



2000 Anchorage Port Road
 Anchorage, Alaska 99501
 907-343-6200
 PortOfAlaska@anchorageak.gov
 PortOfAlaska.com

Anchorage Port Commission Meeting Minutes

Date: February 1, 2023

Scheduled Time: 12pm – 2pm

Location: Port of Alaska Conference Room/virtual via Microsoft Teams

Present	Port Commissioners:	Ron Ward, Chair; Garret Wong, Vice Chair; Chris Manculich; Mike Robbins; Peggy Rotan; Aves Thompson; Scott Selzer; Paul Mehler
	Staff:	Steve Ribuffo, Port Director; Cheryl Beckham, Finance and Administration Manager; Ronnie Poole, Operations and Maintenance Superintendent; Brian Weigand, Engineering Manager; Paul Rotkis, Safety Coordinator; Diane Bickford, Executive Assistant; Kathleen King, Accounts Payable/Receivable Clerk
	Guests:	Andrew Mew and Tom Reuter (ALAMAR); Art Dahlin (TOTE); Vic Angoco, Jennifer Tungul and Dylan Faber (Matson); Chris Vernon (Northstar); Bert Mattingly (Menzies); Casey Sullivan (Marathon); William Plummer and April Latourneau (SDDC); Ryan Zins (ABI); Captain Carolyn Vermette (SWAPA); David Dellinger; Jeff Johnson; Karl Hill-Igiugig; Cynthia Kirkham; Kris Shippen; Teddy Pease
Absent	Port Commissioners:	Kevin Mackey
	Staff:	John Daley, PAMP Engineering Manager; Jim Jager, Director of Security and Business Development

- I. **Meeting was called to order at 1203** – Commissioners, staff, and guest attendance is as shown above. There was a quorum.
- II. **Pledge of Allegiance** – Led by Mr. Paul Rotkis
- III. **Safety Minute** – Mr. Rotkis “quizzed” all present on who has right of way when merging into moving traffic. The correct answer is that merging traffic must yield to moving (main) flow of traffic.
- IV. **Approval of Agenda** – Commissioner Manculich moved for approval and Commissioner Robbins seconded. The agenda was approved unanimously.
- V. **Approval of Minutes of December 14, 2022** – Commissioner Robbins moved to approve the minutes as presented; Commissioner Manculich seconded. The minutes were approved unanimously with minor edits requested by Commission Chair Ward. Mr. Ribuffo will make the edits, re-send the amended version to Commissioners, and deliver for posting on the Port’s website.
- VI. **Port Director’s Comments** – Mr. Ribuffo announced he had no comments at this time and yielded to the port staff for theirs. He said he would make comments on behalf of John Daley and Jim Jager who were both out of the office.

VII. Informational Items

1. Operations and Maintenance – Ronnie Poole provided a brief update about snow removal and keeping Port’s roads and docks safe for operating. Several meeting participants complimented Port’s snow removal performance and said Port roads may have best winter driving conditions in the Muni.
2. Port engineering – Brian Weigand reviewed ongoing procurement actions in support of keeping the existing port infrastructure open for business (storm drain and anode sled repairs, and water line maintenance particularly). He also provided a status update on actions related to the still-open PCT fuel line soaking/flushing contract and gangway procurement.
3. Port Modernization Program – John Daley was on time off, so Mr. Ribuffo reviewed PAMP Design Advisory Board (DAB) meeting, current status of PCT construction contract close out, and start of construction activity of new PoA admin office. Commission Chair Ward asked if the commissioners could see a copy of materials sent to the Mayor after the DAB meeting. Mr. Ribuffo said he would distribute those documents to the commissioners.
4. Finance – Cheryl Beckham walked the commissioners through current financials and answered questions. She also announced that Port of Alaska handled some 5.3 million tons in 2022—the largest annual tonnage volume in Port of Alaska history.
5. External Affairs, Resiliency, Security, and Business Development – Jim Jager was also away on time off. Mr. Ribuffo discussed recent \$5 million Defense Community Infrastructure Program grant award for construction of a battery storage facility as part of the Port Power Plan (previously presented to the Commission). He also shared that many federal agencies release grant opportunity Notice(s) of Funding Opportunity (NoFO) this time of year for the FY23 federal grant cycle, and that we are working with Jacobs and our grant writing contractor to select and pursue grants opportunities that are likely to succeed. More to come.

VIII. Old Business

A. Review of draft Terminal Operator Manual

B. Under Keel Clearance (UKC) Discussion

These two items are closely related and discussed together. Mr. Rotkis and Mr. Ribuffo presented a draft version of a terminal operator manual that Port Commission requested. Commission Chair Ward and Commissioner Mehler reviewed a draft version of the manual prior to the meeting recommended edits that were made and highlighted in the version provided to all Commissioners before the meeting. A controversial aspect of the manual related to under keel clearance (UKC). Several commissioners were unfamiliar with this concept and Chair Ward invited Captain Carolyn Vermette from SWAPA—who is also chair of the Cook Inlet Harbor Safety Committee’s (CIHSC) navigation workgroup—to explain UKC before commissioners reviewed overall draft Terminal Operator Manual. Much debate, discussion, Q&A followed the presentation. Commissioner Robbins made a motion, seconded by Commissioner Thompson, to defer the UKC decision until the CIHSC makes a UKC recommendation for all of Cook Inlet. After brief discussion, that motion failed 3 yeas to 4 nays. In the end, the Commission did vote to approve including in the manual a recommended UKC of 3 feet, with the proviso that vessels tied along side the Port’s pier must always remain afloat. Subsequent to this discussion, a walk through the remainder of the recommended edits was done; all agreed to support their inclusion. Mr. Rotkis and Mr. Ribuffo said they would incorporate all the edits and re-distribute the final draft for review before officially posting it for use.

- IX. Correspondence Received by the Commission** – The Commission received no correspondence that required review and action.
- X. New Business** – There was no new business for the Commission to consider.
- XI. Public Comments** - None of the attending public signed up or identified their desire to address the Commission.
- XII. Port Director’s Closing Comments** – Mr. Ribuffo took the opportunity to make sure the Commission acknowledged the efforts of Port users in setting Port of Alaska’s highest-ever annual tonnage record. Port of Alaska is a landlord port that does not conduct commerce. The users conduct commerce, and we thank them for their efforts.
- XIII. Commissioners Closing Comments** – Commissioners Wong, Thompson, Rotan, and Manculich shared kudos for the record-setting 2022 tonnage numbers and thanked the port staff for the hard work of maintaining the facility, particularly through the snow events. Commissioners Mehler and Ward thanked the staff for the work on the Terminal Operator Manual; Commission Chair Ward also said he was looking forward to seeing the DAB information.
- XIV. Next Meeting:** April 5, 2023
- XV. Meeting Adjourned at 1435**