

**MINUTES OF THE REGULAR SESSION
OF THE BOARD OF HARBOR COMMISSIONERS OF THE
CRESCENT CITY HARBOR DISTRICT**

December 2, 2008

COMMISSIONERS PRESENT:

Garry Young
John Yingst
Ron Phillips
Patrick Bailey
Ray Martell

COMMISSIONERS ABSENT:

None

OTHERS PRESENT:

Richard Young, C.E.O/Harbormaster
Kenneth Towe, Harbor RV Anchorage
LaVonne Sparks
Paul McAndrews, Facilities Manager
Scott Feller, Commissioner Elect
Carl Reich

Karen Phillips, P.S. Secretarial
Kathy Yingst
Kurt Madar, Triplicate
Mr. and Mrs. James Ramsey
Bob Ginoccio
Stan Jones

Call to order for the regularly scheduled meeting. *Time certain 6:30 P.M.*****

President Bailey called the meeting to order in regular session at 6:30 p.m.

Pledge of allegiance.

Commissioner Martell led the pledge.

Consent calendar. Possible Board action. (Estimated time: 5 minutes).REMOVAL OF ITEMS FROM THE CONSENT CALENDAR: Public comment: Requests to remove items from Consent Calendar.

Motion to approve the following consent Calendar items.

Approval of the warrants issued since November 18, 2008.

Approval of the minutes of the Regular Meeting of November 18, 2008.

President Bailey requested public comments regarding the consent calendar and for requests for removal of items from the same. No public comments and no requests for removal were made with regard to the consent calendar.

Commissioner Phillips asked about the check to pay for the C.E.O.'s trip to San Diego and whether or not the Harbor was reimbursed. Mr. Young indicated that the trip was reimbursed.

ON A MOTION BY COMMISSIONER PHILLIPS, SECONDED BY COMMISSIONER YOUNG, AND UNANIMOUSLY CARRIED, THE CRESCENT CITY HARBOR DISTRICT BOARD OF COMMISSIONERS APPROVED AND ADOPTED THE CONSENT CALENDAR, CONSISTING OF ITEMS A-I AND AII, AS PRESENTED.

Public comment.

The following persons made comments: Local veteran Stan Jones commented on the Veteran's monument that he and the VFW propose to build. The top of the monument will be made with a special granite that the light will shine through. He wanted the commissioners to know that they have not disappeared; his group is still working on the monument. Commissioner Phillips asked him to stick around so that they could set a meeting date with him. Commissioners Phillips and Yingst discussed stepping down from the Veteran's monument ad hoc committee and letting the new commissioners set the meeting up with the group so that there is continuity. The meeting will be held after the new commission is seated and committee members selected in January.

Discussion and consideration of approving funding for renewal of NPDES permit for the Harbor Treatment Plant. Possible Board action.

C.E.O. Young reported on the renewal of the NPDES permit for the Harbor Treatment Plant and approval of the funding. The process of applying for the permit was started; however, staff feels that having professional assistance with this would be beneficial. Kennedy/Jenks has indicated that they could have the document done in approximately one week and cost approximately \$8,000 with the assistance of Stover Engineering. The goal is to keep from getting fines on non-processing days and staff is hopeful that they will be able to discharge into the City's sewer treatment plant sometime in the future. Commissioner Martell expressed concern that the staff at Kennedy/Jenks understands the unique position the Harbor is in and that there be a goal in mind when filling out the application. Discussion was held regarding paying to have someone fill out the application or have staff complete the application for no additional charge. Crescent City Harbor is the only harbor that provides a treatment plant for processors on the West Coast. Staff has worked with the Regional Water Quality Control board in the past; however, the person they worked with was laid-off. The Alber contract is in effect until May and the permit also comes due in May. Discussion was held regarding how the old fish processors discharged their water, which was to put it in the sewer or to truck the water to the Harbor's treatment plant to dispose of it. Staff feels like they are on the cusp of having a very viable solution to the discharge water through the City's new treatment plant.

ON A MOTION BY COMMISSIONER YOUNG, SECONDED BY COMMISSIONER PHILLIPS, AND UNANIMOUSLY CARRIED, THE CRESCENT CITY HARBOR DISTRICT BOARD OF COMMISSIONERS APPROVED RETAINING

KENNEDY/JENKLS AND STOVER ENGINEERING IN AN AMOUNT NOT TO EXCEED \$8,000 TO PREPARE THE APPLICATION FOR THE NPDES PERMIT FOR THE HARBOR TREATMENT PLANT.

Discussion and consideration of approving CEO travel to the California Association of Harbormasters and Port Captains Winter Board meeting. Possible Board action.

C.E.O. Young reported on his request to travel to the California Association of Harbormasters and Port Captains Winter Board meeting on January 26 through the 30th, 2009.

ON A MOTION BY COMMISSIONER MARTELL, SECONDED BY COMMISSIONER YOUNG, AND UNANIMOUSLY CARRIED, THE CRESCENT CITY HARBOR DISTRICT BOARD OF COMMISSIONERS APPROVED THE CEO ATTENDING THE WINTER BOARD MEETING OF THE ASSOCIATION OF HARBORMASTERS AND PORT CAPTAINS IN MONTEREY BAY ON JANUARY 28 THROUGH JANUARY 30, 2008.

Discussion and consideration of approving CEO travel to a meeting concerning Adaptive Fishery Management in San Francisco. Possible Board action.

C.E.O. Young reported on the Adaptive Fishery Management meeting in San Francisco. C.E.O. Young indicated that he will attempt to get the cost of this trip reimbursed and that he would not go to the meeting unless the Harbor were to be reimbursed.

ON A MOTION BY COMMISSIONER YOUNG, SECONDED BY COMMISSIONER MARTELL, AND UNANIMOUSLY CARRIED, THE CRESCENT CITY HARBOR DISTRICT BOARD OF COMMISSIONERS VOTED TO APPROVE THE TRAVEL TO THE ADAPTIVE FISHERY MANAGEMENT MEETING IN SAN FRANCISCO WHEN IT IS ESTABLISHED (NO MEETING DATE WAS GIVEN IN THE WRITTEN MATERIALS).

OFF AGENDA MATTER

C.E.O. Young asked the commissioners to consider a matter that arose subsequent to the posting of the agenda regarding travel to Sacramento to meet with the Economic Development Administration.

ON A MOTION BY COMMISSIONER PHILLIPS, SECONDED BY COMMISSIONER MARTELL, AND UNANIMOUSLY CARRIED, THE CRESCENT CITY HARBOR COMMISSION BOARD FOUND THAT THE MATTER OF TRAVEL TO SACRAMENTO TO MEET WITH THE ECONOMIC DEVELOPMENT ADMINISTRATION AROSE SUBSEQUENT TO THE POSTING OF THE AGENDA AND THAT THE MATTER WAS OF SIGNIFICANT IMPORTANCE TO REQUIRE ACTION PRIOR TO THE NEXT REGULAR MEETING. - travel

C.E.O. Young reported that the Economic Development Administration was holding discussions regarding funding for the reconstruction project. A new person who will be available in Sacramento next week on Wednesday (early morning) to meet Diane

Church to tell her the story of the Harbor's issues and push the application forward for funding.

ON A MOTION BY COMMISSIONER YINGST, SECONDED BY COMMISSIONER MARTELL, AND UNANIMOUSLY CARRIED, THE CRESCENT CITY HARBOR DISTRICT BOARD APPROVED THE C.E.O. TRAVELING AND A COMMISSIONER TO MEET IN SACRAMENTO WITH THE ECONOMIC DEVELOPMENT ADMINISTRATION'S DIANE CHURCH TO MOVE THE HARBOR'S RECONSTRUCTION PROJECT FUNDING REQUEST FORWARD.

Committee reports from other standing and ad hoc committees.

The following persons reported on committee meetings: Commissioners discussed meeting on Friday for a two-to-three hour meeting, either Commissioner Phillips or Yingst will attend the meeting. President Bailey indicated that many of the ordinances have been waded through, however there are more to do. The Tri-Agency meeting on November 29, 2008 included a presentation by David Hull, Portmaster of Eureka Bay and discussion regarding the seaport highway "America's Marine Highway" for short sea shipping and the North Coast Trade Corridor Coalition, barge terminal/travel up and down the coast. The RFQ deadline for the Tri-Agency ED is December 8, 2008.

C.E.O.'s report on current matters and issues planned or in progress.

The C.E.O.'s report consisted of the following topics: 1) Harbor Treatment Plant - the automatic control system has failed, we had it inspected by an expert from Industrial Electric Company in Arcata, and their opinion is that due to the age and complexity of the system it would not be cost effective to repair it. They recommend that we replace this system with a simpler automatic float system on each tank. That will be cheaper and more reliable than the existing system, we have begun this process. Crescent Electric is installing the floats and our maintenance staff is fabricating the mounts for the new switches, in the meantime we can operate the treatment plant manually, by simply turning on the pumps when the tanks get close to full; 2) Crab Season – appears to be off to a very poor start, so there may not be a lot of crab processing to accommodate this year; 3) HTP Sampling and Wastewater Analysis – City of Crescent is not ready to undertake the additional analysis proposed in the Kennedy/Jenks sampling plan, because the City is not able to do this testing, we will have to engage an outside lab for the tests. The C.E.O. has requested prices from Northcoast Laboratories in Arcata to see whether it will be cost effective to contract out the tests. In view of the limited crab processing the year, the tests may not be representative of what the future discharges from seafood processors would be. Stover Engineering has contacted both Eureka and Fort Bragg and reports good cooperation from both entities in securing information about how they treat seafood processing wastewater; 4) Electrical Cabinet - contract with Pacific Power has been signed, however, they will not have it until February; 5) Bid on Roof Repairs – Alber's bid for the repair will be due on the 11th of this month, we expect the bids will be over \$2,0000 for the replacement of the front section of the roof, and the board will have to decided whether to proceed with repairs at that time; 6) Reverse 911 – the County is implementing a "Reverse 911" system, that will be able to initiate a series of automated telephone calls to people from their dispatch system. We are working to provide a list o updated telephone numbers to them for the system. In the December billing to our customers we included a request for updated information on the telephone numbers; 7) CDBG Grant Application - also included in the December

billing was a request for more cooperation from our inner basis tenants regarding the application for CDBG funding, we still need people to fill out the job verification material; and 8) IGRC – meets next Wednesday, due to the absence of several of the commissioners and staff the board may want to designate a commissioner to attend. Commissioners indicated that they hoped that Mr. Alber understood the effort that the Harbor was going to in order to preserve the job base in the Harbor.

Board comments.

The following commissioners made comments: Commissioner Yingst said that as far as he knows in the history of the commission, that this will be the first time (new commissioners) that there will not be a commercial fisherman on the commission. He presented the C.E.O. and board with a picture of all the commissioners and the C.E.O. to hang in the office. Commissioner Martell read about the tattered flag and asked staff about that. Staff indicated that the flag fund was depleted and when members go to the IGRC meeting they can remind persons that the fund is a community fund and not a personal fund of the Harbor. Kathy Yingst indicated that her brother put a special stuff on the edges of the flag that will keep it from getting worn and frayed in the wind and weather. The Veterans also indicated that they have a supplier for flags that are extra super-duty and made of a special material made to last.

Adjournment.

There being no further business to come before the Harbor District Board of Commissioners, President Bailey adjourned the meeting at 7:30 p.m., until the next regular session scheduled on December 16, 2008 at 6:30 p.m.

Patrick Bailey, President

Ray Martell, Secretary

Approved this _____ day
of _____, 2008.