

CBJ DOCKS & HARBORS BOARD
OPERATIONS COMMITTEE MEETING AGENDA
For Tuesday, February 19th, 2013

I. Call to Order (5:00 p.m. at the AURORA HARBOR OFFICE).

II. Roll Call (John Bush, Tom Donek, Kevin Jardell, David Logan, Budd Simpson, Scott Spickler and Greg Busch)

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 January 22nd, 2013 Operations Board Meeting Minutes.

VI. Items for Action.

1. Harbor Vehicle
Presentation by the Harbormaster

Committee Questions

Public Comment

Committee Discussion/Action

MOTION: TO BE DEVELOPED AT THE MEETING

VII. Items for Information/Discussion.

1. Statter Vessel for Hire Loading
Presentation by the Harbormaster
2. Arrow Refuse
Presentation by Mr. Matt Dull

VIII. Staff & Member Reports.

1. Harbormaster Operations Report
Presentation by the Harbormaster

IX. Committee Administrative Matters.

1. Next Operations Committee meeting March 19th at the Aurora Harbor at 5:00 pm

X. Adjournment.

CBJ DOCKS & HARBORS BOARD
OPERATIONS COMMITTEE MEETING MINUTES
For Tuesday, January 22, 2013

I. Call to Order.

Mr. Busch called the meeting to order at 5:00 p.m. at the Aurora Harbor office.

II. Roll.

The following members were present: Greg Busch, David Logan, Scott Spickler, Budd Sipson, Tom Donek, and John Bush

The following member was absent: Kevin Jardell

Also in attendance was: Dwight Tajon – Harbormaster

III. Approval of Agenda.

Mr. Tajon – I would like to add an Offer of 10% Discount to Boats at the Boat Show and Talk about Norway Point.

MOTION by Mr. Logan: TO APPROVE THE AGENDA AS AMENDED.

The motion passed without objection.

IV. Public Participation on Non-Agenda Items. – NONE

V. Approval of December 11th, 2012 Operations committee Meeting Minutes.

MOTION by Mr. Logan: TO APPROVE THE OPERATIONS COMMITTEE MEETING AS PERSENTED WITH SMALL CORRECTIONS.

The motion passed without objection.

VI. Items for Action.

1. Live Aboard Agreement

Presentation by the Harbormaster

Mr. Tajon – This topic was brought up about a year ago. I presented the board with some examples from other harbors throughout the entire pacific coast. I drafted one up that mirrors the Bremerton one. I also added in a few things that pertain to the local ordinances for enforcement. It would require when people sign up for liveaboard that DH would have to purchase the red colored tabs to up on holding tanks. This would be one way for DH to work towards the Alaska Clean Harbors. The liveaboard agreement, as with some of the other agreements DH has doesn't hold liveaboards accountable if they violated City, State and/or Federal laws. That is something the law department said DH needs to have on the agreements. That way if someone does violate the law there is a way to go through the hoops of getting patrons evicted from the harbors.

Committee Questions

Mr. Simpson – I appreciate your work. I have had a concern for a long time about the sanitation in the harbors. I like having liveaboards in the harbor for security reasons. But the flip side is where the waste is going. I am pretty sure it is exclusively going into the harbor. I like the approach to the red tabs. My questions is, are you planning on phasing that in or is there going to be some date that

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everyone will get the red tab? Then start getting sited the day after that? How are you going to enforce that?

Mr. Tajon – Right now with the limited number of pumps out it would have to be phased in. I know it looks like 2014 for Aurora harbor and relocating the pump out at C approach to the main float would make it more useable for all of the vessels. Also in Douglas harbor, the pump out is located in an area that is somewhat not useable. It is at the end of the launch ramp boarding float. Bigger boats most likely are not able to use it at lower tides. The cost of moving it has been looked at. It would have to be piped over.

Mr. Simpson – I think that where it is might be more excusable then where the old fish grinding table was because at low tide it is tight there.

Mr. Tajon – Also one note on the one in Douglas is it gets iced over a lot. The one there was changed out for the one in Auke Bay because it showed low hours and looked like it was in good shape and it wasn't. A little work had to be done on it to be used at Auke Bay. The one in Auke Bay had high hours.

Mr. Donek – In paragraph three that first sentence I think should be "holding tank" and not marine sanitation device (MSD) that is what treats the sewage.

Mr. Spickler – Is there going to be any language in there that is penalty oriented for people that do comply. Is there a fee that violators will be charged per day for violating the ordinance?

Mr. Tajon – I believe that there is an ordinance on the books that assess them a charge for every day they don't register as a liveaboard. What the practice is now is if a harbor officer observes someone living aboard the boat it is back dated to the time of observance and they pay from that point forward. There is a regulation in there as well for issuing a citation. It isn't a graduating fine then ends with a MCA (Mandatory Court Appearance). I think it is only a \$25.00 fine.

Mr. Spickler – I would encourage DH to have something that is substantial enough to make it painful when you do line up everyone to have the ability to get to the sewage pump out. Make it pain full not to adhere to the rules and this avoids DH getting stuck with someone that violates it for six months and leaves town. I would like to see some teeth.

Mr. Busch – What is the time line in implementing this? How long are the agreements affective for? Is it going to run with the physical year, every July? Or is this something that is signed once and good until something changes.

Mr. Tajon – Right now it is good until something changes. The responsibility is on the vessel owner if they have someone living on it. They are to notify DH when someone starts to live on it and when someone stops living on it. The people living aboard are supposed to notify DH when additional people are living aboard the boat.

Mr. Busch – So your intentions are the liveaboards that are currently using the old forms would fill out this new form with all the requirements once it went through all of the approvals?

Mr. Tajon – I think with this current form with talking with the law department about the graduating fines will take some time. I would guess the deadline for this one comfortably would be

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July, 1st 2013. That would be when everyone would be renewing preferential moorage agreements.

Public Comment

NONE

Committee Discussion/Action

Mr. Busch – What type of action are you looking for? Thumbs up, thumbs down or that you are moving in the right direction.

Mr. Tajon – As Mr. Donek pointed out there are some corrections that need to be made.

Mr. Simpson – My suggestion would be to do another round of notifications to the harbor patrons and target the current liveaboards. Put something in the newsletter, bulletin board, and/or drop off something on all current registered liveboard boats. There will be some comments.

Mr. Busch – Maybe have the updated form ready for the February or March meeting and go through the penalties for review. Then also talk about the implementation plan.

VII. Items for Information/Discussion.

1. Vendor Booth Permits

Presentation by the Harbormaster

Mr. Tajon – Read the Vendor Booths memo in the meeting packet with a correction made to the number of booth permits. The last one should say there are three 1 year permits not three 3 year permits.

Mr. Busch – Going to the auction is very educating.

Mr. Bush – Are the booths going to be moved back once things are done by the Tram?

Mr. Tajon – I cannot say which group of the eleven booths are going to be moving out on to the sea walk. This will be after the parking lot is finished.

Mr. Busch – That was the plan. To move the eleven booths in front of the visitor center on to the dock itself and then considering getting rid of the booths in front of the customs building. Now it looks like all three sets of eleven will be kept.

Mr. Bush – Make sure if any movement is going to take place it is clearly communicated to everyone.

2. 10% Discount Offered at Seattle Boat Show

Presentation by the Harbormaster

Mr. Tajon – I have been attending the Seattle Boat show until 2007 when DH stopped doing it. In the past DH has offered a 10% discount for transient boater on their first night of moorage. The Port Director at last meeting said maybe this shouldn't be offered but I am here asking to for some consideration so I am not going down empty handed. I know one was discount was used last year. DH is trying to push boater to come here and see the community.

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Mr. Donek – What are the other communities doing?

Mr. Tajon – Ketchikan, a new person from Homer, Haines, and maybe Craig. I believe Ketchikan offered a 10% discount too.

Mr. Busch – Do you know where the 10% discount approval lies?

Mr. Tajon – I think it would have to come from the full board for an approval.

Mr. Simpson – There is two thirds of a full board here if we gave Dwight the sense of the group that we supported the request we could ratify what he does at the regular board meeting. If there is no objection.

Mr. Donek – Let Dwight run with it.

Mr. Busch – Any objection?

3. Norway Point

Presentation by the Harbormaster

Mr. Tajon – This discussion came up: how much does DH actually want to do of sanding and maintain of the facility. The thought at one point was to ask for the Yacht Club to help chip in a little for the sanding portion of it. I have a hard time pushing through with that because DH has other facilities bigger then that where DH does the complete plowing and sanding. I thought I would bring it up to this board to get input. I am not opposed to having the Downtown staff maintain it and continue on with their job and expanded it to include the entire lot. It isn't going to cost DH anymore time. It gives people a good place to practice.

Mr. Spickler – What other property are DH taking care of now.

Mr. Tajon – The big lot over at the Douglas harbor, in front of the Tram building. When the construction is finished in the Visitor Center is completed that area as well.

Mr. Busch – If you have the staff I wouldn't be opposed to having the Downtown staff do it. Where is the opposition?

Mr. Tajon – It was a question where Downtown staff actually plows. I believe that the Yacht Club only has the foot print of the building and DH has the entire lot. Right now the staff just does a B-line right for Norway Point and not the entire lot. So patrons can have access.

Mr. Donek – Occasionally that lot gets used by the City for cars when they are doing snow removal on the Downtown streets.

Mr. Simpson – The Yacht Club has it plowed once in a while because they need it done right now and the HD cannot get it done right when the Yacht Club wants it done. For the most part DH has been good at keeping it clean.

Mr. Busch – I don't see a problem with keeping it the way it is.

Mr. Simpson – For safety issues I think it would be best if the whole this was done.

Mr. Spickler – As a user of the facilities I was wondering what the public's expectations are for the snow removal and icing of the docks and North Douglas launch ramp. I had the occasion of going out the road on Monday and toured the other launch ramps in town to observe their conditions. The North Douglas ramp had not been plowed Friday, Saturday or Sunday and by Monday I drove out there again when I returned from the cabin on Sunday morning. We had a heck of a time pulling the boat out of the water. We spent about 25 minutes hauling our own sand to get out. There is another issue there with the pave job that is causing the water to glacier right at the headway. I drove out there yesterday and it still hadn't been plowed or sanded. DH is allocating assets at Norway Point but for the actual users I would like to see if it is a man power issue to keep those ramps open or the expectations of someone that uses the ramp in the winter like me might be unrealistic to expect the ramp to be plowed and sanded with in a timely basis. I guess what I am trying to figure out is #1 Expectation, #2 If it is a man power issue over a three day weekend or what the public can expect in the way of ramp access and dock snow removal.

Mr. Tajon – In some ways it is a man power issue but that has been resolved, I will follow that up in my report. With my time being with DH the launch ramp has not really been high priority. They are not at the bottom of the list but also not at the top. The focus is on the harbor to get people in and out so they can get to work. Then DH does its best to concentrate on the floats, then the launch ramps. Having said that Juneau is a very unique place with its weather, there could be no snow here but snow could be at the North Douglas ramp. That is one reason there has been two new web cams installed. What I have thought about doing is letting the staff know that there needs to be more of a conscious effort to make it out to the ramps when there has been snow in the area, maybe once a day. For the floats if there is a bad spot the staff will go down and put deicer on the spots or put down gravel.

Mr. Donek – I think the staff is doing a good job on the floats. There is always going to be that layer that cannot come off unless you chip it all off.

4. Harbormaster Operations Report Presentation by the Harbormaster

Mr. Tajon – read his report. The Auke Bay F350 truck was not a warranty job like it was reported last month. There was 1.5 gallons of water in the fuel tank. The fuel sources have been checked and no water came from them. That leaves us to believe that someone was filling our tank with water. The remedy was to put a locking fuel cap on the trucks. The repair was costly; it came to about \$7,500.

Pacific Pile & Marine Update.

They were late coming to town with the big crane that is going to be doing the pile driving. They had some problems in Skagway.

Mr. Busch – Any changes in the completion date?

Mr. Tajon – I haven't heard anything about being late. I have heard that they may ask for a change to the pile driving noise permit. Not for twenty four hours pile driving.

Mr. Logan – Is there going to be a contingency plan for when this goes over?

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Mr. Tajon – I don't know I will have to check with the Port Engineers. I will attend the next meeting that they give use updates at. That will be tomorrow.

Mr. Donek – It might be a good idea to have Gary come give the full board an update at the next meeting.

Mr. Tajon – There hasn't been any on line sales of launch permits yet. There was one attempt last night but after looking into it, the customer didn't enter his billing information. This leads me to wonder if DH should be taking out paper ads, radio ads or have Teena do some TV commercials for more advertisement.

Mr. Busch – Keep it in the newsletter.

VIII. Staff & Member Reports.

Mr. Tajon – Patrick Davis is now hired as a full time year round officer. Mary Raster is now hired as the Admin III for the Downtown office. Both really good hires.

IX. Committee Administrative Matters.

1. The next Operations Committee meeting – February 19th, 2013.

X. Adjournment.

MOTION by Mr. Donek: TO ADJOURN THE OPERATIONS COMMITTEE MEETING AND ASK UNANIMOUS CONSENT.

The Operations Committee Meeting adjourned at 5:51p.m.



Port of Juneau

155 S. Seward Street • Juneau, AK 99801
(907) 586-0292 Phone • (907) 586-0295 Fax

To: Operations Committee
From: Dwight Tajon- Harbormaster
Date: January 18, 2013
Re: Vehicles

The downtown division has a total of 5 pickup trucks, one of the trucks has fallen in disarray prematurely and another truck is close behind. The speedometer, defroster and/or heater do not work on the worst one and the costs for repairs are estimated to be above 5K for both. Both trucks have Meyers brand plows that have become inoperable and plow frames had also been damaged. Replacement cost of the plow is estimated to be \$7,500.00. So far both trucks are considered to be ok summer vehicles but not safe to use in the winter or cold times and should be sold at surplus.

To replace one of the trucks, the cost will be about 29k. This estimate is from the State Procurement website that we use for purchasing of department vehicles; currently there is only an option to purchase a mid-size 4 door 2 wheel drive truck and no small size trucks like a Ford Ranger.

Since we need to surplus two trucks and we have 3 working trucks (not counting the van), an option would be to purchase an electric utility vehicle or mid-size pickup truck for Port use (please see attached) and also a regular full size truck to replace the two being sold at surplus.

There are additional pros and cons to electric vs. petroleum fuel such as charging the battery when it runs low compared to, driving out to the fleet fuel gas pumps when a gas powered truck is on empty, coolant & oil leaks and the annoying emissions fumes on the Seawalk or other areas generated by gas powered vehicles while performing maintenance errands along the entire Seawalk. As it stands now, we cannot service the new section of the Seawalk with our smallest S-10 service truck. We had thought of using our John Deere tractor with the attached trailer that came with the unit but determined that it may not be practical for turning around by the Miner's Cove building.

Cost:

The estimated price for replacement vehicles is as follows:

- 16k for and electric vehicle
- 18.5k for midsize Chevy Colorado
- 30k for a full size truck that is plow ready

Recommendation:

The committee approves the purchase of an electric utility vehicle or small truck when the State procurement has an option for small truck purchase for Docks & Harbors use plus, an additional full size truck that is plow ready.

Build a MY13-GEM ELXD

Color & Doors + Powertrain + Packages + Cargo Carriers + Interior + Exterior

REAR WINDOW
INSERT

HARD DOORS

+ DETAILS
+ ADD ITEM

SOFT CANVAS DOORS
(GRAY)

+ DETAILS
+ ADD ITEM

FRAMED CANVAS
DOORS (GRAY)

SELECTED



Change Model Start Over Save Print

Your Quote

StakeBack - Fold Down Remove X
Designed for more convenient, flexible
hauling and tra...Details
Price \$595.00

Convenience Package Remove X
The Convenience Package contains Mud
Flaps, Scuff Guar...Details
Price \$235.00

Hard Doors Remove X
These white hard doors are made of
lightweight ABS pla...Details
Price \$2140.00

Crystal White Remove X
...Details
Price \$0.00

+ FREIGHT	\$	945.00
SUBTOTAL	\$	15,614.00
ESTIMATED MONTHLY PAYMENT*	\$	337.38

SEND TO DEALER

* Prices are MSRP and do not include setup or labor charges. Tax, title, and license cost will also apply. Vehicles may incur additional charges for state required features. References to estimated monthly payments are based on MSRP and financing of 9.99% APR for 60 months on installment loans. Financing subject to credit approval. Please contact your local authorized GEM dealership for more information.



Port of Juneau

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To: Operations Committee
From: Dwight Tajon- Harbormaster
Date: February 2, 2013
Re: Statter Vessel for Hire Loading

2013 Loading Plan

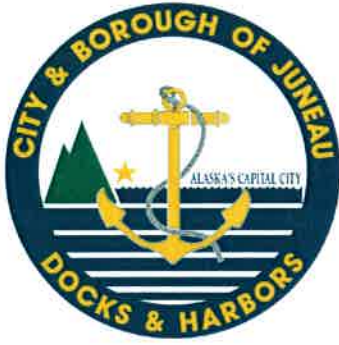
Since the new A & B floats at Statter will be occupying 120 feet of the former loading zone on the main float, the plan was to allow for loading to take place in the existing loading zone and also within of the newly constructed stalls on A-float. This plan would pose a maneuverability issue for fellow charter boat operators attempting to depart either in forward or reverse course and the Allen Marine boat for scheduled arrivals and departures.

With the concerns about limited space after the construction is completed and the large number of the small charter fleet, the revamped plan will include the work float for the fleet to load/unload passengers. This new inclusion as well as the designated fish selling area on the same work float will create 360 feet of loading area for boaters to use. The former designated fish selling area on the work float will now be moved to the Sportsmen's float that is located at the bottom of the main ramp and while it is not in use for selling fish, it will be utilized as a loading zone.

This revised plan will allow us to assign moorage to most of the Deharts customers including some that are on the stall waiting list. It will also enable an alternative loading area during the scheduled days that the Allen Marine catamaran needs the immediate loading area at the bottom of the main ramp, while still allowing loading to take place at the old wooden work float. The grand total of loading area for vessels to use will be 530 feet in all.

Since the drive down ramp and float at the Auke bay Commercial Loading Facility has been completed, vessel owners have been utilizing that facility as a work float for making repairs or alterations to their boats. With the added ability to literally drive up next to their boat to deliver materials and equipment without the need to cart it by hand down a steep gangway. The end result has been that any vessel needing to have work done on their boats at the old wood work float at Statter, has since been moved out to the ABLF.





Port of Juneau

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Harbormaster's Monthly Report

February 15, 2013

1. Installed vapor barrier in exterior shed to help with heating
2. Snow removal- All harbors
3. Water canister repairs
4. Electrical breaker and receptacle repairs
5. Installed new fire extinguishers and cabinets on E-float in Douglas
6. Diagnosed water line break in Douglas B-float
7. Had diver investigate H-gangway float issues
8. Repaired heat trace in Harris
9. Removed damaged security gate at ABLF and tested mechanism
10. Performed monthly hoist maintenance at ABLF