,594.56	2,594.56	.00	( 2,594.56)	.0
52-43-455 BEACH-WHARFAGE	.00	2,068.81	2,068.81	.00	( 2,068.81)	.0
52-43-457 BEACH-DOCKAGE	.00	7,171.02	7,171.02	.00	( 7,171.02)	.0
52-43-463 BOAT HARBOR-MOORAGE	.00	288.00	288.00	.00	( 288.00)	.0
<b>TOTAL CHARGES FOR SERVICES</b>	.00	52,146.18	52,146.18	.00	( 52,146.18)	.0
<b>LEASE REVENUE</b>						
52-44-467 LEASE REVENUE	.00	4,060.00	4,060.00	.00	( 4,060.00)	.0
<b>TOTAL LEASE REVENUE</b>	.00	4,060.00	4,060.00	.00	( 4,060.00)	.0
<b>MISCELLANEOUS</b>						
52-45-464 SMALL BOAT HARBOR PERMITS	.00	360.00	360.00	.00	( 360.00)	.0
52-45-467 EXTRA WATER CALLS	.00	1,458.00	1,458.00	.00	( 1,458.00)	.0
<b>TOTAL MISCELLANEOUS</b>	.00	1,818.00	1,818.00	.00	( 1,818.00)	.0
<b>MISCELLANEOUS</b>						
52-49-495 MISCELLANEOUS REVENUE	.00	150.00	150.00	.00	( 150.00)	.0

CITY OF BETHEL  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2017

MUNICIPAL DOCK

	ENCUMBRANCE	YTD ACTUAL	TOTAL	BUDGET	UNEARNED	PCNT
TOTAL MISCELLANEOUS	.00	150.00	150.00	.00	( 150.00)	.0
TOTAL FUND REVENUE	.00	58,174.18	58,174.18	.00	( 58,174.18)	.0

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2017

MUNICIPAL DOCK

	ENCUMBRANCE	YTD ACTUAL	TOTAL	BUDGET	UNEXPENDED	PCNT
<b>DOCK EXPENDITURES</b>						
52-50-501 SALARIES	.00	24,708.19	24,708.19	.00 (	24,708.19)	.0
52-50-502 OVERTIME	.00	1,700.87	1,700.87	.00 (	1,700.87)	.0
52-50-510 SOCIAL SECURITY EXPENSE	.00	398.73	398.73	.00 (	398.73)	.0
52-50-511 MEDICARE FICA	.00	394.62	394.62	.00 (	394.62)	.0
52-50-512 EMPLOYEE GROUP BENEFITS	.00	6,513.42	6,513.42	.00 (	6,513.42)	.0
52-50-518 PERS	.00	4,395.07	4,395.07	.00 (	4,395.07)	.0
52-50-561 SUPPLIES	.00	473.28	473.28	.00 (	473.28)	.0
52-50-563 WEARING APPAREL	.00	164.30	164.30	.00 (	164.30)	.0
52-50-601 VEHICLE MT	.00	50.00	50.00	.00 (	50.00)	.0
52-50-602 GASOLINE/DIESEL/OIL	.00	917.07	917.07	.00 (	917.07)	.0
52-50-621 ELECTRICITY	.00	493.60	493.60	.00 (	493.60)	.0
52-50-622 TELEPHONE	.00	11.38	11.38	.00 (	11.38)	.0
52-50-624 WATER, SEWER, GARBAGE	.00	646.01	646.01	.00 (	646.01)	.0
52-50-626 WATER FOR BARGES	.00	2,217.32	2,217.32	.00 (	2,217.32)	.0
52-50-666 MUNICIPAL DOCK MAINT.	.00	52.73	52.73	.00 (	52.73)	.0
52-50-669 OTHER PURCHASED SERVICES	.00	511.15	511.15	.00 (	511.15)	.0
52-50-683 MINOR EQUIPMENT	.00	468.39	468.39	.00 (	468.39)	.0
52-50-727 ADVERTISING	.00	156.60	156.60	.00 (	156.60)	.0
52-50-736 BANK CHARGES	.00	42.31	42.31	.00 (	42.31)	.0
52-50-775 MUNICIPAL DOCK GRAVEL	.00	69,848.04	69,848.04	.00 (	69,848.04)	.0
TOTAL DOCK EXPENDITURES	.00	114,163.08	114,163.08	.00 (	114,163.08)	.0
<b>SMALL BOAR HARBOR</b>						
52-55-501 SALARIES	.00	33,381.12	33,381.12	.00 (	33,381.12)	.0
52-55-502 OVERTIME	.00	654.11	654.11	.00 (	654.11)	.0
52-55-510 SOCIAL SECURITY	.00	1,760.10	1,760.10	.00 (	1,760.10)	.0
52-55-511 MEDICARE FICA	.00	480.16	480.16	.00 (	480.16)	.0
52-55-512 EMPLOYEE GROUP BENEFITS	.00	1,801.88	1,801.88	.00 (	1,801.88)	.0
52-55-518 PERS	.00	1,019.76	1,019.76	.00 (	1,019.76)	.0
52-55-561 SUPPLIES	.00	398.92	398.92	.00 (	398.92)	.0
52-55-563 WEARING APPAREL	.00	440.00	440.00	.00 (	440.00)	.0
52-55-602 GASOLINE	.00	2,111.32	2,111.32	.00 (	2,111.32)	.0

CITY OF BETHEL  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2017

MUNICIPAL DOCK

	ENCUMBRANCE	YTD ACTUAL	TOTAL	BUDGET	UNEXPENDED	PCNT
52-55-668 SMALL BOAT HARBOR MAINTENANCE	.00	450.59	450.59	.00 (	450.59)	.0
52-55-683 MINOR EQUIPMENT	.00	227.02	227.02	.00 (	227.02)	.0
TOTAL SMALL BOAR HARBOR	.00	42,724.98	42,724.98	.00 (	42,724.98)	.0
TOTAL FUND EXPENDITURES	.00	98,713.88	98,713.88	.00 (	98,713.88)	.0