



Thursday, September 02, 2021
6:00 PM

Location: Zoom Teleconference

WORK SESSION

Date and Time

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES (*MOTION* - Move to approve the Minutes, as presented)

a. 2021-06-03 Port Commission Minutes

4. AMENDMENTS TO THE AGENDA

5. CORRESPONDENCE

6. PERSONS TO BE HEARD

7. HARBORMASTER'S REPORT

a. Harbormaster Report September 2021

8. COMMISSIONER REPORTS

9. UNFINISHED BUSINESS

10. NEW BUSINESS

a. Approval of Tideland Lease Proposal from Canoe Lagoon Oysters LLC for approximately one acre of tideland within Parcel # 03-007-498 for the purpose of storing and raising mature oysters.

11. NEXT AGENDA ITEMS

12. ADJOURN

Minutes of the Regular Wrangell Port Commission Meeting

Held June 3, 2021

Chairman John Martin called the Regular Port Commission meeting to order at 6:00 p.m. June 3, 2021, via Zoom

PRESENT: Martin, Yeager, Roppel, Morrison

ABSENT: Merritt

Harbormaster Steve Miller was also in attendance.

APPROVAL OF MINUTES

- a. Approval minutes from meeting May 6, 2021

M/S: Roppel/Yeager 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:

- A new net repair float at Shoemaker Harbor can be funded with unused money from the Shoemaker Bay Harbor project and the Pink Salmon Disaster Grant. Wrangell will use very little of its own money to build the float.
- The Harbors have seen a large increase in yacht traffic, and while we may not be at pre covid rates, any traffic increase is welcomed.
- The Port received the first cruise ship of the season on May 28th. The majority of cruise ships for this season will be smaller vessels. The Port will see five stops from the Silver Muse later this season.
- The Marine Service Center has touched 199 vessels in 42 business days (includes haul outs, launches, vessel moves and inspections), and continues to move vessels every day of operation.
- A new airplane float is in the works for Meyers Chuck.

COMMISSIONER REPORTS – None.

UNFINISHED BUSINESS-

Update on S. Johnson Court Case.

NEW BUSINESS – None.

NEXT AGENDA ITEMS – None.

The next Regular meeting September 2, 2021

Regular meeting adjourned at 6:38 p.m.

Harbormaster Report September 2021

Admin- I have been working with Laura Bitz a Safety Consultant with Alaska Occupational Safety and Health (AKOSH) (OSHA). This is a free service provided by OSHA to provide employers with information to prevent and reduce occupational injuries and illness. Laura did a site visit on 08/04/2021, it was informative and needed in order for us to understand where we are with our safety mitigation plan. We have plenty of room for growth throughout the city as you can see from the report she provided (Attachment 1). I have corrected almost all of the deficiencies except the SDS which I have ordered the appropriate binders for and will be working with staff to identify all chemicals that we use. I do not believe we will need an extension to complete these tasks.

Harbors- The Harbor has been busy cleaning ladders and floats. We have installed fiberglass flag poles to mark safety ladders. The maintenance crew has also added foam billets to portions of the Reliance, and Inner Harbor float to help bring up some low spots. They have also taken apart the south crane at Reliance dock. We have sent the rotor off to be repacked at Hydraulic Industries in Seattle as it has been leaking. This crane will be out of service for about a month.

Marine Service Center- The marine service center has been slow, but we are still hauling 3 to 5 boats a week. Equipment maintenance is still taking place. The crew has jumped in on occasion to do some projects in the harbor as well. The 3rd quarter Storm Water Pollution Prevention reports are being prepared and will be done before the end of September.

Port- The Silver Muse has made two successful stops at the Cruise ship dock. They will make one more stop on September 12th, this will conclude our cruise ship season for 2021.

The City Manager, Carol Rushmore and I had a productive meeting with representatives of Cruise Line Agency of Alaska and former Governor Frank Murkowski about future growth of the cruise industry. I have included a report written by Carol Rushmore (Attachment 2). Some of the items on the list that we need to be aware of are future dock improvements to accommodate larger vessels. There may be some grants coming available to help pay for some or most of these costs.

Meyers Chuck- We got a report from a Meyers Chuck resident that another vessel had went aground at the entrance to the harbor. This was a discussion we had had when we visited Meyers Chuck earlier this year. The new floating marker the Coast Guard had put in a few years back was not adequately marking the rock. I contacted the Coast Guard and sent them pictures and made my concerns known. The last email I received from the Coast Guard is that they were sending a buoy tender down to see if they can rectify the situation.



THE STATE
of ALASKA
GOVERNOR MICHAEL J. DUNLEAVY

Department of Labor and Workforce Development

Labor Standards and Safety
Occupational Safety and Health
Consultation

1251 Muldoon Road, Suite 109
Anchorage, AK 99504
Main: 907.269.4955
Fax: 907.269.3723

August 17, 2021

Mr. Steve Miller, Port Director
671 Shakes St.
Wrangell, AK 99929

Re: Safety Consultation Report for City & Borough of Wrangell – Ports and Harbors
Safety Visit Number: 283800

Dear Mr. Steve Miller:

In response to your request, Lauri A Bitz, a Safety Consultant with Alaska Occupational Safety and Health (AKOSH), conducted a Limited Safety evaluation at your facility on August 4, 2021. Accompanying this report is a List of Hazards which includes a description of the serious hazard(s) and the date by which it was mutually determined that the hazard(s) would be corrected. This List of Hazards must be posted, unedited, in a prominent location where it is readily observable by all employees for three working days or until the hazard(s) have been corrected, whichever is later. Should you need an extension to the correction due date(s), a new List of Hazards which must be posted will be sent to you showing the revised date(s), if the extension is approved.

During the time that you are working on these hazards, it is not assured that Enforcement will not visit your worksite. In this situation, please inform them that you are working with the AKOSH Onsite Consultation Program.

The Onsite Consultation Program is dedicated to assisting employers to prevent and reduce occupational injuries and illnesses by identifying hazards and recommending corrective action and by helping develop or improve safety and health management systems. We look forward to hearing from you concerning the steps you are taking, or plan to take, in response to this report. This information will help us to assist you in providing a safe and healthful workplace for your employees. It can also provide me with information about the effectiveness of your program. We encourage you to inform your employees of the action(s) you take. This knowledge will help them to do their part in maintaining a safe and healthful workplace and it will let them know of your concern for their welfare.

Thank you for seeking our assistance. If you have any questions regarding this report or the Onsite Consultation please feel free to contact Lauri A Bitz at (907) 465-6006 or Lauri.Bitz@Alaska.gov. In addition, if you could take a few minutes to provide assistance on evaluating your safety consultation experience, I'd greatly appreciate any feedback regarding it. You can find the customer survey form on the last appendix within this report.

Sincerely,

Elaine Banda

Elaine Banda, B.A., M.Ed.
Chief of Consultation and Training
Alaska Occupational Safety and Health
1251 Muldoon Road, Suite 109
Anchorage, AK 99504

Safety Consultation Report
For
CBW - Ports and Harbors
671 Shakes St.
Wrangell, AK 99929

Consultation Date
08/4/2021

Request Number
241234

Visit Number
283800

Submitted By
Lauri Bitz
Safety Consultant

Occupational Safety & Health
Consultation & Training
Alaska DOL&WD

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Executive Summary

On August 4, 2021, Lauri A Bitz, a Safety Consultant with the Alaska DOL & WD-Safety Consultation & Training Section, conducted an Initial Limited Safety evaluation at CBW - Ports and Harbors at 671 Shakes St., Wrangell, AK. The consultation was requested by Mr. Steve Miller, Port Director for the job site. The initial visit consisted of an onsite opening conference, an examination of all aspects of the safety and health management system relating to the scope of the visit, a walkthrough of the workplace, and a closing conference.

Opening Conference

During the opening conference, the scope of the visit as well as the employer's obligation and rights were discussed. Attendees of this conference included:

- Mr. Steve Miller – CBW - Ports and Harbors – Port Director
- Mr. Tom Wetor – CBW – Public Works – Public Works Director
- Ms. Lauri A Bitz - AKOSH – Safety Consultant

Safety Evaluation

This business is located at 671 Shakes St. in Wrangell, Alaska. The Ports and Harbors office is at this location but they conduct work at other locations around town including the cruise ship dock. The office, shop and dock as well as a shop on the grounds of the Marine Service Center were evaluated during this safety consultation visit. Vessel moorage activities constitutes approximately 90% of what the department does. Other activities consist of some maintenance such as pressure washing and minor construction type activities.

Employee activity at this facility pressure washing, pounding nails, customer service, dock maintenance and office work.

The scope of the visit requested was a Limited Safety visit.

The employees are represented by a collective bargaining agreement. Robert Stamm is the union representative with IBEW 1547. He was not available to participate in the safety consultation visit but a list of the hazards will be emailed to him.

Closing Conference

During the closing conference the findings from the safety evaluation and recommendations were discussed with participants from the opening conference. The procedure for reporting corrective actions, correction due dates, and procedures for requesting extensions were discussed and reviewed. Attendees of this conference included:

- Mr. Steve Miller – CBW - Ports and Harbors – Port Director
- Mr. Tom Wetor – CBW – Public Works – Public Works Director
- Ms. Lauri A Bitz - AKOSH – Safety Consultant

Hazard Description and Correction Recommendations

The hazards identified are categorized as Imminent, Serious, Other-Than-Serious, and Regulatory. Additional observations are reported as Other Findings and Recommendations.

Hazard Type Definitions

Imminent Danger: Immediate danger to an employee that could cause a life-altering injury or fatality. These must be corrected immediately. Failure to correct immediately will result to a call to AKOSH Enforcement.

Serious: Hazard that would likely result in a serious (OSHA Recordable) injury. Serious Hazards must be posted as discussed in the opening conference, interim protections shall be provided, and written response with abatement shall be submitted.

Other than Serious: Hazards that would likely result in an injury less than the threshold of an OSHA Recordable. In extreme cases, these could result in a more serious injury. Other conditions could result in the hazard being treated as Serious.

Regulatory: A violation that would not directly cause an injury. Depending on circumstances, this could be upgraded to a more Serious Hazard.

Interim Protection for Employees

Where a Serious Hazard(s) is identified and is not immediately corrected in the presence of the consultant, the employer must provide interim protections for affected employees at the worksite while the identified hazard(s) are being corrected. Interim protections include but are not limited to the following (in order of preference):

Engineering Controls: Elimination or reduction of exposure to a chemical or physical hazard through the use or substitution of engineered machinery or equipment. Engineering controls consist of, but are not limited to: substitution, isolation, ventilation, equipment modification.

Administrative Controls: Any procedure that significantly limits daily exposure by control or manipulation of the work schedule or manner in which work is performed is considered a means of administrative control. The use of personal protective equipment is not considered a means of administrative control.

Work practice controls are one type of administrative control in which the employer modifies the manner in which the employee performs assigned work. Such modification may result in a reduction of exposure through such methods as changing work procedures, improving sanitation and hygiene practices, or making other changes in the way the employee performs the job.

Personal Protective Equipment (PPE) and/or Clothing: Providing the proper personal protective equipment (PPE) to all affected employees and training affected employees in the proper selection, use and maintenance of the PPE.

Hazard Description and Correction Recommendations

The hazards identified are categorized as Serious, Other-Than-Serious, and Regulatory. Additional observations are reported as Other Findings and Recommendations.

Serious Hazards

The following Serious Safety Hazards could potentially cause serious injury, illness, or physical harm. These hazards must be posted, unedited, in a location observable to all employees for three working days or until the hazard is corrected, whichever is later. Report on Correction of Hazards (or equivalent written verification) must be returned by the set date documenting the actions taken to correct the serious hazards.

Item Number: # 1

of Instances: 1

Hazard Type: Serious

Correction Due: 10/8/2021

Location:

In the office.

Condition:

An extension cord was being used as a substitute for fixed wiring.

Potential Effect:

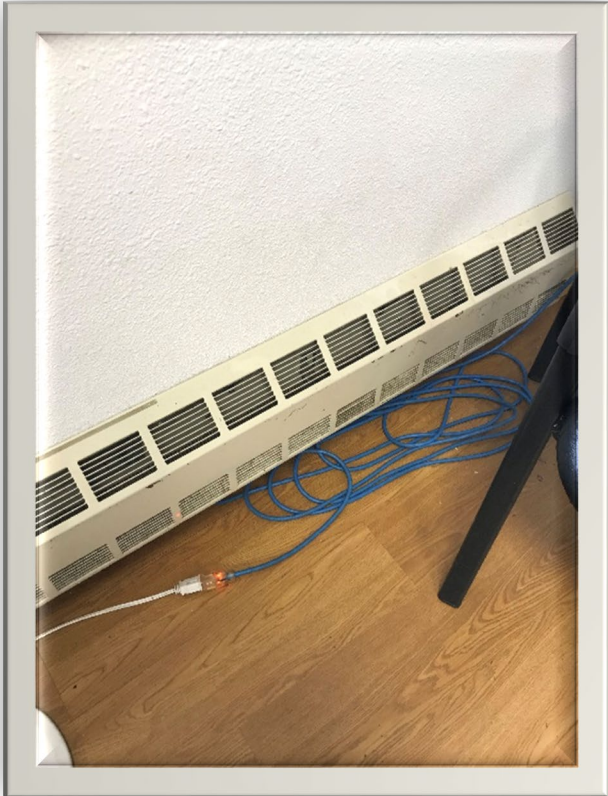
Shock, electrocution, burns or fire.

Standard:

1910.305(g)(1)(iv)
Unless specifically permitted otherwise in paragraph (g)(1)(ii) of this section, flexible cords and cables may not be used:
1910.305(g)(1)(iv)(A)
As a substitute for the fixed wiring of a structure;

Recommended Action:

Avoid “daisy chaining” power strips and/or extension cords. If power is needed in a location where there is no outlet, have a qualified electrician install an outlet. Extension cords are for temporary use only.



Return this page to your consultant when the hazard is corrected.

Date of abatement: _____

Describe Corrective Action Taken: _____

Action Taken to Prevent Recurrence: _____

Name and Signature of Person Responsible: _____

Item Number: # 2

of Instances: 1

Hazard Type: Serious

Correction Due: 10/8/2021

Location:

In the main building shop area.

Condition:

MSDS were still being used instead of SDS and the binder was not complete or reviewed on an annual basis.

Potential Effect:

Employee exposure to hazardous chemicals without adequate knowledge of the hazard can lead to injury or health related illness.

Standard:

1910.1200(g)(8)

The employer shall maintain in the workplace copies of the required safety data sheets for each hazardous chemical, and shall ensure that they are readily accessible during each work shift to employees when they are in their work area(s). (Electronic access and other alternatives to maintaining paper copies of the safety data sheets are permitted as long as no barriers to immediate employee access in each workplace are created by such options.)



Recommended Action:

Ensure that the binders are updated with SDS and that the binder also includes an inventory list of all the chemicals that employees use and are exposed to. This binder should be reviewed annually to ensure that it is up to date and complete.

Return this page to your consultant when the hazard is corrected.

Date of abatement: _____

Describe Corrective Action Taken: _____

Action Taken to Prevent Recurrence: _____

Name and Signature of Person Responsible: _____

Item Number: # 3

of Instances: 1

Hazard Type: Serious

Correction Due: 10/8/2021

Location:

At Ports and Harbors work sites.

Condition:

Hearing protection written program was not available and not being followed and employees are exposed to loud noises.

Potential Effect:

Hearing loss.

Standard:

1910.95(d)(1)

When information indicates that any employee's exposure may equal or exceed an 8-hour time-weighted average of 85 decibels, the employer shall develop and implement a monitoring program.

Recommended Action:

Ensure that the OSHA-mandated hearing protection program is current, is being followed and is available upon request for review.

Return this page to your consultant when the hazard is corrected.

Date of abatement: _____

Describe Corrective Action Taken: _____

Action Taken to Prevent Recurrence: _____

Name and Signature of Person Responsible: _____

Item Number: # 4

of Instances: 1

Hazard Type: Serious

Correction Due: 10/8/2021

Location:

At the job site.

Condition:

Annual audiometric testing has not been conducted for several years.

Potential Effect:

Hearing loss.

Standard:

1910.95(g)(1)

The employer shall establish and maintain an audiometric testing program as provided in this paragraph by making audiometric testing available to all employees whose exposures equal or exceed an 8-hour time-weighted average of 85 decibels.

1910.95(g)(2)

The program shall be provided at no cost to employees.

1910.95(g)(3)

Audiometric tests shall be performed by a licensed or certified audiologist, otolaryngologist, or other physician, or by a technician who is certified by the Council of Accreditation in Occupational Hearing Conservation, or who has satisfactorily demonstrated competence in administering audiometric examinations, obtaining valid audiograms, and properly using, maintaining and checking calibration and proper functioning of the audiometers being used. A technician who operates microprocessor audiometers does not need to be certified. A technician who performs audiometric tests must be responsible to an audiologist, otolaryngologist or physician.

1910.95(g)(5)(i)

Within 6 months of an employee's first exposure at or above the action level, the employer shall establish a valid baseline audiogram against which subsequent audiograms can be compared.

1910.95(g)(5)(iii)

Testing to establish a baseline audiogram shall be preceded by at least 14 hours without exposure to workplace noise. Hearing protectors may be used as a substitute for the requirement that baseline audiograms be preceded by 14 hours without exposure to workplace noise.

1910.95(g)(5)(iv)

The employer shall notify employees of the need to avoid high levels of non-occupational noise exposure during the 14-hour period immediately preceding the audiometric examination.

1910.95(g)(6)

"Annual audiogram." At least annually after obtaining the baseline audiogram, the employer shall obtain a new audiogram for each employee exposed at or above an 8-hour time-weighted average of 85 decibels.

Recommended Action:

Ensure that annual and new employee audiometric testing is being done per the standard.

Return this page to your consultant when the hazard is corrected.

Date of abatement: _____

Describe Corrective Action Taken: _____

Action Taken to Prevent Recurrence: _____

Name and Signature of Person Responsible: _____

Item Number: # 5
of Instances: 1
Hazard Type: Serious
Correction Due: 10/8/2021

Location:

In the Marine Service Center shop.

Condition:

A portable fire extinguisher was found left on the floor.

Potential Effect:

Fire extinguisher can be moved or misplaced and not be readily available in the event of an emergency if not kept in the bracket at all times except during use. This can result in smoke inhalation, burns or death.

Standard:

1910.157(e)(2)
Portable extinguishers or hose used in lieu thereof under paragraph (d)(3) of this section shall be visually inspected monthly.

Recommended Action:

Ensure that all portable fire extinguishers are being inspected on a monthly basis. Document on the tag or in a log book.



Return this page to your consultant when the hazard is corrected.

Date of abatement: _____

Describe Corrective Action Taken: _____

Action Taken to Prevent Recurrence: _____

Name and Signature of Person Responsible: _____

Item Number: # 6**# of Instances: 1****Hazard Type: Serious****Correction Due: 10/8/2021****Location:**

At the Marine Service Center shop.

Condition:

A forklift was found that was not being inspected on a daily basis before it is put into use.

Potential Effect:

Contusions, abrasions, fractures and crushing injuries, from mechanical handling equipment striking employees in the event of a malfunction.

Standard:1910.178(q)(7)

Industrial trucks shall be examined before being placed in service, and shall not be placed in service if the examination shows any condition adversely affecting the safety of the vehicle. Such examination shall be made at least daily.

Where industrial trucks are used on a round-the-clock basis, they shall be examined after each shift. Defects when found shall be immediately reported and corrected.

Recommended Action:

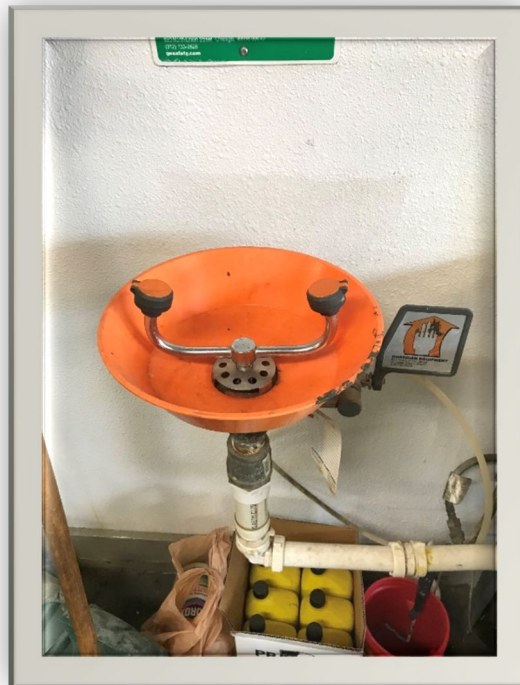
Establish and implement an inspection program. At the start of each shift, the operator should check the truck assigned to assure that it is in safe working order. If for any reason the operator believes that the truck is unsafe to drive or operate, it should be immediately reported to the supervisor. Among the items to check are: operator controls, brakes, fluid lines and levels, lights, filters, safety devices (horn, fire extinguisher, etc.), and movement of the fork. Unless qualified, the operator should not attempt to make any repairs. Only qualified and authorized personnel should be permitted to maintain, repair and adjust industrial trucks.

Return this page to your consultant when the hazard is corrected.**Date of abatement:** _____**Describe Corrective Action Taken:** _____**Action Taken to Prevent Recurrence:** _____**Name and Signature of Person Responsible:** _____

Other Findings and Recommendations

The following address additional issues and/or expands on discussions that took place during this visit.

In the main building shop an eye wash station was available but it was uncertain if it was being inspected on a weekly basis. Per the Port Director, the Building Maintenance staff are supposed to be inspecting the eye wash stations and fire extinguishers. There was no tag or placard on the eye wash station itself that indicated if inspections were being complete. It is recommended that communication be had with the building maintenance staff to ensure that the eye wash station is being inspected on a weekly basis, that the inspections are being done per ANSI standard, and best practice in this situation would be to have an inspection tag on the device itself so that those who are most likely to use the eye wash can be assured that the inspections are being conducted.



Another observation was regarding an employee not wearing the seatbelt while driving the forklift. The employee self-corrected his oversight before being talked to. When asked if he was wearing his seat belt he said, “Yea, this time I was but not the first time you saw me.” His honesty is to be commended, but his commitment to wearing and using safety equipment and devices is strongly recommended.

A question was asked regarding the location of the SDS data/binder. Does it have to be where the employees work or can it be in the office? Employers must ensure that the SDSs are readily accessible to employees for all hazardous chemicals in their workplace. This may be done in many ways. For example, employers may keep the SDSs in a binder or on computers as long as the employees have immediate access to the information without leaving their work area when needed and a back-up is available for rapid access to the SDS in the case of a power outage or other emergency. Furthermore, employers may want to designate a person(s) responsible for obtaining and maintaining the SDSs. If the employer does not have an SDS, the employer or designated person(s) should contact the manufacturer to obtain one. (See OSHA standard below).

1910.1200(g)(8)

The employer shall maintain in the workplace copies of the required safety data sheets for each hazardous chemical, and shall ensure that they are readily accessible during each work shift to employees when they are in their work area(s). (Electronic access and other alternatives to maintaining paper copies of the safety data sheets are permitted as long as no barriers to immediate employee access in each workplace are created by such options.)

1910.1200(g)(9)

Where employees must travel between workplaces during a work shift, *i.e.*, their work is carried out at more than one geographical location, the material safety data sheets may be kept at the primary workplace facility. In this situation, the employer shall ensure that employees can immediately obtain the required information in an emergency.

The final topic of discussion was in regards to wearing Personal Flotation Devices (PFDs). Employees do wear a PFD when they are on one of the harbor vessels. They do not currently wear them when walking around on the dock. The question was asked if it would be required in this instance. The OSHA standard states:

1910.132(d)(1)

The employer shall assess the workplace to determine if hazards are present, or are likely to be present, which necessitate the use of personal protective equipment (PPE). If such hazards are present, or likely to be present, the employer shall:

1910.132(d)(1)(i)

Select, and have each affected employee use, the types of PPE that will protect the affected employee from the hazards identified in the hazard assessment;

1910.132(d)(1)(ii)

Communicate selection decisions to each affected employee; and,

1910.132(d)(1)(iii)

Select PPE that properly fits each affected employee.

There are specific requirements for wearing of PFDs when working over water for construction. A specific standard that addresses when a PFD is required in General Industry or Maritime could not be located other than, if a PFD is required, it should be Coast Guard approved. The requirement to conduct a Job Hazard Analysis (JHA) puts the onus on the employer to determine if a PFD would be required for employees walking around on the dock. The JHA record should be kept to show due diligence if an incident should occur.

Training Provided By Consultant

Subject Area	Formal Onsite	Formal Offsite	Informal
Emergency Eyewash/Shower			4
Electrical			2
Fire Protection			2
Hazard Communication			2
Hearing Conservation Program			2
Powered Industrial Trucks			2

Extension Requests

The employer can request an extension if there is reason to believe that the hazard could not be corrected by the due date. Appendix A (Extension Request) must be completed and submitted to the consultant prior to 10/08/2021. Extension requests are subject to approval.

DART and TRC

Alaska Occupational Safety and Health (AKOSH) requires the OSHA Form 300 Log of Work-Related Injuries and Illnesses be completed and provided upon request. City and Borough of Wrangell Injury and Illness Logs were not provided and thus they were not evaluated. If you would like a recordkeeping evaluation or training assistance please contact Lauri Bitz at (907) 465-6006.

Notice of Obligation

As discussed in the opening conference, the Alaska OSH C&T is required to notify the Alaska OSH Enforcement Occupational Safety and Health Administration (OSHA), should Serious Hazards not be corrected within the agreed upon time. If the employer encounters difficulties completing corrective action within the specified time, extensions may be granted. **Extensions must be requested in writing on or before the correction due date.** The Alaska OSH C&T is not required to notify AKOSH/OSHA Compliance if Other-Than-Serious Hazards are not corrected; however, it is important to realize that uncorrected Other-Than-Serious Hazards could result in injury to the employees. Moreover, in the event of an AKOSH/OSHA Enforcement inspection the company could be subject to citation.

In the event of an AKOSH/OSHA inspection, it is important to remember that the Compliance Officer is not legally bound by the consultant's advice or by the consultant's failure to point out a specific hazard. The employer may, but is not required to, furnish a copy of this report to the Compliance Officer.

Safety and Health Achievement Recognition Program

It is one of AKOSH's goals to prepare every employer to qualify for a specialized program through our services, such as the Safety and Health Achievement Recognition Program (SHARP), Construction Health and Safety Excellence (CHASE), and/or Voluntary Protection Program (VPP). To qualify for these programs the employer may request to be considered eligible if all of the following criteria have been met: all hazards identified in the course of a comprehensive safety and health survey are corrected; an effective safety and health program has been established; and the establishment has met all other requirements set forth by the AKOSH consultation program.

TABLE 5: SAFETY AND HEALTH ACHIEVEMENT RECOGNITION PROGRAM CONTACT INFORMATION

Special Program	Name	E-Mail	Phone Number
Voluntary Protection Program (VPP)	Christian Hendrickson	Christian.Hendrickson@Alaska.Gov	(907) 269-4946
Safety and Health Achievement Recognition Program (SHARP)	Mitch Wallace	Mitch.Wallace@Alaska.Gov	(907) 269-4949
Construction Health and Safety Excellence (CHASE)	Donnie Farwell	Donald.Farwell@alaska.gov	(907) 269-4941

- <http://labor.alaska.gov/lss/OSH-SHARP.htm>
- http://labor.alaska.gov/lss/ak_chase.htm

Resources

OSHA Online Regulations

<https://www.osha.gov/laws-regs/regulations/standardnumber>

DOL Mandatory Posters

<http://doa.alaska.gov/dop/resources/mandatoryposters/>

SDS Information

<https://www.osha.gov/Publications/OSHA3514.html>

PADS Information

<http://labor.alaska.gov/lss/pads/pads.htm>

AKOSH Hazard Communication Guide

http://labor.state.ak.us/lss/forms/Hazard_Communication_Quick_Guide.pdf

Additional Resources Regarding Covid-19

<http://doa.alaska.gov/dop/directorsOffice/covid19/>

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/stop-the-spread-of-germs.pdf>

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/stop-the-spread-of-germs-sp.pdf> (Spanish)

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/COVID19-symptoms.pdf>

<https://www.cdc.gov/ncezid/pdf/Community-Interventions-Infection-Control-H.pdf>

<https://www.osha.gov/SLTC/covid-19/>

<https://www.cdc.gov/coronavirus/2019-ncov/about/transmission.html>

<https://www.osha.gov/coronavirus/safework>

Closing Comments

The Alaska OSH C&T appreciates CBW - Ports and Harbors' concern for the safety and health of their employees. If there are any questions or additional help is required please contact Lauri Bitz at (907) 465-6006 or Lauri.Bitz@alaska.gov.

Submitted By:

Lauri Bitz

Safety Consultant

Alaska OSH C&T

Appendix A – Request for Extension

**CBW - Ports and Harbors
671 Shakes St.
Juneau, AK 99801**

Visit Number: 283800

To request an extension, please copy and complete this form for each requested extension. Send it to:

Lauri Bitz
Safety Consultant
Alaska OSH C&T
1251 Muldoon Road, Suite 109
Anchorage, Alaska

Lauri.Bitz@alaska.gov

Upon approval, a copy of this form, signed by Alaska OSH C&T, must be posted with the “LIST OF HAZARDS” (Appendix A from the original report). A follow-up inspection may be conducted.

Item Number:	Date of Request:
Original Correction Date:	New Date Requested:
Describe progress to date and plan for completion:	
Describe the reason for the extension:	
Describe interim protection used to protect employees from exposure/injury:	

Printed name and signature of requesting official

Request Date

Position of official

AKOSH: Printed name and signature of approving official

Approval Date

Appendix B – Safety and Health Management System

CBW - Ports and Harbors

671 Shakes St.

Juneau, AK 99801

Visit Number: 283800

The effectiveness of the safety and health management system of CBW - Ports and Harbors was evaluated during the consultation visit. The evaluation is tailored to the worksite and is based on observations made and data collected during the visit. This information, along with the AKOSH/OSHA Safety and Health Program Assessment in Appendix B, is provided to the employer because effective management of worker safety and health protection is a decisive factor in reducing the extent and the severity of work-related injuries and illnesses.

The evaluation and summary are broken down into 4 areas: Management Leadership and Employee Involvement, Worksite Analysis, Hazard Prevention and Control, and Safety and Health Training. Effective management addresses all work-related hazards, including those potential hazards that could result from a change in worksite conditions or practices. It addresses hazards whether or not they are regulated by government standards.

Enclosed is an assessment of CBW - Ports and Harbors' Safety & Health (S&H) program. It is an evaluation system used by all Consultation Projects in the country to assess the effectiveness of Safety and Health Program Management in a small business setting. This system was extensively tested and validated, and high scores do in fact correlate to reductions in injuries. The company's assessment reflects an objective snapshot by the consultants based on observations, interviews and record reviews at the time of the survey.

The assessment is divided into three main components with 58 attributes. They are:

Operational (Attributes #1 – 19): Measures the actual activities that are taking place in the business to “find and fix” hazards. These questions relate to detection, prevention and control of hazards on the jobsite. Do workplace hazards result from “failure to find, or failure to fix” situations?

Managerial (Attributes #20 – 39): Measures the ability of the organization to support and maintain the operational component of the company's S&H program. These attributes address Planning and Evaluation, Administration and Supervision, and S&H Training as they relate to “why” hazards exist in the workplace. Before any job injury, some root cause usually exists in management that involves assignment of responsibility, authority, training, resources, or motivation of a responsible person.

Cultural (Attributes #40 – 58): The third component measures the organizational values and principles mutually held by management and employees that relate to safety and health. It has two sub-components based on Management Leadership and Employee Participation. Management leadership is needed to initiate change and improvement in the company safety culture, and employee participation is needed to grow and support it.

The following scale is used for scoring the attributes:

0	No indication that the item is even partially in place
1	Some portion or aspect is present though major improvement is needed
2	Item is largely in place with only minor improvements needed
3	Item is completely in place
NE	Not Evaluated
NA	Not Applicable (rarely used)

Consultants score only those attributes that are supported by survey findings (e.g., hazards, interviews, records). An “NE” is not a negative score. It simply means the consultants did not have enough information to accurately score the attribute.

How will this assessment help the company? Changes the company makes in the Managerial and Cultural components will have the biggest impact on the company’s safety program and the bottom-line of the company through injury and accident reduction. Items on the Form 33 rated as “0” and “1” deserve management/owner attention to make significant change or improvement. Just by going through the Consultation process, many of the scores will improve based on correction of hazards and improvement strategies that the company implements to prevent their recurrence.

The employer is not required to respond to any item on the assessment. If the employer has any questions about how this tool is used or how we arrived at the numeric score, please call Lauri Bitz at (907) 465-6006.

Safety and Health Program Assessment Worksheet (Form33)

Request Number	241234	Visit Number	283800	Visit Date	August 4, 2021
Employer	City and Borough of Wrangell – Ports and Harbors				
Site Location	Po Box 531 Wrangell, AK 99929				
Legend: 0=No; 1=No, Needs major improvement; 2=Yes, Needs minor improvement; 3=Yes; NA= Not Applicable; NE= Not Evaluated; *=Stretch items Attribute of Excellence					
Synthesis Item Score					Score
Hazard Anticipation and Detection Score					7
Hazard Prevention and Control Score					10
Planning and Evaluation Score					0
Administration and Supervision Score					1
Safety and Health Training Score					5
Management Leadership Score					1
Employee Participation Score					3
Total Score					27
Average Score					1.50

Hazard Anticipation and Detection	Score
1. A comprehensive, baseline hazard survey has been conducted within the past five (5) years	0
Comments: A comprehensive, baseline hazard survey has not been conducted within the past five years. Improvement can be made by inviting outside agencies such as Fire Marshall, insurance agent, Alaska OSH or third party safety consultant to conduct a thorough hazard survey of the job site and job tasks. Inspections should be documented and reports kept for comparison to determine high risk areas or repeat occurrences.	
2. Effective safety and health self-inspections are performed regularly	1
Comments: The Port Director conducts some informal walk-throughs of the job site on occasion. Improvement can be made in this attribute by conducting regularly scheduled, documented inspections that are geared toward identifying safety or health issues, concerns or hazards. For best results, employees doing the inspections should receive training on how to identify hazards and how to mitigate issues within OSHA expectations and requirements.	
3. Effective surveillance of established hazard controls is conducted	NE
Comments:	
4. An effective hazard reporting system exists	2
Comments: Due to having a small staff in this department Harbors and Ports mainly reports hazards or concerns verbally to the Port Director. This is a good first step within a small department. Improvement can be made by developing a written method of reporting hazards so that corrections can back tracked and data can be analyzed for trends and repeat occurrences.	
5. Change analysis is performed whenever a change in facilities, equipment, materials, or processes occurs	NE
Comments:	
6. Accidents are investigated for root causes	1
Comments: The Port Director is relatively new to his position and is in the process of improving the safety and health program for his department. He would conduct an investigation if/when an employee was injured. It is recommended that the Port Manager receive some training in how to conduct a formal root cause analysis of an incident, and that this process be documented for evaluation in the future. Obviously the goal of conducting a root cause determination is so that the information can be shared with employees to assist in avoiding future occurrences.	
7. Safety Data Sheets are used to reveal potential hazards associated with chemical products in the workplace	2
Comments: As departments within the City and Borough of Wrangell function independently and the city does not have a designated safety manager there was some uncertainty as to who was responsible for what in regards to things such as Safety Data Sheets (including OSHA 300 logs discussed later). It is recommended that each department take responsibility for their own Hazard Communication program including maintaining the Safety Data Sheets (SDS) at the job site. The program and the SDS should be reviewed annually to ensure accuracy, completeness and effectiveness.	
8. Effective job hazard analysis is performed	1
Comments: Job Hazard Analysis (JHAs) are not readily conducted in a formal manner. Consideration has been given to work with large pieces of equipment such as the boat Travel Lifts to determine risk exposure and mitigation, however, this has not been done as a formal process. JHAs should be conducted at each work site and for each work process to determine potential risks and mitigation policies and procedures should be developed to address identified risks. These JHAs should be documented and if processes or equipment change, the JHA should be re-done to address the changes.	
9. Expert hazard analysis is performed	NE
Comments:	

10. Incidents are investigated for root causes	NE
Comments:	
Hazard Prevention and Control	Score
11. Feasible engineering controls are in place	NE
Comments:	
12. Effective safety and health rules and work practices are in place	0
Comments: There was a great deal of uncertainty when asked if the Harbors and Ports had written safety and health policies and procedures. The assumption was that written policies and procedures were developed at the City level as overarching policies and procedures but there were no written programs specific to Harbors and Ports. It was unclear who might have copies of the written programs or how to obtain a copy. The Port Director is strongly encouraged to work with upper management to determine the existence of the safety and health policies and procedures and to ensure that those policies and procedures are site specific to Harbors and Ports and that they are readily available for review as needed or requested.	
13. Applicable OSHA-mandated programs are effectively in place	0
Comments: Related to item number 12, it was unclear if there were written OSHA-mandated programs in place along with other policies and procedures. There was discussion that programs such as Hearing Protection program and Hazard Communication programs existed in the past or were at least being followed to the extent feasible. It is strongly recommended that the Port Director work with his superiors to ensure that required OSHA mandated programs are written, maintained, annually reviewed and employees are trained as required.	
14. Personal protective equipment is effectively used	2
Comments: Employees were very conscientious about wearing hearing protection when running the Travel Lifts. One employee was observed not wearing his seat belt when driving the fork lift. He self-corrected his behavior before being asked and admitted that he had driven without the seatbelt. His honesty is commended and he is strongly encouraged to use all PPE available as it is for his safety so that he goes home to family in the same condition he arrived to work. Improvement can be made by ensuring that employees are using PPE and that it is clearly communicated when and where they should be using PPE.	
15. Housekeeping is properly maintained	3
Comments: The work locations were fairly well organized and orderly. There were no apparent housekeeping issues identified on the date of this visit.	
16. The organization is properly prepared for emergency situations	NE
Comments:	
17. The organization has an effective plan for providing competent emergency medical care to employees and others present at the site	NE
Comments:	
18. Effective preventive maintenance is performed	2
Comments: The Building Maintenance and Equipment Maintenance teams have responsibility to conduct routine maintenance on vehicles and equipment. It was assumed that required maintenance was being conducted per requirements. Improvement can be made in this attribute by verifying that the vehicles and equipment used by Harbors and Ports is in fact being maintained adequately and routinely.	
19. An effective procedure for tracking hazard correction is in place	3
Comments: The City of Wrangell uses a program called Dude Solutions for tracking facility maintenance and inventory. There were no apparent issues in regards to this system or its' use.	

Planning and Evaluation	Score
20. Workplace injury/illness data are effectively analyzed	0
Comments: As mentioned in regards to written safety and health programs, the OSHA 300 logs are apparently kept by someone in the administrative or HR department and were not easily or readily accessible upon request. The Harbors and Ports department has less than 10 employees within the specific department but it is believed that the 300 logs are kept for the City as a whole. Improvement can be made by ensuring that access to 300 logs is readily accessible upon request per OSHA standards.	
21. Hazard incidence data are effectively analyzed	NE
Comments:	
22. A safety and health goal and supporting objectives exist	NE
Comments:	
23. An action plan designed to accomplish the organizations safety and health objectives is in place	NE
Comments:	
24. A review of in-place OSHA-mandated programs is conducted at least annually	NE
Comments:	
25. A review of the overall safety and health management system is conducted at least annually	NE
Comments:	
Administration and Supervision	Score
26. Safety and health program tasks are each specifically assigned to a person or position for performance or coordination	1
Comments: The Port Director is attempting to understand the OSHA rules and standards that apply to his area of control and implement or shore up areas needing improvement. He is to be commended for his efforts and encouraged to continue to make progress in this important endeavor. Improvement can be made by assigning safety and health program tasks as he learns of the requirements. The more he can involve employees in this process the more buy-in he can engender and the greater level of success he can achieve.	
27. Each assignment of safety and health responsibility is clearly communicated	NE
Comments:	
28. An accountability mechanism is included with each assignment of safety and health responsibility	NE
Comments:	
29. Individuals with assigned safety and health responsibilities have the necessary knowledge, skills, and timely information to perform their duties	NE
Comments:	
30. Individuals with assigned safety and health responsibilities have the authority to perform their duties	NE
Comments:	
31. Individuals with assigned safety and health responsibilities have the resources to perform their duties	NE
Comments:	
32. Organizational policies promote the performance of safety and health responsibilities	NE
Comments:	

33. Organizational policies result in correction of non-performance of safety and health responsibilities	NE
Comments:	
Safety and Health Training	Score
34. Employees receive appropriate safety and health training	3
Comments: The Harbors and Ports department conducts a couple of safety meetings a month. The topics and attendance are documented.	
35. New employee orientation includes applicable safety and health information	2
Comments: New employees receive some orientation training covering safety and health. Some of this is done at the City level and some is done at the department level. The system of training is predominantly done by verbal means. Improvement could be made in this attribute by developing a formalized new employee orientation that is written. All required topics and areas should be signed off when complete and the documentation kept for future reference.	
36. Supervisors receive appropriate safety and health training	NE
Comments:	
37. Supervisors receive training that covers the supervisory aspects of their safety and health responsibilities	NE
Comments:	
38. Safety and health training is provided to managers	NE
Comments:	
39. Relevant safety and health aspects are integrated into management training	NE
Comments:	

Management Leadership	Score
40. Top management policy establishes clear priority for safety and health	1
Comments: The Port Director is committed to improving the safety and health program within his department. There appeared to be a gap or disconnect between the City level and the department level in regards to written programs, policies, procedures and directives. Improvement could be made by strengthening the channels through which information is made available to department heads so that the foundation of safety and health is apparent at all levels.	
41. Top management considers safety and health to be a line rather than a staff function	NE
Comments:	
42. Top management provides competent safety and health staff support to line managers and supervisors	NE
Comments:	
43. Managers personally follow safety and health rules	NE
Comments:	
44. Managers delegate the authority necessary for personnel to carry out their assigned safety and health responsibilities effectively	NE
Comments:	
45. Managers allocate the resources needed to properly support the organizations safety and health system	NE
Comments:	
46. Managers assure that appropriate safety and health training is provided	NE
Comments:	
47. Managers support fair and effective policies that promote safety and health performance	NE
Comments:	
48. Top management is involved in the planning and evaluation of safety and health performance	NE
Comments:	
49. Top management values employee involvement and participation in safety and health issues	NE
Comments:	
Employee Participation	Score
50. There is an effective process to involve employees in safety and health issues	3
Comments: Harbors and Ports conducts regular safety meetings and employees are encouraged to engage in making suggestions or asking for clarification on any safety or health topic. Based on employee interviews, employees believe that the current Port Director is very motivated to improve the safety and health program and that he takes employees safety and health seriously.	
51. Employees are involved in organizational decision making in regard to safety and health policies	NE
Comments:	
52. Employees are involved in organizational decision making in regard to the allocation of safety and health resources	NE
Comments:	
53. Employees are involved in organizational decision making in regard to safety and health training	NE

Comments:	
54. Employees participate in hazard detection activities	NE
Comments:	
55. Employees participate in hazard prevention and control activities	NE
Comments:	
56. Employees participate in the safety and health training of co-workers	NE
Comments:	
57. Employees participate in safety and health planning activities	NE
Comments:	
58. Employees participate in the evaluation of safety and health performance	NE
Comments:	

Paperwork Reduction Act Notice

OMB Number: 1218-0110
 Expiration Date: January 31, 2022

Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. OSHA requires that all State On-site Consultants (Consultants) use the Revised Form 33 if they collect information in the course of their visit which would allow them to fill out a portion of the Form. When the Consultation Project Manager recommends an applicant for the OSHA Safety and Health Achievement Recognition Program (SHARP), which exempts the employer from an OSHA Enforcement inspection as long as the applicant remains a SHARP site, managers must complete all Revised Form 33 information. In accordance with 29 CFR 1908.6(h)(1) and (2), Consultants must preserve their confidentiality of information obtained as the result of a consultative visit which contains or must reveal a trade of secret of the employer. It is estimated that Consultants average 45 minutes to complete 12-18 entries on the form (for a general consultation visit) and Consultants average 5 hours to complete all 58 entries on the form (for a comprehensive consultation visit or SHARP evaluation), including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed and completing the form. The Form serves as a comprehensive evaluation tool. The information obtained from the form is used to evaluate an employer's safety and health management system. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Office of Small Business Assistance, Occupational Safety and Health Administration, Room N-3660, 200 Constitution Avenue, NW, Washington, DC 20210.

APPENDIX C – Consultation & Training Services Customer Survey

An Alaska OSH consultant was recently at your work site to provide assistance evaluating your safety and health program or conducted formal training. We would appreciate any feedback regarding this experience. Please take a few minutes to answer the statements below and return to Alaska OSH Program Manager by mail or email to lauri.bitz@alaska.gov.

**The mailing address is
1251 Muldoon Road, Suite 109
Anchorage, Alaska 99504**

Please answer the following questions regarding your rating of service provided by AK-OSH Consultation & Training. Survey respondents lacking sufficient knowledge to answer a particular question may opt out of that question by answering "Don't Know."

TIMELINESS

1. How do you rate the timeliness of the services provided by Alaska OSH Consultation & Training Services?
 Excellent Good Fair Poor Don't Know*

Comments _____

ACCURACY

2. How do you rate the ability of Alaska OSH Consultation & Training Services to provide services correctly the first time?
 Excellent Good Fair Poor Don't Know*

Comments _____

HELPFULNESS

3. How do you rate the helpfulness of Alaska OSH Consultation & Training Services employees?
 Excellent Good Fair Poor Don't Know*

Comments _____

EXPERTISE

4. How do you rate the knowledge and expertise of Alaska OSH Consultation & Training Services employees?
 Excellent Good Fair Poor Don't Know*

Comments _____

AVAILABILITY OF INFORMATION

5. How do you rate the availability of information at Alaska OSH Consultation & Training Services?
 Excellent Good Fair Poor Don't Know*

Comments _____

OVERALL SERVICE

6. How do you rate the overall quality of service provided by Alaska OSH Consultation & Training Services?
 Excellent Good Fair Poor Don't Know*

Comments _____

We would appreciate any other comments or suggestions you have regarding the services provided.

Company Name: _____

Contact Person _____ Date _____

Consultants: **Lauri Bitz**

Send request to Chief of Consultation and Training Elaine Banda at Elaine.Banda@Alaska.gov

City and Borough of Wrangell, Alaska

Date: August 16, 2021

To: Lisa Von Bargaen, Borough Manager

From: Carol Rushmore, Economic Development Director

Re: Recent Visit with Cruise Line Agency of Alaska

Thoughts regarding our recent meeting with Cruise Line Agency of Alaska and former Governor Frank Murkowski:

- 1) Trend for cruising in Alaska is increasing. Bigger ships. New lines that do not have berth priority will need places to go.

- 2) Question was asked of community sentiments toward cruise ships:

Is there room for local growth? Yes

How much is too much? Unknown

CVB is planning to finalize this winter the Tourism Best Management Practices(TBMP) document that has been drafted. This will require public meeting(s) but also buy off via a signature agreement from the businesses. Highly probably that some community sentiment will come through during the public meeting discussions about the TBMPs.

- 3) Strategic plan for local infrastructure improvements is needed to determine priority needs that are:

- a) critical to maintain existing port calls
- b) critical for increased port calls based on ship sizes and changing needs
- c) critical for well-being of the passengers

- 4) Identified needs in no order or detail:

- a) Determining shoreside capacity
- b) Determining shoreside restrictions (transportation, summer floats, Stikine Inn expansion impacts)
- c) Dock improvements - floating structure; mooring dolphin;
- d) Restrooms on the dock
- e) Transportation issues
- f) Waterfront Master Plan implementation (portions of)
- g) Wayfinding Plan
- h) Restrooms at petroglyph beach

- 5) Should a development be considered at the 6 Mile Mill site, considerations include:

- a) Local utility carrying capacity to handle increased loads of water/sewer/garbage/electric
- b) Potential extension of water and sewer

- c) Public/private partnership for purchase and/or development of site
- d) Previous Property Assessment Analysis completed in 2016 – updates to analysis
- e) Housing needs for employees should development occur
- f) Transportation and connectivity with downtown

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

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	September 2, 2021
	<u>Agenda Section</u>	New Business

Approval of Tideland Lease Proposal from Canoe Lagoon Oysters LLC for approximately one acre of tideland within Parcel # 03-007-498 for the purpose of storing and raising mature oysters.

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

<u>FISCAL NOTE:</u>		
Expenditure Required: \$XXX Total		
FY 20: \$	FY 21: \$	FY22: \$
Amount Budgeted:		
	FY20 \$XXX	
Account Number(s):		
	XXXXX XXX XXXX	
Account Name(s):		
	Enter Text Here	
Unencumbered Balance(s) (prior to expenditure):		
	\$XXX	

<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. Request from WCA 2. Map

RECOMMENDATION MOTION:

Approval of Tideland Lease Proposal from Canoe Lagoon Oysters LLC for approximately one acre of tideland within Parcel # 03-007-498 for the purpose of storing and raising mature oysters.

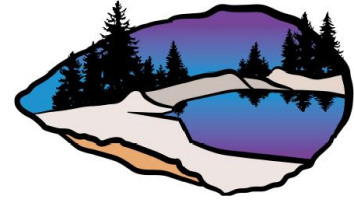
SUMMARY STATEMENT:

Canoe Lagoon Oysters LLC proposes leasing approximately one acre of tideland within Parcel # 03-007-498 for the purpose of storing and raising mature oysters in plastic mesh containment bags.

This location would allow Canoe Lagoon Oysters to access salable oysters during months of inclement weather. Canoe Lagoon's main farm is located in the Blashke Islands which is approximately 30NM by boat from Wrangell. All of their oysters are sold live and need to be in certified growing water until the time of harvest. This beach location would provide them easy access when they are unable to get to their main farm by boat.

In conjunction with approval by the City of Wrangell, and all interested parties, we will also need to gain Alaska Department of Environmental Control, and Alaska Department of Fish and Game approval for a certified shellfish growing area. This process can take up to 18 months.

Upon approval from the City of Wrangell, Canoe Lagoon would like to have an initial 1-year lease contract with a second-year option for renewal to allow this State of Alaska to complete their approval process. Upon final approval from all State of Alaska Agencies, Canoe Lagoon at this point can sign a long-term lease for the said Parcel.



Canoe Lagoon Oysters LLC

August 8, 2021

Tideland Lease Proposal to the City of Wrangell

Proposal: Canoe Lagoon Oysters LLC proposes leasing approximately one acre of tideland within Parcel # 03-007-498 (see attached map with boundary coordinates) for the purpose of storing and raising mature oysters in plastic mesh containment bags. The location is important due to the access to a specific tide height available in this parcel. Our oysters must be placed between a +0' and +3' to allow access and prevent freezing. This location would allow Canoe Lagoon Oysters to access salable oysters during months of inclement weather. Canoe Lagoon's main farm is located in the Blashke Islands which is approximately 30 NM by boat from Wrangell. We currently bring all of our product to Wrangell to export via Alaska Air Cargo. All of our oysters are sold live and need to be in certified growing water until the time of harvest. This beach location would provide us easy access when we are unable to get to our main farm by boat.

Contingencies: In conjunction with approval by the City of Wrangell, and all interested parties, we will also need to gain Alaska Department of Environmental Control, and Alaska Department of Fish and Game approval for a certified shellfish growing area. This process can take up to 18 months. Upon approval from the City of Wrangell, Canoe Lagoon would like to have an initial 1-year lease contract with a second-year option for renewal to allow this State of Alaska to complete their approval process. Upon final approval from all State of Alaska Agencies, Canoe Lagoon at this point can sign a long-term lease for the said Parcel.

Possible additional requests: The following items we would like to discuss but the above lease proposal would not be contingent on agreement of these items.

1. Placement of shipping container at adjacent parking area or at Shoemaker harbor to store equipment
2. Creating an ATV access trail to the proposed lease site across the beach to allow for easier access.
3. Create an oyster cleaning area by having access to public water either at the adjacent parking area or at Shoemaker Harbor to rinse the oysters prior to delivery to our packing facility.

The above items are very flexible, and Canoe Lagoon would like input from the City of Wrangell to find the best fit for the community and Canoe Lagoon.

Operational Details: The oysters would be placed in mesh bags each bag containing approximately 10 dozen oyster per bag. The bags are approximately 3' long by 1.5' wide. The bags may need to be attached to a ground line depending on how severe the currents are during storms, but we hope to not need them. By 2023 we anticipate the weekly sale of 400 dozen oysters which would equate to about 40-45 bags. Each week's worth of bags would encompass approximately 400 sf including spacing between bags. We anticipate needing to stock between 6 – 10 weeks of deliveries to ensure we do not run out of product. Of the 42,000-sf requested at any one time we would only be utilizing approximately 10% of the surface area. This will allow us to "rotate" where we place the bags to lessen the impact on existing shellfish in the tidal zone. (See attached bag layout map) The oysters would be delivered by boat already in the bags and placed on the beach by hand. Harvesting consists of removing the bags from the beach by hand or with a skiff and taken to the designated cleaning area to be washed. That area would either be right there on the beach using pumped sea water from the growing area, or a determined cleaning area at Shoemaker Harbor.



Positive Impacts:

- 1: Lease Revenue to the City
- 2: Employment of two full time employees and possibly 2 additional part time employees as we grow more sales.
- 3: Provides Canoe Lagoon with a steady flow of oysters to supply our customers
- 4: Reduced fuel consumption by Canoe Lagoon.
- 5: By providing enough area to rotate the location of the bags, it will cause minimal disruption to the personal use shellfish harvesting in that area.

How to Minimize possible negative impacts:

- 1: Impact to personal shellfish harvesting: we understand that this area is utilized by the community for harvesting of clams and mussels. We will not be requesting to ban access by the public within the designated lease boundary, and the public can harvest clams and mussels around our equipment. Unless we start to have damage and or theft of our oysters and equipment. We believe that if we make a concerted effort to educate the public what is being done at this site, we will get very good cooperation from the locals. Upon approval, we will publish several articles in the Sentinel describing what will be happening, and we will also place a sign at the site with some information regarding access and respecting our property.
- 2: Cleaning oysters with public water: We would like to find a suitable location and have a water meter for our usage if it is public water. We will also work to find cleaning solutions that minimize the water usage such as using pressure washing.

3: Appearance of the beach: Canoe Lagoon realizes that Wrangell takes pride in its beautiful surroundings and the beach is an attraction for residents as well as visitors. The bags will be under water for more than 65% of most days and not visible, and the bags being dark in color will blend in with the dark sand and rocks of the beach area. They will not be invisible by any means, but no commercial utilization of tideland leases would not have some visual impact.

Dates for construction: Oyster infrastructure will not require any construction, just the physical placement of the bags on the beach, and that will not be able to begin until approval from ADEC and ADFG which could be over one year. The possible cleaning area of oysters may require some minimal construction, and that would not commence until we have a firm understanding of a probable approval from ADEC and ADFG or possibly after we have received approval.

Effects on public streets, facilities, utilities, traffic, etc: We do not anticipate any adverse effects on any public infrastructure except the possibility of water usage. We anticipate usage to have very minimal impact, and we would request water metering to pay for our usage. Parking will be in existing parking areas, and at most on any given day, 2 vehicles will be utilizing the parking areas.

Names and Addresses

Owner (single member of Canoe Lagoon Oysters LLC)

Brian Herman

Local addresses:

Mailing: P.O. Box 381 Wrangell AK 99929

Physical: 732 Case Ave. Wrangell AK 99929

Primary Mailing and Physical:

145 Western Ave Clarkdale AZ 86324

Onsite Manager:

Eliette Maes

Physical: 306 Cassiar St, Wrangell Ak 99929

Thank you for Consideration of this proposal. Questions and comments can be directed to Brian Herman (owner Canoe Lagoon Oysters LLC)

(928) 301 3372

canoelagoon@yahoo.com



Brian Herman

Attachment 1: Entire Parcel overview

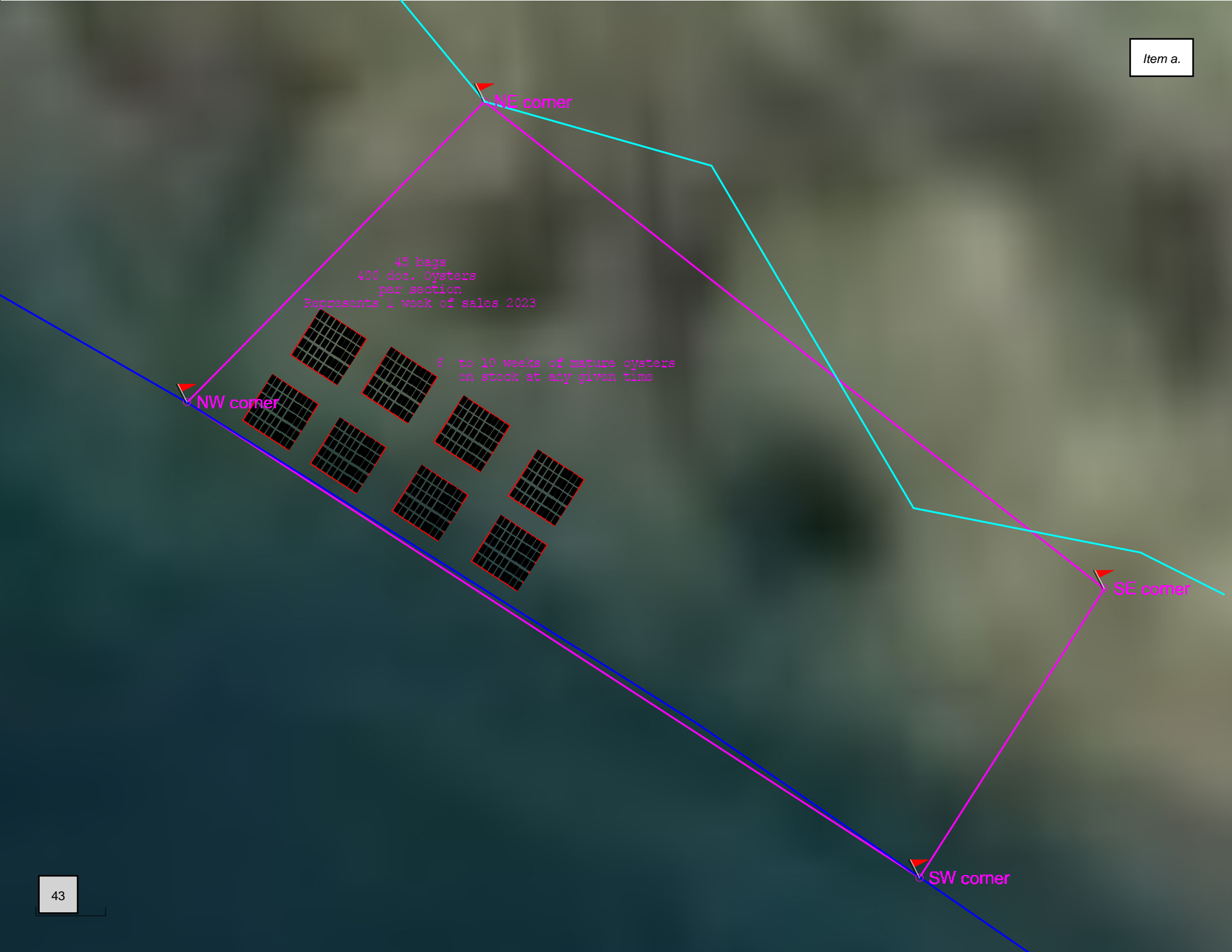
Attachment 2: 1 acre requested sub-parcel with coordinates

Attachment 3: visual conception of bag layout and usage at any given time.





Parcel # 03-007-498



NE corner

45 bags
400 doz. Oysters
per section
Represents 1 week of sales 2023

6 to 10 weeks of mature oysters
on stock at any given time

NW corner

SW corner

SE corner