



City and Borough of Wrangell
Port Commission
AGENDA

Thursday, February 01, 2024
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. 1/4/24 Port Commission Minutes

4. AMENDMENTS TO THE AGENDA

5. CORRESPONDENCE

6. PERSONS TO BE HEARD

7. HARBORMASTER'S REPORT

a. Harbormaster Report February 2024

8. COMMISSIONER REPORTS

9. UNFINISHED BUSINESS

10. NEW BUSINESS

a. **ORDINANCE No. 1051** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADDING SECTION 14.09.042, USE OF PORT AND HARBOR DUMPSTERS, IN CHAPTER 14.09 PROHIBITED PRACTICES, IN THE WRANGELL MUNICIPAL CODE

b. **ORDINANCE No. 1052** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE MINOR OFFENSE FINE SCHEDULE IN CHAPTER 1.20, GENERAL PENALTY, OF THE WRANGELL MUNICIPAL CODE

c. **RESOLUTION NO. 02-24-1840** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE PORT AND HARBOR FUND FOR THE AK DEPARTMENT OF FISH AND GAME CLEAN VESSEL ACT (CVA) 25% REQUIRED MATCH FOR THE PUMPOUT STATION AT SHOEMAKER HARBOR AND AUTHORIZING ITS EXPENDITURE

d. Boat Launch Permit Discussion

11. NEXT AGENDA ITEMS

12. ADJOURN

**Minutes of the Regular Wrangell Port Commission Meeting
Held January 4, 2024**

Chairman John Yeager called the Regular Port Commission meeting to order at 6:01 p.m. on January 4, 2024.

PRESENT: Commissioners Yeager, Bunes, Martin, Morrison, and Davies
Harbormaster Steve Miller was also in attendance.

APPROVAL OF MINUTES

a. Approval of minutes from meetings held on November 2, 2023.

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

AMENDMENTS TO THE AGENDA

a. Moved New Business ahead of Unfinished Business.

M/S: Martin/Bunes to approve the motion as presented. Motion approved unanimously.

CORRESPONDENCE/PERSONS TO BE HEARD

Chris Ellis – Expressed their disagreement with the proposed ordinance listed in 10a.

Wayne Ellis - Expressed their disagreement with the proposed ordinance listed in 10a.

Ron Johnson - Expressed their agreement with the proposed ordinance listed in 10a.

HARBORMASTER'S REPORT

- Harbormaster Miller went through the year-end review he prepared.
- Chatham Electric has arrived in Wrangell and is gearing up to start the camera project.

COMMISSIONER REPORTS

- Morrison – none.
- Bunes – none.
- Davies – Asked about the lighting in the MSC, Miller reported that electricians are scheduled to repair those lights the following business day.
- Martin – none.
- Yeager – none.

NEW BUSINESS –

10a. ORDINANCE No AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING SECTION 14.05.025, GENERAL MOORAGE CONDITIONS AND RESTRICTIONS, OF TITLE 14, HARBOR AND PORT FACILITIES, OF THE WRANGELL MUNICIPAL CODE, TO ADD A NEW SUBSECTION REQUIRING MARINE VESSEL INSURANCE OR ALTERNATIVELY TO REQUIRE USERS TO PAY A MOORAGE SURCHARGE.

M/S: Martin/Morrison to open public hearing. Nothing more to add from persons to be heard. Public hearing closed.

- Commissioners discussed the specifics of the ordinance, touching on what type of insurance should be required (liability, P&I, etc.), vessel length limits for insurance requirements, and where surcharge funds will go when they're collected.
- Morrison asked how many boats in our harbors are currently uninsured. Miller spoke with PW Insurance, and it's estimated that most vessels are likely already insured, though there is no approximate percentage at this time.
- Buness asked Miller to provide examples of the dollar amounts associated with recent sunken vessels in the harbors.
- Yeager expressed that he has no intention of singling out any vessels with this ordinance but feels something needs to be done as we can't afford to continue on the way we are, with our lower scale moorage and MSC rates in Southeast.

M/S: Martin/Morrison to approve the motion as presented. Motion approved unanimously by poll vote.

10b. Approval to Create Wrangell Marine Service Center Leased Lot 9, and assign to Pat Ellis, dba Wrangell Boat Shop.

Mr. and Mrs. Ellis were present to answer any questions about Leased Lot 9.

- Yeager confirmed size of structure on lot.
- Martin asked if this size structure would still allow enough room to maneuver on the property. Miller confirmed that there would still be plenty of room.

M/S: Morrison/Buness to approve the motion as presented. Motion approved unanimously by poll vote.

10c. Approval of the Modification to Wrangell Mill Dock Leased Lot 1, Transferring lease from Solomon Fowler Alaska Ice Seafoods Inc dba Fathom Seafoods to Jeff Grannum Wind and Tide LLC dba Peninsula Seafood.

Dustin Phillips of Fathom Seafoods was present to answer questions about the lease transfer.

- Morrison asked if any modifications were planned for the existing structure on the lot. Miller said they can request modifications in the future, but at this time the transfer is being approved as is.
- Phillips confirmed that nothing about the footprint on the lot is changing at this time. He stated that they are changing partners to go a different direction with fish sales, and that he (Phillips) will still be the point of contact in Wrangell.
- Davies inquired about the hoist that is near Leased Lot 1. Phillips stated that they give the public priority over that hoist when it's needed, but they rarely run into conflicts.

M/S: Bunes/Davies to approve the motion as presented. Motion approved unanimously by poll vote.

UNFINISHED BUSINESS –

9a. Title 14 Review pg 27-52

- Commissioners went through pages 27-52 of Title 14 and made recommended edits. This is still a working document.

NEXT AGENDA ITEMS:

- **ORDINANCE No. 1051** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADDING SECTION 14.09.042, USE OF PORT AND HARBOR DUMPSTERS, IN CHAPTER 14.09 PROHIBITED PRACTICES, IN THE WRANGELL MUNICIPAL CODE
- **ORDINANCE No. 1052** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE MINOR OFFENSE FINE SCHEDULE IN CHAPTER 1.20, GENERAL PENALTY, OF THE WRANGELL MUNICIPAL CODE
- **Resolution** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ACCEPTING A GRANT IN THE AMOUNT OF \$22,500 FROM CLEAN VESSAL ACT GRANT FOR THE PUMPOUT STATION AT SHOEMAKER HARBOR Plus 25% (\$7500) HARBOR MATCH AND AUTHORIZING ITS EXPENDITURE
- Boat Launch Permit discussion

The next Regular meeting will be held on February 1, 2024.

The Regular Port Commission meeting was adjourned at 7:28 p.m.

Harbormasters Report February 2024

Anode Project:

The Anode Project is progressing smoothly, with the first load of anodes having been shipped from the East Coast on January 18th. We anticipate their arrival in Seattle by the second week of February, keeping us on track for completing the project in early May.

In addition to the Anode Project, the Harbor crew has been actively engaged in various tasks. The unusually warm weather in the first half of January allowed us to focus on repairing fencing in the Ritchie yard. We have ordered additional fencing material to patch up damaged areas, and we have also arranged for privacy mesh installation. As soon as the materials arrive and the weather permits, we will complete these tasks.

Snow removal and ice abatement have also been a priority for the crew, ensuring safe conditions within the harbor throughout the winter season. Due to freezing temperatures, the water line at Standard Oil float froze. The crew replaced a flange gasket that was leaking while we waited for warmer weather to thaw the 1.5" water line. Water has been restored to the float as of 1/22/24.

Security Camera Project:

Chatham Electric has made significant progress with the installation of security cameras. They have successfully mounted camera masts at multiple locations and installed equipment boxes. Furthermore, they have completed the conduit work under the reliance pier, enhancing the overall security infrastructure of the harbor.

RAISE Grant Application Progress:

Our dedicated team, including Kate Thomas, Carol Rushmore, Amber Al-Haddad, and myself, has been actively working with PND engineers on the comprehensive RAISE grant application. This grant has the potential to secure up to \$25 million dollars, which would greatly contribute to the replacement of the Inner Harbor float, Reliance harbor float, and Standard Oil float. We are diligently putting together a compelling application that highlights the project's purpose and need, service area, alternative analysis overview, anticipated social, economic, and environmental impacts, mobility and access considerations, relocation issues, future planning process, and other identified concerns. As a RAISE grant requirement, community involvement remains crucial. We encourage you to write a Letter of Support to add to the grant application. If you are willing to do so, please email your letter to harbor@wrangell.com or drop it off at the Harbor Department.



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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	February 1st, 2024
	<u>Agenda Section</u>	

ORDINANCE No. 1051 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADDING SECTION 14.09.042, USE OF PORT AND HARBOR DUMPSTERS, IN CHAPTER 14.09 PROHIBITED PRACTICES, IN THE WRANGELL MUNICIPAL CODE

SUBMITTED BY:

Steve Miller, Port Director

FISCAL NOTE:

Expenditure Required: \$XXX Total		
FY 21: \$	FY 22: \$	FY23: \$
Amount Budgeted:		
	FY22 \$XXX	
Account Number(s):		
	XXXXX XXX XXXX	
Account Name(s):		
	Enter Text Here	
Unencumbered Balance(s) (prior to expenditure):		
	\$XXX	

Reviews/Approvals/Recommendations

<input type="checkbox"/>	Commission, Board or Committee
Name(s)	
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. ORD 1052

RECOMMENDATION MOTION:
Move to recommend approval of Ordinance 1051

SUMMARY STATEMENT: Ordinance 1051 governs the usage of harbor dumpsters, specifically restricting their access to port and harbor users. These dumpsters are solely intended for the disposal of vessel trash, while strictly prohibiting the dumping of hazardous waste, oil products, gasoline, large commercial fishing gear, construction debris, furniture, and any other bulky or dangerous items. In the past we have pulled out refrigerators and even a Volkswagen bug

cut into pieces. This ordinance explicitly forbids the disposal of non-port and harbor related waste, encompassing household waste and construction waste.

CITY AND BOROUGH OF WRANGELL, ALASKA
ORDINANCE NO. 1051

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADDING SECTION 14.09.042, USE OF PORT AND HARBOR DUMPSTERS, IN CHAPTER 14.09 PROHIBITED PRACTICES, IN THE WRANGELL MUNICIPAL CODE

[The changes to the existing code are shown as follows: the words that are underlined are to be added and the words that are **[bolded and in brackets are to be deleted]**.]

SEC. 1. Action. The purpose of this ordinance is to add Section 14.09.042, Use of Port and Harbor dumpsters to Chapter 14.09, in the Wrangell Municipal Code.

SEC. 2. Amendment. Section 14.09.042, Use of Port and Harbor dumpsters, is added as follows:

14.09.042 Use of Port and Harbor dumpsters.

- A. Dumpsters provided at port and harbor facilities are for port and harbor related use only.
- B. Port and Harbor dumpsters are only for vessel trash disposal. Dumping of oil products, gasoline, large commercial fishing gear and equipment, construction debris, furniture, and any other large objects or hazardous waste are prohibited. All cardboard products should be flattened and placed neatly in-between dumpsters to maximize dumpster capacity.
- C. The dumping of non-port and harbor related waste, such as household waste and construction waste, is prohibited.

SEC. 3. Severability. If any provision of this ordinance, or any application thereof to any person or circumstances is held invalid, the remainder of this ordinance and the application to all other persons or circumstances shall not be affected thereby.

SEC. 4. Classification. This ordinance is of a permanent nature and shall be codified in the Wrangell Municipal Code.

SEC. 5. Effective Date. This ordinance shall be effective upon adoption.

PASSED IN FIRST READING: _____, 2024

PASSED IN SECOND READING: _____, 2024

Patricia Gilbert, Borough Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	February 1, 2024
	<u>Agenda Section</u>	

ORDINANCE No. 1052 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE MINOR OFFENSE FINE SCHEDULE IN CHAPTER 1.20, GENERAL PENALTY, OF THE WRANGELL MUNICIPAL CODE

SUBMITTED BY:

Steve Miller, Port Director

FISCAL NOTE:

Expenditure Required: \$XXX Total		
FY 21: \$	FY 22: \$	FY23: \$
Amount Budgeted:		
	FY22 \$XXX	
Account Number(s):		
	XXXXX XXX XXXX	
Account Name(s):		
	Enter Text Here	
Unencumbered Balance(s) (prior to expenditure):		
	\$XXX	

Reviews/Approvals/Recommendations

<input type="checkbox"/>	Commission, Board or Committee
Name(s)	
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. ORD 1052

RECOMMENDATION MOTION:
Move to recommend approval of Ordinance 1052.

SUMMARY STATEMENT:

With the adoption of Ordinance No. 1051 (Use of Port and Harbor Dumpsters), a change to the Fine Schedule (WMC 1.20) is necessary. This Ordinance will make the change to the Fine Schedule in WMC 1.20.

The fine for this offense will be \$150.00 for each offense.

CITY AND BOROUGH OF WRANGELL, ALASKA
ORDINANCE NO. 1052

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH
OF WRANGELL, ALASKA, AMENDING THE MINOR OFFENSE FINE
SCHEDULE IN CHAPTER 1.20, GENERAL PENALTY, OF THE
WRANGELL MUNICIPAL CODE

BE IT ORDAINED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL,
ALASKA:

[The changes to the existing code are shown as follows: the words that are underlined are to be added and the words that are **[bolded and in brackets are to be deleted]**.]

SEC. 1. Action. The purpose of this ordinance is to amend the Minor Offense Fine Schedule in Section 1.20.050 of Chapter 1.20, General Penalty, of the Wrangell Municipal Code to add to the fine schedule the code sections relating to violations of Chapter 14.09 – Use of Port and Harbor Dumpsters.

SEC. 2. Amendment. Section 1.20.050 of the Wrangell Municipal Code is amended to read:

1.20.050 Minor Offense Fine Schedule.

In accordance with AS 29.25.070(a), citations for the following offenses may be disposed of as provided in AS 12.25.195-.230, without a court appearance, upon payment of the fine amounts listed below plus the state surcharge required by AS 12.55.039 and AS 29.25.074. Fines must be paid to the police department. If an offense is not listed on a fine schedule, the defendant must appear in court to answer the charges. The Alaska Court System’s Rules of Minor Offense Procedure apply to all offenses listed below. Citations charging these offenses must meet the requirements of Minor Offense Rule 3. If a person charged with one of these offenses appears in court and is found guilty, the penalty imposed for the offense may not exceed the fine amount for that offense listed below.

The fine amounts listed below are doubled for motor vehicle or traffic offenses committed in a highway work zone or traffic safety corridor, as those terms are defined in AS 28.90.990 and 13 AAC 40.010(b).

An offense listed in this schedule may not be disposed of without court appearance if the offense is in connection with a motor vehicle accident that results in the death of a person.

Section	Offense	Penalty/Fine
...		
<u>14.09.042</u>	<u>Use of Port and Harbor Dumpsters</u>	<u>\$150.00 fine for each offense.</u>
...		

SEC. 3. Classification. This ordinance is of a permanent nature and shall be codified in the Wrangell Municipal Code.

SEC. 4. Effective Date. This ordinance shall be effective upon adoption.

PASSED IN FIRST READING: _____, 2024

PASSED IN SECOND READING: _____, 2024

Patricia Gilbert, Borough Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	February 1, 2024
	<u>Agenda Section</u>	10

RESOLUTION NO. 02-24-1840 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE PORT AND HARBOR FUND FOR THE AK DEPARTMENT OF FISH AND GAME CLEAN VESSEL ACT (CVA) 25% REQUIRED MATCH FOR THE PUMPOUT STATION AT SHOEMAKER HARBOR AND AUTHORIZING ITS EXPENDITURE

SUBMITTED BY:

STEVE MILLER, PORT DIRECTOR

FISCAL NOTE:

Revenue Received: \$22,500

FY 23:	FY 24:	FY25:\$
	\$30,000	

Amount Budgeted:

Account Number(s):
74300-000-9999-00-74011

Account Name(s):
Shoemaker Bay CVA Grant Project

Reviews/Approvals/Recommendations

<input type="checkbox"/>	Commission, Board or Committee
Name(s)	Port Commission
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. Resolution No 02-24-1840

RECOMMENDED MOTION
Move to approve Recommendation of Resolution No. 02-24-1840.

SUMMARY STATEMENT:

The City and Borough has received a generous grant of \$22,500 through the Clean Vessel Act.

This grant requires a 25% match of \$7,500. The grant is specifically designated to support the installation and maintenance of a sewer pump-out system for vessels in Shoemaker Harbor.

This funding will not only help to improve the cleanliness of the harbor but also provide a significant benefit for boaters by ensuring convenient and effective waste disposal. The grant reinforces the commitment to environmental preservation and responsible boating practices in Shoemaker Bay.

We are asking the Port commission to recommend approval of this Resolution that will amend the Port and Harbor Fund.

CITY AND BOROUGH OF WRANGELL

RESOLUTION No. 02-24-1840

RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE PORT AND HARBOR FUND FOR THE AK DEPARTMENT OF FISH AND GAME CLEAN VESSEL ACT (CVA) 25% REQUIRED MATCH FOR THE PUMPOUT STATION AT SHOEMAKER HARBOR AND AUTHORIZING ITS EXPENDITURE

WHEREAS, The Wrangell Ports & Harbors applied for and received a grant from the Alaska Department of Fish & Game Clean Vessel Act funding in the amount of \$22,500 for the sole purpose of buying and installing a Sewer pump out Station for Shoemaker Harbor; and

WHEREAS, the Assembly of the City and Borough of Wrangell accepted the CVA grant award in the amount of \$22,500 through Resolution No. 02-24-1839; and

WHEREAS, the requirement of the CVA Grant is a 25% (\$7,500) match by the City.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA THAT:

Section 1: The FY 2024 Budget in the Ports & Harbor Fund is amended to reflect a decrease in revenue to account 74300-000-9999-00-74011 for \$7,500 (25% match).

Section 2: The FY 2024 Budget in the Port & Harbor Fund is amended to authorize an expenditure from account 743000-000-9999-00-74011 in the amount of \$30,000.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA THIS 13TH DAY OF February 2024.

CITY & BOROUGH OF WRANGELL

Patricia Gilbert, Borough Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

Boat Launch Permit Discussion

Currently there are very few boat launch permit guidelines in Title 14 or the FY24 Harbor Fee & Rate Schedule.

In past years, annual stall holders received one permit free with their stall, paid a discounted rate for their second permit, and any additional permits needed were free of charge. Harbor users who did not have an annual stall paid full price for their first trailer permit and any additional permits were free of charge.

This year (2024), because of how the Harbor Fee & Rate Schedule is written, annual stall holders are charged the discounted rate for their first permit and any additional permits are free of charge. They no longer get one free permit with their annual stall. Terms have not changed for harbor users who do not have an annual stall.

In addition to the above points, there are no limits set for how many permits harbor users can get for the price of one. Most harbor users need 1-3 trailer permits. Very few require 4 or more. FY24 rates and Title 14 section are shown below to aid in discussion for improving the boat launch permit distribution process and clearly outlining this process in Title 14.

FY24 Boat Launch Permit Rates (not including 7% sales tax)

K. Launch Ramp	Daily Fee	Per Launch	\$ 12.00
	Annual Permit w/ stall	Flat fee	\$ 28.00
	Annual Permit w/out stall	Flat fee	\$ 55.00

14.07.030 Launch ramps.

A. Availability. Launch ramps within Wrangell port and harbor facilities are available on a first-come, first-served basis.

B. Conditions and Restrictions of Use. The harbormaster may place reasonable restrictions and conditions of use on any launch ramp operated by the Port of Wrangell by posting a notice of such restrictions or conditions of use on a sign at that launch ramp.

C. Payment. Persons using a launch ramp shall be charged according to fees listed in WMC [14.11.005](#). [Ord. 625 § 5, 1996.]