

Mayor
Alice Ruby

Acting City Manager
Jack Savo Jr.



Dillingham City Council

Michael Bennett
Curt Armstrong
Kaleb Westfall
Kevin McCambly
Bertram Luckhurst
Steven Carriere

MEMORANDUM

Date: 9/19/2025

To: Jack Savo Jr., Acting City Manager

From: Daniel Miller, Port Director

Subject: Monthly Report: September 2025

Upcoming Events:

- Pull S Docks at Harbor
 - Notify public of project and request removal of any vessels from the dock
 - Coordinate with public works for assistance
 - Mobilize all equipment, tools and personnel for the job
 - Execute plan for seasonal removal of docks
- 9/24: Conduct Port Advisory Committee Meeting, agenda items include:
 - New Terminal Tariff Review, recommendation to council
 - Report on potable water quality at the Harbor
 - Update to the repair of the harbor lights
 - Follow-up to questions and concerns regarding Dock Coast Guard Inspection Report
 - Follow-up to inquiries about citation enforcement by port personnel
 - Discussion about possible security cameras in the Port
 - Determine next two Port Committee meeting dates and times (potentially February 2026 and May 2026)
- Winterize and shut down ice machine
- Shut down Harbor for Winter season
 - Store all docks and floats
 - Have any abandoned vehicles impounded
 - Have any remaining vessels removed from harbor
 - Organize and tidy up around shop and yard
 - Have Public Works pump out waste oil receptacles
 - Have all Dillingham Waste dumpsters removed for winter
 - Pull Harbor skiff, winterize and store
 - Install heat sleeve for incoming domestic water line
 - Pull bulkhead ladders
 - Disconnect and neatly store float-arm crossing ropes

- Work with Tech department to ensure proper storage/protection of all technology and equipment at Harbor office
- Close out Harbor cash box with finance
- Collect and turn in any keys from employees
- Ensure all power is turned off to pedestal crane
- Winterize and store Grove crane
- Put away any seasonal signage
- Ensure all windows, doors and gates are locked and temperature is turned down
- Meeting with AML to discuss working relationship with them
 - Impacts of Terminal Tariff changes
 - Potential rental agreements
 - Office Space
 - Equipment
- PND site visit for no-ground disturbing surveys and assessments for PIDP Harbor Improvements Grant
- Monthly meeting with MARAD concerning PIDP updates and developments

Existing Projects:

- Work with PND Engineering to acquire all necessary permits for PIDP Grant
 - Recurring monthly meetings to track progress
 - PND provided updated project plans for project (attached document)
 - Nearly finished with section 106 permitting
 - PND site visit scheduled for September 23-26 to perform non-ground disturbing surveys and assessments
- Work with Nushagak Coop. to restore harbor lights and extend primary power
 - Provided necessary documentation to Nushagak to proceed
 - Awaiting cost estimates and completion of staking from Nushagak
- Work with PW Director and Planning Director to improve security and efficiency at Dock facilities
 - Exploring options for alternate trucking route
 - Determining where property boundaries lie for future installation of fences and gates
 - Exploring options for facility entry system
 - Considering possibility of installing security cameras
- Working with PW Director and CRW to restore Dock lighting
 - Awaiting engineering of potential options for repair
 - Exploring options for temporary lighting solutions
- Exploring options for Harbor breakwater
 - Consulting CRW for potential cost-effective options for a breakwater to better protect the harbor basin from erosion, wear and tear of the docks, potential damage to vessels using the harbor and impact of storm surges
- Present new Terminal Tariff
 - Receive a recommendation from Port Committee to present to City Council
 - Present resolution to City Council to adopt changes in new Tariff
 - Receive approval and notice to proceed with revised rules and regulations and fees
 - Give proper notice to the public of the approved changes

- Start enforcing new and revised rules, regulations and fees
- Working on potential personnel restructuring
- Airport Waterline Extension RFP
 - Working with other department heads to negotiate and complete an agreement with REESPEC for project

Completed Projects:

- Work with IAMPE to develop benchmarking comparisons of our port to other ports around Alaska
- Attended Alaska Clean Harbors Advisory Committee meeting
 - Updates and testimonials from other harbors experiencing similar issues
 - Presentation of potential funding opportunities and programs to research
 - Presentation of resources available to Alaskan Harbors
- Pulled all east side docks
- Inspections and work done on port cranes

Public Feedback:

- Improved safety at Port
- Restore Harbor lights
- Repair/Replace docks