

Atlantic Highlands harbor Commission Meeting Minutes of July 9th 2013 -

This meeting was called to order at 7:00pm on July 9th 2013 at the Atlantic Highlands Borough Hall Court room

Commission Chair Froton that this Meeting of the Atlantic Highlands Harbor Commission is called pursuant the provisions of the Open Public Meetings Law. Adequate Notice has been provided by transmitting a Public Notice to the Asbury Park Press and the Two River Times. This notice is also posted on the bulletin boards in the Harbor office and Borough Hall reserved for such announcements and by the filing with the Municipal Clerk on January 9th, 2013. This agenda is complete to the extent known and formal action will be taken.

Roll Call: Present: Mr. Jacob Hoffman, Mr. Thompson, Mrs. Jane Froton, Mr. Walter Curry, Mrs. Helen Marchetti, Mr. Jack Archibald Jr. arrived at 7:13pm.

Excused: Mr. McDonald

Also present: Adam Hubeny, Atlantic Highlands Borough Administrator, Steve Corodemus, Atlantic Highlands Harbor Attorney; John Amici, Harbor Manager; Eric Nathanson, T&M Associates,

PLEDGE OF ALLEGIENCE

MOMENT OF SILENCE

Correspondence: None

Administration: Approval of Minutes from the June 25th, 2013 Harbor Commission meeting – Motion to approve offered by Mrs. Marchetti and seconded by Mr. Thompson, Motion carried. Mr. Archibald absent.

Approval Payment of Bills: -Motion to approve offered by Mr. Hoffman and seconded by Mr. Curry. Motion carried. Mr. Archibald absent.

Status report from T & M Associates Eric Nathanson –

T & M Associates Status Update July 9, 2013

Frank's Pier

- All structural and utility components have been installed.
- Galvanized steel ladders have been installed along west and east sides of the pier.
- As previously presented, Seastreak has completed installation of the gangway and support beam between the Hesse Property and the finger pier on Frank's Pier; Seastreak is currently operating its business from the island at the end of the Pier. Contractor has installed timber railing along both sides of finger pier to ensure ferry passenger safety. HC personnel will install matching timber railing at end of main section of Frank's Pier for safety as soon as possible.
- Finger piers for charter boats are complete with decking, cleats, and fire extinguishers. Mooring piles for the charter boats have been installed under consultation with Mr. Amici.
- Target date for 100% completion of Frank's Pier was July 5th; Reid was essentially finished with work on July 1st. East side of the pier can be used to dock boats now. Punch-list work remains and is being coordinated by T&M.
- T&M is currently completing As-Built Survey of Frank's Pier and Seastreak Island as required for Design Immunity. As-Built Survey will be completed in time for review/approval at July 24th Council Meeting.

Piers 1 - 5

- Pier 1: All floats have been installed; installation of floats and piles was completed on 6/28. Final completion date for docking of boats and access to utilities was July 8th. JCP&L installed meter for Pier 1 today (7/9) so boats can now be docked on Pier 1. Utility troughs were being secured after pier was energized. All cleats have been installed; water service connection has been completed. Sewer is installed, but needs to be tested before boats can use pump out.
- Pier 2: Date for completion (i.e., boat-ready) is still 7/13. Reid still on schedule for 7/13 completion date. Piles and dock installation started 6/24. All dock sections have been installed except for T-section at north end; that work currently being completed. Utility work will be completed by tomorrow 7/10; JCP&L set meter so pier can be energized before 7/13 move-in date. Cleats are being installed for boats. A few mooring piles have been relocated just east of party boat dock to maximize slip size.
- Pier 3: Date for installation of floats and piles is scheduled for completion on 7/9 and boat ready by 7/22. The floating dock sections have been installed with exception to two (2) T- section docks. T-section docks are on-site and are being installed today 7/9.

- Pier 5: (Being discussed before Pier 4 due to proposed installation sequence and necessary access). Date for installation of floats and piles is scheduled for completion on 7/16 and boat ready by 8/1. The first 8 sections of dock have been installed. Reid on schedule for completion of dock installation.
- Pier 4: Date for installation of floats and piles is scheduled for completion on 7/23 and boat ready by 8/5. All Pier 4 docks will be delivered to the site tomorrow, 7/10. Installation of proposed yacht club shed at end of pier is being coordinated by the Harbor Commission and the Yacht Club. T&M and Reid will contact Techno Marine with specifics of shed to ensure the end of the pier has enough floatation for support.
- Techno gangways have been delivered to the site for installation when ready.
- Observation platform floating docks are currently being fabricated and will be delivered to the site on 7/12 for installation.

Pier 5 ½

- Completely installed
- Railing installed
- Was boat ready by June 29th

Fuel Pier/ Pier 6

- Based on progress meetings with contractor and work completed, Pier 6 was to be completed and open for business including fuel sales on or before 7/5. HC personnel extended opening date to 7/6 in the interest of accommodating customers on that pier. Structurally complete; all utilities installed including overhead LED light poles; some light poles and power pedestals had to be temporarily removed while wave screen was installed
- Fuel system was purged and tested prior to 7/5; fuel sales commenced on 7/6. Scribble software and data lines have been successfully installed between dispensers and fuel shed; all working well. Final installation between fuel shed and Harbor Manager's Office will be completed 7/9 or 7/10. Contractor had wrong pump handles delivered to site which affected regular diesel dispensers; correct handles have been installed as required. Emergency shut-off buttons will be replaced with break-glass models on fuel shed; additional red-button stop model will be installed on Harbor Manager's office. All required signage will be installed as required. Weights and Measures will be contacted for final inspection once Scribble software installation is complete; anticipate by end of week.
- Installation of wave screen was completed yesterday 7/8; false work being removed today.
- Ladders being installed as they become available from fabricator/galvanizer. Some temporary ladders are being installed as required and will be re-galvanized as new ladders become available. Twenty-three (23) additional ladders are being fabricated for the finger piers.
- Approximately half of the 10" cleats have been installed. Eighteen (18) larger cleats for the finger piers will be rush delivered to the site for installation. Additional larger cleats will be ordered so a stock can be maintained by HC personnel. Reid will provide price for larger cleats; probably \$35-40 each.

- Electric utilities have been energized; final approval by JCP&L has been issued;
- Fuel building exterior and roofing including support columns is complete. Interior paint, trim, and flooring is being completed this week. Air conditioner was raised to eliminate impacts with personnel.
- Water service should be finished by tomorrow 7/10. Those boats currently docked on Pier 6 have water service.
- Reid completed installation of sewer pump-out service and will test as required by end of week.

Fixed Launch Ramp Pier (Pier 7), Piers 8 & 9

- Fixed Launch Ramp Pier complete
- New concrete ramp for user access has been formed and poured
- Gangways installed
- Pier 7 is essentially installed with exception to one dinghy dock that will be installed after all mooring piles are replaced; this will allow barge access. Once barge is removed, last dinghy dock can be installed.
- Majority of Pier 8 is installed with gangway; additional 73' of floating dock is being delivered to harbor this week; will be installed 7/22; Reid needs access in this area to install piles for floating docks on Pier 9.
- Boat launch ramp has been opened; asphalt will be milled and overlaid when all work in that area is complete.
- Water service for 7 and 8 has been installed by HC personnel.

Fishing Pier

- False work currently installed for fishing pier
- Most Timber piles installed
- As previously presented, it was determined that fixed pier section generally running north south is approximately 20 feet short of pre-storm length; additional piles to accommodate the correct Length will be delivered to the site this week.
- The additional false work for the fishing pier is being installed tomorrow 7/10; framing will be completed by 7/22 so installation of Pier 9 floating docks can be completed.

**Potential Change Order for this required Pier Extension is \$107,363.97-
UNDER REVIEW BY T&M**

Additional Engineering and Construction Services

- Timber bulkhead between Harbor Office and Boat ramp to be replaced with steel sheeting on or about 11/1
- T&M has contacted a drilling contractor to investigate the area under Harbor Office to finalize design requirements for new steel bulkhead; boring will be completed on Friday 7/12.

Change Orders – Adam To Review and Present to HC

- All change orders submitted to date are under review and pending final recommendation from T&M
- Change orders that **will be recommended** for approval include the following:
 - a. Galvanized Steel Ladder upgrade - \$49,333.20 based on 140 units
 - b. Bulkhead Lighting - \$37,139.30
 - c. Emergency Back-up System for Pier 6/Harbor Master Bldg. - \$43,255.30
 - d. Observation Deck Power - \$32,795.40
 - e. Generator Receptacle - \$25,312.10
 - f. Boat Ramp Flood Light Replacement - \$9,971.50
 - g. Flag Holders for Promenade Lights - \$3,784.00
 - h. Promenade Lighting LED Upgrade - \$11,226.60

Additional Change Orders recommended for Approval on PCO**LOG**

COMMITTEE REPORTS:

Clean Marina: Mrs. Marchetti had nothing at this time.

Finance & Personnel: Mr. Archibald reported that revenues for June were approximately \$145,000.00 compared to June 2012 which was \$500,000.00. Year to date revenue is 1.4 million in total revenues, versus last year at this time 2.4 million. Majority of that is in fuel sales. June 2013 the Harbor had hardly any fuel sales versus prior year this time it was approximately \$700,000.00. The Mayor and Council in an effort to speed things along have hired the firm of Bathgate and Merlin to help us with the business interruption claim.

Operations: Mr. Hoffman stated that this weekend will have the Anglers Tournament on Pier 2. The public is welcomed.

Leases: Mr. Curry reported that the Hesse Organization has agreed on the 5 year lease for the 2 lots. The Harbor Commission will pay the taxes on the 2 properties during 5 year lease. Attorneys' are still in discussion and working on other 2 leases.

Motion for the 5 year lease and the responsibility of property taxes for the 2 parcels of land that we are leasing from the Atlantic Pier Company- Offered by Mr. Curry, seconded by Mr. Hoffman. Motion carried.

Administrators Report: Mr. Hubeny stated that the Borough Bonded 9.6 million dollars in addition to the 7 million dollars which gave the Harbor Commission the power of approximately 16.6 million dollars. The J.H. Reid contract is approximately 15 million. The governing body will not be able certify that funds are available for the change orders tomorrow evening because of the 7.5 million dollar FEMA money went into a reserve account it was not been appropriated. You have the money but it has to be appropriated. Therefore an appropriations ordinance or an amending ordinance has to be introduced tomorrow. Mr. Hubeny will review with Mr. Archibald so he has all the facts as it is a matter of procedure.

Review of change orders presented by: Borough Administrator Adam Hubeny

S-2	Additional Floating Docks & Gangway at Observation Decks	\$163,948.43
S-3	Frank's Pier Elevation Change. Pier 5 Electrical Panel	44,940.50
S-4	Pier 5 Electrical panel	6,782.60
S-5	Replace Bulkhead Lighting Between Piers 2 and 5	37,139.30
S-6	400 Amp Generator Receptacles	25,312.10
S-7	Pier6 Emergency Backup for Marina Electric	43,255.30
S-8	Promenade Lighting LED Upgrade	11,226.60
S-9	Flag Holders for Promenade Lighting	3,784.00
S-10	Boat Ramp Flood Light Replacement	9,971.50
S-11	Observation Deck Electric Installation	32,795.40
S-12	Seastreak Additional Dredging	13,258.78
S-13	Pier 7 Fixed Pier Replacement	127,781.47
S-14	Hoist, Shed & Boatyard Pedestal Electrical	51,846.56
S-15	East Side Parking Lot Electrical Work	3,095.40
S-16	Replacement of Damaged Yard Electric	19,566.80
S-17	East Side Boatyard Power Replacement	4,605.70
S-18	Harbor Office Boatyard Feeder Replacement	18,089.50
S-19	Pier 7 & 8 Boardwalk Replacement	86,268.70
S-20	Additional 40' of Pier from F4 for Seastreak, add'l fire suppression and widening of F-3	139,438.35
S-21	40' Frank's Pier Relocation to End of Finger Pier F-3	9,408.33
S-22	Spudding 50' Timber Piles	12,146.36
S-23	Spudding 65' Timber Piles	12,146.36
S-24	Fixed Cost Pile Spudding	74,584.34
S-25	Exploratory Spudding	13,928.58

Motion for Sullivan floats: Offered by Mr. Hoffman and seconded by Mr. Archibald
Motion carried.

Motion on J.H.Reid Change Orders S2 through S23, with re imbusement from Seastreak for S12 &
S20 in the amount of \$ 1,425,463.08 - Offered by Mr. Hoffman, seconded by Mrs. Marchetti. Motion
carried.

Motion to Amend Bond Ordinance 6.2013 to add 2.5 million from the FEMA money- Offered
by Mr. Curry, seconded by Mr. Thompson. Motion carried.

Attorney's Report: Mr. Corodemus reporting on the Tidelands issue and the dispute of how much land was reduced in the past. The Tidelands Bureau responded we should be paying \$6,000.00 per year. The Borough had a survey done. The Tidelands Bureau is willing to accept \$3,605.00 for the period of December 2011 through June 2014. To finalize in closing we ask for approval for the current lease amount of \$ 2,403.00 that runs June 2013 through June 2014, \$ 300.00 for licensing and processing fees. 3 expenditures and 1 grant for June 2013 through June 2014.

Motions to approve 3 expenditures and apply for 1 grant Offered by Mrs. Marchetti seconded by Mr. Archibald. Motion Carried.

Harbor Managers Report: Mr. Amici stated all went well with the Fireman's Fair. The narrowing of the slips are still an issue which we continue to work on, however we are doing our best to keep everyone happy.

Lastly Mr. Hubeny received complaints regarding handicapped parking on the Seastreak Pier. Fiore did add two additional handicap spots out there on the "Seastreak" Pier. Just for information. There are 610 parking spaces; the Harbor is required per every 100 parking spaces. So the Harbor would be required to have 7 handicap parking spaces and there are 20 handicap parking spaces.

OLD BUSINESS: None
NEW BUSINESS: None

Public Portion:

Tom Wood Pier 4 – Mr. Wood asked the question if the Marina is full.
Responded by Commission we can't know until the Marina Project is complete.

Motion to go into Executive Session – All in Favor Aye. 8:21pm