



# DOCKS AND HARBORS REGULAR BOARD MEETING MINUTES

December 28, 2023 at 5:00 PM

City Hall Conf. Room 224/Zoom Meeting

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**A. CALL TO ORDER** – Mr. Etheridge called the meeting to order at 5:00pm in CBJ Room 224 & Via Zoom.

**B. ROLL CALL** – The following members were in attendance in CBJ Room 224 or via zoom meeting: James Becker, Debbie Hart (via zoom 5:00pm), Matthew Leither, Shem Sooter, and Don Etheridge.

**C. PORT DIRECTOR REQUESTS FOR AGENDA CHANGES**

Mr. Uchtyl said there are no changes to the agenda presented tonight.

MOTION By MR. LEITHER: TO APPROVE THE AGENDA AS PRESENTED AND ASK UNANIMOUS CONSENT.

Motion passed with no objection.

**D. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS** - None

**E. APPROVAL OF MINUTES**

1. November 30th, 2023 Board Minutes – Hearing no objection, the November 30th Board meeting minutes were approved as presented.

**F. CONSENT AGENDA**

a. Public Requests for Consent Agenda Changes - None

b. Board Members Requests for Consent Agenda Changes - None

c. Items for Action

2. Capital Improvement Project (CIP) Prioritization

RECOMMENDATION: TO APPROVE THE CIP PRIORITY LIST AS PRESENTED.

3. FY25 Marine Passenger Fee (MPF) Priority Request

RECOMMENDATION: TO APPROVE THE FY25 MARINE PASSENGER FEE PRIORITY REQUEST AS PRESENTED.

**MOTION By MR. LEITHER: TO APPROVE THE CONSENT AGENDA AS PRESENTED AND ASK UNANIMOUS CONSENT.**

Motion passed with no objection.

**G. ITEMS FOR INFORMATION/DISCUSSION**

4. FY25/FY26 Budget – Update

Mr. Uchtyl presented the Fleet Replacement Schedule. FY24 includes purchase of a new sander, F350 flatbed truck and F350 truck; in FY25, a new utility trailer; and, in FY26 a front-end loader and boat lift. The Travel and Training Budget for the next two fiscal years presented. Staffing Budget was presented for Docks, which included requesting to convert 3 PTL into Deputy Port Operations Supervisor position. Staffing Budget was presented for Harbors. Mr. Uchtyl suggests if the Board wants to add a second security position, now is the time to make it be known to accommodate in the budget. One security position is currently vacant and being advertised.

Mr. Becker states there is a known need for security increase.

Mr. Uchtyl suggests this would be an action item in future meetings.

Mr. Etheridge would like to see coverage 7 days a week.

Ms. Hart is in favor of increased security.

Mr. Leither asked what the chances are of successfully filling two security positions.

Mr. Norbryhn states this position is being advertised publicly vs internally as it had last time. He hopes to have a large pool of qualified candidates and interview questions to sort out the most qualified.

Ms. Hart asks Mr. Uchtyl about the survey the Board completed regarding projects and how security ranked.

Mr. Uchtyl shares the results, reflecting the Board ranking future gate security has a medium priority.

Ms. Larson offers bringing revised budget with two security positions to a future operations meeting to vote on.

Mr. Uchtyl shared the Docks and Harbors expenditure actuals and projected through FY26. The Board will have an opportunity to discuss the budget further after being reviewed by Finance in January. It will be presented to the Assembly in April.

#### **H. STAFF, COMMITTEE AND MEMBER REPORTS - None**

##### **I. PORT ENGINEER'S REPORT**

Mr. Sill reported -

- The Aurora float project has begun. Pile driving and setting the gangway is underway.
- The Marine Park design will be presented at the January Operations-Planning meeting.
- Statter Harbor C float bolt replacement is needed and will be completed by Trucano.
- He is working on final designs for Harris security gate.

##### **J. HARBORMASTER'S REPORT**

Mr. Norbryhn reported –

- The Statter Harbor float bolt replacement - Last Monday during the wind event Alaska State Trooper Vessel ENFORCER caused damage to ABMS so the ENFORCER is temporarily relocated to the IVF. The DIPAC Fish Pens damaged approximately 400-500 ft of Statter Breakwater bull rails. The bull rails will need to be fixed prior to the reservation use that will start in the spring.
- Snow removal efforts are going well so far this winter.

##### **K. PORT DIRECTOR'S REPORT**

Mr. Uchtyl said he spoke with the former-Ketchikan breakwater float owner, he discussed allowing mooring the float in Aurora and allowing our users to utilize it while it continues being advertised for sale. The owner has reached out to all potential purchasers in the state currently.

##### **L. ASSEMBLY LIAISON REPORT**

Ms. Adkison reported -

- The notice of reconsideration proposed by Paul Kelly for the safety rail on the Seawalk will likely be brought up at the next Assembly meeting due to absent Assembly members during their last meeting.
- She believes the joint meeting went well and most misunderstandings were clarified.
- She would like further direction from the D & H Board on her role as liaison.

**M. BOARD ADMINISTRATIVE MATTERS**

- a. Operations Committee Meeting - Wednesday January 17th, 2024.
- b. Board Meeting - Thursday January 25th, 2024.

**N. ADJOURNMENT** – The Meeting adjourned at 5:53pm