



Meeting Minutes Harbors and Port Advisory Board

Thursday, January 7, 2016

12:00 PM

Assembly Chambers

1. Call to Order/Roll Call

Also in attendance: Assembly Liaison Wohlhueter, Craig Evens, Joe Short, Megan O'Neil (PVOA), Yancey Nilsen, Mark Hofstad, Aaron & Katrina Miller, Nancy Strand, Jody Tow (Finance) and Liz Cabrera (Planning & Zoning).

Chairman Bangs called the meeting to order at 12:00 p.m.

Present 6 - Board Member Mike Bangs, Board Member Jeff Pfundt, Board Member Dave Thynes, Board Member Glenn Reid Jr., Board Member Bob Martin, and Board Member John Murgas

Absent 1 - Board Member Bob Dolan

2. Approval of the Minutes

A. November 25, 2015 Harbor Board Minutes

Attachments: [November 25, 2015 Harbor Board Minutes.pdf](#)

The minutes were approved, as submitted.

3. Amendment & Approval of Meeting Agenda

The agenda was approved after a motion was made and seconded to move Director Tow's funding plan for the Municipal Building renovation from Communication to New Business in case the Board wanted to take formal action.

4. Public Hearing

A. Public Hearing on Draft Waterfront Master Plan, Financial Considerations and Harbor Facilities Condition Assessment Report

Chairman Bangs opened the public hearing for the Petersburg Waterfront Master Plan Draft at 12:07 p.m. No written comments were received and no members of the public testified. A discussion occurred and Harbormaster Wollen pointed out a few specific points she wanted the Board to review and consider. The public hearing closed at 12:22 p.m.

5. Visitors Views Unrelated to Agenda

None.

6. Visitors Views Related to Agenda

None.

7. Staff Report

A. December 2015 Harbormaster Report

Attachments: [December 2015 Harbormaster Report.pdf](#)

Harbormaster Wollen reviewed her written report. The report is attached and made a permanent part of these minutes.

8. Unfinished Business

A. PND Bulkhead Loading Dock Bid Documents Review

Attachments: [Bulkhead Loading Dock Final Design Cost Estimate.pdf](#)
[Bulkhead Loading Dock Design & Construction Schedule.pdf](#)

The Board reviewed the final engineering design submittal, cost estimate, and construction schedule dated 1/5/2016. Motion was approved to recommend to the Borough Assembly to move forward with the bid process at the January 19, 2016 Assembly meeting.

B. Approval of the Petersburg Waterfront Master Plan, 2015

Attachments: [Proposed Wording for Comprehensive Plan Ordinance.pdf](#)

Approval of the Petersburg Waterfront Master Plan, 2015: The Board reviewed the draft plan and a motion was passed to recommend to the Planning and Zoning Commission adopt the proposed 2015 Petersburg Waterfront Master Plan that included the following changes:

- 1) 3.4 Budget Constraints (pg. 18, paragraph 4): Combine first two sentences to read "Borough residents generally rely on local resources, harbor revenues, and State matching funds to finance harbor capital projects."
- 2) 5.5.5 Scow Bay Haul-out and Wash-down Facility (pg. 27, paragraph 3): Strike the rest of the paragraph after the first sentence, "As a Medium Priority, the Harbor Department should construct a new ramp at Scow Bay."
- 3) 6.1 Financial Considerations Summary (pg. 28, paragraph 4): Sentence 5 should read "Implementing an annual rate increase of the inflation rate plus two-percent over the next 10 years would provide additional revenues to allow the Port and Harbor Department to grow a replacement fund balance to a recommended balance of \$4.0 million (in 2015 dollars) over the long term."

Liz Cabera outlined the remainder of the Plan's review/adoption process and informed Harbor Board members that at the January 12, 2016 meeting the Planning Commission would suggest a date for the joint Harbor Board/Planning Commission meeting and public hearing.

9. New Business**A. Raw Fish Tax**

Attachments: [History of Petersburg's Raw Fish Tax.pdf](#)

Director Tow outlined the proposed funding for the Municipal/Police renovation that included the possibility of using a portion of the annual raw fish tax payment to pay back an inter-fund loan payment. She stated that the proposed loan is dependent upon many items and the final loan amount needed will not be known until project completion in approximately 15 months. Members of the audience and board members spoke against using the annual raw fish tax as a form of payment and requested that Liaison Wohlhueter carry this feeling back to the Assembly during their next discussion.

No formal action was taken.

10. Communication

None.

11. Discussion Items

None.

12. Adjournment

The meeting adjourned at 1:28 p.m.