
City of Bethel, Alaska
Port Commission Meeting Minutes

February 24, 2003

Regular Meeting

Bethel, Alaska

CALL TO ORDER

The February 24, 2003 meeting of the Port Commission at City Hall, Council Chambers was called to order at 7:30pm by Chairman Richardson.

ROLL CALL

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

Richard Yager
Allen DeSousa
Tundy Rodgers

C. S. Richardson
Jeff Severn

Absent: Brandon Leary

Also in attendance: City Manager Bob Herron.

People to be Heard: No one to be heard.

M/M by Rodgers to approve the minutes of the December 16th, 2nd by DeSousa: passed unanimously.

M/M by Rodgers to approve the amended agenda by adding "Pre-assembled restrooms" under Discussion, 2nd by Yager: passed unanimously.

DIRECTOR'S REPORT:

City Manager circulated Joanne Gallart's report back to the Port Commission on possible changes to seasonal moorage rates. The Commission reviewed Joanne's e-mail and discussed the policy considerations that were presented. After discussion, member's comments included; 1) that only boats with the same registered owners could use a seasonal permit for one particular space. 2) stacking boats out into the river off of one space could place too much strain on the seawall. 3) Commission should carefully review this proposed change over next few months.

Commission members decided to place this issue in a committee for work sessions over the next four months.

THERE WERE NO COMMITTEE REPORTS.

OLD BUSINESS: A. Possible Crane Allocation

Bob Herron reported to the Commission that Northland's representative Don Hansen provided information from his employers that they will decide in mid-March 2003 on a possible crane placement in Bethel.

NEW BUSINESS: B. 2003 Season Preparations

1) Commission members discussed plastic fingers floats for the Small Boat Harbor.

- 2) Dock improvements.
- 3) Corps of Engineers' hydrologist spring inspection visit.
- 4) Light Tower RFP.

DISCUSSION: A. Small Boat Harbor Restrooms

Commission members reviewed information on pre-assembled restrooms.

COUNCIL REPRESENTATIVE COMMENT:

Rodgers - None.

COMMISSIONERS COMMENTS:

DeSousa asked for an audit report on the Port.

Severn asked if a signed Crow Property Purchase & Sale Agreement has been returned. *(City Manager replied that it has not returned)*

Yager inquired about the abandoned vehicles at Small Boat Harbor. *(City Manager replied that the Police Department and Public Works will be removing these vehicles to the area in front of City Dump shack for the post-confiscation obligatory waiting period prior to disposal)*

Richardson – none.

M/M By Rodgers and 2nd Yager to adjourn the meeting at 8:22pm - passed unanimously.

DRAFT

City of Bethel, Alaska
Port Commission Meeting Minutes

May 19, 2003

Regular Meeting

Bethel, Alaska

CALL TO ORDER

A regular meeting of the Bethel Port Commission was held on May 19th 2003, in the Port office in Bethel, Alaska.

Chairman Richardson called the meeting to order at 7:35 PM.

ROLL CALL

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

Buster Richardson

Tundy Rodgers

Allen DeSousa

Jeff Severin

Absent was Yager.

Also in attendance were: Joanne Galliard, Admin Assistant & past commissioner Walter Soumela.

M/M DeSousa to postpone approval of April 21, minutes to allow Mr. Strahan to correct the minutes to reflect the dissatisfaction voiced by the commission over Mr. Herron's distribution of the March Port Commission minutes prior to their being approved. 2nd by Rodgers, passed unanimous voice vote.

M/M: Rodgers to approve agenda as presented 2nd by Leary, voice vote passed unanimously.

People to be Heard:

Mr. Suomela made an apology for not notifying the commission prior to his long absence. He was out of Bethel for the winter. He just returned and felt he should resign if he was still on the commission as he anticipated doing a lot of traveling this summer and did not think he would be able to make all the meetings. The commission accepted his apology and resignation. Mr. Rodgers stated he felt a Certificate of Appreciation should be made for Mr. Suomela. The commission approved Mr. Rodgers suggestion.

Director's REPORT:

The calcium spreader has been ordered and we anticipate its delivery no later than the 2nd Northland barge.

Additional sections have been ordered to build a sixth floating dock at the Small Boat Harbor. This new floating dock will be the same size as the current ones, however will be made from individual cubes, this should allow better less costly maintenance and replacement will be less expensive as is the initial purchase. These are of the type used by fish processors for docks for fish tenders and by many float plane operators.

The floating dock at the small boat harbor are being installed this week, renewal lease of Slip space is going pretty well, there are about 30 names on the waiting list.

There was a fire set on the seawall near the YKHC offices, it was put out but managed to burn a good section of the grass 1st. Money is being transferred from accounts with unused money for 2003 fiscal year to cover the cost of the dock sections purchase.

The RFP for the new port truck is out per finance and the light plant will be out soon.

COUNCIL REPRESENTATIVE REPORT:

Rodgers: Said the City Managers contract had been renewed by the council.

Mr. Rodgers wished to offer his condolences to the families of the deceased.

He also congratulated the seniors on their graduation. Mr. Rodgers received his G.E.D. in 1997 and knows of several others who received their G.E.D.'s and did not have ceremony so he is working with the high school for these and other persons who have diplomas but did not participate in graduation exercises to have a graduation ceremony.

COMMISSIONERS REPORTS:

Severin: No Comments

Leary: The mainline Northland barge is due in the 1st of June, they have told him it is the largest delivery they have ever made to Bethel. Mr. Leary is concerned about the low water level in the river. Also asked to continue with process to put a sign at the float plane area to advise boats they are to keep the area clear. Said he understands the houses left on the dock are due to be moved this week, he would like to see a change in the tariff to address storage fees on a long term basis for large items such as houses.

M/M Rodgers to suspend rules to request appropriate minutes reflect discussion on Light plants for the dock as this was a discussion on which action was taken this winter. 2nd by DeSousa, passed unanimous voice vote. Also what is status of RFP on said light plants?

DeSousa Asked about the status of the cameras, if they were working and when the ones at the small boat harbor would be installed. He was informed by Joanne, Guardian Security was expected on June 2nd to install the cameras at the small boat harbor and they usually did a courtesy check of any problems with the cameras on the dock. The warranty on all cameras has expired. Mr. DeSousa was interested in the answers to the previous meetings questions about the 2003 & 2004 budgets, and asks if the expenditures for the light plants would come from the 2003 budget.

Richardson Wanted to know if a notice to renew the leases at the small boat harbor has gone out, (it has). Mr. Richardson said he remembered when one of the marinas across the slough has to be notified they were not allowed to park their unsold boats in the parking area by the bridge; this was for loading and unloading and for the public to park in. It now appears the other marina is also using the are on the other side of the bridge for a storage and display area for their unsold boats. He wished to have the Port Director speak to the owner of both marinas about not putting their surplus boats on city property. As a lot of homes are now sporting rock in their yards, he ask if the Port Attendants would keep particular watch to make sure they are not coming from the City rock pile.

THERE WERE NO COMMITTEE REPORTS.

OLD BUSINESS: **A.** Mr. Leary said he would drop the idea of changing the moorage rate to include any vessel owned and operated by the leasing company since he felt the other commissioners were not in favor of this. After some discussion about how to set a new rate and to limit the vessels that could use the moorage spot it was decided to have Joanne do a report addressing these issues, this report is due by the July meeting.

M/M

DeSousa to postpone further discussion until this information is available, 2nd by Leary, passed unanimous voice vote.

- B.** Delivery date of "B" rock from 2001 budget, this was covered in managers report; it is due in late July.
- C.** Update on Crow Property – DeSousa – At this time the deadline for the Crows to sign the sale agreement has come and gone, the Crow's did not sign the agreement. A discussion ensued with consideration to the 60 days we had from their signing until the City's acceptance of the property. The commission was especially concerned with the contamination problem; the general feeling is to reject the property until cleaned up. However, the commission feels it is very important for the Port of Bethel to obtain this piece of property. The commission asked Mr. Rodgers to pass their thoughts on this property along to the City Council.
- D.** Budget review 2004 fiscal year, the amount left on the 2003 fiscal year budget and what it is earmarked for. The commission also wanted a clarification on why the amount of insurance projected is so much higher than in the past. They also did not understand the answers to budget questions asked at the last meeting, and wanted responses on # 437 & 626 explained. (it appears the figures may be backward, i.e.: projected as actuals and actuals as projections. In regards to the high utility amount budgeted, there was discussion on why so high and if we could get a different kind of portable out house that would be more sanitary and easier to empty.

M/M

By DeSousa to direct the port to request a detailed description of the utilities received by the port on a monthly basis, 2nd by Rodgers – passed unanimous voice vote.

NEW BUSINESS:

A. Front end loader (backhoe) to dredge Brown Slough & Small Boat Harbor - DeSousa

M/M DeSousa to postpone discussion on this item as the Port Director needs has the information and wishes to do a presentation on this item, 2nd Severin, passed unanimous voice vote.

B. Capping off Seawall & removing loose covers – Yager

M/N Richardson to postpone this item as requested by Yager and he is absent at this time, 2nd by Rodgers, passed unanimous voice vote.

M/M Rodgers to adjourn meeting 2nd by DeSousa passed unanimous voice vote.

Respectfully Submitted:

Chairman Richardson

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

r. 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. Galliard 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 an 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.

DRAG

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.

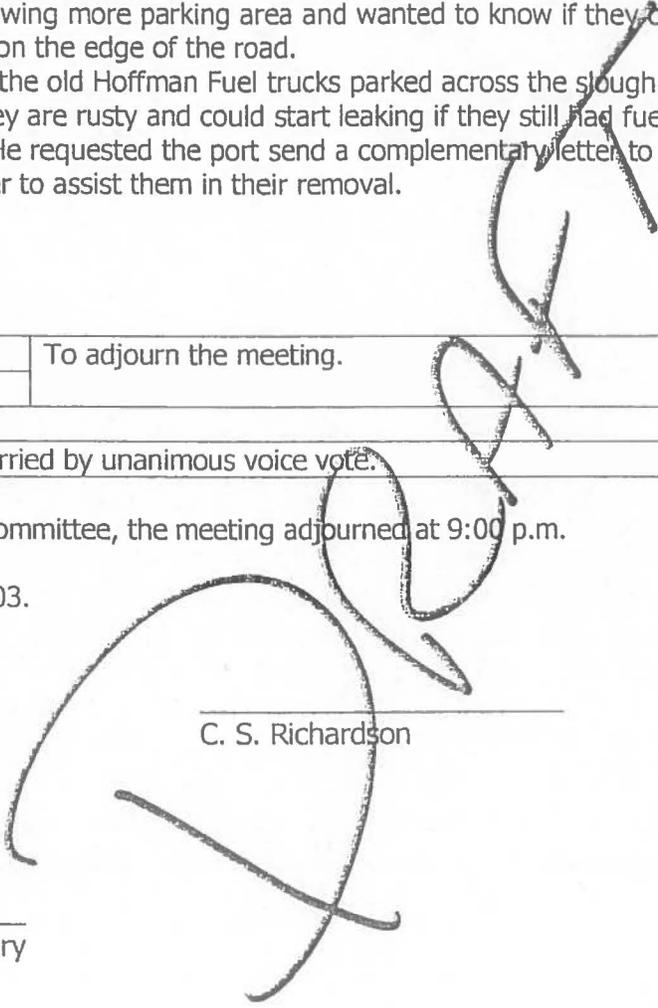
ADJOURNMENT

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

City of Bethel, Alaska

PORT COMMISSION MEETING

July 21, 2003

Regular Meeting

Bethel, Alaska

CALL TO ORDER

A regular meeting of the Port Commission was held on July 21, 2003, at 7:35 p.m. at the City dock office. Chair Richardson called the meeting to order at 7:35 p.m.

ROLL CALL

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

Richardson	DeSousa
Severn	Chris
Leary	

Excused absence(s): none
Unexcused absence(s): Rodgers & Yager

Also in attendance were the following:

Howard Elliott, Port Director
Joanne Galliard, Commission Secretary

PEOPLE TO BE HEARD:

A. Dave Trantham:

- Thanked the port commission and port staff for their comprehensive minutes and for informative Port Directors reports.
- Thanked the port commissioners for their hard work and dedication.

APPROVAL OF MINUTES

MOVED BY:	DeSousa	To approve the amended minutes of the regular meeting of June 16.
SECONDED BY:	Leary	

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

MOVED BY:	DeSousa	To approve the agenda with the addition of old business item C: April minutes
SECONDED BY:	Severn	

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

The port received 2600 tons of "B" size rock on June 28th and June 29th this was added to the existing rock storage area. The original order was for 2050 tons, we were able to pick up an additional 550 tons at a much reduced price.

Work has continued on the parking lot at the small boat harbor, due to the limited parking space it has been necessary to impound trailers left in the parking area that are not attached to tow vehicles. Now that we are several months into the 2003 season we have also been impounding boats in the small boat harbor that do not have SMALL BOAT HARBOR USE PERMITS.

With 2 mainline barge company's operating in Bethel the dock has been very busy and crowded. Several of the vessels stored on the dock have been sold and removed or are in the process of being removed. All owners have been given notice vessels will have to be removed from the City dock area by May 15, 2004 to allow room for normal freight business to operate. Once the vessels are removed there is some much needed maintenance on the dock surface that can be done.

COMMENTS FROM COMMISSIONERS:

Severn: Was interested in the time line and funding for the dredging of the entrance to the small boat harbor.

Leary: Asked about the status of the RFP for the new mobile lights plants (we are currently getting quotes on new and used.) He inquired as to the information about a child being injured on the gates by the lower seawall. (These gates have been since removed as we were not able keep them locked, the chains kept getting cut and closed they did not allow for emergency vehicles to access the seawall.)

Chris: Voiced concern about the traffic on the lower seawall and about kids swimming on the seawall. (This has always been a problem and even with the port attendants police patrolling the area and advising children not to swim or dive from the seawall it continues.) There was a question if the City Council could take any action or pass an ordinance to prohibit swimming from the seawall.

DeSousa: Requested status of phones at the small boat harbor. (Up and working)

Richardson: He had concerns over the road in front of the south ramp and asked if it could be graded smoother, which may mean adding gravel or sand. There was a concern about people parking at the end of the designated parking area on the south ramp which puts parked vehicles in the road and blocks access to the ramp, would it be possible to block the area or put a no parking sign there? He also asked if the dumpster on the north side could be moved out where it can be seen so people would use it; maybe put it beside the phone booth and port-a-pot.

UNFINISHED BUSINESS

Item A — Discussion Item: Seasonal Moorage:

MOVED BY:	DeSousa	To postpone action until the end of the season when a work session can be held and changes made for next season. . .
SECONDED BY:	Leary	

Discussion on how to change seasonal moorage rate to compensate for loss of possible dockage revenue. Requirements such as Bethel based operators only, and list of vessels that will use the space provided prior to season will have to be decided.

VOTE ON MOTION	Motion carried by unanimous voice vote.
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Item B — Discussion Item: Crow Property status:

Discussion only: Crows have not signed sale agreement so no action to facilitate sale is currently being done. Questions on contamination report and status of clean up grant.

Item C — Discussion Item: April 17, 2003 minutes

MOVED BY:	DeSousa	To have Joanne make the correction of the April Minutes to reflect the dissatisfaction with the distribution of March minutes without them being approved...
SECONDED BY:	Severn	

VOTE ON MOTION	Motion carried by unanimous voice vote.
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NEW BUSINESS

Discussion Item A – Long Reach Backhoe

Presentation by Port Director Howard Elliott on benefits of the port purchasing a long reach backhoe that reaches at least 50 ft, to dredge the entrance to as well as the small boat harbor, it could also be used to dredge Brown Slough to reclaim more usable dock space along the slough dock wall.

MOVED BY:	DeSousa	To postpone any further action until Mr. Elliott can prepare a report which includes cost of purchase and operation of backhoe and possible revenue sources to purchase this piece of equipment.
SECONDED BY:	Leary	

VOTE ON MOTION	Motion carried by unanimous voice vote.
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Item B— Discussion Item: Additional Mooring Bits along seawall

Commissioner Leary stated he had been approached by several people who use the seawall for docking their commercial vessels and asked if it would be possible for the port to place additional mooring bits along the seawall especially along the seawall across from 1st Nat'l Bank. It was brought up that maybe we needed to have an assessment done on how many mooring bits we really need and where and put the installation of these bits out for bid. Port Director Elliott said he could put in the additional bits where needed including along the seawall across from 1st Nat'l Bank.

ADJOURNMENT

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

VOTE ON MOTION	Motion carried by unanimous voice vote.
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C. S. Richardson, Chairman

Joanne Galliard, Commission Secretary

City of Bethel, Alaska

PORT COMMISSION MEETING

September 22, 2003

Regular Meeting

Bethel, Alaska

CALL TO ORDER

A regular meeting of the Port Commission was held on September 22, 2003, at 7:35 p.m. at the City dock office.

Vice Chairman DeSousa called the meeting to order at 7:32 p.m.

ROLL CALL

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

DeSousa
Rodgers

Leary
Chris

Richardson arrived 7:34 Pm

Excused absence(s): Sevren

unexcused absence(s): none

Also in attendance were the following:

Howard Elliott, Port Director
Bob Herron, Bethel City Manager

APPROVAL OF MINUTES

MOVED BY:	Leary	To approve the minutes of the regular meeting of August 18, 2003 meeting. Special Meeting August 7, 2003 & April 21, 2003, with changes requested by commission.
SECONDED BY:	Rodgers	

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

MOVED BY:	Rodgers	To approve the agenda.
	Richardson	

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

Bi weekly reports to City Manager provided, in addition Mr. Elliott advised the commission that we have had to put 50 yards of rock in one hole and 60 yards of rock in another holes, between stations 98 & 101. These are in front of the Crow property. Care was made to be sure the rock was dumped out far enough not to cause problems with vessels docking in this are.

Mr. Elliott also requested the commission consider changing one of the port attendant positions into a permanent position as we have one attendant who has worked several years for the port and does the winter security; he also works during the winter for other departments in the city. Per Mr. Herron, this could be made a combined position between departments to make a permanent position. By having one attendant that returns each year and knows the job and is a valuable asset to the port.

Mr. Herron asked if he could make some comments to the management report. Bethel Utilities has applied for after the fact permit for the power line that spans the entrance to the small boat harbor. He feels the commission may want make a recommendation to the Corps of Engineers. Several years ago when Bethel Utilities put in this line they did not realize the entrance was considered a nagativable water way and did not apply for the proper permits. The current utility line is approximately 30' above the high tide line.

A discussion among the commission members on the pro's and con's of making a recommendation to the Corps of Engineers to approve the after the fact permit ensued.

Other ways to solve the problem, such as having BUC put in taller (60') poles or asking the sail boat to lower the mast when entering and exiting the small boat harbor. Since the mast is easily lowered and the owner transports the sail boat on a regular basis with the mast lowered this should not be a problem. All commissioners seemed to be in concurrence the last thing the commission wanted was to see the household across the channel to lose its electric power.

RECOMMENDATION MOTION

MOVED BY:	Leary	Motion to send letter of support to the Corps of Engineers, RE: Bethel Utilities to get an after the fact permit.
SECONDED BY:	Rodgers	

Discussion on if we should include suggestion about adding a taller pole. Problems with taller poles and longer guide lines were discussed. There is a time period for public to request a hearing.

VOTE ON MOTION	Passed 4 yes 1 no
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COUNCIL REPRESENTATIVE REPORT:

No regular council meeting since last month, special lunch meeting RE: the DOT rewriting of Stick program, unanimous agreement there are to be no changes since agreement was made.

COMMENTS OF COMMISSIONERS:

- CHRIS: One comment, she would like to hear from Bethel Utilities on possibility of taller poles and would like to have a public hearing. She does not wish to see any interruption of service to Utility customers across the small boat harbor entrance channel.
- RODGERS: No Comment
- LEARY: Thanks Mr. Elliott for light plants, they have already come in handy. This time of year the water to some villages is low and is causing some problem in getting freight delivered. Mr. Leary will be leaving his current employment and will then be the tank farm manager for Crowley.
- RICHARDSON: Would like to see gravel put along the seawall from the old Elm fish plant to the city dock and along the area by the crow property once the sale is completed. Wanted to know status on cameras, in question was the one not working, it is because of vans stacked between camera and receiver; these vans will leave on the next freight barge.
- DeSOUSA: Would like to see cannery row graded.

OLD BUSINESS:

ITEM "A". CROW PROPERTY PURCHASE - Chris

Per Mr. Herron the 60 day window officially closed on 9/21/03, the next action is the appropriation of the money. Mr. DeSousa questioned the on possibility of using the retained earnings fund rather than the seawall maintenance fund. Mr. Herron explained the resolution wording of seawall maintenance fund, and City council power to decide where funds come from. General discussion among commission members on use of seawall maintenance funds to purchase of Crow property.

RECOMMENDATION MOTION

MOVED BY:	DeSousa	Motion to have the Council Representative to ask the City Council to take the funds to purchase the Crow Property from the retained earnings fund.
SECONDED BY:	Chris	

Asked for explanation of funds and why difference from Mr. Herron. continued discussion by commission

VOTE ON MOTION	Roll call vote requested by Mr. Rodgers
	DeSousa Yes
	Leary No
	Rodgers No
	Chris No
	Richardson No

VOTE ON MOTION	Fails 4 to 1
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Mr. Herron gave commission time frame for sale and delivery of property and tentative plan for clean up. He also asked the port & city think about what they wished to do with items left on property including the buildings. 90day deadline is Oct 20, 2003
 On this date city will remit funds and take possession of property and receive clear title.

**NEW BUSINESS:
 ITEM "A" YUKON FUEL SALE - Rodgers**

Discussion on how a on monopoly on fuel on the river will effect the cost of fuel in Bethel. This is in reference to the possibility that Crowley might purchase Yukon Fuel.

MOVED BY:	Rodgers	To recommend to the Bethel City council a letter be sent to the Governor/Lieutenant Governor requesting the sale of Yukon Fuel to Crowley be looked into as this could result in a monopoly.
SECONDED BY:	Chris	

Discussion on ramifications of a possible monopoly and the concerns voiced by others continued. Mr. Herron, asked if people thought with 2 tank farms the price of fuel was going to drop drastically? Continued discussion of fuel price increases.

VOTE ON MOTION	Voice vote 4 yes, 1 abstain (Leary)
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MOVED BY:	Rodgers	To amend the above motion to read resolution by city council not letter.
SECONDED BY:	Chris	

Continued discussion.

VOTE ON MOTION	4 yes votes , 1 abstain
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Mr. Herron suggested for the next meeting the commission consider moving the office to the lot where the Crowley office was recently. Also Crowley will be providing the City with an appraisal on the property Crowley owns on the dock, which the City will be purchasing.

ADJOURNMENT

MOVED BY:	Richardson	To adjourn the meeting.
SECONDED BY:	Leary	

VOTE ON MOTION	Motion carried by unanimous voice vote.
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With no further business before the Committee, the meeting adjourned at 9:07 p.m.

APPROVED THIS 22 DAY OF SEPT 2003.

 C. S. Richardson, Chairman

 Joanne Galliard, Commission Secretary

City of Bethel, Alaska

PORT COMMISSION MEETING

October 20, 2003

Regular Meeting

Bethel, Alaska

CALL TO ORDER

A regular meeting of the Port Commission was held on October 20, 2003, at 7:30 p.m. at the City dock office.

Chairman Richardson called the meeting to order at 7:31 p.m.

ROLL CALL

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

DeSousa
Williams

Leary
Severn

Richardson

Excused absence(s): Chris

unexcused absence(s): none

Also in attendance were the following:

Howard Elliott, Port Director
Tundy Rodgers, outgoing City Council rep.

MOVED BY:	DeSousa	To suspend the meeting for 10 minutes to review the port packets.
SECONDED BY:	Williams	

VOTE ON MOTION	Motion carried by unanimous voice vote.
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Meeting reconvened at 7:39PM

APPROVAL OF MINUTES

MOVED BY:	DeSousa	To approve the minutes of the regular meeting of September 22, 2003 meeting.
SECONDED BY:	Leary	

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

MOVED BY:	Williams	To approve the agenda.
	Severn	

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

Bi weekly manager's reports were included in port packets. In addition Mr. Elliott reported there were still several vessels in the water but they are expected to be out this week. All other tugs were already put in dry dock for the winter or had left Bethel headed south today. He informed the port of some damage that had been done to the bull rail when the last Northland barge was here and how much he estimated it would cost us to repair it and that it could be repaired in house. A letter had been written to Northland with the estimate and we were waiting to hear from them, if they wanted to pay the estimate or contact Udelhoven to come repair it.

COUNCIL REPRESENTATIVE REPORT:

Williams deferred to past rep Rodgers, who commented on the election of the new city council members and stated he was transferred to the planning commission. He plans on working to develop better traffic patterns and said the past 8 years on the port commission had been very enjoyable.

COMMENTS OF COMMISSIONERS:

RICHARDSON: Thanks to Mr. Rodgers we are sorry to see him go and a welcome to Mr. Williams. He asked if Howard would fill the area from the end of the seawall upriver to the willows on the south side of the harbor and if the west side could be filled to increase parking. Howard responded he has been working on this and is doing as much as he can in the time he has. There was also some discussion on where BNC property ended if the parking on the north side of the small boat harbor can be expanded. He also wondered if the port could maintain the road along the east side of the small boat harbor where it is caving in.

DESOUSA: Ditto on thanks to Rodgers and welcome to Williams. Said he had been told thanks by a citizen for the City taking over the city dock ownership from DOT. There was some talk between DOT and the city and even a resolution from the city council, but no one at the meeting was aware of an official acceptance on either party's part.

LEARY: Thanks to Rodgers and welcome to Williams. Leary said he was glad the season was coming to an end.

WILLIAMS: Hopes he can fill Rodgers shoes. Said he would follow thru with a resolution at the next city council meeting: RE: the purchase of Yukon Fuel by Crowley Marine.

SEVERN: Thanks to Rodgers and welcome to Williams. He drove by the Small boat harbor on the way to the meeting and was curious how much the dumpsters at the small boat harbor cost the port. It was mentioned a dumpster was needed at the petro port and questioned if the port should buy its own dumpsters. This would enable us to have the number and size of dumpsters we need at each facility. He also asked when the phones and life jacket cabinets would be removed from the small boat harbor.

OLD BUSINESS: None

NEW BUSINESS:

ITEM "A": Moving Port Office.

J. Galliard gave a short presentation on the move and the addition of one more room approximately the same size as the existing one. Discussion ensued as to the cost of moving the office to the lot across the beach where the Crowley office has been, this would mean putting all the dock security camera's on a remote system and repositioning the small boat harbor cameras. There was a brief discussion about building a new office instead of moving this one and adding on. After some comments on when to move the office, this winter versus having the cost added to the 2005 fiscal budget and then moving it next winter. Galliard was asked to get a cost estimate of moving the existing building including the cost of moving the remote camera receivers and present it at the next commission meeting. It was suggested if we did this then we could request the cost of an addition to the 2005 budget.

ADJOURNMENT

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

VOTE ON MOTION	Motion carried by unanimous voice vote.
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With no further business before the Committee, the meeting adjourned.

Richardson, Chairman