



City and Borough of Wrangell  
Port Commission  
AGENDA

Thursday, November 02, 2023  
6:00 PM

Location: Borough Assembly Chambers  
City Hall

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF MINUTES (*MOTION* - Move to approve the Minutes, as presented)**
  - [a.](#) 10-5-23 Port Commission Minutes
- 4. AMENDMENTS TO THE AGENDA**
- 5. CORRESPONDENCE**
- 6. PERSONS TO BE HEARD**
- 7. HARBORMASTER'S REPORT**
  - [a.](#) Harbormaster Report November 2023
- 8. COMMISSIONER REPORTS**
- 9. UNFINISHED BUSINESS**
  - a. Title 14 Review, pages 1-26
- 10. NEW BUSINESS**
  - [a.](#) Recommended Port Rate Schedule Change
- 11. NEXT AGENDA ITEMS**
- 12. ADJOURN**

**Minutes of the Regular Wrangell Port Commission Meeting  
Held October 5, 2023**

Chairman John Yeager called the Regular Port Commission meeting to order at 6:00 p.m. on October 5, 2023.

PRESENT: Commissioners Yeager, Davies, Buness, Martin, and Morrison.

Harbormaster Steve Miller was also in attendance.

APPROVAL OF MINUTES

a. Approval of minutes from meetings held on September 6, 2023.

***M/S: Morrison/Martin to approve the minutes as presented. Motion approved unanimously.***

AMENDMENTS TO THE AGENDA – none.

CORRESPONDENCE/PERSONS TO BE HEARD – none.

HARBORMASTER'S REPORT

- Completed maintenance/repairs of Shoemaker Harbor boat launch ramp, Airplane Float, and Shoemaker Crane.
- While the department goes through the hiring process for the Harbor Administrative Assistant position, current staff are cross trained and filling in.
- Cruise ship season has been busy but is coming to an end, with the last ship scheduled for October 8th, 2023.
- The security camera project is scheduled to start the first week of November with a completion goal of February 2024.
- The Anode Project went to bid. Global Diving & Salvage out of Seattle, WA will be completing the project. Start date is estimated for 14-16 weeks from now, and should take 3-4 weeks to complete once started.
- Harbormaster attended AAHPA in September alongside Coast Guard representatives, engineers, and other Harbormasters from around Alaska, and is excited about future collaboration opportunities.

COMMISSIONER REPORTS

- Morrison – Stated he was doing his rounds at the harbors and was pleased to run into a fellow Commissioner doing the same thing.
- Buness – Mentioned she had reported a maintenance issue on a weekend and it was fixed promptly. She thanked the harbor crew.

- Davies – Reported he’s noticed some boats moving in and out of the Marine Service Center.
- Martin - None.
- Yeager – Reported a maintenance issue which has since been repaired.

## UNFINISHED BUSINESS –

### **9A. Insurance**

- Harbormaster and Port Commission discussed collaborating with Petersburg-Wrangell Insurance for options and to get questions answered.
- Port Commission will make a determination based on information provided by PW Insurance, and Harbormaster will have Attorney review the proposals. The Harbormaster will pursue insurance proposals at the Port Commission’s recommendations.

## NEW BUSINESS –

### **10A. Title 14 Review**

- WMC Title 14 has not been revised for quite some time. The Port Commission is going through Title 14 and making recommendations for edits.
- Pages 1 – 26 are under review for the November 2<sup>nd</sup> meeting.

### **10B. Marine Service Center Discussion**

- Port Commission asked for clarification on a few things regarding MSC Haul Out procedures and storage yard vs. work yard rates.
- Davies asked for updated numbers on derelict vessels. Miller reported there are currently six, and more progress will be made on disposing of them soon.
- Davies and Yeager asked about turnover in the MSC and how that may be improved. Miller responded that at this time, the main way to speed up the process would be to add another wash down pad. Bunes inquired about potential spaces for an additional wash down pad, Miller said only space would be north end of T dock.
- Miller shared that the Harbor Department is working with the Marketing Coordinator to advertise the importance of and need for early haul out reservations.

### **10C. Cruise Ship Rates Discussion**

- Miller presented a comparison between Wrangell’s Port Rates versus the rates of surrounding Southeast Alaska communities. He will be presenting examples of a 40% increase and 60% increase to the Port Commission next meeting.

### **Annual Chairman Election**

Morrison nominates Yeager for Chairman. Davies seconds the nomination. Nomination approved unanimously.

#### NEXT AGENDA ITEMS:

- Port Rate Schedule Changes
- Title 14 revisions, pages 1-26

The next Regular meeting will be held on November 2, 2023.

The Regular Port Commission meeting was adjourned at 8:00 p.m.

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## Harbormaster's Report - November 2023

### I. New Port Lighting for Barges:

Wrangell Ports and Harbors with help from WLMP installed a new port LED lighting. This upgrade aims to enhance safety and visibility during nighttime operations, ensuring efficient loading and unloading processes. The new lighting system utilizes LEDs, providing brighter and more energy-efficient illumination for improved navigation and increased operational efficiency.

### II. New Steel Bull Rail at the Barge Landing:

A new steel bull rail was installed at the barge landing area as well. This bull rail serves as a protective barrier, preventing accidental falls and providing a secure boundary for personnel and equipment. The addition of the steel bull rail ensures a safer working environment for both workers and visitors, minimizing the risk of accidents and potential damage to the port infrastructure.

### III. Winterization of Harbor and Port Facilities:

As part of the ongoing efforts to maintain operational efficiency during the winter months, we started the winterization process for harbor and port facilities. This included insulation and draining of critical infrastructure, such as pipes and valves, to prevent freezing and damage caused by cold temperatures. Additionally, appropriate measures have been taken to prepare snow removal equipment, enabling uninterrupted operations when we experience winter conditions.

### IV. Hi-Mast Lighting Upgrades from High-Pressure Sodium to LED in the Marine Service Center:

To improve lighting conditions and energy efficiency, the Marine Service Center is undergoing a lighting upgrade. The existing high-pressure sodium lighting system is being replaced with LED lighting. LED lights offer numerous benefits, including higher brightness, longer lifespan, and reduced energy consumption. This upgrade not only upgrades visibility and safety within the Marine Service Center but also contributes to the organization's goals of reducing energy usage and maintenance costs.

### V. Office

Harbor Staff has been busy cleaning up accounts and reorganizing our filing system to properly account for our stall assignments. This will help make the office staff more efficient and will help keep accounts accurate for billing and stall assignments. This will translate to easier communication with our customers when enquiring about stall availability. Cleaning up accounts and reorganizing the filing system also will improve the efficiency and accuracy of our office but also facilitates cross-training opportunities, making certain that the harbor will be better equipped to face future challenges, such as the need for an administrative assistant.



**CITY & BOROUGH OF WRANGELL, ALASKA  
PORT COMMISSION AGENDA STATEMENT**

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	November 2, 2023
	<u>Agenda Section</u>	<b>10</b>

**RESOLUTION No.** OF THE PORT COMMISSION OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AMENDING THE FEE AND RATE SCHEDULE FOR THE WRANGELL PORT AND HARBOR DEPARTMENT SPECIFICALLY CRUISE SHIP LIGHTERING AND SECURITY RATES

<u>SUBMITTED BY:</u>
Steve Miller, Port & Harbor

<u>FISCAL NOTE:</u>		
<b>Expenditure Required:</b>		
FY 23: \$	FY 24:	FY25:
<b>Amount Budgeted:</b>		
FY22 \$0		
<b>Account Number(s):</b>		
<b>Account Name(s):</b>		
<b>Unencumbered Balance(s) (prior to expenditure): See Agenda Statement</b>		

<u>Reviews/Approvals/Recommendations</u>	
<input checked="" type="checkbox"/>	Port Commission
Name(s)	
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. Rate comparison 2. Proposed Rate and Fee Schedule

**PORT COMMISSION CHAIR:** Declare the Public Hearing open. The Chair shall ask if there is any administrative report on the Public Hearing Item. Persons who signed up to talk on this item shall be called to the podium.

Once all persons have been heard, declare the Public Hearing closed and entertain a motion.

**RECOMMENDATION MOTION:**  
Move to approve New Rate Schedule Presented.

**SUMMARY STATEMENT:** In the past, Wrangell has adopted a strategy of keeping port rates low in order to attract businesses and stimulate economic growth. This approach has successfully brought in a significant amount of business to the ports and harbor area, contributing to the overall development of Wrangell.

However, as the years have passed, the maintenance costs associated with maintaining and upgrading the ports and harbor infrastructure have skyrocketed. The low port rates, while beneficial in attracting businesses, have not generated enough revenue to cover these rising costs. This has put significant strain on the Ports & Harbors budget and ability to maintain them effectively.

To ensure the long-term viability and sustainability of the ports and harbor, it is becoming increasingly clear that the current path of keeping port rates low is not sustainable. The maintenance costs need to be adequately addressed in order to maintain the infrastructure's functionality and safety.

Moving the security fee to a flat rate will help stream line the billing process and help cover costs associated with utilizing harbor personnel to cover this position when we have no security personnel available.

It is important to recognize that while the low port rates have been helped in bringing business to Wrangell, the long-term sustainability of the ports and harbor infrastructure should take precedence. By addressing the maintenance costs and implementing a more sustainable approach, Wrangell can continue to attract businesses while ensuring the proper functioning and upkeep of its ports and harbor.



# Cost Per Vessel Stop WRG 40% Lightering Fee

Item a.

Vessel	Wrangell	Ketchikan	Sitka	Kodiak	Valdez	Seward
Baranof Dream 143' Lightering	\$423	\$897	\$2,752			
Baranof Dream 143' @ Dock	\$721	\$670	\$4,225	\$383	\$350	\$1,925
American Constellation 267' Lightering	\$1167	\$1,641	\$2,752			
American Constellation 267' @ Dock	\$1,595	\$2,014	\$4,225	\$1,524	\$654	\$5,671
Ocean Victory 341' Lightering	\$1,617	\$1,837	\$2,752			
Ocean Victory 341' @ Dock	\$2,739	\$2,565	\$4,225	\$2,545	\$835	\$6,797
Silver Whisper 610' Lightering	\$3598	\$4,120	\$2,752			
Silver Whisper 610' @ Dock	\$6,454	\$7,095	\$4,225	\$7,134	\$2,105	\$12,369
Quenn Elizebeth 964' Lightering	\$12959	\$13,732	\$2,752			
Quenn Elizebeth 964' @ Dock	\$20,153	\$22,226	\$4,225	\$29,417	\$6,217	\$77,892

Total cost per stop including \$300 security fee for 10hrs For SOLAS Ships. IE ALL non US Flagged Ships. All fees except sales tax

# Cost Per Vessel Stop WRG 60% Lightering Fee

Item a.

Vessel	Wrangell	Ketchikan	Sitka	Kodiak	Valdez	Seward
Baranof Dream 143' Lightering	\$523	\$897	\$2,752			
Baranof Dream 143' @ Dock	\$721	\$670	\$4,225	\$383	\$350	\$1,925
American Constellation 267' Lightering	\$1614	\$1,641	\$2,752			
American Constellation 267' @ Dock	\$1,895	\$2,014	\$4,225	\$1,524	\$654	\$5,671
Ocean Victory 341' Lightering	\$2,187	\$1,837	\$2,752			
Ocean Victory 341' @ Dock	\$3,039	\$2,565	\$4,225	\$2,545	\$835	\$6,797
Silver Whisper 610' Lightering	\$4,596	\$4,120	\$2,752			
Silver Whisper 610' @ Dock	\$6,754	\$7,095	\$4,225	\$7,134	\$2,105	\$12,369
Quenn Elizebeth 964' Lightering	\$14364	\$13,732	\$2,752			
Quenn Elizebeth 964' @ Dock	\$20,453	\$22,226	\$4,225	\$29,417	\$6,217	\$77,892

Total cost per stop including \$600 security Flat Fee For SOLAS Ships only. IE Non US Flag Vessels. All fees except sales tax.

# City and Borough of Wrangell Schedule of Fees and Rates

Effective: January 1, 2024

## HARBOR AND PORT FACILITIES

Category	Description of Rate/Fee Type	Basis	Rate
	<b>Daily Moorage - Invoiced</b> (per foot) *Invoiced on a Monthly Basis	0-30 feet	\$1.11
		31-55 feet	\$1.34
		56-100 feet	\$1.56
		101 feet and up	\$2.45
	<b>Designated Bow Tie Skiff Zone</b>	flat fee per month	\$38.89
	<b>Monthly Moorage</b> (per foot)	0-30 feet	\$4.90
		31-55 feet	\$5.52
		56-100 feet	\$6.12
		101 feet and up	\$7.35
		Live Aboards (monthly)	\$96.32
<b>Reserved Moorage</b>	<b>Annual Moorage</b> (per foot)	0-30 feet	\$34.34
		31-55 feet	\$40.48
		56 feet and up	\$46.62
		Wait List Deposit	\$50 for each reserved slot
<b>Customer Service Moorage</b>	<b>Wait List Deposit</b>	Each	\$55.55
	<b>Annual</b>	N/A	1.5x the annual moorage rate
<b>Electric Utility Service</b>	<b>Daily Utility Service</b> (by amp size)	20 amp 120 v	\$5.67
		30 amp 120 v	\$9.07
		50 amp single phase	\$11.33
		50 amp 3 phase	\$31.21
		100 amp 3 phase	\$56.66
<b>Outside Dock Face Moorage</b>	<b>Daily Outside Moorage</b> (per foot)	00 – 99 feet	\$ 1.37
		100 – 199 feet	\$ 1.77
		200 – 299 feet	\$ 1.98
		300 – 499 feet	\$ 2.27
		500 – 599 feet	\$ 2.67
		600 feet and up	\$ 3.04
<b>Inside Dock Face Moorage</b>	<b>Daily Inside Moorage</b> (per foot)	00 – 99 feet	\$ 1.37
		100 – 199 feet	\$ 1.77
		200 – 299 feet	\$ 1.98
		300 – 499 feet	\$ 2.27
		500 – 599 feet	\$ 2.67
		600 feet and up	\$ 3.04

## City and Borough of Wrangell Schedule of Fees and Rates

Effective: January 1, 2024

<b>Barge Ramp Facility</b>	<b>Daily</b> (per lineal foot)	Per foot (\$500.00 minimum)	\$ 2.22
	<b>Beach Landing</b> (per lineal foot)	Per foot (\$25.00 minimum)	\$ 0.11
<b>Wharfage</b>	<b>General cargo</b>	Per ton	\$ 2.78
	<b>Vehicles</b>	Per ton	\$ 2.78
	<b>Explosives</b>	Per ton	\$ 6.94
	<b>Lumber</b>	Per thousand milled board	\$ 1.11
	<b>Empty containers</b>	Each	\$ 4.17
	<b>Less than 500 tons of Sand and Gravel</b>	Per ton	\$ 1.11
	<b>500 to 1500 tons of Sand and Gravel</b>	Per ton	\$ 500 + (0.20/ton for each ton over 500)
	<b>Greater than 1500 tons of Sand and Gravel</b>	Per ton	\$ 800 + (0.05/ton for each ton over 500)
<b>Storage</b>	<b>Outside Storage</b>	Per foot	\$ 0.57
<b>Gridiron</b>	<b>Daily Use</b>	Per foot	\$ 1.13
<b>Launch Ramp</b>	<b>Daily Fee</b>	Per Launch	\$ 12.00
	<b>Annual Permit w/ stall</b>	Flat fee	\$ 28.00
	<b>Annual Permit w/out stall</b>	Flat fee	\$ 55.00
<b>Parking</b>	<b>No charge Parking limitations to be enforced by Wrangell PD</b>		
<b>Harbormaster Services</b>	<b>Replace Mooring Lines</b>	\$10 plus the cost of the line	
	<b>Skiff Rental w/Personnel</b>	Per hour (minimum of 1	\$ 198.31
	<b>Pumping</b>		\$25/per pump + Labor
	<b>Labor</b>	Labor costs will be the actual costs of the employee. They will include wages and employee costs. Overtime and callout rates may also apply.	
	<b>Raising of Boats</b>	\$175 plus cost of materials and professional services	
<b>Water Rates</b>	<b>Commercial and Industrial Water</b>	See WMC 15.04.640	
<b>Hoists</b>	<b>Use of Hoists</b>	Per hour (Billed in 10min intervals)	\$ 30.00
<b>Sea Plane Floats</b>	<b>Day Pass</b>	Per day	\$ 5.83
	<b>Monthly Pass</b>	Per month	\$ 116.66
	<b>Annual Permit (reserved)</b>	Per year	\$ 489.95
<b>Impoundment Fee</b>	<b>Impounded vessel, vehicle, float, etc.</b>	Per impound	\$ 339.97
<b>Summer Float Use</b>	<b>Transient Moorage</b> (per foot)	0 80 feet	\$ 0.74
		81 feet and up	\$ 1.08
<b>Passenger Vessels Motorized</b>	<b>Daily</b>	Per departure	\$ 11.33
	<b>Monthly</b>	Per foot /month	\$ 2.27
	<b>Annual</b>	Flat Rate	\$ 453.29
<b>Port Development Fees</b>	<b>Daily</b>	120 499	\$ 2.27
		500 and up	\$ 2.69

## City and Borough of Wrangell Schedule of Fees and Rates

Effective: January 1, 2024

Lightering Fee	60 percent of applicable dockage and port fees		
<b>Marine Service Center Rates and Fees</b>	<b>Travel Lift Haul Out Rate</b> (per foot)	0 40 feet	\$ 15.46
		41 58 feet	\$ 17.00
		59 75 feet	\$ 18.43
		76 90 feet	\$ 21.26
		91 120 feet	\$ 24.09
		121 140 feet	\$ 26.94
		141 feet and up	\$ 29.36
	<b>Travel Lift Minimum</b> (Hourly Rate)	150 ton per hour use	\$ 407.96
		300 ton per hour use	\$ 679.93
	<b>Environmental Fee</b>	Per foot	\$ 1.13
	<b>Short Term Monthly Storage</b>	Per square foot/per month	\$ 0.89
	<b>Long Term Monthly Storage</b>	Per square foot/per month	\$ 0.61
	<b>Long Term Monthly Storage</b>	Per square foot/per month	\$ 1.22
	<b>Inspection Hoist Fee</b>	First 2 hours: 60 percent of haul out rate	
	<b>Hydraulic Trailer Fee</b>	Round trip	\$ 11.85
		One way (per foot)	\$ 5.93
Minimum Fee		\$ 283.31	
Off site Transportation			
Long term Storage Reservation Fee		\$ 113.32	
<b>Business Lease Rates</b>	***The marine service center business lease rates are		
<b>Port Security Personnel</b>	<b>Cruise Ship Security Personnel</b>	Per Stop	\$ 600.00
		Daily Invoiced	\$ 0.45
		Monthly	\$ 1.98
	<b>Reserved Moorage</b> (Per foot)	Annual	\$ 13.60
<b>Commercial Passenger Vessel Wharfage</b>	<b>Passenger Wharfage Fees</b>	Upon tie up	*\$5.00 per person
		For lightering	*\$3.00 per person
<b>Commercial Passenger Vessel Potable Water Fees</b>	<b>Water Fees by Vessel Length</b> (Each Servicing) <small>*All servicing is subject to availability. The Harbor Master and Public Works Director have full discretion on whether the Borough has sufficient supply to meet commercial passenger vessel fresh water demand.</small>	199 feet or less	\$ 66.66
		200 to 299 feet	\$ 133.32
		300 to 399 feet	\$ 199.98
		400 to 499 feet	\$ 266.64
		500 to 599 feet	\$ 399.96
		600 to 699 feet	\$ 533.28
		700 to 799 feet	\$ 666.60
		800 to 899 feet	\$ 799.92
		900 to 1,100 feet	\$ 933.24

end of section