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**Anchorage Port Commission Meeting Minutes**

**Date: November 15, 2023**

**Scheduled Time: 12pm – 2pm**

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

<b>Present</b>	<b>Port Commissioners:</b>	Aves Thompson, Vice-Shair; Scott Selzer; Chris Manculich; Peggy Rotan; Simon Lisiecki; Mike Robbins; Stephanie Kesler
	<b>Staff:</b>	Steve Ribuffo, Port Director; Cheryl Beckham, Finance and Administration Manager; Mike Rhodes, Port Engineer; John Daley, PAMP Engineer Manager; Ronnie Poole, Operations and Maintenance Superintendent; Jim Jager, Deputy Director Programs and Security
	<b>Guests:</b>	Eric Adams (Jacobs Engineering); Mike Thrasher (TOTE); Jennifer Tungul and Dylan Faber (Matson); Lev Yampolsky and Pat Duffy (PetroStar); Bert Mattingly (Menzies); Cynthia Kirkham, <i>Staff for Jade Gamble</i> , and AlexAnna Salmon (DEC); Shaun McFarlane (M&N); Caroline Wilkinson (NOAA); Scott Berger (Self)
<b>Absent</b>	<b>Port Commissioners:</b>	Ron Ward (Chair), Kevin Mackey
	<b>Staff:</b>	Paul Rotkis

- I. **Meeting called to order at 12:04 PM** – Commissioners, staff and guest attendance shown above. There was a quorum. Mr. Ribuffo announced that CAPT Paul Mehler is no longer on Commission due to his term expiring and mayor selected a replacement. New (returning) Commissioner Simon Lisiecki was welcomed back to Commission to fill seat 2.
  
- II. **Pledge of Allegiance** – Led by Commissioner Manculich.
  
- III. **Safety Minute** – Mr. Poole presented safety minute about slip and fall prevention—especially in winter months when snow and ice are present. He reminded everybody to maintain three points of contact with a solid unmoving surface when getting out of vehicles or walking up and down stairs.
  
- IV. **Approval of Agenda** – Moved by Commissioner Rotan and seconded by Commissioner Manculich, then approved unanimously with no edits.

- V. **Approval of Minutes of the September 27, 2023, Meeting** – Moved for approval by Commissioner Robbins, seconded by Commissioner Manculich, and unanimously approved with no edits.
- VI. **Port Director’s Comments** – Port Director Steve Ribuffo covered one item: Ship Creek Small Boat Launch. He recapped contents of e-mail he sent to Assembly and shared with commissioners. Commissioner questions were asked and answered. There was a short discussion about Commission sending a letter to Assembly to support Port’s position. A final decision was put on hold to see how Assembly responds to the matter. Mr. Ribuffo also told Commission that an Assembly Enterprise/Utility Oversight Committee meeting was scheduled the next day (Nov. 16, 2023), at 11am at City Hall, and that Ship Creek Small Boat Launch was on the agenda, in case any Commissioners decided to attend.
- VII. **Informational Items:**
- a. **Engineering (Mike Rhodes)** – Mr. Rhodes discussed several PCT-related projects that were being planned for excess grant funds that are waiting for revised grant use agreement from MARAD before we can execute. He also gave status update about replacement of cracked PCT valves and fuel line soaking project. Mr. Rhodes said Port of Alaska received newest underwater fender inspection report and will use that information to lay out a fender repair plan. He also discussed projects associated with replacing sand storage tent, security screening tent, and Roger Graves Road regrading activities.
  - b. **Operations and Maintenance (Ronnie Poole)** – Mr. Poole covered seasonal shut down of Ship Creek Small Boat Launch and removal of south float in preparation for winter. He recapped three successful cruise ship port calls, as well as the five military deployments. He also said we may see five military deployments in 2024. Mr. Poole commended JBER neighbors for work on their side of the perimeter fence in cleaning up fallen trees and debris that were building up along the fence line.
  - c. **PAMP (John Daley)** – Mr. Daley covered status of the three main PAMP projects that were under way: administration building construction, NES1, and cargo terminal 1 design. Mr. Daley discussed some of the actions being worked for each: contaminated soil disposal from the admin building site, furniture acquisition for the new admin building, the possible presence of PFAS “forever chemicals” in NES1 site soil that may require a change in disposal processes, and considerations that will have to be given to the cargo dock design as a result of new tsunami inundation findings from a recent scientific study. Commissioners were given up close and personal look at the PAMP work sites during the tour that followed the meeting. Mr. Daley also updated status of the hiring action for a project control support technician. That hire is in works with HR and Legal.
  - d. **Finances (Cheryl Beckham)** – Ms. Beckham walked the Commissioners through the Port’s end-of-September (75 percent thru the FY) financials. She reported that Port was through 67 percent of its expenses, which is under the forecast spend curve. She also reported that tonnage numbers were lagging a bit year to date, but that October numbers were improving, and we were confident Port would end the year in good shape. She told Commission we had completed our FY2024 budget meetings with mayor and Assembly and were awaiting the Assembly’s final approval actions along with the rest of the city’s departments.
  - e. **Programs, Policies and Security (Jim Jager)** – Mr. Jager walked the Commission through an update on the Port’s grants status. He said Port was not selected for a PIDP grant. This is not surprising as it has never happened that an award was given to the same organization two years in a row—especially since we received the largest award given in the nation in 2021.

He reminded commissioners that Port also applied for a an MPDG/INFRA/MEGA grant, and we were waiting for that decision. Mr. Jager added that our confidence here was a little higher as we were contacted by the grant agency to provide additional information on short notice, and that requests like this usually come when you are “short listed” for an award. Putting on his FSO hat, Mr. Jager told Commission e would be rolling out the new access control badge system in early '24, and that once the system would be beta tested on staff before being expanded for all proximity card holders.

- VIII. **Commissioners Closing Comments** – Commissioner Lisiecki remarked that he was very happy to be back on the Commission and was looking forward working again with everyone and to being present in person at the next meeting. There were no other commissioner comments.
- IX. **Next Meeting:** January 24, 2024
- X. **Meeting Adjourned at 12:50 PM**
- XI. **Driving Tour of the Port for Interested Commissioners** – Tour began immediately after adjournment.