

April 17, 2025

Regular City Council Meeting

TO: Mayor and Councilmembers
FROM: Councilmember Mahtani
SUBJECT: Port & Harbors Advisory Board Committee Report

To the Mayor and Council:

The Ports and Harbors Advisory Board met on April 8th at 7 pm.
It was my first meeting since the appointment.

The first order of business was to appoint a new chair.

Mr. Russel Cockrum was appointed chair to finish out Mr. Floras' term which ends in the fall.

The Port and Harbors Director presented to the board in the form of new business on the agenda.

The repair of 12 select floats at the harbor will commence this summer as the budget was approved last year, 12 such floats were approved.

Local commercial fisherman were concerned that they could not dock around city float especially in the summer. The Director informed the board that was because of the security of the port plan as presented by the coast guard. He was asked to investigate it further.

A concern was also made about the Aleutian Ballard being able to dock almost all summer at the float by Berth III while the fishermen who are local could not. The Port and Harbors Director is going to look into it.

The meeting was a good interaction between the public and the board.

I have asked to attach the minuets and the Director's report to be attached to this memo.

Respectfully submitted,

Jai Mahtani

**PORT & HARBORS ADVISORY BOARD
MEETING MINUTES
DATE: April 8, 2025**

CALL TO ORDER:

The Port & Harbors Advisory Board regular meeting was called to order at 7:00 P.M., at City Council Chambers, in Ketchikan, Alaska.

ROLL CALL:

MEMBERS PRESENT:

<input type="checkbox"/>	Vacant	(Chairman)
<input checked="" type="checkbox"/>	Mr. Russell Cockrum	(Vice-Chairman)
<input checked="" type="checkbox"/>	Mr. Jai Mahtani	Council Member
<input checked="" type="checkbox"/>	Mr. Eric Lunde	
<input checked="" type="checkbox"/>	Mr. Steve Wilsie	
<input checked="" type="checkbox"/>	Mr. Jay Rhodes	
<input type="checkbox"/>	Mr. Lee Bethel	
<input checked="" type="checkbox"/>	Mr. Eric Youngblood	
<input checked="" type="checkbox"/>	Mr. Tom Carruth	
<input checked="" type="checkbox"/>	Ms. Linda Faber	

MEMBERS ABSENT:

Excused

<input type="checkbox"/>	Vacant	<input type="checkbox"/>
<input type="checkbox"/>	Mr. Russell Cockrum	<input type="checkbox"/>
<input type="checkbox"/>	Mr. Eric Lunde	<input type="checkbox"/>
<input type="checkbox"/>	Mr. Steve Wilsie	<input type="checkbox"/>
<input type="checkbox"/>	Mr. James Rhodes	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Mr. Lee Bethel	<input checked="" type="checkbox"/>
<input type="checkbox"/>	Mr. Eric Youngblood	<input type="checkbox"/>
<input type="checkbox"/>	Mr. Tom Carruth	<input type="checkbox"/>
<input type="checkbox"/>	Mr. Linda Faber	<input type="checkbox"/>

Harbor Staff Present:

<input checked="" type="checkbox"/>	Mr. Wayne Phillips
<input checked="" type="checkbox"/>	Mr. James Wilson
<input type="checkbox"/>	Mr. Craig Bisson
<input checked="" type="checkbox"/>	Ms. May Caguiat
<input checked="" type="checkbox"/>	Mr. Gavin Buendia

CHANGES TO AGENDA:

None

MINUTES: **MOTION** was made by Board Member James Rhodes to accept the minutes of the regular meeting of the Port and Harbors Advisory Board from March 11, 2025. **MOTION SECONDED** by Board Member Linda Faber. **MOTION PASSED UNANIMOUSLY.**

COMMUNICATIONS:

None

PERSONS TO BE HEARD:

Kevin Kristovich with address at 730 Park Avenue Ketchikan, asked if the berthing behind Salmon Landing will be closed once the cruise ship season starts. He also asked if there was a special permitting for boats that offer tours like the Aleutian Ballad. Port & Harbors Director Wayne Phillips and Harbors Operations Coordinator James Wilson answered Mr. Kristovich questions.

Trygve Westergard questioned why the Aleutian Ballad stays at Berth III full time. He reiterated that local people had to be kicked out and having to leave town so that we can give preference to Aleutian Ballad. Mr. Westergard made a comment that Port & Harbors customer service is not up to par. He also suggested to transform the breakwater at Bar Harbor to a float for boaters to use. Harbors Operations Coordinator James Wilson informed Mr. Westergard he can come to the office and discuss this issue.

Ronald McKinley would like to know if there was a plan to build additional floats. He is on the waitlist for a stall and stated that he has been waiting for a long period of time. Mr. McKinley was concerned that he does not have a space for his boat. He also questioned the security plan on the Port. Discussion was held.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Planned Repair On Select Floats

Director Phillips noted that plans are in placed to repair concrete docks at Bar Harbor on the condition that there will be funding.

Nomination for PHAB Chairman

Board Member Mahtani recommended Vice Chairman Cockrum to be the Chairman but Vice Chairman Cockrum said that he would not refused but he is already serving as Chairman of Peacehealth Medical Center Governing Board. Discussion was held

and it was determined that Board Member Cockrum will remain as Acting Chairman through the fall.

MOTION was made by Board Member Lunde to designate Vice Chairman Cockrum to be the Acting Chairman until fall of this year. **MOTION SECONDED** by Board Member Mahtani. **MOTION PASSED UNANIMOUSLY.** Board Member Lee Bethel was not present.

DIRECTOR'S REPORT:

Port and Harbors Director Wayne Phillips reviewed/discussed the Director's Report.

FUTURE AGENDA ITEMS:

Daly Float Mooring Designation and US Coast Guard Security Plan
Floating Breakwater Utilization

BOARD MEMBER COMMENT

Mr. Tom Carruth – No comment

Ms. Linda Faber – I appreciate all of you who came. Thank you.

Mr. Steve Wilsie - No comments. Thank you.

Mr. James Rhodes – Thank you for showing up. It's important to hear from harbor users from the public. Thank you staff.

Mr. Eric Youngblood-My questioned are answered.

Mr. Eric Lunde – Thank you for coming up. Welcome Jai. As always thank you May.

Mr. Jai Mahtani – The Port is the economic driver of this community and this board is the driver. What comes out of this board is very important to the City Council so they know what to do and how to move forward. Also, I would like to thank Mark Flora, I am replacing a legend. I am gonna learn to communicate back and forth with the City Council.

Vice Chairman Russell Cockrum – Thank you. We are very fortunate to have such a great staff although it's understaffed in our opinion, comparatively to the rest of the Southeast. We are very thankful.

ADJOURNMENT:

As there was no further business, the PHAB meeting was adjourned at 7:53 p.m.

Chair/Vice Chair Signature

Date



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Ketchikan, Alaska 99901
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MEMORANDUM

To: Port and Harbors Advisory Board
From: Wayne Phillips
Port and Harbor Director
Date: April 01, 2025
Re: **April Director's Report**

Harbors

1. **Yacht Club:** The Yacht Club responded to the questions posed by the City Attorney. These questions have been forwarded to the City Attorney for his review.
2. **Temp Assistant Harbor Master and Temp Maintenance Worker:** Temporary Assistant Harbor Master and Temp Maintenance positions have been posted. Interviews are ongoing.
3. **Knudson Parking:** Mr. James Wilson-Harbor Operations Coordinator has been working with Sign-Pro to create signs for Knudson Cove. As soon as these signs are ready, they will be installed and will provide direction for parking and designated handicap parking.
4. **Mountain Point Boat Launch:** With the PHAB boards concurrence during the March meeting, a memo was drafted to the City Council and Mayor to request clarification from State DOT, the Borough, and State DNR concerning the parking lots at both Mountain Point and Knudson. This memo will be presented to the Mayor and City Council at the regular City Council meeting on April 17th, 2025.

Port

1. **Berth I Ride Piles Update:** The City Council approved the request to have Alaska Commercial Divers install the Berth I fendering system ride piles. This work was completed on the 20th of March, and I can report that Berth I will be ready to accept Cruise Ships for the 2025 season.
2. **Promenade Abutment and Stabilization:** This project was awarded to Pool Engineering and the work was completed on March 13, 2025.
3. **Assistant Port Operations Coordinator:** I can report that this position has been hired. Mr. Gavin Buendia is the new Assistant Port Operations Coordinator.

4. **Temporary Port Summer Workers:** All positions have been filled for the summer season. Port Operations Coordinator Craig Bisson has been arranging the required flagger training for the new workers.
5. **Port Crane:** The port crane is currently down due to winding-twisting of the inner hydraulic hoses/cables. The P&H maintenance crew has replaced some of the kinked hose. However, the services of a hydraulic technician will be required to repair and replace some of the defective components and valves and clear the unit for operation. This repair is proving to be more complicated than initially thought. The technician has found new valves and is working to have all other required components (possible actuator issues) in hand prior to traveling to Ketchikan for repairs.
6. **Port Survey Inspection Berths I-IV:** Taku Engineering has performed a comprehensive Survey of the Port of Ketchikan Berths I-IV. We are currently awaiting the report results of the survey. This report is due by the 16th of April 2025.
7. **Port Planters:** Cedar Hollow Botanicals has been hired to update the planters with new soil, compost, fertilizer, weeding and planting of hardy colorful perennials. This firm will continue to monitor the planters throughout the cruise ship season.

Directors Statement:

The Port and Harbor staff has done a great job getting ready for the summer season. From identifying electrical repairs under the port, the installations of the Yokohama fenders on the various berths to performing harbor life ring inventories and repairs. The P&H team continues to quietly get things done!

It should be further noted that the efforts to hire all the summer temporary workers were done with expertise and efficiency and the administrative staff continues to provide stellar customer support to the users of the Harbors.

Initial temporary workers have reported to work starting April 1st and will be training and working to prepare for the start of the cruise ship season. The arrival of the first Ketchikan cruise vessel is scheduled the 19th of April 2025. (Ward Cove cruise vessel is scheduled for the 18th of April 2025) Additional Student summer workers will report to work once their school year concludes. (High School and College)

Marine Administration (MARAD) Federal DOT Grant Applications continue to be revised and prepared for re-submittals for the Port Berth Corrosion and Cathodic Protection Repairs (CY 2025). The grant submittal is due at the end of April 2025.

The report of deteriorated concrete on the harbor floats is not a new issue. In fact, the repair of the concrete is an ongoing budgeted repair item. Last year, 12 sections of concrete floats were repaired and this year we will work on continuing this effort. Our plan is to repair at least 12 more sections this year as weather and budget will allow.