

**CBJ DOCKS & HARBORS BOARD**  
**OPERATIONS COMMITTEE MEETING MINUTES**  
**For Tuesday, April 17<sup>th</sup>, 2012**

**I. Call to Order.**

Mr. Busch called the meeting to order at 5:20 p.m. at the Aurora Harbor office.

**II. Roll.**

The following members were present: Greg Busch, Budd Simpson, Tom Donek, Don Etheridge, Wayne Wilson and Kevin Jardell.

Also in attendance were: Dwight Tajon – Harbor Master and Carl Uchtyl – Port Director.

**III. Approval of Agenda.**

**MOTION by Mr. Etheridge: TO APPROVE THE AGENDA.**

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

**V. Approval of March 20<sup>th</sup>, 2012 Operations committee Meeting Minutes.**

Hearing no objection, the minutes from the March 20<sup>th</sup>, 2012 Operations Committee Meeting is approved.

**VI. Items for Action.**

**1. Nowell Ave ATS 123 Lot2/Trucano Lease**

Presentation by Port Director

Mr. Uchtyl

The full DH board has approved the lease to Trucano. In the application there was no specification of why the land was being leased. The City attorney wanted a reason of why they wanted to lease the land. After working with Mr. Trucano he provided DH with a letter stating what his intentions were.

Committee Discussion/Action

Mr. Etheridge

I move that DH goes ahead and continues with the process to lease the Nowell property to Trucano and ask unanimous consent.

**MOTION: PASSED – Approved Unanimously**

**VII. Items for Information/Discussion.**

**1. Harbormaster Operations Report**

Presentation by Harbormaster

1. Replaced broken parking stops at ABLF.

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2. Painted over "No Trespassing" signs at Auke Nu Cove entrance at ABLF.
3. Repaired bent bullrails at end of Statter main float.
4. Replaced broken rub-boards on Statter launch ramp boarding float.
5. Installed bear proof containers at Echo Cove and opened restrooms for season.
6. Installed remainder of North Douglas boarding floats 4/5/12.
7. Continued with bullrail project with assistance of some seasonal Port staff called back 4/9/12. **The staff was split up with a skeleton crew at the port and the remainder of the guys went back to Auke Bay.**
8. Installed seasonal water meters at Statter, grid, water front and repaired some small leaks.
9. Lot clean ups beginning with Statter.
10. Bi-monthly cleaning of used oil burner.
11. Cleaned off gravel from Harris floats.
12. Relocated all impounds to bottom of A-Ramp. **Auction is 5/16/12**
13. Pulled Joe G and removed water from fuel lines, engine, filters and tank. Also performed annual maintenance.
14. Seasonal snow thrower storage for the summer months.
15. Moved parking barrier logs back at N-Ramp.
16. Signage repairs and replacement.
17. Electrical repairs in Harbors.
18. Dewatering pumps serviced for summer season.
19. Douglas C-float finger repairs.
20. Brickyard has been swept.
21. Seasonal ship backflow devices installed –will be tested next week. **After charging the line there were three areas that were damaged from the dock settling. The parts are on order; there are only enough parts in town to fix two of them.**
22. Light fixture repairs to water front area.
23. Four hour limit for handicap spaces installed at Columbia lot.
24. Water front banners installed.
25. Life ring cabinets installed.
26. Vendor booths moved from Building Maintenance annual cleaning.

Mr. Busch

Have there been any problem with people moving back into DeHarts?

Mr. Tajon

Nothing at all.

**2. Staff Report/Cruise Ship Preparation**

Presentation by Harbormaster

Mr. Tajon

DH has three openings at the water front. The Seasonal OMS position will remain vacant and Bob Clauder will expand his duties to include the water front area. I will assist Bob Clauder with security duties and train him on the very same things. My time will be split between Statter, Town and the Water Front this season. Mr. Clauder and I have historically utilized the Port staff

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elsewhere when there is a light day on cruise ships. This practice will be continued and also do the reverse for the Port staffing when levels are low during busy times. There is also a new plan to give the seasonal Port staff the opportunity to work at each one of the harbor divisions by rotating them out to Statter and town during the summer season.

This will serve two purposes for staff:

1. Cut down overtime expenses at the Port or Harbors due to being short staffed by calling over staff from other areas on regular time for assistance.
2. Give the Port staff the opportunity to expand their knowledge on how the regular harbors operate during the summer.

Mr. Busch

My only concern is that there is another position not being filled, along with Mr. Craig's. Is DH still going to meet the security requirements? When two ships are in is there going to be a risk of being overloaded with the personnel on staff?

Mr. Tajon

No, that should not be a problem.

Mr. Uchytel

I support what Mr. Tajon is doing, trying to cross train and provide a clear path within DH. There really isn't a Dock staff and a Harbor staff. I would like to have one Docks and Harbors organization.

**3. Fisherman's Terminal Broken Pilings**

Presentation by Harbormaster

Mr. Tajon

The batter pilings have been damaged over the years due to wear and tear. The two inner most pilings that are located near the vicinity of hoist number one appear to have the most significant damage and are a few of the remaining original pilings from the early 90's when the Fisherman's Terminal construction was completed. The outer most piling that is located towards the entrance of the terminal had been replaced with a standard creosote piling a number of years ago and has since then been damaged to where there is a noticeable bend or crack in the piling towards the middle.

I took Tim Allen (Risk Management), out on an inspection tour of the facility and showed him the pilings at the terminal and the conditions they are currently in. His onsite findings and definition of how the damaged pilings would be covered is, only if it were damaged by vessel or wind, not normal wear and tear use. This category would only fit for the outer entrance piling and not the other two.

The first piling that has a crack in it would definitely be covered under City insurance. That will leave DH to cover the cost of two pilings, with none of the work being able to be done until the end of the summer season.

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**4. Echo Cove Access**

Presentation by the Harbormaster

Mr. Tajon

The State DOT road contractors have begun working on the road system on the uphill side of Eagle Beach out towards Marion Hobb's lodge. This has a dramatic effect on Echo Cove Launch ramp users due to the wait time for a pilot car to escort vehicles. It can take anywhere up to 30 minutes to one hour. This area was surveyed late in the winter and is slated for widening improvements.

Echo Cove users will need to plan ahead and be patient during the construction process until it is completed.

**VIII. Staff & Member Reports.**

Mr. Uchytel

1. North Pacific Erectors has finished the repair on the Juneau Marine Services haul out at Auke Bay. I don't have the final cost yet. I also have requested to have the final inspection done.
2. The MEBA negotiations are done. That is the union that represents the majority of DH. No pay increase except for stand by pay. One change is that DH will pay for the uniforms now.
3. There are some training classes available and I have directed all the staff to take one or two of them.
4. There is a plan for a customer appreciation picnic here on May 2<sup>nd</sup>.
5. Newsletter will be out shortly
6. At the last Board meeting a parking rate was set for the lot adjacent to the Peoples Warf. An update on that: the company that manufactures the pay machine said that effective as of March 2012 they have to do ADA upgrades before there is one available.
7. The breakwater out at Douglas, Trucano was able to get seven of twelve pilings in to full penetration. They will come back and finish later.
8. The A and B permit holder meeting was last week. There will be another one held on the 25<sup>th</sup> as well as a vendor holder meeting too.
9. The first cruise ship will arrive on the third. I will be working with JDHS Jazz Band to play down there and I've requested Thunder Mountain to do the same the next day.
10. I promised the HRC of the assembly to have a report on the ILWU safety concerns about lightering floats.

Mr. Jardell

Representative Kathy Munoz supported a \$1.5 million state appropriation for the Statter Harbor project. In addition to the \$2.0 million that stayed from the Governor for Aurora. Also Representative Munoz put an amendment in through Senator Egan on the senate side and transferred the property at the ABLF which put DH in compliance.

Mr. Tajon

Even though DH can not purchase a new machine from Aparc until they are ADA compliant there may be one available through Building Maintenance. It would only take some parts and

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having it installed to work. I have not heard back from the supervisor at Building Maintenance.

Mr. Uchytel

Ms. Johanna Young is being recognized for dedication, attitude and willingness to provide top-notch professional service to harbor patrons and awarded with \$100.00 cash award.

**IX. Committee Administrative Matters.**

1. The next Operations Committee meeting – May 22, 2012 at 5:00 pm at the Aurora Harbor Office.

**X. Adjournment.**

The meeting Adjourned at 5:45 P.M.