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**Port of Alaska Commission Meeting**  
**Date: April 25, 2018**  
**Time: 12:00 – 1:30 pm**  
**Location: Port Commission Chambers**

Present	Port Commissioners:	Brad Kroon, Chair; Robert Pawlowski, Vice Chair; Stephanie Kesler; Simon Lisiecki; Andrew MacLeod; Aves Thompson
	Staff:	Steve Ribuffo, Port Director; Sharen Walsh, Deputy Port Director; Todd Cowles, Port Engineer; Stuart Greydanus, Port Operations Director; Jim Jager, Director of External Affairs; Paul Rotkis, Port Safety Coordinator; Diane Bickford, Executive Assistant
	Guests:	Chris Vernon, NorthStar Terminal & Stevedores; Cpt. Ronald Ward, SouthWest Pilots; Tom Ruter, Alaska Maritime; Bart Buessler, NOAA Coast Survey; Wilbur O'Brien; Ms. Kelly Koganei, International Aviation Service; Terry Miller, International Aviation Service
Absent	Port Commissioners:	Moire Duggan
	Staff:	Cheryl Beckham, Director of Finance;

**I. The meeting was called to order at 12:00 pm**

- A. Roll Call of Port Commissioners
- B. Self-introduction by those present

**II. Safety Minute (Paul Rotkis)**

On March 28<sup>th</sup> the Municipality lunched a new non-emergency number, 311, for the police and other frequently contacted departments of the Municipality. He said more department contacts will be added in the future.

**III. Approval of Agenda**

- A. It was moved to approve the Agenda as submitted by Commissioner Kesler and seconded by Commissioner MacLeod.

Mr. Ribuffo pointed out that the topics on the Agenda were rearranged in order to cover the Tariff updates.

Commissioner Thompson said he had an item he wished to discuss under New Business, Truck Parking at the Port, that was not currently on the Agenda.

Mr. Ribuffo said it would be added under New Business as Item VI. B.

Commissioner Kroon called for a motion to approve the Agenda as amended. Commissioner Kesler so moved, Commissioner MacLeod seconded.

- B. The Agenda, as amended, was approved unanimously.

**IV. Approval of Minutes**

- A. Commissioner Kesler moved to approve the minutes of February 14, 2018 as presented; seconded by Commissioner Pawlowski. The minutes were approved.

**V. Public Comments**

There were none.

## VI. New Business

### A. Tariff 8.2, Section 1 update

The staff and Commission went through the Tariff Section 1 and discussed the additions, deletions and explanations.

Mr. Ribuffo said changes in Section 2 are limited to the name change, page numbers and date in the headers and footers and noted a Resolution had been prepared for signature upon approval.

Commissioner Kesler moved to approve Tariff 8.2 as amended. Commissioner Kroon seconded the motion and asked if there was any further discussions.

Commissioner Kesler said she was interested in hearing the customer's and tenant's responses and thoughts to this.

Mr. Ribuffo asked two guests to introduce themselves since they came in late. Ms. Kelly Koganei and Mr. Terry Miller with International Aviation service introduced themselves.

Commissioner Kroon asked Mr. Rueter if he had comments on the Tariff. Mr. Rueter said no, he thought everything had been addressed.

Commissioner Kroon asked if there were any other questions from the Commission.

Commissioner Pawlowski said he was comfortable with the changes that have been made and the clarifications with respect to issues in the definitions. He did have a question in ENVIRONMENTAL PARAMETERS, under WIND, he thought the windspeed figures seemed high and asked the staff to fact check the figures. Mr. Ribuffo said that would be done and suggested that NOAA could help.

Mr. Bart Buesseler said he would check with the weather service folks.

Commissioner Pawlowski said he didn't want to stop this from moving forward, it's a fact check only, not an issue of concern from me as a Commissioner.

Commissioner Thompson asked through the Chairman if the maker of the motion would add a phrase that authorized editorial privileges to the Director.

Commissioner Kesler amended the motion, adding wording to allow for fact checking in Part 3 ENVIRONMENTAL PARAMETERS. Mr. Ribuffo said that would be done and the Commission will be informed of what is discovered.

Commissioner Kroon asked for a second on the amended motion; Commissioner Thompson seconded and said the motion should also authorize editorial privilege. Commissioner Kesler restated her motion to include "editorial privileges throughout the document to correct grammatical errors and also for fact checking in Part 3 the ENVIRONMENTAL PARAMETERS".

Commissioner Kroon seconded as amended and called for a vote. Mr. Ribuffo suggested a roll call vote since it is a Tariff change. Commissioner Lisiecki: Aye  
Commissioner Kesler: Aye  
Commissioner Pawlowski: Aye.  
Commissioner Kroon: Aye.  
Commissioner MacLeod: Aye.  
Commissioner Thompson: Aye.  
The motion was passed.

Mr. Ribuffo said the staff will draft an Assembly Resolution and Memorandum, and include Commission Resolution R18-01 to submit into PACE and for the Assembly Agenda. The Resolution will be introduced for public hearing at an Assembly meeting and two weeks after that it will be brought up for public hearing and Assembly vote. After approval the updated Tariff will be posted on the Port's website and sent to all principles who request a copy.

Commissioner Thompson asked if Commission members or the Chair should attend the meeting. Mr. Ribuffo said customarily either the Chair, Vice-Chair or any member available could attend. Commissioner Pawlowski asked that the Commission be notified of the date the Tariff will come before the Assembly.

Commissioner Kroon said the motion has passed and we'll move on to Agenda Item 6. B.

Commissioner Thompson said parking at the Port is becoming more problematic for the trucking industry. Truck drivers operate under "hours of service" regulations that allow them to drive a certain number of hours a day before requiring them to stop for a ten consecutive off-duty hours, tracked by an electronic device that logs their hours. The question came up as to whether there is a parking policy at the Port or a place for trucks to park overnight; it's within a secure boundary and the drivers all have TWIC and Port access cards. Commissioner Thompson said he had a conversation with Mr. Greydanus on the subject and asked if he might explain the Port policy as it exists today.

Mr. Greydanus said historically we have had problems with drivers parking overnight without contacting us for permission. The staff discussed charging a \$100 fee for parking overnight and the result was everybody stopped overnighing and we didn't have a problem until the electronic monitoring started. He said he didn't have an issue with trucks parked at the Port if there is room but he felt there should be a fee charged and the drivers should be require to ask permission.

Ms. Walsh said parking a vehicle or parking and sleeping in that vehicle are two totally different things. Camping or sleeping on the Port brings up a new liability issue that she didn't think the Municipality's Risk Management Department would like the Port to take on.

Mr. Terry Miller introduced himself as the driver in question. He said he had discussed the issue with other drivers and Frederic Sifuentes, owner/operator of Big Dreams Transport hauling for Matson Freight, said he had received a letter saying his drivers can't park on the Port. Mr. Greydanus said the Port had not written any such letters. Mr. Miller said he had talked to Mr. Sifuentes the previous day and he was told Matson would allow Big Dreams Transport trucks to their yard.

Mr. Miller said he was guilty for not asking permission to sleep but he assumed because truckers have parked there since before there was Port Security, that it was alright. For that he apologized. Mr. Miller said he had moved and parked along Post Road where it's not really safe. He explained that under the electronic log mandate he has the ability to move up to five miles, a "yard move", but any farther than that would violate his hours of service. He said he was told the Port was trying to lease the lot near the Security building and that is a concern because of the queing up to load problem.

Mr. Greydanus said he had told Mr. Miller if someone came to the Port and wanted to use that lot for a lease purpose, the Port would most likely enter into an agreement.

Ms. Walsh said, again, drivers sleeping overnight on the Port is a liability issue that the Municipality's Risk Management group would have to be informed about and deal with. She said there are other options that could be discussed in terms of places to park but the Port is commercial property and not zoned for that purpose.

She said it also becomes a security issue because Security has to keep track of people that are on the Port.

Commissioner Pawlowski asked what the role of Security was in directing where vehicles can be parked or do they have such a role. Mr. Ribuffo said there isn't such a process because we didn't know we needed one and we still don't know if we need one.

Mr. O'Brien said that for approximately twelve years he had hauled fuel out of the Port. He said a truck hauling fuel, loaded or empty, is a placarded vehicle and has to be parked in certain designated areas. A lot of truckers driving to the Port are coming from Fairbanks and by the time a driver gets here from Fairbanks he is out of driving time. He said there has to be a means for truckers to find a place to park and he didn't understand what's caused this because the area under discussion has been a parking area since he could remember.

Mr. Miller said if a trucker leaves Fairbanks with eight hours of driving time left, the last place before the Port he could park would be Willow depending on his vehicle. He said most of the trucks pull two trailers and are 120' long requiring a lot of room off the road to park and it's also got to be a secure place. They're required to be a certain number of feet off the road and can't leave the vehicle unless it's in a fenced, secured yard. Mr. O'Brien added if a driver stops at a café along the highway the truck has to be in sight while he's having a meal; the rules for hazardous materials are very specific. He said this issue was something he hoped could be worked out.

Commissioner Lisiecki asked if it shouldn't be the responsibility of the fuel companies to provide a secure parking area for those drivers who have driven their allotted hours. He felt that's really where the focus should be and, if necessary, those fuel facilities that load inside the terminal should come to the Port and request to lease space for the truck parking.

Ms. Walsh said that sounds like a reasonable question but you have to look at the zoning requirements. The Port is zoned for Marine Industrial and I-2 and she didn't know if those zonings allowed overnight accommodations. Possibly there is somewhere within the the Ship Creek corridor that's appropriate.

Commissioner Thompson said he realized it was was short notice for a very difficult topic and that today he simply wanted to identify the issue and ask if, with staff support, we could explore some opportunities. Perhaps, like Commissioner Lisiecki's proposal or perhaps the fuel suppliers can look at ways they might be able to accommodate drivers. But this is a problem and it's a problem that needs a solution. He didn't know that it was the Port's responsibility to solve the problem but felt the Commission could certainly be a part of the discussion and asked that the group look at some alternatives.

Mr. Ribuffo said there have got to be other ports faced with the same problem and he would be interested in how they're managing the issue. He said the Port can certainly be proactive in calling together the petroleum users, because he agreed that they should be involved in helping solve this problem. Also the Trucking Association and the City's Risk Manager should be involved because while it's our property to manage, we don't own it. If there's a way to make a solution happen here and we can find the real estate to do it, that would be great or there may be a partial solution. Mr. Ribuffo said TOTE and Matson would also be invited to any meeting. If someone has an idea, we'll provide a forum for getting it out.

Mr. Jager said he would suggest that the Trucking Association may be able to

gather information about how it's dealt with in other areas. Commissioner Thompson said they can certainly help. Mr. Jager said it might even become a revenue opportunity for the Port depending on what zoning changes have to be made. He wondered if other ports had an area where drivers could rent a permanent parking area that gets paid for by the various Port users.

Ms. Walsh said there's a large area on the way to the Small Boat Launch with a "For Lease" sign; it has restrooms that the Port maintains along with security cameras.

Mr. Ribuffo said there will be a representative from KOA Campgrounds coming to Anchorage next month to look at that real estate with the possibility of turning it into a KOA facility with restrooms and laundry areas as part of the facility. If there's no issue of parking a truck down there at night, I would think that the fact that there's that kind of commercial activity there might get a lot of people's attention. We don't have the answers now but we can throw some options out and call together the right people to try and come up with a solution.

Commissioner Pawlowski asked with regard to land use at the Port, how does truck parking fit in, how would you come up with an actual option on the Port lands. Mr. Ribuffo said he didn't see an option currently and the Port is pretty much out of room now. Commissioner Pawlowski said he just wanted to raise that because we have a lot of changes going on.

Mr. Ribuffo said the decision would be based on if it was the best use of the land which we do have.

Mr. Miller said during the discussions he would like to see the queuing of trucks for the different facilities considered because it is a big issue right now. There are times when there are four or five trucks parked in the lot by Security waiting to get into a facility. That's something that really needs to be considered, that there is enough room for trucks to queue up.

Commissioner Kroon asked if we could assume the action item will be the Port reviewing this topic. Mr. Ribuffo said the Port would take that as an action item.

Ms. Koganei said she also represents International Aviation. They have trucks going back and forth all day, hauling for themselves as well as other companies, so both issues affect them. She said she wanted the Port to hear and consider the options.

Commissioner Kroon said he thought the Port can start the process and work with the owners of the facilities to come up with a solution.

Commissioner Thompson said he would be happy to work with the Port staff and the Trucking Association will commit to helping solve the problem.

Mr. Ribuffo said there was no obligation by the Port to leave a place open for people to park to sleep. Ms. Walsh said even if we issued a Revocable Use Permit for five acres to park trucks, the Permit would have to be issued within the laws and the zoning regulations of the Municipality. That's got to be run to ground before anything happens.

Commissioner Kroon said he thought that this has been happening for a long time but now that we're aware of it, we're going to have to deal with it. He said he wasn't sure if it was even the Port's problem to deal with.

Mr. Ribuffo said if trucks are parked on leased property, he didn't care. But he currently can't allow parking on the Port's property.

Commissioner Kesler apologized but she had to step out of the meeting. She left at 1:25 pm.

Commissioner Kroon said he had been informed before the meeting that the room was booked for 1:30. He asked if there was anything else to bring up and noted the group hadn't covered the full agenda. Mr. Ribuffo said the staff knew that was a possibility so the rest of the items will be addressed at the next meeting.

Ms. Walsh told the group there was a notice from DOT that the inbound ramp to the Port is going to be closed starting April 30<sup>th</sup>. The work is planned to be done before May 14<sup>th</sup> and the alternate route will be Whitney Road.

Commissioner Kroon asked for a suggested date for the next meeting. After discussion the date for the meeting was set for June 20<sup>th</sup>.

- VII. Port Director's Comments**
- VIII. Informational Items**
  - A. Deputy Director - Sharen Walsh
  - B. Operations – Stuart Greydanus
  - C. Finance Director - Cheryl Beckham
  - D. Modernization Project Update - Todd Cowles
  - E. Director of External Affairs – Jim Jager
- IX. Old Business**
- X. Commissioners Around the Horn**
- XI. Next Meeting: June 20, 2018**
- XII. Meeting Adjourned at 1:30 pm**