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**Anchorage Port Commission Meeting Minutes**

**Date: January 24, 2024**

**Scheduled Time: 12pm – 2pm**

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

<b>Present</b>	<b>Port Commissioners:</b>	Seat 1: Kevin Mackey Seat 2: Simon Lisiecki Seat 3: Christopher Manculich Seat 5: Peggy Jean Rotan Seat 7: Aves Thompson, Vice-Chair Seat 8: Ron Ward, Chair Seat 9: Stephanie Kesler
	<b>Staff:</b>	Cheryl Beckham (Finance and Administration Manager) Jim Jager (Deputy Director Programs and Security) Ronnie Poole (Operations and Maintenance Superintendent) Mike Rhodes (Port Engineer) Paul Rotkis (staff) Kathleen King (staff) Diane Bickford (staff)
	<b>Guests:</b>	Cynthia Kirkham (ADEC) Shaun McFarlane (Moffatt & Nichol) Dick Traini (public) Melanie Hollon (ADEC) Vic Angoco (Matson) Rob Olson (Matson) Lev Yampolsky (Petro Star)
<b>Absent</b>	<b>Port Commissioners:</b>	Seat 4: Mike Robbins Seat 6: Scott Selzer
	<b>Staff:</b>	Steve Ribuffo (Port Director) John Daley (PAMP Engineer Manager)

- I. **Meeting called to order at 12:01 PM** – Commissioners, staff and guest attendance shown above. There was a quorum. Vice-Chair Thompson chaired meeting because Chair Ward attended virtually.
- II. **Pledge of Allegiance** – Led by Vice-Chair Thompson.
- III. **Safety Minute** – Port Safety Coordinator Rotkis discussed electric space heater cord safety and Porto of Alaska (PoA) driving speed limits.
- IV. **Approval of Agenda** – Moved for approval by Commissioner Kesler, seconded by Commissioner Lisiecki, and unanimously approved with “old business” addition of Ship Creek small boat launch update.

- V. **Approval of Minutes of the September 27, 2023, Meeting** – Moved for approval by Commissioner Kesler, seconded by Commissioner Lisiecki and unanimously approved with no edits.
- VI. **Port Director’s Comments** – Acting Port Director Jager said Director Ribuffo and PAMP Engineer Manager were away on PTO. He said Anchorage Assembly changed facility name to, “Don Yong Port of Alaska” earlier in the month. He said the name change would be phased in and that new logo for signage, etc. should be ready by next meeting.
- VII. **Informational Items:**
- a. Engineering (Mike Rhodes) – Mr. Rhodes said PCT petroleum operations commissioning process continues. PCT hose tower replacement valves are ordered and shipped and PoA is working to hire contractor(s) to install replacement valves and complete line soaking, flush, and hydrostatic testing. PoA is also working to address safety concerns with PCT dolphins. Commission Chair Ward asked why petroleum system commissioning will take until July/August timeframe. Mr. Rhoades said it is taking time to work out logistical factors, purchasing requirements, and coordination with Marathon for fuel supply while also working around user fuel shipment schedules. Commissioner Manculich noted that PCT lights along the catwalk are a concern because they interfere with longshore operations when mooring lines are carried to dolphins. Mr. Rhodes said sand tent RFP is in progress and storm drain system 1 design is ongoing.
  - b. Operations and Maintenance (Ronnie Poole) – Mr. Poole said maintenance team has done excellent job removing this season’s high snow loads from roads, docks and yards. He said berths are getting more-than-normal sediment infill this season and PoA is working with Cook Inlet Tug and Barge to schedule prop washes to maintain their depth. He said there is a promising candidate pool to fill two open PoA maintenance positions. The maintenance team is working with PoA’s engineer to prepare sites for 2024 PoA construction projects, especially the new warm storage structure east of Roger Graves Road.
  - c. PAMP (Jim Jager for John Daley) – Mr. Jager reported that PAMP’s that the T1 is using a two-step RFP process and that step-1 prequalification materials were advertised on Monday, 22Jan. He said the step-2 bid documents should be out by mid-April with award and NTP expected before the end of the year. Mr. Jager said administration building construction is progressing and should be mostly complete by late April. He said that the second season of NES1 work is expected to start in April or May – depending upon weather and other factors – and that project is on-track for completion by yearend. He also said T2 planning is ongoing, subject to final design decisions that are expected later this year.
  - d. Finances (Cheryl Beckham) – Ms. Beckham walked Commissioners through PoA’s end-of-December (100 percent thru the FY) financials. She reported that PoA was through 98 percent of its expenses, which is right on budget for the forecast spend curve. She said tonnage numbers were complete for 2023 and demonstrated a small decline in Petroleum shoreside. She reported PoA’s FY2022 financial audit should be issued within the next two weeks.
  - e. Programs, Policies and Security (Jim Jager) – Mr. Jager told members that PoA expects to hear within the next two weeks if it will receive an INFRA/MEGA/MPDG grant to support T1 construction. He said FY24 grant season has started and team is already working on it PIDP application for T2, and expects to start additional applications for T2 construction, to support PoA security and to support PoA’s power systems. He said that planning work is proceeding to construct a new Tract-J emergency access road, probably starting in 2025. He said the new access control system roll-out was slightly delayed continues, with system

training scheduled to begin the last week of January. He said that security-related communication system upgrades will start this spring. And he expects that Municipality of Anchorage/PoA will finalize a contract with Chugach Electric Association within weeks to proceed with ordering equipment to complete PoA's microgrid and BESS project.

**VIII. Commissioners Closing Comments** – Commissioner Lisiecki and Commissioner Kesler both said it was nice to be back on the Anchorage Port Commission and Commission Chair Ward welcomed them back. There were no other commissioner comments.

**IX. Next Meeting:** March 20, 2024

**X. Meeting Adjourned at 12:45 PM**