
City of Bethel, Alaska

Port Commission Minutes

May 3, 2005

Special Meeting

Bethel, Alaska

CALL TO ORDER

A special meeting of the Port Commission was held on May 3, 2005 at 7:30 p.m. in the Council Chambers, Bethel, Alaska.

Chairman Leary called the meeting to order at 7:30 p.m.

ROLL CALL

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

R. Thor Williams
Donna Chris
Clair Grifka

Brandon Leary
Allen DeSousa

Excused absence(s):

Unexcused absence(s): Jeff Severn

Also in attendance was the following:

Joanne Galliard, Acting Port Director

PEOPLE TO BE HEARD

M/M to Suspend Rules

MOVED BY:	A. DeSousa	Motion made to suspend rules to allow People to be Heard during discussion of agenda items.
SECONDED BY:	D. Chris	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

APPROVAL OF AGENDA

MOVED BY:	A. DeSousa	To approve Agenda as is
SECONDED BY:	D. Chris	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

NEW BUSINESS

Item A – SEAWALL MOORAGE – TARIFF CHANGE

Overview presented by Acting Port Director, J. Galliard. Handout of revenue breakdown on moorage vs. dockage under current tariff provided. Currently, moorage is purchased for a specific vessel in an assigned spot if any other vessel even one operated by the company of vessel for which moorage was purchased docks in that spot, it is charged additionally. Due to limited number of feet useable for moorage and dockage, questions on allowing operators to purchase a specific number of feet for moorage and allowing them to moor any vessel they operate without additional charge have raised. To do this without increasing the per foot moorage fee would be a loss of revenue to the Port of Bethel.

Discussion on matter and input received from operators who were present.

M/M to change Mooring Fee tariff

MOVED BY:	Donna Chris	To change tariff to reflect mooring fees be for a specified length of space at a designated berth. Charges will be increased to \$26.00 per foot for the season and \$10.00 per foot if by the month. Any vessel under the flag of the purchaser may use the assigned berth, not to be more than 2 vessels wide for no additional fee.
SECONDED BY:	A. DeSousa	

VOTE ON MOTION	Passed unanimously – B. Leary abstained
-----------------------	-----------------------------------------

Item B – FUEL THRU PUT BARGE TO BARGE

It has been brought to the attention of the port, that fuel for upriver villages is transferred from barge to barge while they are anchored in the river outside Bethel city limits. In an effort to provide a safer environment to transfer fuel barge to barge, we would like to encourage these transfers while barges are docked at the Petro Port in Bethel. Currently they are being charged .04 cents per gallon, the same as if they were pumping into the storage tanks on shore. Our current wharfage tariff, states freight transferred from barge to barge while they are docked at a port facility is only 1/2 of wharfage charged for freight delivered to shore at Bethel facilities.

M/M to change wharfage tariff to include fuel thru put

MOVED BY:	D. Chris	To change the wharfage tariff to include fuel transferred from barge to barge while docked at the Petro Port to be 1/2 the rate of the thru put for fuel transferred to shore based storage tanks.
SECONDED BY:	A. DeSousa	

VOTE ON MOTION	3 votes to amend tariff as above, 1 vote no and 1 abstained
-----------------------	-------------------------------------------------------------

PEOPLE TO BE HEARD

Harry Faulkner of Faulkner Walsh Constructors:

Would like a place to unload bulk sand and gravel at Beach 1, by the dock. He has worked at beach 2 at the request of the Port Director, but finds that is very unsatisfactory and more costly for him. He has also tried to use a conveyer belt system off beach 2, again at the request of the Port Director and this was also unsatisfactory. He requested this be discussed by the port commissioners at the next regular port commission meeting.

Jeff Coghill of Yutana Barge Lines:

Voiced concerns about safety of crew when docking as it is difficult for crew to jump upon seawall especially when cable gates are closed or plastic fence is up. He would like to see more gates or somehow we could leave the existing gates open. Port Director suggested he radio port attendant 15 minutes before he is ready to dock and they can catch lines.

M/M to adjourn

MOVED BY:	T. Williams	
SECONDED BY:	D. Chris	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

APPROVED THIS ___ day of _____ **2003.**

ATTEST: _____

Joanne Galliard, Acting Port Director

City of Bethel, Alaska
Port Commission Meeting Minutes

DRAFT>>>>>DRAFT>>>>>DRAFT

May 16, 2005

Regular Meeting

Bethel, Alaska

CALL TO ORDER

The May 16th meeting of the Port Commission at City Hall in the City Managers office was called to order at 7:45 pm by Chairman Brandon Leary.

ROLL CALL

The following were present:

Brandon Leary Allen DeSousa
Clair Grifka

Absent: Jeff Severn, Donna Chris & Thor Williams

Also in attendance: Joanne Galliard, Acting Port Director

J. Sevren had notified J. Galliard by phone and email that he would be out of town on business and unable to attend meeting. D. Chris had also notified J. Galliard she would be out of town on business and unable to attend. T. Williams as a member of the City Council was attending a special City Council meeting and unable to attend.

Having quorum no action could be taken.

ADJOURNMENT:

M/M by DeSousa
2nd by Grifka to adjourn at 8:00pm: **Passed unanimously.**

Minutes approved on _____ by a vote of _____

Port Commission Chairman

Attest: Port Director

City of Bethel, Alaska

Port Commission Meeting (Work Session)

Date June 20, 2005

Work Session

Bethel, Alaska

CALL TO ORDER

A regular meeting of the Bethel Port Commission was held on June 20, 2005 at 7:30 p.m. in the Council Chambers, Bethel, Alaska.

Chairman Brandon Leary called the meeting to order at 7:35 p.m.

ROLL CALL

Not comprising a quorum of the Council, the following were present:

Donna Chris
Brandon Leary
Allen Desousa

Excused absence(s):

Unexcused absence(s):

Thor Williams
Clair Grifka

Also in attendance were the following:

Joanne Galliard, Acting Port Director
Veronica Hoffman, Port Administrative Assistant

REPORT OF NOT HAVING A QUORUM

Joanne reports that Jeff Severn has verbally put in his resignation from the port commission.

It was suggested we have a work shop because there are some things that need to be discussed.

Discussion of agenda item pertaining to the Corp of Engineers report the Sept 2004 survey of the lower seawall.

Port director Joanne gave a joint report with Wayne Ogle and Heath Martin of Public works.

Wayne and Heath gave general information pertaining to the city dock/ seawall damages, also the estimated cost of damages and what options they have come up with in repairing these damages.

Also talked about assigning the new port director to be a year round position instead of seasonal.

Heath explains the situation on missing 9 years of documents of maintenance on the seawall. Goes into detail on the phases of fixing the seawall.

Discussed the possibility of having an emergency meeting because there is no quorum and really need to have one before Joanne leave July 1st 2005.

-Topics for the emergency meeting agenda.

- A. Mooring Bits along Seawall
- B. Area for offloading Gravel
- C. Seawall Reserve Fund Balance
 - 1. Rock currently on Hand
 - 2. Rock needed for emergency project
 - 3. Reimbursement method for maintenance work done by Public Works for port. In excess of what the port can do alone due to manpower and equipment.
- E. Options available for Port Director when Joanne leaves.
 - 1. Need year round Port Director (funding)

Another suggestion for the emergency meeting to be during lunch time within the next few days, preferable on Wednesday or Friday evening because Wayne will be out of town on Thursday.

The port commission members will be notified of the time and date of the emergency meeting when we verify the number of days posting of an agenda that are required.

Respectfully Submitted:

Brandon Leary, Chairman

City of Bethel, Alaska

Port Commission Emergency Meeting

Date June 22, 2005 Special or regular Meeting Bethel, Alaska

CALL TO ORDER

A regular meeting of the Bethel Port Commission was held on June 22, 2005 at 7:30 p.m. in the Council Chambers, Bethel, Alaska.

Chairman Brandon Leary called the meeting to order at 7:35 p.m.

ROLL CALL

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

Donna Chris
Brandon Leary
Allen Desousa
Clair Grifka
Thor Williams - late

Excused absence(s): None

Unexcused absence(s): None

Also in attendance were the following:

Joanne Galliard, Acting Port Director
Veronica Hoffman, Port Administrative Assistant

PEOPLE TO BE HEARD

Brandon speaks for Crowley, possibly a mooring spot to fill tugs with fuel by beach #1
Pete replies that the only place to fill fuel is at the petro port.
Allen suggests why don't we talk about this at next meeting.

M/M to approve minutes form April 18, 2005

MOVED BY:	D. Chris	Approval of minutes
SECONDED BY:	A. DeSousa	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

M/M to approve minutes from April 3, 2005

MOVED BY:	A. DeSousa	Approval of minutes
SECONDED BY:	D. Chris	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

--	--

M/M to postpone items A, B, C of New Business and all Old Business to next regular meeting

MOVED BY:	D. Chris	Postpone items A,B,C of New Business and All Old Business
SECONDED BY:	A. DeSousa	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

NEW BUSINESS

Port director's report

After reading the Corps of Engineers Seawall Inspection report done in Sept 2004 which was received by the City in Feb of 2005 my concerns were sever enough I contacted Heath Martin and Wayne Ogle from public works. I felt the work needed to comply with making the necessary repair was more than the port could handle. When they reviewed the report they assisted with a plan to address and implement the corrective action required to satisfy the Corps of Engineers and to provide stability to the area in question.

On inspecting the area of concern it is evident there will need to be extensive repair done this summer to maintain the integrity of the seawall down river from the bus barn to the petro port.

The continual traffic of 2, 3 & 4 wheel vehicles up and down the slope has caused a great deal of damage, all previous efforts to stop this very destructive use of the slopes has met with failure. Seawall pipes have been put on the slopes, as have old crane booms, but the drivers of the vehicles just push them out of the way or find another source of access. This coupled with natural erosion, has put the area into sever distress, which must be corrected immediately.

The emergency request for the bathymetric survey of the Kuskokwim in front of town has been issued; I believe ASCG may be to Bethel on June 29th to do this survey. This will give us some comparisons as they have provided this service for the past several years. With the apparent change in the river channel and the fact that the seawall is now reaching the 25 year mark, it is very important to be very attentive with current and future maintenance needs. Bethel and the entire Kuskokwim delta are reliant on the effective operation of the Port of Bethel.

All of the slips at the small boat harbor are issued, however, we still have a few that have not been paid for, but will give the customers until the end of the week to pay for them. Boat harbor use permit sales are slowing down, which usually happens in mid June. There have been a few instances of vandalism and theft at the small boat harbor, but due to the diligence of the port attendants is seems less than in past years.

There have not been any additional mainline barges since the last report; we are expecting Northland to arrive this weekend. Only 1 additional fuel barge delivered 151,544 gal of fuel.

Due to normal erosion, we are doing some work on Beach 1 attached to the city dock, so it will be easier for freight barges to dock to load or unload freight. This beach is used for all rolling stock and in many cases for other freight as well.

Chairman Comments: **Brandon** - Has checked out lower seawall area and will wait until item comes up on agenda to address.

Commissioners Comments:

Clair - Sorry he missed Monday's meeting.

Donna- reports that she will be at the next meeting but will be going on vacation for 2 months, she leaves on the 19th

Allen - Nothing

Item D- Seawall Reserve Fund Balance

Joanne states we currently have about 2.1 million dollars in the reserved fund. It will cost about 43,000 dollars for the upper addition revision of seawall. She estimates the port brings in about 350,000 dollars in profit each year

1. rock currently on hand:

Heath: we have about 15000 cubic yards for seawall maintenance yards which equates to 22,500 tons.

Heath: We need about 2525 tons for emergency repair, which equates to approximately 1700 cubic yards which we have in stock.

M/M to do whatever it necessary to transfer 500,000 dollars from reserve for seawall maintenance

MOVED BY:	A. DeSousa	Approved motion to move 500,000 dollars from reserve for seawall maintenance
SECONDED BY:	D. Chris	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

Discussion on above motion:

Heath: says the repair is currently extensive enough the port does not have the equipment or personnel to complete the repair in a timely manner, he also suggested since this needs to be started immediately the City Council needs to be advised immediately.

Donna: we should send a representative to council meeting tonight to talk as people to be heard.

M/M to bring seawall repair situation to City Council at tonight's meeting

MOVED BY:	D. Chris	Motion to present a letter to Acting City Manager, John Malone to bring the motion for the \$500,000 to the attention of the City Council at their meeting tonight.
SECONDED BY:	A. DeSousa	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

Item E – Options available for port director for when Joanne leaves.

Joanne: we need someone to work year round and who ever takes my place will have their hands full. My last day is Friday July 1st.

Brandon: I agree that the port director's position needs to be a year round position.

Clair- the winter can be used for planning and because during the summer things move very fast and eventually we won't be able to keep up after this year.

Allen- also a thing to do during the winter would the ice roads and another thing to consider is the port employees to be hired sooner.

M/M to send to council to make this position year round.

MOVED BY:	C. Grifka	Approved motion to send to council to make port director position year round.
SECONDED BY:	A. DeSousa	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

Allen- when we present to council we should make a list of reasons why it's important we make the port directors position a year round.

1. Winter port security, and loss of revenue from operators using the port for staging during the winter, and needs have daily checks.
2. Preventative maintenance needs to be planned during the winter and all materials and preparation be done before the beginning of the season each year.
3. Economic development needs to be done during the winter, a year round Port Director should be making contact with construction company's and other developers that might use the port so they know what we have available and we can meet their needs. This hopefully will halt transfer of goods at Goodnews Bay and other sites and stop the building of another port in the Kuskokwim Delta. In turn this will provide increased revenue.
4. Someone to represent the Port at City Council, port commission and other community meetings and to organize the port commission meetings in the winter time.
5. If this position is not made year round, we'll have the problem of probably rehiring a different port director every year. Loss of intuitional memory and having to start at square 1 each year will be a sever disadvantage to the Port of Bethel and the entire community.

Thor arrives late

Joanne fills Thor in on all the things we've discussed

M/M to recommend to council for acting port position be offered to Heath Martin affective July 2nd, His public works job be advertised as a temporary fill in position

MOVED BY:	Donna	Approved to recommend to council for heath to be acting port director, meanwhile his public works job be advertised as a temporary fill in position.
SECONDED BY:	Thor	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

Discussion

John Malone- states the RFP ends on the 30th and construction company's are going to respond, we were allocated about \$ 771,000 for repair of the City Dock where it failed this spring. The \$771,000 will be disbursed through D. E. C.

Mr. Malone also stated we were in a take it or loose it situation with the \$600,000 offered by the State of Alaska, to take over the maintenance on the city dock. He stated the city was adamant about them transferring the ownership of the land to us also and the State was in Agreement.

Thor- basically either we take it or some one else will have it.

M/M to make the \$600,000 from state be combined with the Seawall reserve fund and be put in a totally separate bank account.

MOVED BY:	Allen	The \$600,000 from the State of Alaska by put in a separate bank account and the money from the Seawall reserve fund also be put in this account as was intended originally.
SECONDED BY:	Donna	

Thor: friendly amendment that the interest be kept in account
Allen: accepted

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

Thor: discusses the budget ends on the 30th.

Allen: asks when do the cells at the petro dock get tested?

John: states the bathymetric survey is moved up to next week on June 28th.

Allen: we should have cells tested on a regular basis.

M/M to adjourn

MOVED BY:	Donna	Made motion to adjourn meeting.
SECONDED BY:	Allen	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

APPROVED THIS 22 day of June 2005.

ATTEST: _____

Joanne Galliard, Acting Port Director

City of Bethel, Alaska

Port Commission Minutes

Date 8/15/2005

Regular Meeting

City Council Chambers

CALL TO ORDER

A regular meeting of the Bethel City Council was held on 8/15/2005 at 7:30p.m. in the Council Chambers, Bethel, Alaska.

Chairmen: Brandon Leary called the meeting to order at __7:45__ p.m.

ROLL CALL

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

Brandon Leary
Allen DeSousa
Clair Grifka
Thor Williams

Absent: Donna Chris
Heath Martin

Also in attendance were the following:

Pete Williams
Veronica Hoffman
Anna Kosiorek

PEOPLE TO BE HEARD

None

APPROVAL OF MINUTES of July 18. 2005 regular meeting

MOVED BY:	Allen DeSousa	Approval of minutes
SECONDED BY:	Thor Williams	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

APPROVAL OF MINUTES of August 8. 2005 special meeting

MOVED BY:	Thor Williams	Approval of minutes
SECONDED BY:	Allen DeSousa	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

APPROVAL OF CONSENT AND REGULAR AGENDA

MOVED BY:	Thor Williams	To approve the consent agenda and regular agenda
SECONDED BY:	Clair Grifka	
VOTE ON MOTION	Passed unanimously	

PORT DIRECTOR REPORT - No Port Director report, Port Director in Seattle.

CHAIRMAN'S COMMENTS

Suggests a pre bid meeting for all interested bidders concerning the City Dock Seawall repairs.

COUNCIL REPRESENTATIVE COMMENTS

Concerns from this body about the money for the seawall maintenance fund, I did bring it up on the last City Council meeting and the new City Manager advises that that money will be detailed out in the next City Council budget. Next City budget coming out in January, so that should be in their City Manager/ Council issues.

City Manager said it will be in his next budget, so that we have knowledge how much that money is. The other issues concerning Council is what we have on agenda tonight, to look over the transfer lease information.

Thor: I've some discussion with Heath concerning Crowley property behind the dock.

Brandon: Crowley just appraised value

Clair: Fence looking good. Very courteous

Thor: Glad to see Gunlik helping

Allen: Maybe redo both ramps

COMMISSIONERS COMMENTS

Clair: Everything looks good. Stickers from 99' don't work any more ☺

Thor: I'm glad that the port attendants are doing more than just driving.

All agree. Good job guys ☺

Pete: We took some pictures today- There is still a lot work to do.

OLD BUSINESS

NEW BUSINESS

A. Review transfer documents from State of Alaska to the City of Bethel

Allen has problems with items 5 and 7

- no subsequent transfer means we can't transfer title or control

Brandon: City still has control, subcontract has doing Loading/ unloading.

Allen: What right do they have to tell us what to do?

Brandon: Still be in control, just because we sub contract.

Allen: Pete gives area because scheduled

Thor: Any issues w/ transfer should send to attorney, so we can see how it's going to affect us

Allen: #7 city agrees... expenditure of funds

Thor: Public testimony over \$500,000 there is that, but you're talking about what the process is going to be.

Allen: Council would have to approve.

Thor: Public testimony can still be brought up

Thor: It still would have to go through City Council to be approved, but city manager would still have authority to over rule.

Brandon: My big thing is we need more money
 Thor: The new budget will be prepared in January
 Allen: Dollar figure still hasn't changed
 Brandon: Push the issue for Donlin Creek. We are in worse shape.
 Clair: Ask council about dock.
 Allen: Look at #6 they left out of here, how much money to ask for.
 Thor: Ask for 2 million.
 Claire: After assessment.
 Thor: Have engineer give us market value, quicker

M/M Recommendation for city council to look over transfer documents from state of Alaska, specifically # 5 & # 7, also what happened to number 6?

MOVED BY:	Thor Williams	Approved motion
SECONDED BY:	Allen DeSousa	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

M/M Recommendation to city council before we accept \$ 600,000 as figure, we have a facilities assessment to bring port into optimal ape rating standards, the assessment be done soon.

MOVED BY:	Allen DeSousa	Approved motion
SECONDED BY:	Thor Williams	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

B. Discussion of propane storage

Pete: Beach 2 area, Bristol Bay, North Star, Crowley, need place to transfer propane
 Brandon: Heath concerned w/ leaks. We should build fence area away from everything.
 Pete: Bristol Bay Contractors wanting to set up office.
 Allen: Look further in winter, 2 years late...
 Brandon: Storage is fine growing; we might need that, not a port activity
 Allen: Nothing wrong w/ submitting proposal.
 Clair: Would they want lease land transfer alright, Beach 2 over by Lions club.
 Brandon: see what

More propane storage discussion next meeting.

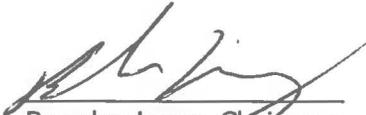
DISCUSSION

Thanks for Veronica. Have a good one.

ADJOURNMENT:

NEXT MEETING: September 19, 2005

Respectfully Submitted:



Brandon Leary, Chairman

APPROVED THIS 12 day of September 2005.

ATTEST:



Heath Martin, Port Director

City of Bethel, Alaska

Port Commission Minutes

Date 8/15/2005

Regular Meeting

City Council Chambers

CALL TO ORDER

A regular meeting of the Port Commission was held on 8/15/2005 at 7:30p.m. in the City Manager's Office, Bethel, Alaska.

Chairmen: Brandon Leary called the meeting to order at __7:45__ p.m.

ROLL CALL

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

Brandon Leary
Allen DeSousa
Clair Grifka
Thor Williams

Absent: Donna Chris
Heath Martin

Also in attendance were the following:

Pete Williams
Veronica Hoffman
Anna Kosiorek

PEOPLE TO BE HEARD

None

APPROVAL OF MINUTES of July 18. 2005 regular meeting

MOVED BY:	Allen DeSousa	Approval of minutes
SECONDED BY:	Thor Williams	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

APPROVAL OF MINUTES of August 8. 2005 special meeting

MOVED BY:	Thor Williams	Approval of minutes
SECONDED BY:	Allen DeSousa	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

APPROVAL OF CONSENT AND REGULAR AGENDA

MOVED BY:	Thor Williams	To approve the consent agenda and regular agenda
SECONDED BY:	Clair Grifka	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

PORT DIRECTOR REPORT - No Port Director report, Port Director in Seattle.

CHAIRMAN'S COMMENTS

Suggests a pre bid meeting for all interested bidders concerning the City Dock Seawall repairs.

COUNCIL REP'S COMMENTS

Concerns from this body about the money for the seawall maintenance fund, I did bring it up on the last City Council meeting and the new City Manager advises that that money will be detailed out in the next City Council budget. Next City budget coming out in January, so that should be in their City Manager/ Council issues. City Manager said it will be in his next budget, so that we have knowledge how much that money is. The other issue that the Council is concerned about is on our agenda tonight, to look over the transfer lease information.

- Thor: I've some discussion with Heath concerning Crowley property behind the dock.
- Brandon: Crowley just appraised value
- Clair: Fence looking good. Very courteous
- Thor: Glad to see Gunlik helping
- Allen: Maybe redo both ramps

COMMISSIONERS COMMENTS

- Clair: Everything looks good. Stickers from 99' don't work any more ☺
- Thor: I'm glad that the port attendants are doing more than just driving.
- Allen: All agree. Good job guys ☺
- Pete: We took some pictures today- There is still a lot work to do.

OLD BUSINESS

NEW BUSINESS

A. Review transfer documents from State of Alaska to the City of Bethel

- Allen has problems with items 5 and 7
 - no subsequent transfer means we can't transfer title or control
- Brandon: City still has control, subcontract has doing Loading/ unloading.
- Allen: What right do they have to tell us what to do?
- Brandon: Still be in control, just because we sub contract.
- Allen: Pete gives area because scheduled
- Thor: Any issues w/ transfer should send to attorney, so we can see how it's going to affect us
- Allen: #7 city agrees... expenditure of funds
- Thor: Public testimony over \$500,000 there is that, but you're talking about what the process is going to be.
- Allen: Council would have to approve.
- Thor: Public testimony can still be brought up
- Thor: It still would have to go through City Manager to be approved, but City Council would still have authority to over rule.
- Brandon: My big thing is we need more money

Thor: The new budget will be prepared in January
 Allen: Dollar figure still hasn't changed
 Brandon: Push the issue for Donlin Creek. We are in worse shape.
 Clair: Ask council about dock.
 Allen: Look at #6 they left out of here, how much money to ask for.
 Thor: Ask for 2 million.
 Claire: After assessment.
 Thor: Have engineer give us market value, quicker

M/M Recommendation for city council to look over transfer documents from State of Alaska, specifically # 5 & # 7, also what happened to number 6?

MOVED BY:	Thor Williams	Approved motion
SECONDED BY:	Allen DeSousa	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

M/M Recommendation to City Council before we accept \$ 600,000 as figure, we have a facilities assessment to bring port into optimal ape rating standards, the assessment be done soon.

MOVED BY:	Allen DeSousa	Approved motion
SECONDED BY:	Thor Williams	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

B. Discussion of propane storage

Pete: Beach 2 area, Bristol Bay, North Star, Crowley, need place to transfer propane
 Brandon: Heath concerned w/ leaks. We should build fence area away from everything.
 Pete: Bristol Bay Contractors wanting to set up office.
 Allen: Look further in winter, 2 years late...
 Brandon: Storage is fine growing; we might need that, not a port activity
 Allen: Nothing wrong w/ submitting proposal.
 Clair: Would they want lease land transfer alright, Beach 2 over by Lions club.
 Brandon: see what

More propane storage discussion next meeting.

DISCUSSION

Thanks for Veronica. Have a good one.

ADJOURNMENT:

NEXT MEETING: September 19, 2005

Respectfully Submitted:


Brandon Leary, Chairman

APPROVED THIS 19 day of December 2005.

ATTEST:

Heath Martin, Port Director

City of Bethel, Alaska

Port Commission Minutes

Date 9/19/2005

Regular Meeting

City Council Chambers

CALL TO ORDER

A regular meeting of the Port Commission was held on 9/19/2005 at 7:30p.m. in the City Manager's Office, Bethel, Alaska.

Chairmen: Brandon Leary called the meeting to order at 7:35p.m.

ROLL CALL

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

Brandon Leary
Allen DeSousa
Clair Grifka
Thor Williams - late
Heath Martin

Absent: Donna Chris

Also in attendance were the following:

Pete Williams
Anna Hoggard

PEOPLE TO BE HEARD

None

APPROVAL OF MINUTES of August 15. 2005 regular meeting

MOVED BY:	Allen DeSousa	Minutes need revision, tabled until October meeting
SECONDED BY:	Clair Grifka	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

APPROVAL OF CONSENT AND REGULAR AGENDA

MOVED BY:	Thor Williams	To approve the consent agenda and regular agenda
SECONDED BY:	Clair Grifka	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

PORT DIRECTOR REPORT

Item #1:

Allen: Why is Crow Property still on agenda?

Heath: EPA report on Crow Property not completed. Barrels were placed in containment but soil remediation was not done. We may need to install a liner in the containment area. Hope to have everything done by end of October, weather permitting. There are two people interested in two of the buildings on the Crow property. We are going to do a public outcry auction for demolition of the two smaller buildings on September 30, 2005. No bids were received on the third building.

Item #2:

Material costs were omitted on page 2 of handout. Remaining balance should be around \$121,000. This figure includes the refund of the money for the move and material expenses. There is also included a Condition Survey fee proposal for approximately \$11,000. from P & D, Inc. but it does not take into consideration expenses for diver's fees. Original estimate of \$20,000 is accurate. For Port Commission's info, bid to be approved by City Manager.

Item #3:

Updated schedule in budget for Erosion Control – Bank Stabilization Maintenance. Work has been completed. The project is charged for sand, gravel and rock, but since we used materials from our stock piles we were able to afford to hire private haulers, which saved time. \$300,000 worth of rock was approved by City Council prior to the end of the Fiscal Year, and was delivered to the Port in September. Port Director recommends looking into purchasing more gravel instead of rock.

Allen: Plans are in place to resurface the City dock if we take over ownership. We need to be careful that come spring we have some money in reserve for the Seawall Fund in case there is an unforeseen problem, like more sinkholes.

Heath: We plan on using Super sacks if there are any other blowouts.

Item #4:

Coast Guard was here on August 23rd to perform an Oil Spill Response inspection at the Petro Port with Crowley & Yukon, that we participated in. They then did a Facilities inspection at the City Port. The City Port is exempt in some areas, but that could change at any time. A deficiency list is included in the meeting info packet. Recommendations were made by Chief Durdon to purchase fire extinguishing equipment. Two dry chemical extinguishers were purchased, one Purple K for the Petro Port and one ABC for the City Dock. Other recommendations that were made were lighting at the Petro Port, lights were purchased, will be delivered in October, will be installed immediately. The big issue was security. A security building is to be constructed at the City Dock gate using a 20' container. More sophisticated video surveillance equipment needs to be purchased. Also need to have file of all dangerous cargo held at the Port readily available. Pete has compiled a list that is kept at the office. Delinquent accounts total around \$100,000. Memo was sent out to everyone that all accounts must be brought current by May 1, 2006.

Allen: That's how Joanne did it.

Heath: The biggie is that Swalling Construction in Anchorage won the bid for the seawall repair, at \$312,000 and another \$8,000 to do the deductive alternates. This total is \$100,000 less than was expected. Materials and equipment are on the way. As a sidebar, I talked to Allen Jeffries today about the Brown Slough Bank Stabilization Project. He is anxious to get started on it again and was glad to hear that we had decided to delete the seawall there and go with rock. He would like to incorporate the lot next to the bridge that the city owns as an area where people would be able to tie off their boats.

Allen: I can see a lot of aluminum boats with damage if they pull up on the rocks.

Heath: If we put a seawall in instead there won't be anything there. We would have to enforce a NO WAKE rule in that area. We could grout the rock so it will be somewhat smooth.

CHAIRMAN'S COMMENTS

Brandon: Just want to say the guys have done a great job on the seawall at Beach #2, especially since it was all done in house. Crowley bought out Yukon / Yutana Barge Lines as of September 6, 2005.

COUNCIL REP'S COMMENTS

Thor: Nothing has come through Council, has been quiet this month. They did appreciate the recommendations from the Port Commission that were included in their packets. I would highly recommend that we continue to include things in their packets.

COMMISSIONER'S COMMENTS

Allen: Port crew has done a bang up job this year. Most work I've seen done in one summer. Port attendants have been on the ball checking stickers and being very helpful. Honorary Port Captain Fred Pete passed away, so a new one will have to be nominated at the next meeting. The HPC gets free moorage for their boat only.

Brandon: Are we going to just put names in a hat?

Allen: Last time we advertised it and took nominations from the public, then we picked someone and the City Council approved it. We may want to wait a month or two since he just passed away.

Heath: We can do PSA and a newspaper ad.

Brandon: Maybe wait until spring, around March.

Clair: We should send a letter of condolence to the family.

Allen: Do we want to put a limit on the length of time they can hold the position? We had a lot of names the last time.

Brandon: Maybe do it annually.

Allen: Put that on an agenda to be discussed later this winter.

Brandon: That reminds me, Search and Rescue wanted a space for something.

Allen: They wanted a guarantee that they wouldn't have to move. They wanted something close to the gas station. We couldn't do that. We offered other solutions but they declined.

Brandon: How about by Beach #2? They would have access to the river and fuel year round.

Heath: I talked with them too; a corner of the Crow property might also be an option.

Brandon: This can be put on the agenda too.

Allen: We should try to contact someone from Search & Rescue and get them to come to the next meeting too. We would like to do something for them but they have to come talk to us first.

OLD BUSINESS

A. Review transfer documents from State of Alaska to the City of Bethel

Heath: Quick update on this, nothing has been done with the documents and nothing can be done until the Condition Survey is done in October. It's recommended that we table this until the next meeting.

Allen: Once the survey is done we may need to look at the \$600,000 again, it may be lite.

Heath: The engineers will be looking at that too. They don't think \$600,000 is going to be enough either.

B. Discussion of propane storage

Heath: I've included a schedule in your packets.

Allen: What propane storage facility? I thought the Port didn't want to get into that business.

Brandon: I was the most vocal against it. We don't want people to just set up a propane business on the city dock.

Heath: It's not our intention to start a propane business but we are bound by 33 CFR to have a hazardous materials storage facility, which we do not currently have. The best place to put one would be on Beach #2. The schedule shows the cost for contracting out the job. We can eliminate some of the cost by using the city engineer.

Allen: Where exactly is this facility going to be located?

Heath: At the top of the road near the trees at the left. There would be a berm, a drainage ditch and a gravel pad. If the mine opens there will be all kinds of hazardous materials coming through the port that can not be left sitting on the dock.

Allen: There will still be a lot of traffic through that area because of the launching ramp.

Heath: It will have to be surveyed, but I think we can provide other access, and the area will be fenced. May have to put up some barricades. We may be able to get some security grant money to complete the project.

Allen: Need to make it easy to expand.

Heath: Right now we're getting wharfage on propane tanks but we may start charging a haz mat fee too.

NEW BUSINESS

A. Declare 1 vacant Port Commissioner seat.

M/M To declare one vacant position on the Port Commission be given to the City Clerk so that it can be posted.

MOVED BY:	Thor Williams	Approved motion
SECONDED BY:	Allen DeSousa	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

B. Discussion of Tariffs on containers of unknown weight

M/M To table this for discussion later this winter

MOVED BY:	Allen DeSousa	Approved motion
SECONDED BY:	Thor Williams	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

C. Purchase of uplands on City Dock from Crowley

Heath: Lot 28 Block 19 belongs to Crowley is approx 7250 sq ft.

Brandon: Before we continue, Chairman Brandon Leary will abstain from any involvement in this discussion.

Allen: I move that we table this until we have enough people to vote on it.

Thor: The body has to declare a conflict of interest.

Allen: There's no personal gain involved so there's no conflict of interest.

M/M To allow Brandon Leary to vote on the interest on the Crowley property

MOVED BY:	Thor Williams	Decide if there's a conflict of interest. Brandon Leary does not have a financial interest in this matter so there so no conflict of interest.
SECONDED BY:	Allen Desousa	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

Heath: Email from Bruce Barto, stating that they are interested in selling to the City for \$45,000 plus closing costs.

Thor: We should make recommendation to the Council to purchase the land even if the Port doesn't take ownership, we may need the land in the future.

Heath: The title still has to be cleared up. The argument has been made that why would the city want to take over the dock. This particular piece of property is 7300'sq ft in the middle of the dock, so we haven't been charging Crowley for storage, and we don't get charged for using their space.

Allen: This has been going on for a long time. We need to get Crowley off the middle of the dock. The intent was always to eventually buy it. I would suggest that it be put in the budget to purchase it next year.

Brandon: There shouldn't be an issue with the title since Pacific / Alaska Fuel is part of Crowley Marine.

Allen: Just a technicality.

Thor: We have to follow municipal code and get a new appraisal.

Allen: If Council agrees we can let Crowley know we want it, so that they don't offer it to someone else.

M/M Recommendation to Council to purchase the property from Crowley once the appraisal is complete.

MOVED BY:	Thor Williams	Approved motion
SECONDED BY:	Clair Grifka	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

D. Fiscal 2007 Capital Improvements

M/M To table this for discussion later this winter, this is something that will take several sessions

MOVED BY:	Allen DeSousa	Approved for discussion at October meeting. Has to be done by January. To be introduced April 15 th .
SECONDED BY:	Thor Williams	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

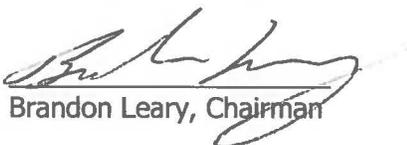
DISCUSSION

Nothing more to be discussed.

ADJOURNMENT:

NEXT MEETING: October 17, 2005

Respectfully Submitted:


Brandon Leary, Chairman

APPROVED THIS 19 **day of** December **2005.**

ATTEST:

Heath Martin, Port Director

City of Bethel, Alaska Port Commission Minutes

Date 10/17/2005

Regular Meeting

City Council Chambers

CALL TO ORDER

A regular meeting of the Port Commission was held on 10/17/2005 at 7:30p.m. in the City Manager's Office, Bethel, Alaska.

Allen De Sousa called the meeting to order at 7:46p.m.

ROLL CALL

Commission did not have a quorum, the following members were present:

Allen DeSousa
Clair Grifka
Heath Martin

Also in attendance were the following:

Pete Williams
Anna Hoggard
Kyle Meade

Absent: Brandon Leary

Thor Williams

Donna Chris – was advised by City Clerk that there was no meeting this month

PEOPLE TO BE HEARD

None

MOTION TO ADJORN

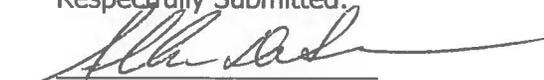
MOVED BY:	Allen DeSousa	No quorum, meeting to be rescheduled
SECONDED BY:	Clair Grifka	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

ADJOURNMENT:

NEXT MEETING: November 21, 2005

Respectfully Submitted:



Allen DeSousa, Chairman

APPROVED THIS _____ day of _____ 2005.

ATTEST:

City of Bethel, Alaska

Port Commission Minutes

Date 11/21/2005

Regular Meeting

City Council Chambers

CALL TO ORDER

A regular meeting of the Port Commission was held on 11/21/2005 at 7:30p.m. in the City Manager's Office, Bethel, Alaska.

Brandon Leary called the meeting to order at 7:40p.m.

ROLL CALL

Commission did have a quorum, the following members were present:

Brandon Leary
Allen DeSousa
Clair Grifka
Donna Chris
Heath Martin – teleconference

Also in attendance were the following:

Pete Williams
Anna Hoggard

Absent:

Thor Williams

PEOPLE TO BE HEARD

None

APPROVAL OF MINUTES of the August 15, September 19 and October 17, 2005 regular meetings

MOVED BY:	Allen DeSousa	Corrections noted, approved as amended, final copies to be signed at December meeting
SECONDED BY:	Clair Grifka	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

APPROVAL OF AGENDA

Allen: To be added to the agenda under New Business, Item C. We need to draft a letter in support of the City Council to encourage the state to provide the funds for the repairs of Chief Eddy Hoffman highway, since it is a vital roadway to the city as well as the port.

MOVED BY:	Donna Chris	To approve the regular agenda
SECONDED BY:	Allen De Sousa	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

PORT DIRECTOR'S REPORT

Heath: My October 31st report is included in your packet, are there any questions?

Brandon: Have you received the condition survey from PND yet?

Heath: No, but I met with them this morning. The survey should be ready by next week and the commission will have the results by the December meeting. I told them to be very thorough with this survey since finding the cracked sheet in the closed cell two weeks ago. I want to know exactly what is going on in that area. I also spent the better part of the day with the Corp of Engineers and got a lot of good feedback from them on this project. I will submit a trip report to be included at the next meeting. The cracked sheet was replaced on Saturday and the entire seawall repair should be completed by Tuesday November 22nd.

Allen: Is the state picking up the cost of replacing the cracked sheet?

Heath: No. They are expecting that to come out of the \$771,000 grant and we didn't want to make an issue of it since there have been some other changes to the scope of work in the original contract that pretty much make it a wash. It was necessary to involve the state, even though it was a pain to do so, since it is their structure.

Brandon: Is there anything else?

Heath: No, that's all I have for now.

CHAIRMAN'S COMMENTS

Brandon: I don't have anything at this time, other than it's cold.

COUNCIL REP'S COMMENTS

Council rep is absent.

Brandon: I would like to recommend that the Council rep submit a written report to the commission if he's unable to attend the meeting.

COMMISSIONER'S COMMENTS

Allen: Nothing at this time.

Donna: Sorry I've missed so many meetings, but we had a good time while out of town.

Clair: Nothing at this time.

OLD BUSINESS

A) Review transfer documents from State of Alaska to the City of Bethel

Heath: There's nothing new on that until we get the condition survey.

MOTION TO TABLE ITEM A UNTIL DECEMBER MEETING

MOVED BY:	Allen DeSousa	Review of transfer documents tabled until condition survey is received
SECONDED BY:	Clair Grifka	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

B) Discussion of propane storage facility

Heath: Again, there's nothing new going on. Item was retained on agenda as a reminder.

MOTION TO TABLE ITEM B UNTIL DECEMBER MEETING

MOVED BY:	Allen DeSousa	Discussion of propane storage facility tabled until December meeting
SECONDED BY:	Donna Chris	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

C) Discussion of tariffs – Minimum charges for containers of unknown weight

Heath: That should be covered as Tariff #003 under new business.

Brandon: Ok, item C will be moved to new business.

D) Purchase of uplands on City Dock from Crowley Marine

Heath: I have a message from Gary Price, the lawyer for Crowley. He has the Purchase/Sale agreement ready. We took the commission's recommendation to the city council at the last meeting and they told us to get an ordinance together post haste so that we can make this thing happen. We will get this ordinance in at the next council meeting. This should be wrapped up sometime between the middle of December, first week of January.

Donna: Is this the area where the office used to be?

Brandon: Yes

Allen: Then we will own what used to be 2nd Ave and where the Crowley building used to sit.

E) FY 2007 and beyond Capital Improvements

Heath: I'm still working on this so maybe we should table this until January.

MOTION TO TABLE ITEM E UNTIL JANUARY MEETING

MOVED BY:	Heath Martin	Discussion of FY 2007 & Beyond Capital Improvements tabled until January meeting
SECONDED BY:	Allen De Sousa	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

NEW BUSINESS

A) Review of BMC Ordinance 14.02.055 (C) and 14.02.100

Heath: Those relate to the late charges, penalties and interest rates that are charged and how those funds are used. If a Port customer is billed and does not remit payment late charges and penalties are added to the billed amount. Once the customer does remit payment the late charges and penalties are not being accrued to the Port account but instead are going to the general fund. I think the Port should be receiving every dime off these types of fees since the Port is actively involved in the billing and collection for those fees.

Brandon: Yep

Allen: Could this matter be included in the work sessions coming up for the rewriting of the tariff?

Heath: Yes, I believe that could very easily be worked into the tariff. I have changed the interest rate in the tariff already.

Allen: Does this have to be changed in the ordinance too? Is it possible to look at this along with the tariff changes?

Heath: Yes, there will have to be some sort of ordinance change. It would be a good idea to include this in the upcoming work sessions on the tariff changes.

Allen: Does the chairman have some idea of when the work sessions will begin?

Brandon: Most likely after the holidays, unless there's a reason we would need to do it sooner. When do we need to submit any tariff changes to the Port Bureau?

Heath: Changes have to be posted for one year before they go into effect. I would like to see the changes submitted by March 2006, which would mean they would go into effect in March 2007. Keep in mind that there will most likely be a month of council meetings and public hearings before the council gives the thumbs up to any changes we make.

Allen: I thought the tariff went into effect as soon as it was electronically filed.

Heath: My understanding is that it has to be posted for one year, but I will check into that.

Allen: Do we want to set any work session dates at this time?

Brandon: We should do that at the December meeting, when Heath's back. Plus we need Thor's input on this and we don't know what his schedule is like yet. Things are more settled after the first of the year and that gives everyone time to plan their schedules.

MOTION TO ADD SCHEDULING OF TARIFF WORK SESSION TO DECEMBER MEETING AGENDA

MOVED BY:	Donna Chris	Schedule tariff work sessions at December meeting
SECONDED BY:	Brandon Leary	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

B) Port warehouse relocation

Heath: Well it got cold fast, so it may be difficult to get it moved. I have been looking into getting a new warehouse, but we aren't going to use the word "warehouse" anymore. We are looking at building a new "freight terminal". Pete and I have plotted out what it would look like and where we think it would work best on the dock. I have requested more information from some vendors.

Brandon: The current building is in pretty bad shape and it may be more cost effective to just replace it with a new one.

Heath: I agree. All three of the over head doors are shot. The wiring alone is no where near up to code and it could be a liability for the city.

Brandon: Some of the building materials like the steel in the floors could be reused for other projects.

Heath: We don't really need another warehouse on the dock for storage but it would be to our advantage to have a freight terminal where all the container freight could be unloaded to be distributed. The building I drew up was 100' x 75', which is quite a bit larger than the one we have now.

Brandon: A larger building could be divided up among more companies.

Heath: That was part of the reason for looking at a larger building. We have three mainline companies bringing in freight right now, Northland, Bigfoot and Alaska Logistics. Of the three, only Northland has their own warehouse to handle their freight. The other two are doing it right out of the conexs on the dock. Therefore there are a lot of people coming onto the dock that shouldn't really be there. Eventually someone is going to get hurt. It will cost between \$50,000 and \$75,000 to move the old warehouse. A new building will cost \$200,000 or less.

Brandon: Building packages can be purchased pretty cheaply.

Heath: I am gathering more information on the cost.

Allen: Do you remember where the commission wanted the building placed?

Heath: Yes and there is a bit of a problem with that. The concern is the timber wall adjacent to Brown Slough and that general area. It's not a matter of if it's going to fail but when. We will need to come away from that wall at least 100', but that shouldn't really be a problem. There is some other property over there that we are not currently using that could be an option, especially along the Hoffman fuel area. I should have more information by the next meeting.

MOTION TO TABLE ITEM B TO DECEMBER MEETING

MOVED BY:	Allen De Sousa	Discussion of warehouse relocation tabled to December meeting
SECONDED BY:	Donna Chris	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

C) Letter of support to the State for building a new highway

Allen: I sat in on some of the council meeting earlier. They are trying to gather letters of support from local businesses and individuals to persuade the state to not postpone the resurfacing of Chief Eddie Hoffman highway until 2008. The highway was built in 1992 and had an expected lifespan of ten years, which means it should have been resurfaced in 2002. As important as that highway is to the port, I think a letter from the Port Commission encouraging the state to proceed with the resurfacing would help expedite matters, as long as there was a consensus among the commission members.

MOTION TO DRAFT A LETTER TO THE STATE REGARDING HIGHWAY REPAIR

MOVED BY:	Donna Chris	Anna to contact City Manager for format of letter to state regarding repair to Hoffman highway
SECONDED BY:	Allen De Sousa	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

DISCUSSION

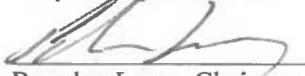
None

ADJORNMENT

Meeting adjourned at 8:40pm

NEXT MEETING: December 19, 2005

Respectfully Submitted:



Brandon Leary, Chairman

APPROVED THIS 19 day of December 2005.

ATTEST:

City of Bethel, Alaska

Port Commission Minutes

Date 12/19/2005

Regular Meeting

City Council Chambers

CALL TO ORDER

A regular meeting of the Port Commission was held on 12/19/2005 at 7:30p.m. in the City Manager's Office, Bethel, Alaska.

Brandon Leary called the meeting to order at 7:35p.m.

ROLL CALL

Commission did have a quorum, the following members were present:

Brandon Leary
Allen DeSousa
Clair Grifka
Heath Martin
Alan Murphy
Thor Williams

Also in attendance were the following:

Anna Hoggard

Absent:

Donna Chris

PEOPLE TO BE HEARD

None

APPROVAL OF MINUTES of the November 21, 2005 regular meeting, signing of August, September and October final drafts

MOVED BY:	Thor Williams	To adopt the November 21, 2005 minutes
SECONDED BY:	Clair Grifka	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

APPROVAL OF AGENDA

Allen: Bethel Search & Rescue Van to be added to the agenda under Old Business, Item B.

MOVED BY:	Thor Williams	To approve the regular agenda, with above addition to Old Business
SECONDED BY:	Allen De Sousa	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

PORT DIRECTOR'S REPORT

Heath: My November report is included in your packet. The seawall repair was completed on November 23rd. The final inspection was done on December 9th. The rock still needs to be replaced at the toe of the wall but in the interest of public safety we've decided that we would do that work ourselves in the spring rather than opening a hole in the ice in Brown Slough. I attended meetings in Anchorage with the Corps of Engineers, the State of Alaska and our engineers, PNG. The infill problems in the Small Boat Harbor were brought to the attention of the Corps of Engineers. In the past, they have come out and done a survey based on a bench mark elevation somewhere on the land, the elevation in the boat harbor and the tides. They then apply a formula to calculate the water in the boat harbor. We have come to the conclusion that somehow the tidal elevation for Bethel is off. Bethel tidal information is based on the tidal elevation for Dillingham. We are going to do some tide readings ourselves in the spring. If that shows there is a break in the tide, the Corps of Engineers and NOAA will come out and conduct a 30-day tide survey.

Allen: They told us that they were going to come out every 5 years to do the dredging; there was no mention of it depending on the tide.

Heath: It was my understanding that they came out every 5 years to do a survey. They have actually done surveys more often, in 2001 and at our request in 2004.

Allen: I can remember reading somewhere that it was to be dredged every 5 years not just surveyed.

Heath: Unfortunately, that's not the case. We are scheduled for 2008. There have been some changes to the way the Corps operates and there's a good chance that we can do this ourselves ahead of their schedule. They would then reimburse us. In the past this was impossible to do with a Corps project. They do realize that there is a definite problem. There is a major choke point at the entrance to the harbor that is nearly impassible at low tide. I would like to see this turn into something that we can do on our own and the Corps reimburses us for the work. You know how the funding works with the Corps. That way we can take of problems as they arise.

Allen: That would make more sense.

Heath: We also talked some more about expanding the channel, the small boat harbor and putting a dry dock in the area to the east of the harbor. The Corps responded that they would like to get involved with that project. The City would have to develop the uplands but we already have the equipment and manpower to do that and now would be the perfect time to that. The Corps thinks that would solve a lot of the in filling problems we are having currently. While we're on the subject of the Corps of Engineers, you are all aware of the Brown Slough Bank Stabilization Project. We have already made one change to the scope of work for this project. There's a timber wall that was suppose to be built from Corina's to the bridge. The City and the Corps agreed that it shouldn't be a timber wall but now we are having trouble acquiring the right of way. We are basically being held up by a couple of property owners. The question is do we have to do that part of the project? No we don't. We have a very weak structure on the west side of slough. The engineers seem to think the slit is the only thing holding that wall in place. I asked the Corp if we could delete that project and they were just short of having a fiddle dance over that idea. So we will be doing the tie backs and the resurfacing of the east addition.

Allen: So specifically what won't we be doing?

Heath: We won't be doing the work inside of Brown Slough from Corina's back towards the bridge.

Allen: What about the problems with the bridge? That was suppose to help with the sloughing off around the bridge that's causing the bridge to be the way it is.

Heath: That sloughing probably has very little to do with the way the bridge is. The Corp never intended to do any of the bank stabilization work in Brown Slough anyway. The Feds allowed \$3.75 million to do this project and we got a match, so that's nearly \$5.5 million in our pockets. This is something we can do on down the road. Yes there is some erosion but it sloughes off at 6:1 slope instead of a cut bank.

Brandon: If the property owners don't want the improvement, fine.

Heath: The Corp will reimburse us for property, that's part of the match, but we don't want to pay \$200,000 for 7000 sq ft of property. They aren't going to reimburse us that much.

Alan: So the Corp thinks if we went in and did the repairs to the east side it would cause problems on the west side.

Heath: Yes because the slough is so narrow and we already have some problems on the west side. The replacement of the wall on the west side will be one of our next big projects. Once that we have a stable structure we can dredge Brown Slough and proceed with the bank stabilization on the east side and make it more useable.

Thor: Is there anyway to dredge just one part of the slough to make it easier for boats to get in and out?

Heath: Yes but we don't know how the slit will react. We would have to have an engineer look at it.

Allen: What it amounts to is that the State wants us to take over ownership of the entire facility but that's not going to happen until it's fixed.

Heath: And on that note we can go right to DOT. We do have a condition survey ongoing. There was a little delay in the seawall repair. We found a cracked sheet in the closed cell that belonged to the state, so I felt it prudent that they make the decision on how to repair it. The condition survey has to include the new construction. I would recommend that we don't make any decisions on the dock until we see the survey even though DOT is very anxious to sign it over to us. The maintenance schedule for next year is pretty much done. I should have something on paper for the commission sometime in January.

Allen: Do you have anything scheduled in the way of floats for the Small Boat Harbor?

Heath: Not for floats, there's plenty of other stuff though. We may have enough to do another row of floats. We have room for at least one, possibly three more floats.

Allen: I would like to see that in the budget if possible.

Thor: I know last year we spent the money on the plastic fingers but they didn't get put up this year, at least that I saw.

Heath: One row did get put up, and we have enough for one more. We'll start repairing the wooden floats this spring and will be adding more floats next year. We wanted to do that this past spring but ran out of time. I think that's all I have for now.

CHAIRMAN'S COMMENTS

Brandon: I don't really have much at this time that has to do with the Port, but I would like the city to find it in their heart to find some ice road money.

Heath: Being as it could be very beneficial to the city that might be something the Port Commission could look at doing.

Brandon: I believe there was a \$30,000 grant for the ice road. I don't believe all of the money was used and the remainder was put into the general fund.

Heath: Speaking of the City's funds. I have a copy of the city's audit that was handed out at the last council meeting. The Port of Bethel has \$2,025,828.00 in designated funds and \$1,035,291.00 in undesignated funds and in our cash account we have \$250. The kicker is the amount due to the Port from other sources is \$2, 691,100.00. I would have to say the Port is in pretty good shape barring any catastrophes.

Brandon: One other thing on the ice road. If the Port was willing to do something, and since the only access to the ice road is through the Port maybe we could look at issuing permits. The ice road brought a lot of business to the city and if they want that to continue it's going to have to be paid for somehow.

Heath: A \$25,000 investment on the part of the Port towards the ice road could be a boon to the city. The commission would have to present that to the City Council.

Brandon: I'd like to welcome Alan to our little group.

MOVED BY:	Allen DeSousa	The Port recommends to City Council that Port is willing to spend up to \$30k on ice road
SECONDED BY:	Alan Murphy	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

COUNCIL REP’S COMMENTS

Thor: Just a reminder to turn in the commission meeting minutes to the city clerk. Also there is some concern about meeting attendance. According to BMC, vacancies are the responsibility of the committee or commission. Just to keep the body informed of those issues. Also, in respect to what Heath mentioned about the 2005 audit. Right now if you look at the city budget you can not tell how much money the Port has. This has been an issue for quite awhile. We need to know how much we are spending, what we are receiving and how much is going into the slush fund.

Allen: That also helps with accountability. So we can show the Corp how much we are putting into things like the seawall etc. So they can't say we aren't doing our fair share.

Thor: It's always been a concern to me that some of the \$3.2 million in the reserve account is actually reserves for the Port, because they are intertwined. It all goes into the same saving account. To let this body know I am going to call a special meeting of the Council to put the ice highway on the agenda so it's introduced.

Allen: Maybe the ice highway should be included in the budget to encourage the villages to chip in what they can.

Heath: Our administrative overhead cost is significantly lower this year than it has been in years past. We are taking on more responsibility for the billing and collections, and trying to be more of a stand alone business like it used to be. So putting in ice road money shouldn't be a problem.

COMMISSIONER’S COMMENTS

Allen: I like to welcome Alan to the commission. It's good to have your experience on the commission.

Clair: I also like to welcome Alan to the commission.

Alan: Thanks for welcoming me aboard. It's going to be a learning process for awhile, but I'm looking forward to being involved.

OLD BUSINESS

A) Purchase of Uplands on City Dock from Crowley Marine

Heath: Per the Commission's recommendation, the City Council unanimously approved the purchase and the contract is now in the hands of the City's legal department.

B) Bethel Search and Rescue

Allen: Well they didn't show up again, but we can discuss this anyway. The Commission is looking into giving BSR a lot on Oscar Way for their van or office. Previously we weren't able to give them a 5 year commitment so they weren't interested in our offer. From what I understand they have to move their van now. I think it would be a benefit to the community for the Port to donate the space to BSR, so they have the access to the river and a place to store their equipment.

Brandon: We've invited them to the meeting several times, but they haven't shown up.

Thor: What if we send them an agenda of the January meeting with a note asking them to attend.

Heath: We will certainly do what we can to accommodate them, we have the space available.

NEW BUSINESS

A) Discussion of Tariff and Scheduling of Work Session

Heath: The new tariff has to be posted for 30 days. We have quite a bit of business we need to tend to so I would recommend that we save the January meeting for that and schedule two work session in January to work on the tariff.

Allen: If I remember correctly, in the past as long as we had it filed by March 1st to go into effect on April 1st that was ok with the mainline carriers so they could plan their fees accordingly.

MOTION TO SCHEDULE TARIFF WORK SESSION

MOVED BY:	Thor Williams	Schedule tariff work sessions for January 11 th at 6:30pm
SECONDED BY:	Brandon Leary	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

B) Letter of Support regarding Hoffman Highway repair

Allen: I don't think the letter we have is strong enough, but other than that I have a few corrections. I am Vice-Chair. Heath is the Port Director. In the second paragraph it should say we are the Port Commission. It should mention that the project should have been completed in 2002 in paragraph 2.

MOTION TO ADOPT AMENDED LETTER OF SUPPORT CONCERNING HOFFMAN HIGHWAY REPAIRS

MOVED BY:	Thor Williams	Adoption of amended letter of support for highway repairs
SECONDED BY:	Allen De Sousa	

VOTE ON MOTION	Passed unanimously
-----------------------	--------------------

C) Appointment of New Commissioner, Alan Murphy

DISCUSSION

Brandon: Is there anything else anyone would like to comment on?

Thor: I would like to mention that the chain link fence along the seawall is keeping people from destroying that area.

ADJORNMENT

Meeting adjourned at 9:15pm

NEXT MEETING: January 16, 2006

Respectfully Submitted:


Brandon Leary, Chairman

APPROVED THIS _____ day of _____ 2005.

ATTEST:
