



Public Works Committee Agenda

Regular Meeting Wednesday February 15, 2012 – 6:30PM
City Shop Conference Room

MEMBERS

Frank Neitz
Chair
Term Expires
12/2013

Vice-Chair
Term Expires

Joseph A Klejka
Council Rep.
Term Expires
11/2012

Bill Schreiner
Committee Member
Term Expires
12/2013

Jennifer Dobson
Committee Member
Term Expires
12/2014

Jeff Sanders
Committee Member
Term Expires
12/2012

VACANT
Committee Member
Term Expires

Chuck Willert
Ex-Officio Member

Cheryl Roberts
Secretary/Recorder

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. PEOPLE TO BE HEARD – (15 Minute Limit)
 - * Sam Blankenship - City of Bethel - I.T. Department
 - Update on Neptune - Metering System
 - * Bill Arnold, City of Bethel - Public Utilities Foreman
 - Update on Frozen Pipes, Residential and Commercial
- IV. APPROVAL OF MINUTES
 - A. Minutes from the previous regular meeting - January 18, 2012.
- V. APPROVAL OF AGENDA
- VI. DIRECTOR'S REPORT
- VII. UNFINISHED BUSINESS
 - A.
- VIII. NEW BUSINESS
 - A. Election of Vice-Chair
 - B. Frozen Service Lines in City Sub - Update - Chuck Willert
- IX. MEMBER COMMENTS
- X. ADJOURNMENT

City of Bethel, Alaska

Public Works Committee Minutes

January 18, 2012

Regular Meeting

Bethel, Alaska

CALL TO ORDER

A regular meeting of the Public Works Committee Meeting was held on January 18, 2012 at 6:49p.m. in the City Shop Conference Room, Bethel, Alaska was called to order by Committee Member Chair, Jeffery Sanders.

ROLL CALL

Present: Jeff Sanders, Frank Neitz, Joseph Klejka, Bill Schreiner
Excused absence(s): Jennifer Dobson
Unexcused absence(s): Mike Salzbrun

Also in attendance were the following:
Chuck Willert, Public Works Director
Cheryl Roberts, Public Works Admin, Recorder of Minutes

as corrected

PEOPLE TO BE HEARD

None

APPROVAL OF MINUTES

MOVED BY:	F. Neitz	To approve the minutes of the regular meeting of December 21, 2011 - as corrected.
SECONDED BY:	J. Klejka	

VOTE ON MOTION	Motion carried by unanimous voice vote.
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APPROVAL OF AGENDA

MOVED BY:	B. Schreiner	Motioned carried.
SECONDED BY:	F. Neitz	

UNFINISHED BUSINESS

Item A - Tundra Ridge Road - Update

The committee discussed the proposed route of the road and Chuck Willert felt that the location and design of this proposed road would better accommodate any houses that would need to be moved in the future.

NEW BUSINESS

Item A - Election of Chair and Vice-Chair

MOVED BY:	J. Klejka	To Elect Frank Neitz as Chair and Mike Salzbrun as Vice-Chair.
SECONDED BY:	B. Schreiner	

VOTE ON MOTION	Motion carried by unanimous voice vote.
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Item B - Armory - Army National Guard - Hazardous Material and Structural Reports

The Committee discussed that keeping it open would be an added cost for the city, but also talked about different ways of using the building to benefit the community of Bethel.

MEMBER COMMENTS

- Jeff Sanders - Feels that the Public Works Committee should be able to review and be involved in the Recycle Center’s RFP and if it were to show up at council he would oppose it.
- Frank Neitz - Thanked me for doing a really nice packet. He had some questions on the Committee/Commissions Board Training sessions that Lori Strickler setup.
- Joseph Klejka - He would like for someone from each committee/commission to come to the City Council meetings to represent that committee/commission and give any updates.
- Bill Schreiner - Apologizes for missing the last meeting.

ADJOURNMENT

MOVED BY:	J. Klejka	To adjourn the meeting.
SECONDED BY:	F. Neitz	

VOTE ON MOTION	Motion carried by unanimous voice vote.
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With no further business before the Committee, the meeting adjourned at 8:19 p.m.

APPROVED THIS ____ DAY OF FEBRUARY, 2012.

 Frank Neitz, Chair

 Cheryl Roberts
 Recorder of Minutes

MEMORANDUM

DATE: February 1, 2012

TO: Lee Foley, City Manager

FROM: Chuck Willert, Public Works Director

SUBJECT: Manager's Report

Programs/Divisions

Public Works Director:

We have experienced a record breaking January this year for overall average cold temperatures which were 17.1 below zero on the average beating the old record back in 1934 which was 13.2 below as well as 13.2 below for January and February in 1984. We have experienced wind chill temperatures in the 70's below which has made it extremely challenging getting the water and sewer routes done in our scheduled shifts. We have to bring in the trucks and put hot water on the frozen nozzles and pipes to thaw out or we are using space heaters to thaw out the trucks. I am extremely proud of our Public Works Department for working through the record breaking temperatures delivering water and sewer, not losing heat in any of the buildings, keeping trucks and equipment on the road, keeping the roads cleaned, and keeping our water and sewer lines open as well as helping the other entities like the school with all their freeze up problems.

We have had several service lines freeze in the City Subdivision piped water and sewer lines. Some of the freeze ups in the service lines are due to no heat trace running in with the water line in the area where water meters were taken out and relocated in the residents building. We will have to open up the arctic pipe and take out the foam insulation so heat trace can be installed along the water lines keeping the lines thawed out during the extreme weather, this process will have to be this spring and summer when everything thaws out.

59% of the fiscal year has elapsed with 75.2% expended

Utility Maintenance:

We have been dealing with the extreme cold. 211 C.S. stuck float / 444 C.S. replaced pump / 252 C.S. plugged pump / 524 Yukon court frozen service line / 4 drums glycol C.S. pump house / Kilbuck lift station fixed pump / flushed 2nd road ASHA sewer line / Q2 lift station red light reset / pump down Kilbuck lift station / red light Q2 lift station / rebuilt 10 grinder pumps / bleed glycol 229 C.S. / 211 C.S. stuck high level / ASHA lift station high level pump down / main lift station low gas alarm / 119 2nd road ASHA frozen service line/ ASHA lift station new motor starters / 1st road ASHA frozen sewer line / 233 1st road ASHA frozen service line / 501 C.S. pump air locked / 218 C.S. red light stuck float / 311 C.S. replaced pump / 321 C.S. located heat trace line and plugged in / 448 b C.S. plugged pump / 229 C.S. high level alarm / 3rd road ASHA frozen sewer line / 229 C.S. glycol air locked / 233 C.S. glycol air locked / 315 C.S. red light slow pump / 909 Delapp frozen service line / 315 C.S. control problem pump down by hand / frozen sewer line on mallard / school water line broke again / 444 C.S. changed pump / 211 C,S, frozen under house / 219 C.S. changed pump / 368 owl street frozen waterline / 348 owl street frozen water line.

Piped water; 59% of the fiscal year has elapsed with 62.6% expended

Piped sewer; 59% of the fiscal year has elapsed with 57.2% expended

BHWTP; 59% of the fiscal year has elapsed with 56.0% expended

CSWTP; 59% of the fiscal year has elapsed with 49.2% expended

Sewer Lag.; 59% of the fiscal year has elapsed with 54.1% expended

Hauled Utilities:

The Utility Truck drivers are working very hard to complete their daily routes. We are also keeping the mechanics busy trying to keep the trucks on the road. I am very impressed with the extreme effort put out by the truck drivers who have gone way above and beyond what should be expected of any employee.

Hauled refuse; 59% of the fiscal year has elapsed with 65.6% expended

Hauled water; 59% of the fiscal year has elapsed with 55.2% expended

Hauled sewer; 59% of the fiscal year has elapsed with 51.7% expended

Landfill Oper.; 59% of the fiscal year has elapsed with 49.1% expended

Recycling Oper.; 59% of the fiscal year has elapsed with 65.6% expended

Property Maintenance:

This stretch of cold weather is putting a strain on everything and everyone. We continue to have problems with drains and water lines freezing up where we never had problems before. Other weather related problems include the fuel tank dispenser for equipment at Public Works as well as the sprinkler system. The H.V.A.C. equipment at the Court House, the Teen Center had frozen drains and water lines, the Log Cabin is shut down presently for frozen pipes, boilers need attention when tanks run out of fuel and the Hits just keep on coming. We keep finding problems on week-ends when buildings are not occupied. Twice a day buildings are checked through this extreme cold spell. It has saved us some potential problems.

I'm still working on correcting the issues/recommendations from the Fire Marshall. Hopefully I can get info out for the burner upgrades to do this budget year soon.

I have been working on the budget and I would like to see some additional positions put in if at all possible. I have been fortunate here, everyone has been healthy (all 3 of us) during this extended cold snap but we are not making any progress forward. I have to rely more and more on Community Service Workers to assist us. In fact we are getting further behind even with working extra hours and week-ends. When the weather breaks it should bring some relief. Thank-you.

59% of the fiscal year has elapsed with 53.1% expended

Road Maintenance:

Streets and Roads now have the 966F loader up and running, and with the bugs worked out of it, it is running good. With the seconded loader running we are now making some head way on widening the roads. With the two loaders, and the D5 cat we have been, widening the snow berms, and building snow fences on BIA Rd., Tundra Rd., H-Marking Rd., Boat Harbor Rd., and on Mission Lake Rd.. On the subdivisions we been widening roads in Tundra Ridge, Hoffman Sub..

AVCP Housing, Blueberry, BNC Sub., Larson Sub., Kasayuli Sub., and a little in City Sub.. This will keep the snow from drifting as fast, and as much when the next's snow storm hits.

Streets and Roads also helped out, at the school with the 420 backhoe, loader, and with the Hitachi 200 backhoe, when the sewer pipes, were, frozen at the high school. They had to lay new sewer pipes down, so John, and Gary helped out by making a spot for the new pipe.

Streets and Roads, has also been digging out the ice at the water fills, at the two pump houses with the 420 backhoe when the ice builds up at the fill. This makes it a little easily for the water trucks to fill up at the water plants. When streets and road is not plowing snow during, and after a snow storm, we been scarifying, and sanding the roads when needed.

59% of the fiscal year has elapsed with 51.6% expended

Vehicles and Equipment:

We are servicing and basic maintenance on vehicles as they become available. Garbage truck is down for two weeks. We are replacing the fuel tank, and rear spring, as well as repairing hydraulic tank. We are also servicing the equipment needed for dredging the mouth of Brown Slough.

59% of the fiscal year has elapsed with 52.6% expended

Transit System:

For the month of January, the Bethel Transit System transported a total of 2222 passengers. 86 of those passengers had a disability and approximately 668 of them were elders. The cash fares totaled \$2637.00 with the total passed used equaled \$1170.00.

I had reported last month the total passengers the Transit System transported as being **25,337** showing an increase of **5,053** riders. This number was wrong. While totaling up the actual numbers the drivers keep instead using totals that were used on another report, I

discovered that we actually transported **27,390** passengers which gave us an increase of **7,258** riders.

We are having a few mechanical issues, as are all the departments due to the cold. Bus 436 is out of service and bus 437 is in danger of being out of service. We have been using the small gas bus (438) which fills up in the evenings when people are returning home after work. I had to shut down the Red Line one day this month due to our back-up bus (438) also having mechanical problems. Even though I immediately put it on the Tundra Drums with KYUK radio, I still received numerous calls from passengers upset because they were trying to catch that bus.

I am in the process of looking at signage of some sort to distinguish our buses from the others in town that resemble the Transit Buses. I am getting more calls than normal stating "The Bus drove right by and didn't stop", only to discover that it was the LKSD bus, for instance. I believe that if we could purchase large decals for the sides of the buses along with a smaller square sign to state fare prices for out of town riders that revenue & ridership will continue to increase. When people think that the bus drove past them, they more than likely will not try to catch it again in the future.

I am also searching for rates to charge for small advertising signs to put in the inside of the buses for purchase by some of our local businesses.

Budget: 59% of the fiscal year has elapsed with 46.8 percent expended.

Staffing Issues/Concerns/Training:

We are still 4 employees down in the Hauled Utilities Department which makes it a challenge to complete routes and keep overtime down.

Budget/Financial:

See each department