

CBJ DOCKS & HARBORS BOARD
OPERATIONS COMMITTEE MEETING AGENDA
For Tuesday, September 21, 2010

- I. Call to Order (5:00 p.m. at the **AURORA HARBOR OFFICE**).
- II. Roll Call (Etheridge, Busch, Jebe, Preston, Wostmann, and Williams).
- III. Approval of Agenda.

MOTION: TO APPROVE AGENDA AS PRESENTED OR AMENDED.

- IV. Public Participation on Non-Agenda Items (not to exceed five minutes per person or twenty minutes total).
- V. Approval of Previous Meeting Minutes.
Presentation by the Committee Secretary

Public Comment.

MOTION: TO APPROVE THE AUGUST 17, 2010 OPERATIONS COMMITTEE MEETING MINUTES AS PRESENTED OR AMENDED.

Committee Discussion/Action.

- VI. Items for Action.

- 1. Aurora Harbor – Modification to South Side of Float K and L
Presentation by Harbormaster

Public Comment

MOTION: TO AUTHORIZE THE REMOVAL OF THE FINGER FLOATS ON THE SOUTH SIDE OF FLOATS K AND L IN AURORA HARBOR TO CONVERT VACANT STALLS INTO SIDE-TIE MOORAGE FOR LARGER VESSELS.

Committee Discussion/Action

- 2. Snow Removal Solicitation for ABLF and Amalga Harbor
Presentation by Harbormaster

Public Comment

MOTION: TO AUTHORIZE THE PORT DIRECTOR TO SOLICIT BIDS FOR SNOE REMOVAL AT THE ABLF AND THE AMALGA HARBOR LAUNCH FACILITY

Committee Discussion/Action

VII. Items for Information/Discussion.

1. Little Rock Dump Clean-up

Presentation by Harbormaster

2. Douglas Floats D & E Winter Moorage

Presentation by Port Director

3. Use of ABLF Without Reservations Update

Presentation by Harbormaster

4. Douglas Harbor Electrical Update

Presentation by Harbormaster

5. Juneau Marine Services Work Shelter

Presentation by Port Director

VIII. Staff & Member Reports.

IX. Committee Administrative Matters.

1. Next Operations Committee meeting – October 19, 2010

X. Adjournment.

MOTION: TO ADJOURN THE OPERATIONS COMMITTEE MEETING.

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I. Call to Order.

Committee member Mr. Jardell called the meeting to order at 5:00 p.m.

II. Roll.

The following members were present: Mrs. Jebe, Mr. Williams, Mr. Preston, Mr. Busch and Mr. Jardell.

Via Teleconference were present: Mr. Wostmann

The following members were absent: Mr. Etheridge.

Also in attendance were: Mr. Stone – Port Director, and Mr. Benner – Harbormaster.

III. Approval of Agenda.

MOTION by Mr. Busch: ASK UNANIMOUS CONSENT TO APPROVE THE AGENDA AS AMENDED. The motion passed without objection.

IV. Public Participation.

There were none at this time.

V. Approval of Previous Meeting Minutes.

MOTION by Mr. Preston: ASK UNANIMOUS CONSENT TO APPROVE THE MINUTES OF May 18, 2010. The motion passed without objection.

VI. Election of New Vice Chair.

Mrs. Jebe said that Mr. Busch will be new vice chair.

VII. Items for Action.

1. Consideration of a Terminal Operators Agreement.

Mr. Stone said there is a memo from him to the Harbor Board and in addition a hand out from Dennis Young. Mr. Stone checked on what the Port of Kodiak had for a Terminal Operators Agreement. Discussing it with Phil and Roy we decided to come up with some items that the Harbor Board should consider. Mr. Young of the longshoreman union testified about foreign workers doing long

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shore work. Following his testimony, there was a long discussion among the harbor board members. The Board decided to have Mr. Stone confer with the City Attorney on actions the Board could take and to have Mr. Young check with Federal Agencies on actions they could take.

VIII. Items for Information/Discussion.

1. Use of the ABCLF without Reservations.

Mr. Benner said that we have been having a lot of offenders using the new loading facility to moor their vessels without approval. They do not make reservations with the Auke Bay Harbor Office. They keep their vessels there for a few days or until we get a hold of them to move the boat. We have a couple of repeat offenders and they have been told about the regulations, and have been warned that if they keep this up they will be cited with a ticket for violations. Then, they will not be allowed to use it anymore.

Mr. Benner said what we need to do is start ticketing these vessels and if they do not move their vessels within the time frame then we will move it for them and fine them for all of the fine we can for them not abiding by the signs posted and for being in violation of the harbor regulations for the new loading facility.

We have vessels that just tie up there. Then, we get complaint calls for those who have reservations who can not get into the facility. There are signs all over the dock and we need to get the attention of these people who are illegally using the facility for a moorage area.

Mr. Preston suggested that we have it posted saying if they do not have a reservation for this facility it will cost you \$5.00 per foot. And, if we have to move you, it will cost you \$500.00 to move the vessel. This would be a way to get everyone's attention.

Mr. Benner said that he can start charging for the repeat offenders immediately by giving them a ticket for illegal moorage. We could increase the amount of each time they get a ticket. He suggested if the regulation are changed that it says for any loading facility.

The board members gave Mr. Benner permission to start implementing and enforcing the Auke Bay Loading Facility by posting signs and issuing tickets for illegal moorage.

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VIII. Items for Information/Discussion.

2. Nordic Tug Charters Overview

Mr. Benner said Mr. Joergens of Nordic Tug Charters is very interested in getting a permanent structure for their business. They may be interested in Norway Point but Mr. Benner wanted to let the board know what their intentions are which are getting an upland lease to pursue building a structure.

Mr. Stone said they are looking into a long-term uplands lease and we needed to know if the board would want to make an appointment to discuss the issue. We will need to have water and sewer to develop that area. It could be hard to develop unless we have sewer and water put in. Mr. Stone said that we have heard of some other business who may be interested in checking into this property.

Mr. Preston said it would be better to have more than one vendor for this area we will need to get the property developed with water and sewer to make it usable to vendor's to have space in this area.

Mr. Stone is going to get a proposal for a study to be done on the area.

3. Echo Cove Launch Ramp Management.

Mrs. Jebe was out at Echo Cove and witnessed Mr. Leroy running his four wheeler up and down the Launch ramp area. She witnessed some young girls riding their horses up and down the beach.

Mr. Benner said there is evidence of three bon fires in the parking lot area and the rocks have been moved so that the four wheelers can run all over. He said he checked with CBJ Police and the State Troopers about getting someone to help in force patrolling out there at least during the weekends. Everyone Mr. Benner spoke with said they are not interested in patrolling out there. The Docks and Harbor staff have been getting out there three or four times a week but it is difficult to find the time in the summer months. Then we have the issue of overtime if it is during a weekend and after hours.

Mr. Benner said we could have another caretaker for out there. Mr. Stone said no one had submitted for the opening of caretaker when we posted it. After further discussion everyone decided it would be best to maintain the Echo Cove area while waiting to see if we can get anyone to apply for caretaker.

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VIII. Items for Information/Discussion.

4. Trash Receptacles at North Douglas Launch Ramp

Mr. Stone said the issue with this was resolved. Arrow refuse picked up the containers twice per week and when they dumped them there was lawn clippings and house hold trash. Mr. Preston said people from the islands who come in from their cabins also dump their trash in those containers.

5. Vandalism at the cruise ship dock.

Mr. Benner had taken pictures of all of the THC painting on all of the merchant vendors at the cruise ship dock. There was a lot of vandalism during the night from this THC group. He said we gave the footage to the police of the area that our cameras hopefully can be seen. Mr. Benner said we are doing the best we can to maintain all of our area's like Marine Park

6. Vandalism of the base of the Douglas Bridge.

Mrs. Danner had a person complain about the graffiti at the base of the Douglas Bridge and asked to have us clean it up. Mr. Stone said it should be the Department of Transportation's responsibility to take care of the Douglas bridge area. Mr. Benner said if it is something that we can help out with we will be more than happy to help out.

7. Waterfront Sales Permits

Mrs. Danner said a vendor had complained about one operator one permit ordinance. This vendor would like to see the operator and permit ordinance rule enforced.

Mr. Hartle said that the ordinance is a one operator and one permit rule. Mrs. Danner said Mr. Hartle said he would help Docks and Harbor's enforce this rule.

Mr. Preston said it would be great if he could help us enforce this rule. He was talking with one vendor today and there is a rumor that one is going to bid on an open booth when he already has a booth with a permit. Mr. Preston said it would be in violation if he owns both booths he can not have two permits. Mr. Stone agreed that it would be a violation and he will have Roy McCloud check with Mr. Hartle about enforcing the vendor rules.

IX. Committee Administrative Matters.

The next meeting is scheduled for August 21, 2010. Mr. Preston will be the Chair for the meeting if Mrs. Jebe is out of town.

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X. Adjournment.

MOTION by Mr. Preston: ASK UNANIMOUS CONSENT TO ADJOURN THE MEETING.

The motion passed without objection.

DRAFT

9 September 2010

MEMORANDUM

From: Harbormaster

To: Ops Committee

Subject: Finger Floats on South Side of L and K Floats in Aurora Harbor

1. We are going to remove the finger floats on the south side of L and K floats to create more usable alongside transient moorage. The 24ft stalls are not filled and are not in demand even with the promotions we have been running during the summers. The removal of the fingers will allow additional transient moorage with electrical hook ups during the summer and also for winter hot berths. We will remove 10 fingers from both floats.
2. We will then be able to auction off the fingers to the highest bidder.
3. Any questions, 586-5255.

8 September 2010

MEMORANDUM

From: Harbormaster

To: Ops Committee

Subject: Snow Removal Proposal Sno Man Snow Removal for Amalga/ABCLF

1. Attached is a proposal for clearing snow at Amalga Harbor and at the Commercial Loading Facility. This company is clearing some snow for Parks and Recreation. We would have to go out to open bid if we chose to do this.
2. The Staff estimates it takes one hour to clear both the Amalga Facility and the ABCLF. So it is not that great of a burden at this time doing snow removal at these facilities.
3. Any questions, 586-5255.



Snowmen Snow Removal, LLC
15900 Lee Drive Apt. A
Juneau, AK 99801
907-723-7319

**Proposals to contract with The City and Borough of Juneau to provide
snow plowing services at Amalga Harbor and/or the Auke Bay
Commercial Loading Facility for the winter season 2010-2011**

Enclosed are three separate proposals from Snowmen Snow Removal, LLC to provide snow removal services at Amalga Harbor and the Auke Bay Commercial Loading Facility for the winter season 2010-2011. Please contact me with any suggestions, questions or concerns.

Also feel free to contact Kevin Brady (P&R Landscape Superintendent) as a professional reference. Snowmen Snow Removal, LLC maintained the Herbert River Road for Landscape Maintenance last year, and will be doing so again for the 2010-2011 season.

Thank You,

Nick Ramseth

Amalga Harbor

Service:

Snowmen Snow Removal, LLC will plow the Amalga Harbor Lower Parking lot and Boat Launch for the CBJ for the entire winter season (November 1, 2010 through May 1, 2011). This service will be performed at Snowmen Snow Removal, LLC's discretion, but not when there is less than 3 inches snow accumulation on the parking lot, and before 6 inches accumulation. New snow accumulation will be plowed in a timely manner to allow easy access for Launch Ramp users.

Payment:

Each time that Snowmen Snow Removal, LLC performs snow plowing of the entire parking lot between November 1, 2010 and May 1, 2011, The City and Borough of Juneau (Harbors) will be billed \$150.00. Bills are generally sent out twice a month (on the 1st and 16th) and will be due on receipt. In the event that no snowfall occurs/no plowing is performed, the CBJ will not receive an invoice from Snowmen Snow Removal, LLC. Payment, when required, should be addressed to:

Snowmen Snow Removal, LLC
15900 Lee Drive Apt. A
Juneau, AK 99801

Other:

Upon agreement to this proposal by both parties, Snowmen Snow Removal, LLC will have full rights to plow, and claim payment for plowing the Amalga Harbor Lower Parking Lot. The CBJ may not ask any other company, individual, or employee to perform *snow plowing* services, without written permission from Snowmen Snow Removal, LLC. In the event of heavy snowfalls which limit the amount of space to push snow, the CBJ may request that Snowmen Snow Removal, LLC or another party either haul away the snow birms, or stack them with heavy equipment in order to maintain an acceptable amount of parking space. However, if it is requested that Snowmen Snow Removal, LLC provides this service, it will be at an additional cost which will be determined if the need arises. Snowmen Snow Removal, LLC will do everything reasonably within our power to keep the snow pushed back, out of the way of harbor users.

Snowmen Snow Removal, LLC will also not be responsible for any damage indirectly caused by snow plowing activities. Normal "wear and tear" to any asphalt, cement, or gravel surfaces is to be expected as well as gravel and garbage from the parking lot being pushed to the edges and over curbs, etc. If, however, damage to CBJ property is caused by one of Snowmen Snow Removal, LLC's trucks or plows directly contacting an object such as a sign or light post, Snowmen Snow Removal, LLC will notify the Harbormaster and pay for the repair. Snowmen Snow Removal, LLC will also be responsible for any damage that may result from a collision between a Snowmen Snow Removal, LLC vehicle and any vehicles *parked* in the Amalga Harbor Lower Parking Lot.

Auke Bay Commercial Loading Facility Proposal #1

Service:

Snowmen Snow Removal, LLC will plow the Auke Bay Commercial Loading Facility Parking Lot/Storage Areas, Ramp, and Float for the CBJ for the entire winter season (November 1, 2010 through May 1, 2011). This service will be performed at Snowmen Snow Removal, LLC's discretion, but not when there is less than 3 inches snow accumulation on the parking lot, and before 8 inches accumulation. New snow accumulation will be plowed in a timely manner to allow easy access for Facility users.

Payment:

Each time that Snowmen Snow Removal, LLC performs snow plowing of the Auke Bay Commercial Loading Facility between November 1, 2010 and May 1, 2011, The City and Borough of Juneau (Harbors) will be billed \$400.00. Bills are generally sent out twice a month (on the 1st and 16th) and will be due on receipt. In the event that no snowfall occurs/no plowing is performed, the CBJ will not receive an invoice from Snowmen Snow Removal, LLC. Payment, when required, should be addressed to:

Snowmen Snow Removal, LLC
15900 Lee Drive Apt. A
Juneau, AK 99801

Other:

Upon agreement to this proposal by both parties, Snowmen Snow Removal, LLC will have full rights to plow, and claim payment for plowing the Auke Bay Commercial Loading Facility. The CBJ may not ask any other company, individual, or employee to perform *snow plowing* services, without written permission from Snowmen Snow Removal, LLC. In the event of heavy snowfalls which limit the amount of space to push snow, the CBJ may request that Snowmen Snow Removal, LLC or another party either haul away the snow birms, or stack them with heavy equipment in order to maintain an acceptable amount of parking space. However, if it is requested that Snowmen Snow Removal, LLC provides this service, it will be at an additional cost which will be determined if the need arises. Snowmen Snow Removal, LLC will do everything reasonably within our power to keep the snow pushed back, out of the way of Facility users.

Snowmen Snow Removal, LLC will also not be responsible for any damage indirectly caused by snow plowing activities. Normal "wear and tear" to any asphalt, cement, or gravel surfaces is to be expected as well as gravel and garbage from the parking lot being pushed to the edges and over curbs, etc. If, however, damage to CBJ property is caused by one of Snowmen Snow Removal, LLC's trucks or plows directly contacting an object such as a sign or light post, Snowmen Snow Removal, LLC will notify the Harbormaster and pay for the repair. Snowmen Snow Removal, LLC will also be responsible for any damage that may result from a collision between a Snowmen Snow Removal, LLC vehicle and any vehicles or gear *parked/legitimately stored* at the Auke Bay Commercial Loading Facility.

Auke Bay Commercial Loading Facility Proposal #2

Service:

Snowmen Snow Removal, LLC will plow a portion of the Auke Bay Commercial Loading Facility Parking Lot/Storage Areas, Ramp, and Float for the CBJ for the entire winter season (November 1, 2010 through May 1, 2011). This service will include only a portion of the Auke Bay Commercial Loading Facility which will be pre-determined between Snowmen Snow Removal, LLC and the Harbormaster. Service will, as in the previous proposal, be performed at Snowmen Snow Removal, LLC's discretion, but not when there is less than 3 inches snow accumulation on the parking lot, and before 8 inches accumulation. New snow accumulation will be plowed in a timely manner to allow easy access for Facility users. The purpose of this proposal is to indicate Snowmen Snow Removal, LLC's willingness to negotiate with the Harbormaster to figure out a method of snow removal that is more feasible than plowing the entire ABCLF.

Payment:

Each time that Snowmen Snow Removal, LLC performs snow plowing of the Auke Bay Commercial Loading Facility between November 1, 2010 and May 1, 2011, The City and Borough of Juneau (Harbors) will be billed at a set rate (likely between \$100-\$250.) Bills are generally sent out twice a month (on the 1st and 16th) and will be due on receipt. In the event that no snowfall occurs/no plowing is performed, the CBJ will not receive an invoice from Snowmen Snow Removal, LLC. Payment, when required, should be addressed to:

Snowmen Snow Removal, LLC
15900 Lee Drive Apt. A
Juneau, AK 99801

Other:

Upon agreement to this proposal by both parties, Snowmen Snow Removal, LLC will have full rights to plow, and claim payment for plowing the Auke Bay Commercial Loading Facility. The CBJ may not ask any other company, individual, or employee to perform *snow plowing* services, without written permission from Snowmen Snow Removal, LLC. In the event of heavy snowfalls which limit the amount of space to push snow, the CBJ may request that Snowmen Snow Removal, LLC or another party either haul away the snow birms, or stack them with heavy equipment in order to maintain an acceptable amount of parking space. However, if it is requested that Snowmen Snow Removal, LLC provides this service, it will be at an additional cost which will be determined if the need arises. Snowmen Snow Removal, LLC will do everything reasonably within our power to keep the snow pushed back, out of the way of Facility users.

Snowmen Snow Removal, LLC will also not be responsible for any damage indirectly caused by snow plowing activities. Normal "wear and tear" to any asphalt, cement, or gravel surfaces is to be expected as well as gravel and garbage from the parking lot being pushed to the edges and over curbs, etc. If, however, damage to CBJ property is caused by one of Snowmen Snow

Removal, LLC's trucks or plows directly contacting an object such as a sign or light post, Snowmen Snow Removal, LLC will notify the Harbormaster and pay for the repair. Snowmen Snow Removal, LLC will also be responsible for any damage that may result from a collision between a Snowmen Snow Removal, LLC vehicle and any vehicles or gear *parked/legitimately stored* at the Auke Bay Commercial Loading Facility.

8 September 2010

MEMORANDUM

From: Harbormaster

To: Ops Committee

Subject: Clean up of Thane Area and Building of Net Floats

1. We will be cleaning up the Thane Area and moving the unfinished floats to the under the bridge site being vacated by Public Works to begin topping and finishing off new net floats for the fisherman.
2. The fishing community has requested these floats since prior to my arrival and our engineer Harold has made the plans to finish them up. We will get the lumber pre cut and drilled and assemble them at the old Public Works facility.
3. In addition we will be holding an auction to get rid of any usable materials we have stored at Thane or other areas.
4. Any questions, 586-5255.