



City and Borough of Wrangell  
Port Commission  
AGENDA

Thursday, February 04, 2021  
6:00 PM

Location: Borough Assembly Chambers  
City Hall

**To Join by Computer:**

<https://zoom.us/j/9078742381?pwd=MTNqSEdncjRyakh2UCtMVUNxMndYUT09>

**And Enter the Meeting ID: 907 874 2381**

**Then Enter Password: 99929**

**OR**

**To use your phone, call one of the following numbers:**

+1 669 900 9128 US

+1 346 248 7799 US

+1 301 715 8592 US

+1 312 626 6799 US

+1 646 558 8656 US

+1 253 215 8782 US

**And enter the Meeting ID: 907 874 2381**

**Then enter the Password: 99929**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF MINUTES** (*MOTION* - Move to approve the Minutes, as presented)
  - a. 2021-01-07 Port Commission Minutes
- 4. AMENDMENTS TO THE AGENDA**
- 5. CORRESPONDENCE**
- 6. PERSONS TO BE HEARD**
- 7. HARBORMASTER'S REPORT**
  - a. Harbormaster Report February 2021
- 8. COMMISSIONER REPORTS**
- 9. UNFINISHED BUSINESS**
- 10. NEW BUSINESS**
  - a. FY 2022 Budget Calendar

[b.](#) Derelict Vessel Monthly Rates

**11. NEXT AGENDA ITEMS**

**12. ADJOURN**

## Minutes of the Regular Wrangell Port Commission Meeting

Held January 7th, 2021

Chairman John Martin called the Regular Port Commission meeting to order at 6:00 p.m., January 7th, 2020, via Zoom

PRESENT: Martin, Morrison, Roppel, Merritt

ABSENT: Yeager

Harbormaster Steve Miller was also in attendance.

### APPROVAL OF MINUTES

- a. Approval minutes from meeting November 12, 2020

***M/S: Merritt/Roppel to approve the minutes, as presented. Motion approved unanimously.***

AMENDMENTS TO THE AGENDA - None.

CORRESPONDENCE- None.

PERSONS TO BE HEARD- None.

### HARBORMASTER'S REPORT

Miller reported on the following items:

- Marine Service Operator busy doing facility and equipment maintenance
- Port and Harbor faired well during all the December storms. Only a couple vessels needed assistance
- The decking project at Fish and Game parking Pier is complete
- Harbor Office is in month two of the new billing system and things are going well.

### COMMISSIONER REPORTS

Morrison mentioned that the top deck planks look good and happy with the update. Martin questioned work schedules and priorities. Harbormaster confirmed that staff has been staying busy during winter months and working on the decking for the summer float.

### UNFINISHED BUSINESS-

- a) Chugach Ranger
  - The Chugach Ranger project should be coming to an end in February. The contractor for building the cradle got called to another job postponing this one.
  - Morrison would like to look at possible display options for the Chugach.

### NEW BUSINESS

**10a** Ordinance 984 – Live Aboard

***M/S: Roppel/Morrison to approve Ordinance 984 – Live Aboard.***

Miller explained that this Ordinance redefines the definition of live aboard. Live aboard tenants will be responsible for paying the City's Residential User Fee which is made up of the lowest fee charged for water, sewer and garbage per month.

**Motion approved unanimously by polled vote.****10b** Seattle Boat Show

The Seattle Boat Show is virtual this year due to Covid-19. Wrangell Port & Harbor has teamed up with the Wrangell Visitor's Center to have a webpage on the Seattle Boat Show's virtual site. The Seattle Boat Show is January 27<sup>th</sup> -31<sup>st</sup> 2021.

**10c** Port & Harbor Budget

Due to Covid-19 the Wrangell Port was hit the hardest due to no cruise ship traffic and the Harbor has some minor budget setbacks with less transient traffic. The Storage Yard is completely full and the Marine Center will have to double stack boats if necessary, to accommodate more vessels. Port Storage is being allocated wrong in the budget and needs to be updated correctly. Hoist fees are in the works to start charging again.

NEXT AGENDA ITEMS – None.

The next Regular meeting Febuary, 4th 2021

Regular meeting adjourned at 6:39 p.m.

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## Harbor goals for 2021

### Administration

- Do we increase rates for 21/22?
- New Credit Card Processing to implement auto-pay
- Start the collections process for delinquent accounts
- Temp Hire Spring training
- Security Cameras
- Maintenance on Harbor vehicles
- Emergency equipment training
- Budget

### Port

- Cruise Ship Security plan approval
- Barge Ramp? Lease to AML, Sampson? Repair?
- Sampson Lot Pot holes filled/graded
- Cruise Ship Dock Cleaning
- Summer float installation
- Camel log installation

### Harbor

- Inner Harbor Lightening/Wiring
- Inner Harbor Finger Replacement/ Maintenance/Dredging
- Pressure washing all floats
- Stray Current – All harbors except Shoemaker
- Fill all Harbors to capacity
- Hoist Cards? – Credit Card readers?
- Parking Lot Signage
- Fill Pot Holes
- Sea Plane Base
- Net Float Replacement SMB

### Marine Service Center

- Buy a used container
- Dispose of impounded vessels to open space in yard
- Finalize Chugach Ranger move to the Nolan Center
- Restructure leased space fees
- Business Plan
- Mill Dock Repairs \$250k

## HARBORMASTER'S REPORT FEBRAURY 2021

**Administration-**I have been busy with FAA regulations for our sea plane base sponsorship. What this will mean for Wrangell is we will have an actual sea plane base again and it will qualify for FAA grant money. This is a float that is used by many groups and has not had any real money spent on it. We were in the process of including Meyers Chuck seaplane base when we received news from the FAA that Meyers Chuck had been removed from National Plan of Integrated Airport Systems (NPIAS). This made Meyers Chuck SPB not eligible for sponsorship.

I have been attending the National association of Counties (NACO) High Performance Leadership course. This is a 12-week High Performance Leadership Class, which focuses on how to become a more positive leader with ability to impact team and organizational performance.

**Harbor-** The maintenance team has been busy working on the new summer float. When the weather is really bad, they are precutting and prepping the lumber inside the large warehouse. Fire extinguisher maintenance and checks have been completed for the month and any deficient extinguishers have been removed or fixed. This is a monthly routine carried out by the maintenance team.

**Port-** The port's security plan is in the process of being approved by the US Coast Guard. This plan has to be renewed and approved by the Coast Guard every 5 years. I' am continuing to have discussions with the cruise ship industry about the upcoming tour season. I still have no information on how small or large the season may end up being.



## CITY AND BOROUGH OF WRANGELL

INCORPORATED MAY 30, 2008

P.O. BOX 531 (907)-874-2381  
Wrangell, AK 99929 FAX (907)-874-3952

### FY 2022 Budget Calendar

#### **January**

January 26 Assembly Approval of Budget Calendar

#### **February**

February 1 Budget Prep Documents to Department Directors

#### **March**

March 1 Detailed Budget Submittals Due from Departments  
Finalized CIP/MM Requests Due from Departments & School District

March 15 Draft Operational Budget Due from Finance  
Draft CIP/MM Budget Due from Capital Facilities  
Draft Capital Equipment/Vehicle Budget Due from Public Works

March 22-31 Department Budget Meetings w/ Manager & Finance Director

#### **April**

April 5 Draft Budget Due from Finance

April 5-9 Draft Budget Review by Departments

April 13 Draft Budget Submitted to Assembly for Review

April 14-15 Assembly Budget Work Sessions

April 20-22 Assembly Budget Work Sessions

April 28-29 Assembly Budget Work Sessions

#### **May**

May 1 [Statutorily Required Date for FY 2022 School Budget Submittal to CBW](#)

May 10 Final Budget Submitted to Assembly

May 13 Official Budget Public Hearing; Special Assembly Meeting

May 30 [Statutorily Required Date for School Budget - Local Contribution Notification](#)

May 18 Assembly Budget Work Session (Reserved if needed following Public Hearing)

May 25 Budget Adoption by Assembly; Regular Assembly Meeting

#### **June**

June 30 [Statutorily Required Date for Local School Contribution Appropriation](#)

Impounded Vessels Monthly Rates

Item b.

Name	Sqft	Monthly
<b>Storage</b>		
Minerva	320	\$118.40
Ruby T	360	\$133.20
Eli Dream	407	\$150.59
Island Belle	350	\$129.50
Parakeet	816	\$301.92
Serenity	520	\$192.40
Bonnie Jean	504	\$186.48
Tres Suertes	533	\$197.21
Nautical Sun	418	\$154.66
Total		\$1,564.36 A month

<b>Harbor</b>		
Betelgueuse	34Ft Slip	\$165.58
Burr Sailboat	34Ft Slip	\$165.58
Baby Doe	26ft	\$112.32
Rainhaven	30ft	\$129.60
Total		\$573.08 A month

Grand Tota \$2,137.44 A Month