

CALL TO ORDER Buster Richardson called the regular Port Commission meeting of January 16, 1994, to order at 7:30 p.m.

ROLL CALL Present: Allen DeSousa, Donna Chris, Clair Grifka, Manny Konig, Dr. William Bergen, Buster Richardson and Grant Fairbanks.

APPROVAL/MINUTES M/M by Desousan, 2nd by Konig to approve the Minutes of the October 17, 1994 meeting. Voice vote. Motion carried unanimously.

APPROVAL/AGENDA Desousa asked to amend agenda by adding election of officers as item A and Seawall pipe disposal as item B to Old Business. Desousa also requested that the Civil Air Patrol request be added to item B under new business. Fairbanks asked to amend agenda by adding, Port Director be moved back to dock as item E and establishing the Port as a Department as item F under new business

M/M by Desousa, 2nd by Konig to approve the agenda as amended. Voice vote. Motion carried unanimously.

PORT DIRECTOR REPORT Port Director report submitted to commission in writing. Port Director also reported that the Council will be reviewing the Fiscal year 94 budget on January 25. Preliminary figures show the Port's revenues exceeded expenditures by over \$400,000. Greydanus reported that council passed Resolution 95-02 requesting that the State, Department of Transportation release 1.296 million committed for the Seawall Project to the Corps of Engineers by February 1, 1995. That was the anticipated time the Corps was to start advertising for construction of this project. Greydanus reported that Bethel Utilities completed construction of three lights at the petro-port. The Port will have a drop installed by spring to bring the lights on line. Greydanus reported that he is seeking information from other Ports on the different gates they use to secure their facilities. Once specifications are complete, the Port will be seeking bids.

Greydanus reported that the phone and electric lines from behind Crowley Marine's office to the Port office will be buried prior to the arrival of the first barge. This line has been a nuisance for the Forklifts and Cranes crossing back and forth snapping the lines. Greydanus Reported he is still seeking correspondence and literature from different security companies regarding installing cameras on Port Facilities.

**COMMENTS OF
COMMISSIONERS**

Konig stated that he was concerned of the erratic shape of the seawall.
Chris was concerned with the future maintenance after construction of the Bank Stabilization project.
Grant Fairbanks was concerned with theft and vandalism on the Dock and would elaborate further when it is brought up.
Grifka - None.
Desousa- None.
Richardson-None.

**COUNCIL REPRESENTATIVE
REPORT**

Chris-No report.

PEOPLE TO BE HEARD

None

OLD BUSINESS

Item A: Election of officers.
Desousa stated that chairman vice-chairman and secretary seats need to be established for another year.
M/M by Fairbanks 2nd. by Chris to leave the current status of officers for another year.
Voice Vote. Motion carried unanimously.

Item B: Seawall Pipe disposal.
Greydanus explained that he has been unable to find the archives at the City office to determine the actual cost of the pipe to the City. Fairbanks suggested that we call the company in Japan to find out what the cost was. Chris recommended that the City find out what we paid for the pipe and what it's worth today to try and determine a value of the pipe. M/M by Desousa 2nd. by Konig to table Seawall pipe disposal. Voice Vote. Motion Carried unanimously.

NEW BUSINESS

Item A: Rules of Procedure

Connie Tucker commented that Council was concerned about the direction some committees are taking. Tucker explained that she wanted input from the commission to come up with a standardized format of policies and procedures. The commissioners gave different input on the subject to send back to Council.

Item B: Civil Air Patrol Request.

Ken Eggelston representing the Civil Air Patrol submitted a request to the Commission seeking assistance in building a pipe float/walkway for access to their float plane at hanger lake. The Civil Air Patrol requested that the City donate 8, 40' pipe to the Civil Air Patrol for this float/walkway construction. After some discussion, M/M Fairbanks 2nd by Konig to endorse the Civil Air Patrol Request. Voice Vote. Motion carried unanimously.

Item C: Fuel Thru-Put Review.

Greydanus stated that the City Council had requested that the Port Commission Review the current Fuel thru-put fee that is assessed against Bethel Fuel Sales and recommend whether it should be raised, lowered or stay the same. The current rate being charged to Bethel Fuel Sales is 4 cents a gallon on all inbound bulk fuel product. Greydanus recommended that the current rate of 4 cents a gallon be maintained. After some discussion. M/M by Desousa 2nd. by Fairbanks to recommend to Council to keep the 4 cents a gallon in place for another year. Voice Vote. Motion carried unanimously.

Item D: 8" Pipe Disposal.

Greydanus stated that "Ole" Olson had contacted him and wanted to know what the City was going to do with the 32', 8" pipe that the Port owns. Ole was interested in the City going out with a notice of disposal of this pipe and wanted input from the Commission. Greydanus indicated that he did not at this time, foresee a use for the pipe. It was brought up that maybe Public Works would be interested in the Pipe. It was decided that if Public Works wanted the Pipe they could bid on it.

There are eight pipe available for disposal. M/M by Fairbanks 2nd. by Desousa to request Council to Direct Administration to go out with a notice of disposal of 8" pipe. Voice Vote. Motion carried unanimously.

Item E: Port Director be moved back down to Dock from Planning. Fairbanks stated that he wanted this added to the agenda because he had received phone calls from boat owners who complained that their boats had been broken into and someone had been living in there. Fairbanks stated that people are complaining that they are being charged to store their boats on the Dock and that there is absolutely no security. Fairbanks stated that having at least 8 hours security is better than none. Maintaining a presence at the Port will deter theft and vandalism of the millions of dollars of Vessels, freight and equipment. Desousa stated that he has received phone calls from people who have seen people on the Dock all hours of the day. He stated that a secure facility should be maintained even if it is only during the day. Richardson stated that he had received phone calls from individuals who felt there should be someone keeping an eye on their equipment. Richardson stated that he has come down to the dock to check his boat and there were people on the dock but no one from the City monitoring it. William Bergen stated that the Port Director should be at his office where all his files and equipment is.

M/M by Fairbanks 2nd by Desousa for Chris to recommend to administration to move Port Director back down to the Port. And if need be, take it to Council for consideration. Voice Vote. Motion carried unanimously.

Item F: Establish Port as a Department. Fairbanks stated that it was time again to try and get the Port established as a Department. The Port operates the same in every respect as all other departments. It is time to start gathering information to show to council that it deserves the recognition of being established as a Department.

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M/M by Chris 2nd. by Bergen to put establishing the Port as a Department on the next agenda with information being provided for recommendation. Voice Vote. Motion carried unanimously.

ADJOURNMENT M/M by Konig 2nd by Desousa to adjourn the meeting at 9:50 p.m. Voice Vote. Motion carried unanimously.

PASSED AND APPROVED THIS _____ DAY OF _____, 1995.

Buster Richardson, Chairman

ATTEST:

Stuart Greydanus, Port Director

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PORT COMMISSION MINUTES
MARCH 27, 1995**

CALL TO ORDER Allen DeSousa called the regular Port Commission meeting of March 27, 1995 to order at 7:34 p.m.

ROLL CALL Present: Allen DeSousa, Clair Grifka, Manny Konig, and Grant Fairbanks.
Absent excused Donna Chris, Buster Richardson, Bill Bergen

APPROVAL/MINUTES M/M by Fairbanks, 2nd by Konig to approve the Minutes of the January 16, 1995 meeting.
Voice vote. Motion carried unanimously.

APPROVAL/AGENDA Desousa asked to amend agenda by adding seawall Pipe Disposal and Seawall pipe disposal as item D to Old Business, and to switch Item A and B around.
M/M by Konig, 2nd by Fairbanks to approve the agenda as amended. Voice vote. Motion carried unanimously.

PORT DIRECTOR Report Greydanus submitted written report.

Greydanus also reported that the phone and electric lines from behind Crowley Marine's office to the Port office will be buried prior to the arrival of the first barge. This line has been a nuisance for the Forklifts and Cranes crossing back and forth snapping the lines. Greydanus Reported he is working with Purchasing agent on the gate for the fence at the dock.

COMMENTS OF Konig None
Fairbanks was concerned with derelict boats in Browns slough.
Grifka - None.
Desousa- Citizen approached him about the possibility of installing a third boat ramp at the harbor.

COUNCIL REPRESENTATIVE REPORT No report.

PEOPLE TO BE HEARD None

NEW BUSINESS

Item A: D&G proposed lease of warehouse. Brandon Leary and Daniel Picazo gave a presentation on leasing the dock warehouse from the City for the purpose of sorting freight. This lease would make it a safer and more efficient operation. After some discussion, M/M by Fairbanks 2nd. by Konig to approve the concept of the lease with D&G and recommend it be moved to Council level. Voice Vote. Motion carried unanimously.

Item B: Utility line installation
Greydanus reported that Bethel utilities had approached him about running a power line across the entrance channel of the boat harbor to a residence on the other side. There was discussion as to whether the line would be up high enough as to not impede vessel traffic crossing through. After further discussion, M/M by Fairbanks, 2nd by Konig to approve the utility line installation with the understanding that Bethel Utilities would be notified of the State and Federal Concerns regarding Navigable Waterways. Voice Vote. Motion Carried unanimously.

NEW BUSINESS

Item A: Port Development Study.
Greydanus reported that the Port Development Study that was contracted out to Bartz Englishoe was not complete. Greydanus reported that Bartz had submitted a final draft but it was never addressed all the graph concerns of the Port Commission. Greydanus stated that dozens of efforts to contact Bartz has failed. Greydanus wanted recommendation from Commission on what to do with the final draft. After much discussion there was a consensus from the Commission that DeSousa and B Greydanus would get together and redo the graphs for submission and approval by Commission and Council.

Item B: Establishing Port as Department by Ordinance

Fairbanks stated that he wanted this item on the agenda because he felt it was time that the Dock operated more efficiently. After further discussion, there was a general consensus that the Port Commission hold a work Session to work out the details.

Item C: Fiscal year 96 Budget review.

Allen DeSousa put this item on the agenda to discuss what projects the Port would like to accomplish this year. Greydanus reported that he is required to submit a FY 96 Budget request to the City Manager by March 31 and wanted to get input from the Port Commission. Greydanus reported that the City Manager wants the Port Attendants positions eliminated and to develop a contract service agreement with Police Chief Liu. Chris Liu gave a presentation to the Commission on the idea. Chris stated that he got the idea from Bartz Englishoe while he was working on the Port Development Study. After much discussion the Port Commission felt that it would not be in the best interest of the City. They had some concerns as to whether CSO's could perform this function and not be called to other policing matters.

Item D: Seawall Pipe

DeSousa wanted this on the agenda to come up with a value of the pipe. Greydanus stated that a memorandum from Bonnie Duke showed that the Port would have to sell the pipe for \$1,416.00 to recover the money that the general fund had borrowed from the Port. Greydanus stated that he talked to Kevin Miller about the cost of a 20' culvert FOB to Bethel. Miller said that it was approximately \$800.00. After further discussion the Port Commission felt that the Port director should get written quotes from companies that sell culverts. The concenus was that the Port should sell each piece for \$1,416.00.

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MARCH 27, 1995

ADJOURNMENT M/M by Fairbanks 2nd by Konig to adjourn the meeting at 10:37 p.m. Voice Vote. Motion carried unanimously.

PASSED AND APPROVED THIS _____ DAY OF _____, 1995.

Buster Richardson, Chairman

ATTEST:

Stuart Greydanus, Port Director

PORT COMMISSION MEETING

PAGE 1
PORT COMMISSION MINUTES
May 15, 1995

- CALL TO ORDER** Chairman Buster Richardson called the regular Commission meeting of May 15, 1995, to order at 7:45 p.m.
- ROLL CALL** Present: Buster Richardson, Donna Chris, Grant Fairbanks, and Clair Grifka
absent excused, Manny Konig, Allen DeSousa.
Also present were Stuart Greydanus; Port Director
- APPROVAL/MINUTES** M/M by Fairbanks, 2nd by Chris to approve minutes of April 24. Voice Vote. Motion carried unanimously.
- APPROVAL/AGENDA** M/M by Chris, 2nd by Fairbanks to table Item A: Establishing Port as a Department until October. Voice Vote. Motion Carried Unanimously. M/M by Chris 2nd. by Fairbanks to add Lunch Wagon as Item A, New Business. Voice Vote. Motion Carried Unanimously. M/M by Chris 2nd. by Fairbanks to approve the agenda as amended. Voice Vote. Motion carried unanimously.
- PORT DIRECTOR** Port Director report submitted to Commission
Comments were made to the Port Director regarding the seawall fence repair and other damage.
- COUNCIL REPRESENTATIVE REPORT** Chris reported on the status of the Port attendants and how the City Council Directed the City Manager to start advertising for the positions immediately.

**COMMENTS OF THE
COMMISSIONERS**

Fairbanks reported that he was approached by a person that was upset by not being able to buy two slips on the floating docks.

Grant was concerned with boats powering up in Brown's Slough and how we should establish an ordinance. He also reported that we should be looking at harbor expansion.

Chris reported that House Bill 20 regarding tidelands and that the City will realize savings by not having to pay out money to DNR for tidelands.

Richardson commented on the issuance of harbor slips and getting gravel on the slough side of the dock.

Grifka reported on the trash that needed to be picked up around the Port facilities and expanding our harbor facility.

PEOPLE TO BE HEARD

Gerald Korthuis spoke to the Commission about installing mooring Bitts every 50 feet. He also recommended that the City open up space along the seawall downriver of Inlet Salmon. He also commented about the need for additional moorage slips at the harbor.

OLD BUSINESS

None

NEW BUSINESS

Item A: Lunch Wagon Proposal.

Greydanus reported a proposal by Don Sattler to operate at the Small Boat Harbor was brought before the City Council and then passed on to the Port Commission for recommendation. The proposal was to operate the lunch wagon on the South Side of the Boat harbor for the Summer. The proposal asks for a rate of \$150.00 for the summer, the same rate that was charged to the previous occupant. It was discussed about the advantages of having an extra pair of eyes at the harbor. After further discussion, M/M by Fairbanks, 2nd. by Grifka to approve the concept of the proposal and send it back to Council for approval. Voice Vote. Motion Carried Unanimously.

Item B: Review of proposed Port Budget
The Commission reviewed the City Managers submitted budget to the City Council and proposed to make the following recommendations to the Council.

1. Fund 3 Port Attendent Positions 5 mos.
2. Increase Port Director Funding for 12 mos.
3. Increase training to \$3,000
4. Ask for \$100,000 for dredging
5. Keep Administrative Assistant position in same status.

M/M by Fairbanks 2nd. by Chris to recommend to Council to amend the proposed budget to include the above changes. Voice Vote. Motion carried unanimously.

ADJOURNMENT

M/M by Chris, 2nd by Fairbanks to adjourn the Meeting at 10:10 p.m. Voice Vote. Motion Carried unanimously.

CALL TO ORDER Allen DeSousa called the regular Port Commission meeting of July 17,1995 at 7:30 p.m.

ROLL CALL Present: Allen DeSousa, Clair Grifka, Manny Konig, Donna Chris, Grant Fairbanks, Stuart Greydanus.

UNEXCUSED Buster Richardson. One vacant port position.

PUBLIC Nick Pollock, Richard Nolan, and Amiee Jones (Port Admin.Asst.)

APPROVAL/MINUTES M/M by Fairbanks, 2nd by Chris to approve the minutes of June 19,1995 meeting. Voice vote. Motion carried unanimously.

APPROVAL/AGENDA DeSousa moves on to agenda. Requests Port director's report.

PORT DIRECTOR

Report Greydanus submitted written report.
Summarizes report highlight:
1. Redd Samm: Approximately 4,000 tons of rock for dock stabilization.
2. 250 Super bags placed at base of the bank at the lower end of mission road.
3. South Coast: Contracted with Redd Samm. 4 barge loads tentatively through course of summer.
4. Bid proposals: Foundation Services approx.\$7,940.00.

COMMENTS Konig asked for clarification on super bags.
Greydanus city received approximately 660, 1 cubic yd. bags of sand from Dept. of Transportation to aid in bank stabilization.

COUNCIL REPRESENTATIVE REPORT

Chris states that the task of phone and electric lines were given to her. Recommends usage of committee/commission form (made up by Connie Tucker) to present items in the future to city manager or city council. Purpose of form is to aid in goal orientation and adherence to assigned representative role.
DeSousa agrees.
Chris suggests that the forms be part of the minutes.

COMMENTS

Fairbanks asked whether the issue of lines were specified in writing, that was approved in the budget.

Greydanus answers that council's approval for electrical lines were not in writing. However it was approved.

Further discussion by Fairbanks, why the city council needs to know if lines are being buried if it has been approved in the budget.

DeSousa comments on past behavior of some representatives losing sight of commission goals in difference to personal opinion.

Chris reiterates committee/commission form would streamline responsibilities of the council representative.

Fairbanks adds that the form could be a project justification tool.

Chris upset about lack of understanding about commission and committee roles.

Council will meet sometime in October to discuss the role of the port commission roles with the city council.

COMMENTS

Grifka asked about plans for dredging mouth of the harbor, and additional floats.

Greydanus will answer Grifka's question when he addresses the cable line issue.

Fairbanks recognizes Grifka on attending Riparian Rights meeting.

Fairbanks brings up the sunken boat owned by Wally Wallace that the city is doing nothing about.

Greydanus mentions that the city does not have control over that particular section. It would be costly to have it removed and time consuming.

Fairbanks suggested that from an legal standpoint, give the owner or agent a chance to remove the property. If the notification failed to elicit action; then the problem should become city's responsibility as a safety issue.

Chris answers in regard to comments made by DeSousa and Fairbanks about complaints from the public about lack of space in boat harbor and number of floats. States that there is a revenue enhancement meeting July 20,1995.

If justification and proper procedure are met, along with availability of revenue; the council then would be able to work on the requested items.

Fairbanks suggested a map of ownership on the agenda.

DeSousa suggested an contingency fund be on the next port agenda meeting.

PEOPLE TO BE HEARD Nolan, and Pollock

Pollock presented pictures taken last fall during low tide, of the boat harbor to illustrate the need for dredging. Also mentioned maintenance problem of boat ramps, especially the south ramp.

Referred also to picture of concrete beams pulled apart, that created unsuitable and dangerous situation.

Greydanus reported that the city had dumped 4 loads of gravel at the end of the launching ramp to mitigate the problem.

Pollock had expounded on earlier comments about the sunken boat. Asked about usage of 3 phase direct burial lines mentioned in a letter to Murph O'Brien. Greydanus informed everyone that in the letter to O'Brien, the 3 phase is a typo-error. The correct term is triplex. Fairbanks suggested using volunteers to help clean and assess problem sites. Greydanus validated Pollocks concerns and described some of the efforts done with his Port attendants. DeSousa asked Greydanus if his staff could assess damage this fall, to present for next year's budget. Pollock inquired about unit price per dock. Greydanus replied that the grant was for \$150,000 x 50 floats.

OLD BUSINESS

Item A. Burying power line.

Chris council needs recommendation on burying power lines and relocation of Port Director's office.

DeSousa thought that the city manager's letter was an error, due to the old business of burying lines.

Greydanus reiterated and summarized last year's fiscal budget.

1. City council approved burying line.
2. Bids were made and materials brought.
3. City manager apparently didn't remember the council approving burial of lines.
4. \$100,000 was requested for dredging project.
5. Additional lights.
6. Grading and Seawall improvements.
7. Total of \$180,000 requested. City manager cut the requested budget to \$84,000.

Greydanus posed concerns to the commission. If city council approves funding for a project, it should get done. The problem with the way the system is set up, the city manager did not submit a breakdown of projects with a dollar figure to the city council when he submitted the budget. Greydanus submitted a budget to hunter with input from the Port Commission of 184,000 itemizing different projects that were requested to be funded with the breakdown of cost per project. Hunter cuts a hundred thousand dollars out of Port directors recommendation and submits \$84,000 contract fees to the city council. The city manger did not submit to the city council a line item breakdown list of project that the port was going to accomplish along with dollar figure attached. Greyd felt that is why we are currently having a problem with burying lines on the dock because there was no line item b budget breakdown and it basically fell through the crack.

Grey stated that he wrote a letter to Murph O'Brien seeking permission and input to bury the utility lines on the dock. a response came back from Murph. O'Brien in which he says the State supports the project of burying the utilities underground. Greydanus also reported getting a letter from Bethel utilities who concurred that it would be an safe operation to bury the lines underground. Greydanus also reported a letter from husky elec. that burying lines does not violate any elec. codes. Greydanus recommended that the city proceed with burying the utilities lines on the dock. Greydanus reported that he had recommended a couple of years ago to Bartz Englishoe that it might be a good idea to relocate the port office to the area adjacent to Nerbys warehouse. Greydanus also stated that after thinking about the issue he felt that it was necessary to keep the office in its current place because it is in an area where he can monitor the majority of port operations including the fuel dock, Sewall, beach section of dock, cargo dock and up to crows. Greydanus reported that most of the traffic that comes on the dock are people here to pick up freight. Greydanus also stated that the City council has allowed people to fish on the dock starting September 1 which is one of the busiest barge shipping months of the year. Greydanus stated that moving the office at the dock will not solve the problem of having to bury the power lines due to the fact that there is the lighting on the dock and we have to contend with those lines. Greydanus recommended that the Port office remain in its current spot. There is a gray area on the authorization of Port projects; \$84,000 is just sitting there due to lack of direction. Greydanus also shared his uneasiness over the city manager's statement of "DOT having a problem with burying lines." Why would the DOT want to keep the proposal confidential? Greydanus then referred to the letters of support for underground lines from the State, Bethel Utility, and Husky Electric company. Fairbanks supported Greydanus' viewpoint-that Port lacked guidance and support for its projects. Chris responded by stating that priorities needed to be met by the department heads. In order to priorities those needs, not every department was going to receive what they requested. Chris emphasized the procedure of prioritizing projects and submitting them to the council for approval. Greydanus restated that project list had been submitted in proper procedural fashion.

Item B. Port office relocation.

Chris brought up the relocation of Port office. Greydanus admitted that the relocation of Port office by the Seawall was fine until further consideration of the needs best suited for the operation of the Port. Lot is open right now-just needs change of zones.

Fairbanks commented that perhaps the city manager did not fully understand the problem.

1st MOTION

Fairbanks made a motion to recommend to the council to proceed with burying the lines on the dock. Motion seconded by Grifka.

COMMENTS ON M/M

Fairbanks stated primary reason for supporting his motion.

1. Safety issue: Having lines above is a liability. Pointed out that the lines have fallen three times already.

Nolan made a statement that he had drafted the city manager's proposal on the underground utility system and noted that he had never seen the information regarding the city manager's contact with the DOT.

DeSousa commented on Port building relocation not a problem

Nolan commented that burying power lines should be a safety issue: Since the State approves, the lines could be buried. Also, moving the office to the originally cited location would not be possible due to its current zoning. It would also not solve the problem of burying the lines because the light poles are still there.

OTHER COMMENTS

Grifka asked for clarification on three phase power line.

Greydanus asserted again that the letter to DOT was a typo error.

2ND MOTION

Fairbanks made a 2nd motion to have the Port office stay in place all year-around. Motion seconded by Chris. One dissenting vote by DeSousa.

COMMENTS ON M/M

Fairbanks clarifies his motion: Port office stay in place as an Port operation twelve months. Chris retracted vote on 2nd motion.

MOTION

Chris made a motion to have Port office stay in place as an Port operation from Spring break up to freeze; and the remaining months be utilized as an city storage. Motion seconded by DeSousa. One dissenting vote by Fairbanks.

COMMENTS

Greydanus would like the council to have a consensus on issues. Chris responded that the correct procedure for requests was to have consensus with Port commission, then to ask the council.

MOTION

Chris made a motion to have building remain in place. Voice vote unanimous.

NEW BUSINESS

Item A. I-Beam disposal.

Greydanus requested commission's input on disposal of I-Beams, and to make recommendations to the city. First bid to be offered within the city departments, then to the Public.

Fairbanks asked what the I-beams were purchased for, quantity, and measurements of Beams.

Greydanus responded that the I-Beams were purchased for the purpose of extending the Seawall; not probable due to agreement with all owners were not possible. Approximately 150 beams, 100' long were purchased.

The price/pound is unknown, since contractors did not respond to inquires.

Fairbanks recommended revenue building ideas for the I-Beam, depending on cost of I-Beams. Otherwise, to store the beams for future use.

DeSousa questioned the ownership of the tiles. Also echoed Fairbanks recommendation.

Pollock suggested putting the discussion of building relocation and I-Beam disposal on next Port agenda.

MOTION

Chris made a motion to put I-Beam disposal on next agenda. Konig seconded the motion.

Item B. Budget/Project priorities.

Chris commented that the city council decides on funding according to information received and that council felt 84,000 could accomplish a lot of tasks.

Fairbanks did not realize that the budget submitted to council was not Port's.

Chris reemphasized the importance of taking proper steps for results. Greydanus re-articulated the procedural problems of getting tasks accomplished which require dept. head signatures. Fairbanks commented that the problem was having to go through the city manager rather than directly to the city council.

DeSousa replied that the city structure states that the city manager is not between the council and port commission. If the manager cuts budget, he needs to go through the line veto process. DeSousa also called for a better communication system with the mayor and the city manager and council.

Chris recommended utilizing the commission if you're not a dept. head. Have projects down on paper with justification and if refused; to accept that there is a valid reason

MOTION

Chris recommends budget line item proposal to commission for support. City council be informed and receive budget report prepared by the Port director along with city manager's report at budget time. Voice vote. Unanimous.

Grifka would like explanation of line item budget. DeSousa clarifies line item budget list.

Greydanus suggested that all department heads utilize line item list. Chris expounded on line item budget; large sum of projects difficult to figure.

DeSousa recommended discussion of priority list for a project between council and port.

MOTION

DeSousa made a motion to have a set Seawall budget and to have it placed in next agenda as soon as possible. Voice vote. Unanimous.

Chris suggested on reviewing the 84,000 budget on next agenda.

Wanted to know estimate needed for fence repair and installing lines.

Greydanus reported that approximately \$4800 to install lines and \$7200 for fence repairs. DeSousa suggested port contingency funding be on next agenda. January is the next six month budget review. Asked Chris about budget match. Chris turned question over to Greydanus..

Greydanus reported that Skip Barber of DOT was putting together a capital improvement or emergency status report. Strongly feels that port will receive financial backing. Especially since EMS repair came out of port funding.

FINAL COMMENTS

Grifka asked whether there were any port applicants. Chris answered that currently there were none.

Pollock requested that the I-Beams be available to the public.

Grifka suggested using I-Beams to make additional floats.

MOTION

Fairbanks made a motion to adjourn. Chris seconded the motion. Meeting adjourned at 10:00pm.

PORT COMMISSION MEETING

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PORT COMMISSION MINUTES
September 18, 1995

CALL TO ORDER Buster Richardson called in meeting at 7:30pm.

ROLL CALL Present: Allen DeSousa, Grant Fairbanks, Buster Richardson, Donna Chris, and Stuart Greydanus. Absent (Excused): Manny Konig and Clair Griftka. Also present were: Ken Weaver (City Manager).

APPROVAL/MINUTES M/M by Richardson, 2nd by DeSousa to approve minutes as is. No quorum from July 17th meeting. Motion carried unanimously.

DeSousa asked Greydanus anything on agenda to vote on?
Greydanus: Establishing the Port as a department.

DeSousa mentioned that he did not see the Port Contingency Fund (as requested on pg.8 of July 18, 1995 Port commission meeting) on current agenda. Add under old business. Port Contingency Fund under Item C.

APPROVAL/AGENDA M/M by Chris, 2nd by DeSousa to approve the amended agenda. Voice vote. Motion carried unanimously.

PORT DIRECTOR REPORT Port Director report submitted to commission verbally.

A. Crowley's last barge arrived July 17, 1995.
1. Generated additional Wharfage revenue from Barge 416 (400') due to Asphalt and extra freight pick-up.

B. Redd Samm was the low bidder at \$57.00/ton for rip-rap replacement emergency rock pile that was used this summer.

COMMENTS 1. Fairbanks and DeSousa asked Greydanus whether Redd Samm's bid was awarded officially and what did it cost the city last time?

2. Greydanus answered that the city council accepted Redd Samms Bid of \$57.00 per ton, which amounted to 1754 tons that the City would receive. The City had 1800 tons previously which meant that the last bid was approximately \$56 per ton. The other bidder was Knik construction at \$59.00/ton.

C: The seawall fence repair almost complete with the exception of the area where Inlet Salmon had been operating. Chain link fence not put up due to damage from ice. The work was done by Foundation Services.

COMMENTS

1. Chris asked for confirmation from Greydanus on completion of chain link fence. Greydanus replied that the fence that is not damaged will be put back up.

D: Greydanus also reported that the activities at the small boat harbor were fine except for vandalism of phones. Greydanus expressed frustration of not being able to catch the vandals in the five year period since the phones were installed. Greydanus stated that phones were repaired twice this summer at an estimate of \$300. In Greydanus's opinion, the practicality of continuing phone service with the history of vandalism needed reconsideration.

COMMENTS

1. Suggestions were made by Fairbanks to implement a security camera and to relocate phones to a more conspicuous area such as a well lit area.
2. Weaver suggested an implementation of a "one time policy." Phone privileges would be taken away for remainder of the boating season if vandalized once.
3. Richardson mentioned alerting the Public of the situation using the media, as well as the newspaper to offer monetary award for information. Second suggestion was to utilize a speaker phone instead of

a hand receiver. Also thought that "one time policy" would be unfair to other boaters.

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4. Chris suggested asking GTE for possible solutions like the speaker phone mentioned.

5. Weaver shared a solution utilized by other cities: Usage of heavy duty phones that cost approximately \$1,500.

E. Greydanus reported success of line burial at the dock and the favorable response from Crowley and D&G on the project.

F. Seawall fence bid was \$7,900. With Salzbrun bidding at \$24,000.

G. Fairbanks asked about high light poles for dock area. Greydanus replied that the \$84,000 contractor's fee was part of that deal and placed on the agenda for discussion. Chris also asked about lighting at fuel dock. Greydanus stated that installation had been completed with three explosion proof, gas proof, and coast guard regulation lights which made it a safe operation. Greydanus explained that when fuel barges came in, the operation of lights were controlled by Warren Hulbert.

H. Lease agreement with D&G for warehouse. Greydanus reported that D&G installed two new doors-looks nice and works great. The third door for the north side will be installed in the spring; meanwhile it will be boarded up for security reasons. 3" cap of gravel was graded and filled with boats for winter storage of boats.

COMMENTS

1. Fairbanks brought up the idea to maximize space by finding a way to stack boats.

I. Fairbanks brought up concerns with Crowley Marine's Wharfage on Dock. (Referring to page 1/A1). Asked Greydanus for clarification on Wharfage and Handling tariff. Wanted to know how Crowley could get charged wharfage for dropping freight off on the dock temporarily in

order to cross the river; then return to reload on same barge.

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1. Greydanus related the rules in the tariff. "Overstowed cargo destined for another Port is exempt from Wharfage charges provided that the same cargo is reloaded onto the same vessel **prior to departure** of the vessel."

2. Fairbanks thought that the wording of the tariff was a technicality.

3. Richardson related an experience with Crowley. Last spring he had the bow of his boat lifted 3 feet with a forklift and was charged \$185. Since Crowley did not give anybody else a break, why should the city do so?

4. Fairbanks illustrated an example of "technicality." Boat comes in on first sailing and drops off 100 vans for Koztebue. They have to stop somewhere else briefly then return and pick up the vans from the dock, which were destined for Koztebue. They've charged the Man in Koztebue for the vans already and extra things weren't included in the payments; so Crowley ends up eating those costs. Another scenario: Barge has a problem out in the Ocean and ultimate destination is Kotebue not Bethel. However they need to store freight in Bethel for one to two weeks. Crowley is not going to keep taking those costs. Eventually its the consumer who suffers. Final comment: Fairbanks says he's playing the devil's advocate in bringing this subject up. Told Crowley to get on the agenda and come to the meeting to present their ideas.

5. DeSousa asked Greydanus about freight that is left on the dock for one to two weeks, what do they get charged?

6. Greydanus replied: Fifteen days free-time and after that storage fees start to accrue. DeSousa commented that since they're basically receiving fifteen days of free storage, why should they get wharfage free? Greydanus

requested that further conversation on this subject be placed on hold since it will be on the agenda.

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7. DeSousa inquired about bid for the warehouse, who was the bidder and the amount of bid?

8. Greydanus replied that the proposal had been offered to D&G under the ordinance of infurtherance of local trade and development. Then the council decided to bid it out to the public. However D&G was the sole bidder. A five year lease for six months of usage from May 1st to Oct 31st at \$4,800. During the winter months, the city would utilize building for boat storage.

9. Fairbanks commented that the city had spoken of removing repair improvements from the lease. Did D&G pay a straight \$4,800?

10. Chris replied: City responsible for half of the cost for improvements; deducted from the \$4,800. DeSousa asked whether that came from the general fund or the Port's. Chris stated that it came from the Port fund.

J. Fairbanks talked with Gerry at Crowley. Gerry indicated that he wouldn't mine relocating office next to his shop (on the highway). Question: Is there a way for the city to assist in moving Crowley's office and utilize the land for city purpose? This would free up dock space, add security by being able to lic the front gates in addition to removing clutter.

1. Geydandanus mentioned that he too had spoken with Gerry and from their conversation; the corner of the general use area was also a desirable site. Greydanus added that Crowley is the only Private land Owner on the city dock. Suggested placing this subject on future agenda.

2. Fairbanks requested the future agenda to keep in mind of D&G's past proposal of erecting a two story building out of their own pockets. Fairbanks reemphasized in removal of D&G trailer and Crowley office would free up space on the dock.

K. Greydanus recognized the city manager for his

quick involvement and interest in the Port department.

Final Comments

L. Weaver inquired about Port projects funding.

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1. Chris replied that Port activities came out of the enterprise fund and not the general fund.

Council Rep. Report

A. Due to missing a few meetings Chris had nothing to report.

1. DeSousa asked about bringing budget request from department head and city manager to the council. Weaver interjected information of one problem, that Greydanus was not a Department head.

2. Chris indicated that she had presented the line item budget request to council. Also the issue of making the Port director a Department Head, had been brought up several times in the past.

3. DeSousa agreed that the issue of Port as a department had been on the agenda; however there had never been a continuity or finality on the issue. DeSousa went on to illustrate conflicts experienced in the past between the Port Director and the former City Manager. First cutting budget without project specification. Second deleting projects without conferring with the Port Director. Lastly, communication and personality clashes.

4. Greydanus confirmed conflicts experienced and noted that one of the projects; line burial had countered similar problems. DeSousa replied: \$100.000 was suppose to be for the dredging project for upper part of the slough. Fairbanks added that the dredging could have generated revenue for the dock.

5. Chris reminded the commissioners to keep in

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mind unknown expenses like the Corps Project. All other projects should be second place.

6. Greydanus interjected to keep meeting on track, they were still on the council representative report.

7. Chris reported that she was finished.

Comments of Commissioners

Desousa- Same old Comments Not enough float space. Phone vandalism etc.

Fairbanks- Would like to see a gate put across access at Joe Lomack building. I beams should be utilized in Boat harbor or elsewhere. Fairbanks requested I-beam utilization and relocation of Crowley office be put on next meeting agenda.

No other comments

People to be heard

No comments from Public.

Old Business

Item A: Review \$84,000 contractors fee line item.

Greydanus explained that he submitted a FY 95-96 line item budget proposal to William hunter breaking down Port Commission approved projects along with a dollar amount estimate to each project. The total amount of money Greydanus was \$184,000 for construction. Hunter did not discuss at any time what projects the Port should accomplish. Hunter just eliminated \$100,000 and submitted a contractor budget to Council for \$84,000. Hunter did not indicate to Council what construction projects would be completed in the upcoming fiscal year.

Greydanus felt it important to outline what projects are to be accomplished by any department in the next fiscal year. Greydanus talked with Ken Weaver and decided to come up with a list of projects to be completed.

Weaver interjected that he and the Port Director would compile a list of projects.

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M/M by Chris 2nd by Fairbanks to recommend to City Manager that remainder of contractor money be used for gravel on dock, additional lighting, upgrade of petro dock road, seawall fencing and other projects the manager and Port Director agree on to be important. Voice Vote. Motion Carried unanimously.

Item B: Establishing Port as a Department

DeSousa started off by informing the Commission the importance of establishing the Port as a Department and making the Port Director the Department Head. DeSousa stated that this would make the Port more efficient by taking away menial tasks from the City Manager. The Port Director could take care of his own employees leave requests. The Port Director could also be given clear direction on projects and turned loose to accomplish these projects without going through the bureaucracy. DeSousa asked Ken Weaver how he felt on this issue.

Weaver stated he believes in delegating duties to various department heads. He agrees that the Port should become a separate department with the Port Director being the Department Head. The Port Director, as a department head, would still keep the City Manager informed of what was going on. He also would still be under the control of the City Manager.

Greydanus reported that he currently is performing the same functions as a Department Head. He attends Department Head meetings. He has hired his own employees. He prepares a budget for submission to the City Manager. He attends City Council meetings when there are issues affecting the Port. He is also responsible for preparing agendas and packets for the Port Commission meetings. He is also responsible for attending all budget worksessions in the spring. Greydanus also explained that the Port functions as a department. The Port issues its' own invoices and collects the money from the users. The Port allocates the uses of all Port facilities to potential users. The Port is responsible for following its'own ordinances and Tariffs.

Greydanus stated that establishing the Port as a department would make it more productive and efficient. Once the Port Director receives clear direction from the City Manager and City Council, he would be able to perform his function without having to keep going back to the manager for signatures for purchases of contract work and materials. The Port Director would be given say 10 projects to accomplish and then allow him the freedom to complete these projects. Port Director would be taken off the hourly rate and be on a salary. No overtime would need to be budgeted. The Port Director would be on call for all meetings and Port activities after his regular hours. The Port Director would be excluded from the bargaining unit if he is established as the Department Head.

Chris felt that the Port Commission should make a recommendation to the City Manager in support of establishing the Port as a department and establishing the Port Director as the department head.

Weaver stated that he is not philosophically opposed to it.

Richardson stated that if the Port Director is not established as the department head, then the City Manager office should be moved to the port.

Weaver stated that he does not have the time to be checking the operations at the port, that it is impossible. In a sense Stuart is a department head. Weaver did not understand why we have some department heads and then some lower rung positions running essentially departments. Weaver touched on department heads being excluded from the bargaining unit.

Fairbanks commented on one of the problems in the past was a the Port director is paid hourly and a City Manager came along and told Stuart that he would not be compensated for anymore overtime. Greydanus would explain that there are barges coming in tonight and there needs to be Port personnel to meet and check in the barges.

The City Manager would not compensate the Port Director to check those barges in, so Greydanus would go on his own time and check the barges in without compensation.

There was some general discussion whether to make a recommendation to the Council or City Manager.

M/M by Richardson 2nd by Fairbanks to take under advisement to City Manager to recommend at a future Council meeting, to establish the Port as a department and establishing the Port Director as the Department head. Voice Vote. Motion carried unanimously.

Item C: Port Contingency fund

M/M by Chris 2nd by Fairbanks that we recommend to the City Manager that a Port Contingency fund be established in the next budget process. After some general discussion Voice Vote Motion failed with Desousa casting dissenting vote.

There was some further discussion and confusion as to the original motion that was worked out. M/M by Fairbanks 2nd by Chris to recommend to the City Manager to establish a Port contingency fund in the next budget process. Voice Vote. Motion carried unanimously.

New Business

Item A: Dock Safety recommendations

Chris stated that it would be a good winter project to discuss vehicle traffic on the dock while there are Port operations occurring. This item should be put on a future agenda. There were no other comments.

M/M by DeSousa 2nd by Chris to adjourn at 9:15 Voice Vote. Motion Carried unanimously.

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PORT COMMISSION MINUTES
October 16, 1995

CALL TO ORDER Buster Richardson called the regular Port Commission meeting of October 16, 1995 to order at 7:34 p.m.

ROLL CALL Present: Allen DeSousa, Clair Grifka, Tundy Rogers Donna Chris and Buster Richardson.
Absent excused Manny Konig and Grant Fairbanks

APPROVAL/MINUTES M/M by DeSousa, 2nd by Grifka to approve the Minutes of the September 18, 1995 meeting.
Voice vote. Motion carried unanimously.

APPROVAL/AGENDA M/M by DeSousa 2nd. by Rogers to approve the agenda as presented. Motion approved unanimously.

PORT DIRECTOR Report Greydanus submitted written report.

COMMENTS OF COMMISSIONERS Grifka wanted to be sure that the Port provides enough life rings and ladders in the summer time.

COUNCIL REPRESENTATIVE REPORT Rogers stated that the Port needs to get established as a department and that he is in the learning process of his appointment as Port representative.

PEOPLE TO BE HEARD None

NEW BUSINESS Item A: Relocating Crowley Office
Greydanus reported that he had been contacted by Jerry Galliert of Crowley Marine indicating that they would like to exchange land with the City and move their office off the dock. After some general discussion on the subject, M/M by DeSousa, 2nd. by Chris to continue to pursue dialogue between Crowley and the City to accomplish this goal. Voice Vote. Motion Carried Unanimously.

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Following the motion there was some general discussion regarding formulating a list of issues that the Port Commission would need to address in the future. M/M by Chris, 2nd. by DeSousa to formulate a list of issues that the Port Commission will deal with in the future months so as to deal with them in a timely manner. Voice Vote. Motion Carried Unanimously.

Item B: Utility line installation
There was some general discussion on how best to utilize the I-Beam that the Port has in stock. One suggestion was to use it for stabilization at the harbor. The general direction given was to get pricing for driving and drilling the I-Beam. No motion was made.

ADJOURNMENT

M/M by DeSousa 2nd by Grifka to adjourn the meeting at 9:07 p.m. Voice Vote. Motion carried unanimously.

PASSED AND APPROVED THIS _____ DAY OF _____, 1995.

Buster Richardson, Chairman

ATTEST:

Stuart Greydanus, Port Director