Public Works Committee Agenda
Special Meeting
February 27, 2013 – 6:00 PM
City Shop Conference Room

MEMBERS

Joseph A Klejka
Council Rep.
Term Expires
11/2012

Frank Neitz
Chair
Term Expires
12/2013

Jennifer Dobson
Vice-Chair
Term Expires
12/2014

Bill Schreiner
Committee Member
Term Expires
12/2013

Scott Guinn
Committee Member
Term Expires
12/2014

VACANT
Committee Member
Term Expires
./.

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)
IV. SPECIAL ORDER OF BUSINESS
   A. Annual Committee Training provided by the City Clerk - 6 pm
   B. Annual Election of Chair & Vice-Chair

V. APPROVAL OF AGENDA
VI. APPROVAL OF MINUTES
   A. Minutes from the previous regular meeting - December 19, 2012 and January 16, 2013.

VII. DIRECTOR'S REPORT

VIII. UNFINISHED BUSINESS
   A. Update - Closeout of 2 Outstanding Grants / ABC Loop
   B. Update - Sewer Lagoon
   C. Update - 5 Year Plan / RFP - Water & Sewer Master Plan
   D. Update - Recycle Center
   E. Update - Institutional Corridor - Feasibility Study
   F. Update - RFP - Cost Analysis of the City of Bethel's Water & Sewer Utilities
   G. Update - City Shop Floor
   H. Update - New BNC / Swansons Complex Road Access
   I. Update - Wind Generation 100kw per Public Building

IX. NEW BUSINESS
   A. Recommendation to Council in regards to Sewage Lagoon Rehabilitation Project
   B. Water and Sewer Utilities Development Priorities
   C. H-Marker Lake Road
   D. TDX Avec Power Plant - Update
   E. Rescheduling of Public Works Committee Meeting - BMC 2.52.130 - Requested by Chair

X. MEMBER COMMENTS

XI. ADJOURNMENT

Cheryl Roberts, Recorder, Public Works Department
Posted: February 21, 2012, AC, Post Office, Swanson's, City Hall

City of Bethel, Alaska
Public Works Committee Minutes

December 19, 2012 Regular Meeting Bethel, Alaska

CALL TO ORDER
A regular meeting of the Public Works Committee Meeting was held on December 19, 2012 at 6:40p.m. in the City Shop Conference Room, Bethel, Alaska was called to order by Committee Member Chair Frank Neitz.

ROLL CALL
Present: Frank Neitz, Jennifer Dobson, Joseph Klejka, Scott Guinn
Excused absence(s): Bill Schreiner
Unexcused absence(s): Jeff Sanders

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

PEOPLE TO BE HEARD
None.

APPROVAL OF MINUTES

MOVED BY:	J. Klejka	To approve the minutes of the special meeting of November 28, 2012.
SECONDED BY:	J. Dobson	

VOTE ON MOTION	Motion carried by unanimous voice vote.

APPROVAL OF AGENDA

MOVED BY:	J. Klejka	Motioned carried to approve the agenda.
SECONDED BY:	J. Dobson	

VOTE ON MOTION	Motion carried by unanimous voice vote.

DIRECTOR'S REPORT
We didn't have enough money to fly all of the New Trucks here. So the ones that are not here are going back to Kendall Ford and they will store them there until the first Barge is ready to come out. Chuck was glad to hear that at the last City Council Meeting that Mayor Joe Klejka, had mentioned how frivolous it was to be sanding the roads when it's raining.

UNFINISHED BUSINESS
Item A - Update - Closeout of 2 Outstanding Grants/ ABC Loop - Update
They're still working on the ABC Loop. The funding for the Sewer Lagoon isn't looking good, but the Construction Grant is closed out.

Item B - Update - Sewer Lagoon
The Capitol Project possibly won't go through and may end up looking for funding elsewhere.

Item C - Update - 5 Year Plan/ RFP - Water & Sewer Master Plan - Update
Should be done in February 2013, when the deadline was set for.

Item D - Update - Recycle Center
The Budget process for this is taking place in January 2013, and going to propose that the City operate it. They are thinking of possibly having it open on Saturday for everyone to have access to it. The committee had a discussion of doing a Recommendation to Council.

Item E - Institutional Corridor - Feasibility Study
Chuck mentioned that if we can get YK on, it might help us better to get it.

Item F - RFP - Cost Analysis of the City of Bethel's Water & Sewer Utilities
The deadline was extended to January/February of 2013.

Item G - Complete Streets Ordinance
There were some misunderstandings on the Ordinance, there were some changes made, our committee approved it again. It then went back to the Public Safety & Transportation Commission, they approved that revision, and now it's ready to be re-submitted to City Council with a few changes and some clarification.

Item H - City Shop Floor - Chuck Willert
We are bringing an Engineer out in early January 2013 and then put it out to bid.

Item I - New BNC/Swansons Complex Road Access

MOVED BY:	J. Klejka	To make a recommendation to the Planning Committee to require BNC, in a timely manner, to consult a Traffic Engineer to do an analysis and make recommendations on how traffic congestion can be alleviated in the future for when the New BNC/Swanson Complex goes into place/open.
SECONDED BY:	J. Dobson	

VOTE ON MOTION	Motion carried by unanimous voice vote.

The committee had a discussion on having BNC/Swansons getting a Traffic Engineer due to the congestion of traffic now and for the future.

Item J - Wind Generation 100kw per Public Building
Chuck would like to get a 100kw on the Public Works Bldg and on both Water Plants. We have the money, but we don't have a contract with BUC yet. Whose attention is this on? The committee is worried about the grant funding going away. 85% of what it produces has to be put back into the grid.

NEW BUSINESS

Item A - Discussion of Sewage Lagoon Rehabilitation
The committee already talked about this at the last meeting.

Item B - Recommendation to Council in regards to Sewage Lagoon Rehabilitation Project
The committee had a discussion and they think that it may not go through.

MEMBER COMMENTS

Frank Neitz - No comments. Do we need to make a Recommendation for the Lagoon or the Wind Mills, or do I need to talk to John Sargent.

Joe Klejka - Wants Lee Foley to give us Updates & Deadlines on our Agenda Items; wind mills, recycle center, sewage lagoon. I was also wondering about the Wind Mills for the pool. The school decided that they would fund the Armory themselves so they can use it.

Jennifer - No additional comments.

Scott - Nothing new. Myself and Jennifer will to get together and discuss the Ballpark. The concession stand needs to be moved to another spot so it's safe for everyone. Merry Christmas.

ADJOURNMENT

MOVED BY:	J. Klejka	Motion to adjourn the meeting.
SECONDED BY:	S. Guinn	

VOTE ON MOTION	Motion carried by unanimous voice vote.

With no further business before the Committee, the meeting adjourned at 7:42 p.m.

APPROVED THIS _____ DAY OF ~~JANUARY,~~ February 2012.

_____
Frank Neitz, Chair

_____
Cheryl Roberts
Recorder of Minutes

City of Bethel, Alaska
Public Works Committee Minutes

January 16, 2013 Regular Meeting Bethel, Alaska

CALL TO ORDER
There was no Public Works Committee Meeting due to lack of quorum on January 16, 2013.

ROLL CALL

Present:
Excused absence(s): Frank Neitz, Jennifer Dobson, Joseph A Klejka, Bill Schreiner, Scott Guinn, Chuck Willert
Unexcused absence(s): none

Also in attendance were the following:

Cheryl Roberts, Public Works Admin, Recorder of Minutes

January 16, 2013 meeting adjourned due to lack of quorum.

APPROVED THIS _____ DAY OF __FEBRUARY__ 2013.

_____
Frank Neitz, Chair

_____
Cheryl Roberts
Recorder of Minutes

MEMORANDUM

DATE: 1/1/2013

TO: Lee Foley, City Manager

FROM: Chuck Willert, Public Works Director

SUBJECT: Manager's Report –

<u>Programs/Divisions</u>

Public Works Director:
We have some news about hooking up YKHC Hospital complex to our City water main. We have CH2M Hill engineers coming out to assess the ability to hook up from our water main on the south side of City Sub. The City Subdivision Water Treatment Plant operates at about 25% of its capacity right now and adding YKHC would up the operating capacity by about 4%. These are numbers that Bill Arnold and I have come up with and we will see how the engineers rate with their numbers. This has the ability to generate revenues that the City hasn't had available to them in the past.

We are going to get an engineer to assist us with our floor work detail and make sure we address all the problems. We have had CH2M Hill do this work a short time back and we are hoping to be able to access their reports about the shop floor. We are looking to get the RFP out this month.

Utility Maintenance:
This month we responded to six after hour callouts. We also helped Billing with Blue Tags. We also had several freeze ups in ASHA. We also had a frozen liftstation in AVCP Housing. We also monitor our liftstations on a daily basis. We continue to assist the school, hooking up their new water lines. We also continue to rebuild sewer pumps when needed.

Hauled Utilities:
It has been a busy month with the cold weather. Besides the regular routes getting done there has been a lot of call backs because tanks, overflows, and fills have been frozen. We are hoping to get a couple more trucks on the road. I know that's not easy with the trucks going down constantly. That plus better attendance will cut down on the overtime.

Property Maintenance:
Cold weather maintenance of our Facilities can be a challenge during these extreme temperature changes. It has its problems with keeping entrance ways and walkways clear of snow and sanded. Heat plants, pumps and zone valves constantly need to be monitored to make sure they are functioning efficiently. Weekends, buildings are checked daily. Other issues to deal with on a day to day basis are doors, lights, toilets and electrical problems.
We have contacted and brought out a Mechanical Engineering firm to inspect and evaluate the heat and plumbing problems at the Fire Station. They have identified a number of deficiencies and we are working out a plan to make the corrections so we don't experience all of the same problems as last year.

Road Maintenance:
Streets and Road this last year has been sanding and scarifying the roads as needed. With the lack snow storms that we've had this last year so far we used just a little over half the fuel in the equipment this last month than we usually do. With not much snow in Nov. and Dec. of this year we only had to plow snow a few times, so with that we used less fuel in those two months.
Streets and Roads have been helping out at the land fill by loosing up the frozen cover pile for Sonny as he needed it. We also hauled some of the cover from the pile that we loosing up to the working face at the land fill for Sonny to push with the 953 cat. We also have been going around picking up some of the large items that people left around the dumpsters with the loader and hauling it to the land fill.

Vehicles and Equipment:
We have been performing routine maintenance on city vehicles. Shane Sansone started this month as a new mechanic. Thanks to Larry Elarton for using his resources to help us find Shane. Shane showed up with a lot of knowledge on old and new vehicles. He has been a great addition to the crew.

Transit System:

For December, 2012 The Bethel Transit System transported a total of 534 passengers, 113 of those riders had a disability and 100 were elders.
The cash fares totaled $ 745.00 while the passes used totaled $472.00 and monthly passes were $215.00, these are figures with One (1) Driver.
Brenda Gone was gone for three (3) days, Rita gone for two (2) weeks, all are for Hospital reasons. One (1) Bus is up and running, 436 is out with fuel injectors being fixed, 438 is having the ball joints fixed/replaced.
There are two drivers, Brenda George who is a full time driver, & Rita Crook is a part time driver. There is no On-Call driver yet. Stan Okpealuk is the Transit manger. This is from Dec. 3 Thru Dec. 26 2012.

Staffing Issues/Concerns/Training:

We are trying to hire a part time Transit Bus Driver.

Budget/Financial:

The Budget numbers will be in next months' report.

From: John Sargent sent on: 1/10/2013 @ 8:42 am

To: Cheryl Roberts

Cheryl, very important - Please put this prepared recommendation in the packet for Public Works Committee. List on the agenda a new item: Water and Sewer Utilities Development Priorities. This is the recommendation that I'd like the committee to approve. They can tweek it any way they want as long as the main message stays intact.
I'll come to the meeting on Wed., Jan. 16, 2013 to help answer questions and I'll get you some more information to distribute on each of these two projects.

Summary of Progress on Public Works Items

Closeout of two outstanding water and sewer grants:

1. USDA Preplanning grant – Still open. Larsen Consulting Group, Inc. hired to complete Preliminary Engineering Reports/Engineering Reports for three projects:
    a. Utility Manhole Replacement near courthouse – Done. One report.
    b. A,B, C Loops in Bethel Heights – Few questions/comments from USDA (Tasha) to address in report. One report combined (b) and (c).
    c. Sewage Lagoon – Fifteen questions/comments from USDA (Tasha) to address in report.
2. USDA Construction grant – Closed. H2MHill and City employees completed all projects: improvements to six lift stations, Q2 new lift station on highway.

Five-Year Water and Sewer Master Plan Update
(No contact with LCG – message machine only)

Glenn Foust should have a draft for the City to review before the end of January 2013. City Grant Manager was asked to summarize the funding options presently available to the City by red-lining Section 14 of the last Update (about 5 pages in length). Glenn was also waiting on some data from CH2MHill and CH2MHill was waiting on data from the City Finance Dept.

Cost Analysis of Water and Sewer Utilities
(No contact with CH2MHill – message machine only)

CH2MHill and their partner company continue to ask the City Finance Department for information. At least seven different information requests, each with multiple sub-questions, has been made so far. The most recent request came yesterday and had two questions to it. The one before that had 14 questions. Indications are that the study is winding down – that the consultants are getting all of the information they need and that a draft report is imminent.

Wind Generation of 100 kW per public building
The Public Works Committee had this item on agenda after finding out that BUC will allow up to 100 kW of wind generation per building in Bethel. Committee was exploring how the City could benefit from this provision. Committee was told by Grant Manager that existing funds for wind generation obtained by the City were tied to specific projects and that only the pool grant funds could be used to purchase a wind generator to provide power directly to a public building (pool). The other three grants dealt with providing wind generated power to the grid as the greatest public benefit.

City of Bethel
Committees and Commissions

Recommendation to City Council

Priorities for Water and Sewer Utilities Development

Committee/Commission:	**Public Works Committee**	**Chairman:**	**Frank Neitz**
Date Submitted:	**January 16, 2013**	**Council Rep:**	**Joseph Klejka**

Issue/Background:

The City of Bethel hired Larsen Consulting Group, LLC (LCG) to complete the preliminary engineering report and engineering reports for three previously identified priority projects: city center manhole upgrade, institutional corridor study, A-B-C water and sewer loops in Bethel Heights subdivision, and sewage lagoon rehabilitation. USDA, the funding agency that provided money to complete the projects, requested that public support for the projects be demonstrated and included in the reports.

Recommendation:

The Public Works Committee, composed of Bethel resident volunteers, is aware of water and sewer project alternatives to the three projects spelled out in the reports, and discussed each of the three projects over the course of several meetings. The Committee moved to approve this recommendation concerning these three projects:

The City of Bethel should pursue capital funding to complete the following projects as described in the PER/ER documents prepared by LCG as its number one and number two priorities:

1. Sewage Lagoon Rehabilitation project
2. A-B-C Loop Water and Sewer Pipe Replacement project

Received by: _____

Date: _____