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Anchorage Port Commission Meeting Minutes

Date: December 14, 2022

Scheduled Time: 12pm – 2pm

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

Present	Port Commissioners:	Ron Ward, Chair; Garret Wong, Vice Chair; Kevin Mackey; Chris Manculich; Mike Robbins; Peggy Rotan; Aves Thompson
	Staff:	Steve Ribuffo, Port Director; Cheryl Beckham, Finance and Administration Manager; Ronnie Poole, Operations and Maintenance Superintendent; John Daley, PAMP Engineering Manager; Brian Weigand, Engineering Manager; Paul Rotkis, Safety Coordinator; Diane Bickford, Executive Assistant
	Guests:	Dylan Faber, Vic Angoco (Matson); Casey Sullivan, Pat Hallet (Marathon); Tom Rueter (ALAMAR); Bert Mattingly (Menzies); Lev Yampolsky (Petrostar); Steve Kantor, Cynthia Weed (Public Finance Advisors to the MOA); Joy Merriner (BDO); Cynthia Kirkham; Teddy Pease; Jade Gamble; Jeff Johnson
Absent	Port Commissioners:	Scott Selzer; Paul Mehler
	Staff:	Jim Jager, Director of Security and Business Development

- I. **Meeting was called to order at 12:03pm** – Commissioners, staff, and guest attendance is as shown above. There was a quorum.
- II. **Pledge of Allegiance** – Led by Commission Chair Ward
- III. **Safety Minute** – Mr. Rotkis
- IV. **Approval of Agenda** – Commissioner Robbins moved for approval and Commissioner Mackey seconded. The agenda was approved unanimously with the following additions:
 1. Change date of the minutes to be approved from October 26 to October 24
 2. Two *New Business* items were added – Joy Merriner of BDO to present on the recently completed Port of Alaska audit, and introduction of discussion about under-keel clearance (UKC)
 3. Commission Chair Ward requested a new agenda item: *Correspondence received by the Commission*, to be placed on agenda between old business and new business
- V. **Approval of Minutes of October 24, 2022** – Commissioner Robbins moved to approve the minutes as presented; Commissioner Thompson seconded. The minutes were approved unanimously with no edits.
- VI. **Port Director’s Comments** – Mr. Ribuffo introduced two topics:
 1. He announced successful award of a 2022 Port Infrastructure Development Program (PIDP) grant in support of the PAMP’s NES1 project in the amount of \$68.7 million. He SAID this award was the largest single PIDP award given nationwide. He reminded commissioners that this award unlocks an equal amount of state matching money.
 2. He gave status update of Terminal Operators Manual action requested by the Commission. Mr. Ribuffo reminded commissioners that they have a draft table of contents with Tariff Section 1 references to content items for which port staff was awaiting direction. Commission Chair Ward said the best way forward is to duplicate wording from Tariff Section 1 in the Terminal Operator

Manual so that vessel operators only have to reference one document for all information. Port staff will proceed accordingly and will consider revising terminal tariff to remove those references and eliminate need to update two documents with the same information.

VII. Informational Items

1. Operations and Maintenance – Ronnie Poole described details of Port’s ongoing winter snow operations.
2. Port engineering – Brian Weigand updated Commission about Port’s efforts to relocate sand tent, two pending storm-drain repair projects, and planned upgrades to the POAVY controls.
3. Port Modernization Program – John Daley gave status updates about PCT, contract award for next spring’s NES1 project, and start of foundation work for the new port admin offices.
4. Finance Matters – Cheryl Beckham presented Port’s latest financials and answered commissioners’ questions.
5. Security and Business Development – Jim Jager had a meeting conflict and was unable to attend.

VIII. Old Business – Commission Chair Ward briefed Commission about Assembly Enterprise/Utility Oversight Committee meeting and surcharge discussion that occurred immediately before this meeting. Details can be heard in the posted meeting recording.

IX. Correspondence Received by the Commission – This is a new agenda item requested by the Commission. There was no Commission correspondence to discuss.

X. New Business

1. Commission Chair Ward introduced the subject of Under Keel Clearance (UKC) to other commissioners in preparation for detailed discussion at next meeting. Mr. Ward was reluctant to get into too much detail because Commissioner Mehler was absent and has thoughts regarding the matter to share. The substance of the conversation will be whether to reduce the required UKC at berth from the current 3 feet to 2 feet. This item will be added under “new business” for next Commission meeting.
2. Ms. Joy Merriner from BDO then reported about recently completed audit of Port of Alaska’s 2022 activities. She said there were no actionable findings.

XI. Public Comments – Mr. Yampolsky (Petrostar) told the Commission that POA Terminal Operator Manual that is in development is especially important to the petroleum barge operating community and its publication is needed before that community will be comfortable using the PCT.

XII. Port Director’s Closing Comments – Mr. Ribuffo covered three more items:

1. He announced there will be a meeting of the PAMP Design Advisory Board (DAB) on December 20, 2022, to vote on changes being recommended to the cargo dock basis of design.
2. He notified the Commission that Parrish-Blessing will start their annual review of the current tariff’s rate structure for PCT debt service coverage and should be ready to present at the next port commission meeting.
3. He made the Commission aware that the Port has been talking with State DOT Commissioner Ryan Anderson and his staff about ways AKDOT can assist Port with infrastructure projects and their funding. The initial meetings have been very positive, and there will be future updates.

XIII. Commissioners Closing Comments

1. Commissioner Manculich asked if the DAB results could be shared with the Commission; Mr. Ribuffo agreed to do so. Commissioner Manculich also complimented the staff on handling of the recent POL 1 vessel fire.
2. Commission Vice-Chair Wong complemented the staff on the successful audit completion.
3. Commission Chair Ward echoed that compliment and thanked Port staff for the well-planned presentation to the Assembly earlier that day.

There were no other comments.

XIV. Next Meeting: Feb 1, 2023

XV. Meeting Adjourned at 2:03pm