



City and Borough of Wrangell  
Port Commission  
AGENDA

Thursday, October 02, 2025  
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.](#) 9/4/25 Port Commission Minutes

**4. AMENDMENTS TO THE AGENDA**

**5. CORRESPONDENCE**

**6. PERSONS TO BE HEARD**

**7. HARBORMASTER'S REPORT**

[a.](#) Harbormaster Report October 2025

**8. COMMISSIONER REPORTS**

**9. UNFINISHED BUSINESS**

a. Title 14 - Inactive Vessels Discussion Cont.

b. Lease Space at City Dock Cul-De-Sac Discussion Cont.

**10. NEW BUSINESS**

[a.](#) Lease extension request from Trident Seafoods Old Mill Dock

b. Website Presentation Kate Thomas

**11. NEXT AGENDA ITEMS**

**12. ADJOURN**

**Minutes of the Regular Wrangell Port Commission Meeting  
Held September 4, 2025**

Item a.

Chairman John Yeager called the Regular Port Commission meeting to order at 6:00 p.m. on September 4, 2025.

PRESENT: Commissioners Yeager, Yancey, Bunes, Davies, Silva  
Harbormaster Steve Miller was also in attendance.

**APPROVAL OF MINUTES**

a. Approval of minutes from meeting held on July 17, 2025.

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

**AMENDMENTS TO THE AGENDA** – Add a Section 10b. Discussion of lease or auction option at City Dock cul-de-sac area.

**CORRESPONDENCE/PERSONS TO BE HEARD** – none.

**HARBORMASTER'S REPORT**

- Harbormaster Miller went through the prepared Harbormaster Report.
- Meyers Chuck float replacement project is officially underway.
- Working with PND to determine if an old ACL paddle wheeler could be reverted to a barge that may be useful for future projects.

**COMMISSIONER REPORTS**

- Bunes – none.
- Davies – Mentioned that he has noticed abandoned vehicles sitting in harbor parking lots. Noted that the Shoemaker grid needs repair on the north grid bumper.
- Yeager – Thanked everyone for running again for Port Commission and looking forward to a productive winter with the Commission.
- Yancey – none.
- Silva – none.

**UNFINISHED BUSINESS** – none.

**NEW BUSINESS** –

**10a. Discussion of adding new section to Title 14 Inactive Vessel**

Commissioners discussed how this policy would effectively be enforced for float houses and liveaboard vessels. Yancey recommended having a Port Commission approval process for circumstances that are reasonable and justified by the vessel owner in cases where they are unable to leave the harbor within a 12-month period. Yeager said there definitely needs to be alternative solutions for vessel owners in place before this is enforced. Commissioners requested a rough draft of this ordinance from the attorney.

**10b. Discussion of Lease/Auction option at City Dock Cul-De-Sac**

Commissioners and Harbormaster Miller agreed that there is property available in the area that could be utilized by local vendors, similarly to what has been done in other communities. Commissioners discussed options for keeping rental options fair yet competitive, and how additional vendors/attractions in the area might impact the foot and vehicle traffic that already exists. A sidewalk addition was mentioned as a possible way to mitigate foot traffic in the cul-de-sac itself. Commissioners requested to continue this conversation in the next meeting.

NEXT AGENDA ITEMS: -

- Inactive Vessel Discussion Cont.
- Lease options at Cul-De-Sac Cont.

The next Regular meeting will be held on October 2, 2025.

The Regular Port Commission meeting was adjourned at 7:40 p.m.

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## MEMORANDUM

**TO:** HONORABLE MAYOR AND MEMBERS OF THE  
ASSEMBLY OF CITY AND BOROUGH OF WRANGELL

**CC:** MASON VILLARMA, BOROUGH MANAGER

**FROM:** Steve Miller, Port Director

**SUBJECT:** MONTHLY PORT & HARBOR REPORT

**DATE:** 10/02/2025

## Harbor Maintenance

### Harbor Maintenance Update

#### Current Routine Maintenance

- Pressure washing floats and uplands as needed.
- Fire extinguisher inspections are going on.
- Getting facilities ready for fall and winter weather.

#### Recently Completed Projects

- Heritage Boat Launch striping done to help with parking and traffic flow.
- Bumpers replaced on the Airplane Float.
- Installed rub bumpers at Reliance Harbor A-1 and A-2 stalls.
- Shoemaker Harbor pump-out system serviced and repaired.
- All summer floats pulled and winterized.

#### Current Projects in Progress

- **Reliance Pier** bull rail replacement is about wrapped up, just need to finish the handrail and put the crane controls back in place.
- **Reliance finger repairs** as needed.

## Summary

We're keeping up on safety, vessel protection, and the long-term use of our harbor facilities. Routine stuff keeps things working, and the bigger projects are aimed at upgrades that last. With most summer jobs finished, staff are mainly focused now on Reliance Pier and winter prep.

With moose season here we've got staff out on PTO. We had to move people around to cover at the Marine Service Center so it keeps running, so a few projects are moving slower than we'd like. Everyone is still keeping busy and getting the work done.



**Reliance South crane bullrail and safety rail replacement:**





### Finger Repairs on Reliance:

#### PORT:

The 2025 cruise ship season has officially ended. The final vessel, the ACL *American Constellation*, departed Wrangell on September 23. We are pleased to have wrapped up another successful season and can now turn our focus to planning for 2026, which is expected to be even busier.

Seasonal floats have been removed and winterized, and jet boat tour operations at the City Dock have concluded for the year. Harbor staff are now shifting priorities toward fall and winter facility preparations.

Planning efforts with American Cruise Lines continue to move forward. Preliminary concepts for waterfront development are expected in November, possibly sooner. We

have established a strong working relationship with ACL since the spring and will continue collaborating as project ideas take shape. Public meetings will be scheduled in the months ahead to provide updates and gather input from the community.

Negotiations are still ongoing regarding the move of the barge lines out to the 6.5-mile mill industrial site. Hopefully, I will have more to report on this in the near future.

I'm still looking into the details for individual spaces to rent out at the cul-de-sac by City Dock. There are a lot of moving parts with this, and I've noticed other communities are doing something along the same lines, just on a bigger scale. I've checked on what comparable spaces are renting for around here, so we'll likely be starting our bidding for these spots right in that range.

### **Meyers Chuck Update**

The Meyers Chuck float replacement project remains on track and is expected to be complete by the second week of October. There have been a few minor weather delays and small holdups in product delivery, such as the safety ladders, but overall the project continues to progress well. Final completion and demobilization are anticipated shortly after these remaining items are addressed. The project is still well under budget.


### **Harbor Office**

The new Wrangell Harbors and Marine Service Center website is now nearly complete. The site will provide online access to moorage applications, haul-out request forms, vendor listings, resource links, and an online payment option. Kate Thomas will be giving a presentation of the website at our October meeting and once launched it will mark a major step forward in modernizing customer service and reducing paperwork.

We are also still working on options for Title 14 enforcement regarding inactive vessels. This continues to be a priority as we look for the best way to ensure fair use of harbor stalls and keep space available for active, seaworthy vessels.

I will be attending the Alaska Association of Harbormasters and Port Administrators (AAHPA) annual conference in Juneau later this month. AAHPA is a statewide organization that brings together harbor and port professionals from across Alaska to share knowledge, discuss challenges, and work on solutions that improve operations

and infrastructure for our coastal communities. The conference provides training opportunities, networking with other harbormasters and port directors, and a chance to learn about new technologies and funding opportunities that support harbor development and long-term sustainability. In addition, AAHPA awards scholarships each year to Alaska students pursuing marine-related trades and careers, typically ranging from \$1,000 to \$2,500, helping encourage the next generation of maritime professionals.



Sincerely,

Steve Miller  
Port Director



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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	October 2, 2025
	<u>Agenda Section</u>	<b>10</b>

Approval of Lease to Trident Seafoods Old Mill Dock

**SUBMITTED BY:**

Steve Miller, Port & Harbor Director

**FISCAL NOTE:**

**Expenditure Required:** \$XXX Total

FY 22: \$	FY 23: \$	FY24: \$
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**Amount Budgeted:**

	FY20 \$XXX
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**Account Number(s):**

	XXXXXX XXX XXXX
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**Account Name(s):**

	Enter Text Here
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**Unencumbered Balance(s) (prior to expenditure):**

	\$XXX
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**Reviews/Approvals/Recommendations**

<input type="checkbox"/>	
Name(s)	
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

**ATTACHMENTS:** 1. Lease Request Trident Seafoods 2. Facility Lease Agreement. 3. Picture of proposed lease

**RECOMMENDATION MOTION:**

Move to Approve Lease to Trident Seafoods, A Portion of the old mill dock in parcel 02-023-700, more specifically 20ft x 90ft northwest from the southernmost portion old mill dock including the approach nearest the Trident Seafood plant.

**SUMMARY STATEMENT:** The proposed lease to Trident seafoods is for a portion of the old mill dock not used by the port except for winter storage of gear. This gives Trident Seafoods the opportunity to use this facility and fulfill their needs for dock

space during the busy salmon season. This is the same short term lease Trident, and the City executed last season. This will be for a 2-year extension.





## TRIDENT SEAFOODS CORPORATION

Item a.

641 Shakes Street, P.O. Box 908, Wrangell, AK 99929  
(907) 874-3346 • Fax: (907) 874-3035

September 10, 2025

To Whom It May Concern,

This letter is to formally request a two year extension of our lease from the City and Borough of Wrangell for a portion of the old mill dock in parcel 02-023-700. More specifically 90 feet northwest from the southernmost portion of the old mill dock and 20 feet of width, including the approach nearest to the Trident Seafoods Plant.

With this extension we will be able to utilize the property for storing and servicing the Trident tender fleet and plant equipment as well as loading vessels with excess product for disposal or for transport to other facilities. The use by the Sue Lynn to tender offal is vital to continuation of our operations.

If you have any questions or concerns, please contact me.

Thank you,

Phillip Mach  
*Sr. Operations Manager – Wrangell*

TRIDENT SEAFOODS CORPORATION  
641 Shakes Street | Wrangell, AK 99929  
Email: [pmach@tridentseafoods.com](mailto:pmach@tridentseafoods.com)  
Phone: 907-873-3346 | Cell: 907-420-7755

Modification to the Facility Lease Agreement  
in the Wrangell Marine Service Center (WMSC)  
for Trident Seafoods, Inc.

This **SECOND** modification to extend the term for the Facility Lease Agreement is made and entered into as of (\_\_\_\_\_, 2025) by and among:

Trident Seafoods, Inc., 5503 Shilshole Ave NW, Seattle, AK 98107.

Now therefore, both parties agree as follows:

First Modification (October 10, 2024)

Trident Seafoods, Inc. entered into an original WMSC Facility Lease Agreement dated April 16, 2024, with the City and Borough of Wrangell as follows: A portion of the old mill dock in parcel 02-023-700, more specifically 20 ft x 90 ft. northwest from the southernmost portion old mill dock including the approach nearest to the Trident Seafoods plant; and

Trident Seafoods, Inc. has asked for a one-year modification that if approved, will change section 1, Duration, of the original agreement to read as follows:

- Section 1, Duration: This Lease shall be in effect for an additional one-year term, more specifically, from the date above until the 1st day of October - 2025.
- Upon execution, this first amendment will become an attachment to the original agreement, dated April 16, 2024.

SECOND Modification (\_\_\_\_\_, 2025)

**Trident Seafoods, Inc. originally entered into an original WMSC Facility Lease Agreement dated April 16, 2024, which was extended October 2024 to expire October 1, 2025, with the City and Borough of Wrangell as follows: A portion of the old mill dock in parcel 02-023-700, more specifically 20 ft x 90 ft. northwest from the southernmost portion old mill dock including the approach nearest to the Trident Seafoods plant; and**

**Trident Seafoods, Inc. has asked for a two-year modification that if approved, will change section 1, Duration, of the original agreement; and**

**The conditions of leasing also needs to be amended to follow the Port Commissions annual lease rate.**

**The changes are as follows:**

**SECTION 1, DURATION:**

**This Lease shall be in effect for an additional two-year term, more specifically, from the date above until the 1st day of October - 2027.**

Upon execution, this first amendment will become an attachment to the original agreement, dated April 16, 2024.

**SECTION 4, CONDITIONAL OF LEASING:**

**A. Lease fee shall be \$198.66 plus tax per month for FY 2026 and increase by 2% to \$202.63 plus tax per month for FY 2027 plus tax, plus any maintenance costs needing to be done to safely utilize the facility, not limited to but including replacing planks, missing bull rails, or any other structurally deficient components of the facility.**

\_\_\_\_\_  
Trident Seafoods, Inc., Lessee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Patricia Gilbert, Borough Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
(Attest) Kim Lane, Borough Clerk