



City of Hoonah

P.O. Box 360 Hoonah, AK 99829 (907) 945-3663 Fax (907) 945-3445

**Harbor Board Meeting Minutes
Monday, April 4, 2016
6:00 pm
Council Chambers**

Agenda:

I. Call to order

Board Chair McConnell called the meeting to order at 6:00 pm.

II. Roll Call

Members Present – Shawn McConnell, Bill Miller, Bob Medlin, Stan Savland (telephonically). Members absent – Bill Veler

Staff Present – Harbormaster Sherry Mills, City Administrator Dennis Gray, Jr.

Public – Jackie Dick

III. Approval of Minutes

-March 7, 2016

Bill Miller moved to accept minutes, Seconded by Bob Medlin. Motion passed by positive voice vote.

IV. New Business:

a. Project Updates

City Administrator Gray provided updates for ongoing projects. –

SCS Security Camera install – Alaska Electric will be in Hoonah this week to assess the electrical install to facilitate the camera install. Alaska Electric believes the work can be done by the end of April. We are trying to coordinate an install that will allow for the Camera installation by the First of May.

AML Barge Ramp – The work that was completed by Harbor staff did little to alleviate any of the operational issues that AML has with our barge ramp for deliveries. As a result, AML representatives will be in Hoonah for the second offload of the season to determine what other temporary repairs we

can facilitate to help with cargo deliveries. AML also wants to discuss future work that can be done in cooperation with the City to complete further construction that can allow for year round mainline barge service for Hoonah. We discovered that our USACE fill permit is valid until September of 2016. This will allow us to complete some work this year if we can develop a project that can be funded with help from AML. AML has developed some variations of our concept that may be more affordable for both parties. We have PND Engineers reviewing those concepts and hope to have a better understanding of what might be possible to move forward.

Concrete Repairs – We have begun work on the harbor floats by hiring a Concrete finisher as a temporary employee. He has been working on patches for the past two weeks and we should be done with the major patches within two weeks. We are funding this work by utilizing the savings from the lack of snow removal work that normally takes place but did not this year.

b. RFP

City Administrator Gray – Provided an update on the process. The City paid for advertisements in the Juneau Empire and the Capital City Weekly looking for private industry to operate the Facility. The ad ran over a month with alternating Sunday and Wednesday ad placement. The City also sent three RFP applications to three interested parties. We have not received any completed applications yet.

c. Harbor Operations Update

Harbormaster Sherry Mills

The Marina Office install is ongoing and nearly complete. There are three major components software components that required installation and training. Tied to that, the Harbormaster had to migrate all of the accounts over to the new software. The install will allow the Harbor to offer online account payments and reservations. The Electric meter reading will also be improved with more timely submittals to our ratepayers.

The Travel Lift has been down for nearly week undergoing annual maintenance. Work is nearly complete with final repairs done by mid-week.

Charter Vessel permits are now issued from the Harbor department and we have had some Owners complete that registration. Previously these permits were issued by City Hall, which was not an ideal situation.

The Harbor department will be impounding one vessel that has not been current and occupying an annual stall that is rented by another vessel owner. The arrangement was the temporary vessel owner was to be in the stall for a short period and then to move out. The Vessel owner has not been able to comply or operate his vessel, so it will be impounded to make room for the existing stall renter.

Materials have been received for the cranes to be relocated and those cranes will be moved when time allows the Staff to move that equipment.

Harbor Board Member McConnell asked what most of the telephone calls to the Harbor office regarded. Harbormaster Mills indicated that most calls deal with summer booking and Travel Lift scheduling.

Harbor Board Member Savland discovered a sale on carts at AIH and passed along the information to the Administration. We will be purchasing four carts to be used by Harbor users. Mr. Savland will be transporting those carts back for the Harbor on his Fishing Vessel.

Harbormaster Mills ask that we consider purchasing additional stands for the Travel lift to facilitate more haul outs during the season. Discussion ensued and the decision was to determine the size and number of boats that were hauled in 2015 to gauge the appropriate number of stands to be purchased.

The next major project that will occur will be the Downtown Dock approach repair. The dock needs pile repairs to ensure that the dock maintains stability, especially prior to Tourist season with all the associated traffic.

V. Adjourn – 6:41pm