

MEETING AGENDA
5:30 P.M. / Teleconference

Participate by dialing 888-392-4560; meeting code 57103

1. CALL TO ORDER

2. ROLL CALL

Alice Ruby	Andy Anderson	Robin Samuelsen
Robert Heyano	Dan Dunaway	Gabe Dunham

3. APPROVAL OF AGENDA

4. APPROVAL OF MINUTES

a. Minutes of May 20, 2020

5. UNFINISHED BUSINESS

a. Updated Harbor Plan 2020

b. Updated Harbor Rules 2020

6. NEW BUSINESS

7. PUBLIC COMMENT/COMMITTEE COMMENTS

8. ADJOURNMENT

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1. CALL TO ORDER

The regular meeting of the Port of Dillingham Advisory Committee was held on Wednesday, May 20, 2020, via conference call in Dillingham, Alaska. Mayor Alice Ruby called the meeting to order at 5:30 p.m.

2. ROLL CALL

Members present and establishing a quorum (a quorum being four):

Mayor Alice Ruby	Dan Dunaway	Robin Samuelsen
Robert Heyano	Gabe Dunham	Andy Anderson

Staff in attendance:

Jean Barrett	Lori Goodell	Tod Larson
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3. APPROVAL OF AGENDA

MOTION: Andy Anderson moved and Robin Samuelsen seconded the motion to approve the agenda.

VOTE: There were no objections to the motion.

4. APPROVAL OF MINUTES

a. Minutes of May 11, 2020

MOTION: Andy Anderson moved and Dan Dunaway seconded the motion to approve the Minutes of May 11, 2020, with the sentence 'Committee discussed reduced fees as an additional tool for the 2020 season', added to 6.b.

VOTE: There were no objections to the motion.

5. UNFINISHED BUSINESS

a. Harbor Plan 2020

- Suggested reduction of fees for some services was mentioned.
- Safety and cleanliness measures were reviewed.
- Appropriate protocol when determining and dealing with sick individuals was considered. A plan to define symptoms, stages, and applicable response for staff to be developed. Public Health and BBAHC information to be included.
- Installation of intercom / buzzer prior to entrance at office to be considered.
- Staffing needs for 24/7 coverage at harbor was discussed.

b. Harbor Rules 2020

- Philosophy regarding number of floats to put out:

- Less ramps = limit boats from getting wrapped up, allow for emergency and repairs only, ease of vessel management, parked cars would limit installation of additional ramps if needed.
 - More/all ramps = able to distance vessels and limit potential for cross contamination, allow for more management options, provides more opportunity for quick stop needs.
 - Captains will be consulted to determine needs and time required in the harbor.
 - Dedicated spot for refrigeration services was recommended.
 - Services needing planning and timing strategies: Crane and shower facility.
 - Signage with harbor office contact information will be posted in the harbor.
 - Those with no reason to be in harbor will be urged to go out.
 - Water spigot has attachment that allows three hoses to be used at once. Available on the east side, no water available on the south side.
 - COVID funding possibilities to explore: ramp repairs and/or new ramps, harbor camera system.
 - Dredging and re-siltation information was given.
 - Safety is foremost concern, weather and virus are both factors.
 - A need to adjust fee schedule for season was comment on.
 - There is a heightened need for a strict and fair approach to the rules with flexibility.
 - Small boats and skiff will be handled in the normal fashion.
- c. Fee Schedule 2020
- The fee schedule is part of the City of Dillingham tariff. Changes are made by Council Resolution or Ordinance.
 - Considerations for fee reduction:
 - Pro; harbor services will be limited, pull out for extended stay for repairs will be required.
 - Con; overhead costs will not be reduced, crane fee is included with season permit.
 - Only direct correlation between additional costs due to COVID if reducing fees.
 - How to handle revenue already received if fees are reduced was discussed.

6. NEW BUSINESS

There was no new business

7. PUBLIC COMMENT/COMMITTEE COMMENTS

The committee agreed to hold a meeting next week to review any issues that still need to be clarified.

Dan Dunaway:

- Inquired what circumstances is ok to relax increased regulations.
- Stated EO 2020-10(A) Section 5 D.6. is unclear and too severe.

Gabe Dunham:

- Commented EO 2020-10(A) Section 5 D.6. is extreme and perhaps not the best solution.

Robert Heyano:

- Concurred regarding the severity of action on EO 2020-10(A); recommends council change or eliminate this measure.

Alice Ruby:

- Noted the ordinance was adopted when what the State would be doing and the capabilities of the local response was unclear.

Kaleb Westfall:

- Requested clarification on EO 2020-10(A) Section 5 D.6. and how the Port Director interprets this section.

Jeanie Timmerman:

- Stated EO 2020-10(A) has severe and heavy handed restrictions.
- Noted she would like to see the science and data behind emergency regulations.
- Commented she was glad that Jean is willing to work with vessel captains, and that he has reached out to other Alaska communities.

8. ADJOURNMENT

Mayor Ruby adjourned the meeting at 7:28 p.m.

Alice Ruby, Mayor

ATTEST:

Lori Goodell, City Clerk

Approved: _____

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PORT OF DILLINGHAM HARBOR SAFETY PLAN

- Harbor guidelines will be posted on the harbor door in such a way that they will be able to read it prior to entering the office.
- A Plexiglas shield has been installed on the harbor counter to provide a barrier between worker and customer.
- A gate to the employee space has been installed to keep access limited to harbor personnel.
- Only one customer at a time will be allowed in the harbor office.
- Customers will be required to wear a face covering while in the harbor office
- We will be offering sales of harbor stickers over the phone and by email to cut down on one on one contact between staff and customers.
- Masks and rubber gloves will be provided for employees to use during the day while inside if they prefer, and while handling cash and credit cards.
- Soap, water and hand sanitizer stations are available for employees. A cleanliness policy is in place to outline use of the stations.
- Customer areas will be wiped down with sanitizing wipes after each customer, employees will wear rubber gloves while doing this.
- Any customer showing signs of Covid19 will be asked to leave and harbor personnel will report the incident to the Dillingham Police Department and the Dillingham EOC.
 - **Since there is no one qualified at the harbor office to make the assessment of someone's health we will continue to ask the following questions: 1) have you quarantined, 2) have you had your Covid test (if need be we will direct them to the testing facility in the Animal Control building).**
- I have talked with the technicians doing the testing and asked if I had a question customer could I call on them to help with assessment and direction. They are on board with this idea.**
- Employees will maintain a 6' (1 fathom) social distance when working in the office and harbor area.
- Employee areas will be disinfected as needed or after each use.
- Employees feeling ill will be asked to stay at home, if they show up for work and show signs of illness they will be sent home.
- Any out of town or out of state employee returning to work will be required to quarantine for 14 days.

PORT OF DILLINGHAM HARBOR SAFETY PLAN

- The City bath house and restrooms will be thoroughly washed and disinfected twice daily at a minimum, this will be done by a privately owned cleaning business.
- Both south and east side floats will be installed. They will be used on an as needed basis determined by communication between the Captain and the Harbormaster or his designee.
- Both ramps along with the bulkhead will have water service as usual.
- The harbor philosophy is for no change our fee schedule or give away our services. Options available to the fishermen.
 - Pay for a seasonal sticker and use the harbor as needed while following the added measures of safety and social distancing and scheduling with the Harbormaster.
 - Purchase a Launch / haul out pass, allowing just that and if additional services are needed they will be charged accordingly.
 - Launch and haul out = \$200
 - Additional ramp usage would follow set pricing schedules
 - \$100 for in/out on the same tide (free with sticker)
 - If time on shore is needed for repairs ramp fee of \$100 each direction will apply
 - Daily rate on the ramps is \$50 / day (scheduled only)
- 24 hour service is being looked into, one person has agreed to employment and at this time is in quarantine. I am still hopeful of a BBEDC intern position to be filled and am looking for at least one more body to fill another slot.
- Emergency ordinance 2020-10(A) was a point of discussion last week and although I have read the ordinance I am going to discuss with the EOC and City Manager for further clarification.
 - The most common question I have gotten is on section 5 A, there is some question why if a fisherman is quarantining on their boat, why they cannot launch and go? The other is concerning set net fishermen wanting to launch their skiffs and go to fish camp to quarantine? Both of these I will need clarification on as I know I will be getting these asked more and more as people come to town



CITY OF DILLINGHAM BOAT HARBOR

2020 Harbor Season Notice

Due to the Covid19 Virus the City of Dillingham has instituted added measures to help protect residents as well as the many fishermen who call our harbor home during the salmon season. The added measures are designed to assure our fishing season is as safe and successful as possible.

Contact the Dillingham Harbor Office with questions of for additional information.

Standing by on VHF Channel 16 Phone number: (907) 842-1069

ALL RULES WILL BE STRICTLY ENFORCED

- There will be **NO** tying to the ramps or bulkheads this season without prior permission from the Harbormaster.
- Ramps will be used for emergencies and repairs **ONLY**.
- An RSW maintenance spot will be designated at the bottom of the south ramp. Scheduling *must* be made thru the RSW technician, and be approved by the Harbormaster.
- Ramp and bulkhead usage will be for short periods of time only. Times will be determined by the Harbormaster and dependent on a needs basis.
- If it is determined by the Harbormaster that your needs will require more than a couple of hours, you must arrange for your boat to be hauled out of the water and moved to a boat yard or placed in a temporary site for repairs.
- The boat harbor will not be open for business as usual. Extended stays will **NOT** be allowed
- Harbor facilities and services will be available on a scheduled basis, including ice purchase, bathhouse, crane and other services. Contact the Harbormaster for information.
- While you are in the harbor, you must comply with all City of Dillingham COVID-19 Emergency regulations including quarantine, social distancing and wearing face masks in public areas.

The City of Dillingham and the Harbor Department thank you for your understanding and compliance to these rules.

Have a safe summer and good fishing!

Non-compliance could result in denial of harbor and city services in the future and / or issuance of citations.