



## Public Works Committee Agenda

Regular Meeting Wednesday April 20, 2011 - 6:30PM  
City Shop, Conference Room

*should be*

*April 20, 2011.*

*(Handwritten initials)*

### MEMBERS

Stanley Rodgers- Council Rep  
Steve Murat  
Frank Neitz-Vice Chair  
Bill Schreiner  
Mike Salzbrun  
Jeff Sanders – Chair  
VACANT

### Ex-Officio Member

Chuck Willert - PW Director

### AGENDA

- I. Call to Order
- II. Roll Call
- III. People to be Heard (15 minute limit)
- IV. Approval of Minutes
  - Special Order of Business: Annual Committee Training provided by City Clerk Lori Strickler.
- V. Approval of Agenda
- VI. Director's Report
- VII. Unfinished Business
  - A. Priority list for the 5 year Plan.
  - B. Daniel Shea, Planning department- discussing non-sewage.
- VIII. New Business
  - A. Utilities Forman Gary Koester- Discussion of last year's budget cuts/this year's proposed personal cuts.
- IX. Member Comments
- X. Adjournment

## MEMORANDAM

**Date: 4-8-11**

**To: Public Works Committee.**

**From: The Hauled Water and Waste Water Departments.**

**Subject: Public Works Committee Agenda**

The City of Bethel's Utility Foreman is requesting an addition to the public works committee's agenda for their next scheduled meeting on Wed. April 20<sup>th</sup>.

A discussion of last year's budget cuts and this year's proposed personal cuts is requested. There is concern on how these cuts will have a negative impact on the department's entire operation.

I am hoping the public works committee would be able to have some input on where to make educated budget cuts that will not become detrimental to the operations of the hauled utilities department.

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# City of Bethel, Alaska

## Public Works Committee Minutes

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January 19,2011

Regular Meeting

Bethel, Alaska

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### CALL TO ORDER

A regular meeting of the Parks and Recreation Committee was held on January 19, 2011 at 6:00 p.m. at the Public Works conference room.

Chair Jeffery Sanders called the meeting to order at 6:45 p.m.

### ROLL CALL

Comprising a quorum of the Committee, the following were present:

Frank Neitz                                 Steve Murat  
Stanley Rodgers                         Mike Salzburn

Excused absence(s): B. Shreiner  
Unexcused absence(s): none

Also in attendance were the following:

Chuck Willert, Public Works Director  
Chelsea Hoffman, Public Works Admin, recorder of minutes  
Bill Arnold, Utility Maintenance Forman

### PEOPLE TO BE HEARD

None.

### APPROVAL OF MINUTES

|                     |            |   |
|---------------------|------------|---|
| <b>MOVED BY:</b>    | F.Neitz    | To approve the minutes from November 17,2010. |
| <b>SECONDED BY:</b> | M.Salzburn |   |

|                       |   |
|-----------------------|---|
| <b>VOTE ON MOTION</b> | Motion carried by unanimous voice vote. |
|-----------------------|---|

### APPROVAL OF AGENDA

|                     |            |                   |
|---------------------|------------|-------------------|
| <b>MOVED BY:</b>    | S.Rodgers  | Motioned carried. |
| <b>SECONDED BY:</b> | M.Salzburn |                   |

Changes: To suspend the rules & move election of officers before Directors Report.

|                     |           |   |
|---------------------|-----------|---|
| <b>MOVED BY:</b>    | S.Rodgers | Made motion to move Election of officers before Directors Report. |
| <b>SECONDED BY:</b> | S.Murat   |   |

|                       |                     |
|-----------------------|---------------------|
| <b>VOTE ON MOTION</b> | Carried as amended. |
|-----------------------|---------------------|

### UNFINISHED BUSINESS

#### Item A — Discussion Item: 5 Year Plan Review

For the 5 year plan committee wants a write list of priorities from Chuck Willert & Bill Arnold to present @ next meeting.

## NEW BUSINESS

### Item A — Planning Dept. Discussion non-sewage

|                     |           |   |
|---------------------|-----------|---|
| <b>MOVED BY:</b>    | S.Rodgers | PW Director is to verbally recommend to Planning Dept. to update the mandatory sewer service list & to present it & the 2 ordinance @ the next meeting. |
| <b>SECONDED BY:</b> | F.Neitz   |   |

|                       |   |
|-----------------------|---|
| <b>VOTE ON MOTION</b> | Motion carried by unanimous voice vote. |
|-----------------------|---|

### Item B- Road connection between the State Highway & the YE Center

|                     |            |   |
|---------------------|------------|---|
| <b>MOVED BY:</b>    | S.Rodgers  | Motioned was carried for Dan/Planning Dept. to write a letter to Kirk @ YE center regarding road funding. |
| <b>SECONDED BY:</b> | M.Salzburg |   |

|                       |   |
|-----------------------|---|
| <b>VOTE ON MOTION</b> | Motion carried by unanimous voice vote. |
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### Item C —Partnerships concerning the BATH Center

|                     |           |   |
|---------------------|-----------|---|
| <b>MOVED BY:</b>    | S.Rodgers | Recommendation to council to allow/direct City Manager & Parks & Rec. to peruse, LKSD & other agencies to form partnerships to move forward w/ BATH Center concept. |
| <b>SECONDED BY:</b> | S.Murat   |   |

|                       |   |
|-----------------------|---|
| <b>VOTE ON MOTION</b> | Motion carried by unanimous voice vote. |
|-----------------------|---|

## MEMBER COMMENTS

Frank thanked Stanley for being @ the meeting.

Stanley thanked everyone for taking the time to address issues people are afraid to.

Jeffery said the LED lights are great & they save money.

## ADJOURNMENT

|                     |            |                         |
|---------------------|------------|-------------------------|
| <b>MOVED BY:</b>    | S.Murat    | To adjourn the meeting. |
| <b>SECONDED BY:</b> | M.Salzburg |                         |

|                       |   |
|-----------------------|---|
| <b>VOTE ON MOTION</b> | Motion carried by unanimous voice vote. |
|-----------------------|---|

With no further business before the Committee, the meeting adjourned at 8:35 p.m.

APPROVED THIS \_\_\_ DAY OF February 16, 2011.

\_\_\_\_\_  
Jeffery Sanders, Chair

\_\_\_\_\_  
Chelsea I. Hoffman, Recorder of Minutes

**MEMORANDUM**

**DATE:** February 1, 2011

**TO:** Lee Foley, City Manager

**FROM:** Chuck Willert, Public Works Director

**SUBJECT:** Manager's Report –

**Programs/Divisions**

**Public Works Director:**

We finally have the ultra low sulfur diesel fuel tank up and running again after it got contaminated with number 1 heating oil. Crowley's crew came up and cleaned out the remaining 4 inches and put it into the heating oil tank for the shop. Top fuel topped off the ULSDF tank and the newer vehicles are good to go again.

We are still working with the engineers at CH2M Hill to come up with the right pump sizes to complete and finish out the main force main from the new Q2 lift station. Tasha Deardorff at USDA/RD has given a February 14<sup>th</sup> deadline for pump sizes. Bill Arnold and crew are working with the engineers to determine pressures in the system to help with coming up with the correct pump sizes.

I have been working with the Planning Department as well as the Comprehensive Plan committee on the Bethel Comprehensive Plan.

**Utility Maintenance:** For the month of January we responded to the following:

|  |  |
|--|--|
| <b>1/13</b> 516 City Sub, Jumper wire was frozen | <b>1/17</b> Flushed line by Bills- 3 <sup>rd</sup> road ASHA |
| <b>1/3</b> Ollie Olsen leveled water line        | <b>1/17</b> Flushed line by 141 3 <sup>rd</sup> road         |
| <b>1/4</b> Power outage ASAA/AVCP                | <b>1/18</b> Flushed line 1011 Ridgecrest                     |
| <b>1/4</b> Flush Bills sewer line                | <b>1/19</b> Flushed sewer by 141 3 <sup>rd</sup> road        |
| <b>1/10</b> 220 City Sub changed pump            | <b>1/20</b> Subway red light, changed fuse                   |
| <b>1/11</b> Flushed line by 141 & 117 Ptarmigan  | <b>1/20</b> 212 City Sub, changed out pump                   |
| <b>1/12</b> Tundra Center red light/stuck floats | <b>1/20</b> 504 City Sub, stuck floats                       |
| <b>1/12</b> Flushed line by 114 Akakeek          | <b>1/21</b> 432 sewer leak, change no hub                    |
| <b>1/17</b> 3HWTP, Broken valve check            | <b>1/21</b> 507 City Sub changed glycol pump                 |
| <b>1/17</b> AVCP Akula red light                 | <b>1/22</b> 224 City Sub frozen line                         |
| <b>1/17</b> 202 Akiak over heat/red light        | <b>1/23</b> 444 City Sub, air lock & frozen                  |
|  | <b>1/24</b> 119 2 <sup>nd</sup> road frozen sewer            |
|  | <b>1/24</b> 022 City Sub red light changed                   |

pump  
**1/24** Subway red light changed pump

**1/24** 160 3<sup>rd</sup> road service line water  
leak

**1/25** Fire Station red light

**1/25** 444 City Sub evac changed  
pump

**1/25** 227 water leak shut off water

**1/26** 202 red light over heated

**1/26** 219 City Sub broken pressure  
valve

### **Recycling Center: 10%**

Recycling has just been gathering materials for the coming baling season called summer.

### **Land Fill: 55%**

Have continued to work at the landfill at least once a week and worked up there another six days when Sonny was on vacation.

### **Safety: 25%**

In January I started doing monthly checks on fire extinguishers in many city buildings to include; both pump houses, public works, police, city hall, recycling, landfill, port office and the dog pound. These checks make sure that the fire extinguishers are in their proper places, the location signs are properly displayed, that the pin is secure, that the pressure is displayed in the green area and also I turn them over and make sure that the powder has not settled. I do this by hitting the bottom with a rubber mallet a few times.

### **Janitorial: 10%**

I have been getting Tundra Center workers to clean in the City office. Some weeks are better than others as some workers are better than others.

### **Hauled Utilities:**

The month of January has been a true challenge to the entire Hauled Services crew. We have had several sick and injured drivers and also 3 on Jury duty who keep getting picked. The Evacuation drivers have been repeatedly emptying out lift stations all over town which is a very undesirable job. After dipping the hose into the lift station, they have to handle the hose the rest of the day with sewage, grease, etc. frozen to the end of the hose. The drivers also have to put whatever tire chains we have left on because of slippery sections of roads, mostly in Kasayulie Subdivision.

The water drivers made 4,305 deliveries in 696 loads, totaling 2,064,300 gallons. The evacuation drivers made 4,184 pick-ups in 735 loads totaling 2,205,000 gallons.

### **Property Maintenance:**

Our buildings have not had any significant problems other than some adjustments with the heat and minor items that were changed out. We still have waste oil we are running through our used oil burners here at the shop. There have been some issues in some our buildings with windows left open freezing

water in lines/ toilets and water left running for pumps to run dry. We are working with the departments to have them pay attention to those items as well as when they make changes on their own it affects something that they were not aware of, especially when equipment is not put back together correctly, or not at all. This results into extra work. We are assisting them when we can by making improvements and changes to streamline their operations. We have to check some buildings twice a day on the week-ends during the extreme weather we have been experiencing. There have been some minor plumbing problems, but nothing to bothersome.

I have my First Aid/CPR card now. There will be two more employees going to a class later this week. This will go a long way to assist in the case of an emergency here at the shop or elsewhere. I have my paper work filled out to continue to use Community Service Workers. They are a great help when it comes to projects that requires teamwork to move things along associated with heavy lifting or cleanup. They are good workers for the most part.

We will be moving a small building to the new cemetery for tool storage if it is not froze in too bad. There have been a few more burials and it is looking like we will have to set up the next section on the civilian side early this spring.

#### **Road Maintenance:**

Streets and Roads, is now done welding on the shop floor. Rocky has welded the cracks that we had targeted. So now, the metal floor should be good for a while. We started on the new budget for Streets and Roads, and will be working on it for the next few months, when needed.

Streets and Roads has been using the 420 backhoe to loosing the ice at the two pump houses, so the water trucks can get in there to fill up with water. This helps to make it less slippery, and also it helps to get rid of the ice that builds up.

Josh has the Streets and Roads 966 loader running now with a new motor, and some work on the brakes. The old motor had over 14,000 hours on it and was worn out. So now it should be low maintenances, for the next few years.

Streets and Roads have been scarifying, winging the berms, removing snow berms from driveway entrances, and sanding the roads when needed, this includes Jim Flemings, Rocky Wright, Tracy Asicksik, Gary McElwee, and John Jordon.

#### **Transit System:**

From December 1 through December 31, 2010 BPTS transported total of 1877 passengers, 87 of these passengers had a disability and approximately 630 were elders. The fares totaled \$2,712.52 and \$409.00 in passes was used. We used 504.

637 gallons of low sulfur diesel fuel and 320.4888 gallons of unleaded gasoline were used.

From January through January 31, 2011 BPTS transported 1870 passengers,

144 of these passengers had a disability and approximately 622 were elders. The fares totaled \$2,644.30 and \$425.00 passes were used. We used 528.558 gallons of low sulfur diesel fuel and 165.556 gallons of unleaded gasoline. January 1, 2010 to December 31, 2010 BPTS transported 20,284 passengers.

#### Training

I am currently working on bringing a trainer from the Smith System to Bethel to train the permanent drivers in The Smith System, a defensive driving course for Commercial Drivers. There will be a Trainer in Anchorage in February. He will come to Bethel on the afternoon flight on February 23. The training will take place on the 24<sup>th</sup>. This training should decrease the cost of insurance for the Transit Drivers. This training will be covered by the RTAP Grant. The revisions to the RTAP grant, to fund this training, have been approved by the Juneau DOT Office.

#### **Vehicles and Equipment:**

The month of January was very quiet. We did minor repairs on Water, Sewer and Garbage trucks. We are replacing the transmission on Water Truck #739. We are caught up on services and are getting caught up with repairs on the smaller vehicles. John Jordan has done a good job grading the roads to accommodate the water and sewer routes, which means less wear and tear on vehicles.

#### **Staffing Issues/Concerns/Training:**

None at this time.

#### **Budget/Financial:**

The expenditures will be the same as last month's report as we haven't had a new expenditure report.

## **MEMORANDUM**

**DATE:** March 1, 2011

**TO:** Lee Foley, City Manager

**FROM:** Chuck Willert, Public Works Director

**SUBJECT:** Manager's Report –

### **Programs/Divisions**

#### **Public Works Director:**

Public Works has been busy with all the snow and blowing snow storms that have taken place this last month. We have been trying to remove all the snow berms from driveways that have been created from the wing blade widening the roads. There have been some instances that the berms haven't been removed right away and we have to send a loader out to remove it. With all the snow that has hit our area this winter I believe there will be an above average run off this spring.

#### **Utility Maintenance:**

**This month we responded to 14 callouts. We also flushed sewer lines in ASHA to keep them open. We also broke a water line at BHWTP shutting down the system for a few hours. We also did our daily duties monitoring and rebuilding pumps.**

The QFC2 lift station project is still moving forward, we are working with CH2MHILL to solve the flow rate problem. We are testing the pressures and flow rates at this time and we do not know if we need larger pumps or not, the engineers are still running numbers on that problem.

## **Recycling Center: 10%**

I have been gone just as much as I have been here this February with one week sick and one week in Anchorage. But I plowed a heck of a lot of snow in between so that people could at least get to my storage containers and drop off their recyclables and so that our workers could park and get out of their cars without wading through a bunch of snow.

## **Land Fill: 25%**

I worked four days at the Landfill this past month.

## **Safety: 55%**

I have kept up with my monthly fire extinguisher checks this past month. This past month I have started doing monthly safety checks in the City Office Building, the Dog Pound, Hauled Services, Landfill Office, Recycle Center, Vehicle Maintenance, Port Office, Police Department, Piped Maintenance Building, Tim's Pump House, Billy's Pump House, Building Maintenance and Road Maintenance. This should take care of issues before they become a problem. When I find something that needs to be fixed I will give the foreman of that area a copy of what I found wrong and require him to have it fixed and sign off on it that it was fixed.

## **Janitorial: 10%**

## **Hauled Utilities:**

We are still indentifying sewer violators all over town who are living in residences but are not scheduled to receive any evacuation services. There is not an effective process set up for enforcement of these violators. It is a loss of revenue in the Hauled Services Department and also a health and safety issue for families living in such conditions. It is also a health issue when honey buckets are in dumpsters which end up leaking on the shop floor at night in a building where the water trucks are also parked. We need a process to enforce the ordinances that are already in place for "Mandatory Sewer Subscription".

We did lose a dedicated, hard working water truck driver who took another job working with GCI.

The water drivers made 3,954 deliveries in 644 loads totaling 1,915,550 gallons. The waste water drivers made 3,740 evacuations in 658 loads totaling 1,974,000 gallons.

### **Property Maintenance:**

We are doing our winter routine maintenance of clearing snow, spreading salt/sand where needed and monitoring heat in our facilities. Adjustments are being made when the weather warms up and cools back down. Along with this we are checking/replacing lights/ballast as needed as well making sure the plumbing (toilets and sinks) is operating the way it should. We have had to change more than a few unit heater motors as they are probably reaching their use full life time limit. We have been cleaning them out when we are able to so they can run more efficiently. The F.A.A. building in Blueberry subdivision has been added to our list to monitor. We will be making some changes to secure it when I can get together with their maintenance staff.

Pioneer Door was out here to service our overhead roll up equipment. There is a problem with our center fire door at the shop and parts were ordered. The Fire Station was looked at as well. Some equipment was replaced on the bay 4 door and the rest was inspected, serviced, and adjustments were made that were necessary. New weather stripping was put up in places to help hold the heat in.

I have been tracking electric bills where we had L.E.D. lighting installed and there seems to be some reduction in kilowatts used. I hope to continue to add some of these fixtures when I can. Thank you.

### **Road Maintenance:**

Streets and Roads have been plowing snow for the past week with the two storms. We will be widening roads and taking out snow berms

this week and for days to come, to prepare for the next storm. We have been scarifying, winging the berms, removing snow berms from driveway entrances, and sanding the roads when needed.

Gary McElwee loosened up a large pile that has been stock piled for the landfill to keep hauling. He has been hauling cover to the landfill, and also building up the dike around the landfill.

Streets and Roads moved the tool shed from the Ridgecrest Memorial Cemetery to the new Veterans Memorial Cemetery. So now that they will have a place to keep the tools, and other things out of the weather.

## **Vehicles and Equipment:**

February 2011

Basic Maintenance on Vehicles, keeping up with servicing vehicles as they become available and can be pulled off the road. We installed a new transmission in the Police Chevy Pickup. On the 24<sup>th</sup> of February, had 9 wrecker calls in one day, due to slick icy driveways, to pull water/sewer trucks out.

## **Transit System:**

From February 1 through February 23, 2011 BPTS transported total of 1559 passengers, 66 of these passengers had a disability and approximately 323 were elders. The cash fares totaled \$1032.55 and total passes used equaled 458. The Transit System used 234.8 gallons of low sulfur diesel fuel and 206.199 gallons of unleaded gasoline were used.

### Training

The Smith System trainer, Michael Lake, arrived in Bethel on the 23<sup>rd</sup> of February. He did an eight hour driver safety training. The two full-time and the two part-time Transit Drivers as well as the Senior Center Bus Driver attended the training. They all passed and received their certificates. The training was paid for by the RTAP Grant. The Senior Center provided lunch and snacks for the class.

### Travel

I will be out of town from February 25<sup>th</sup> through March 6<sup>th</sup>. My daughter is having knee surgery and I will be helping her during her first week post op. Christina David will be in charge of the Transit

System while I am out of town. I will have my cell phone with me and will be available for trouble shooting.

**Staffing Issues/Concerns/Training:**

None at this time.

**Budget/Financial:**

Will include budget updates when we have an updated expenditure sheets.

**MEMORANDUM**

**DATE:** April 1, 2011

**TO:** Lee Foley, City Manager

**FROM:** Chuck Willert, Public Works Director

**SUBJECT:** Manager's Report –

**Programs/Divisions**

**Public Works Director:**

We are trying to get ready for the spring thaw that is just around the corner. The Streets and Roads crew have been cleaning out the snow that has been piled up on culverts all over town. The snow removal helps keep the culverts open and makes it easier to thaw frozen culverts that need to be open. The weather will determine how fast the snow pack melts and the runoff will impact the roads.

Streets and Roads have been assisting the Port with the excavation of the entrance channel to the small boat harbor this month. The weather has been cooperating with this project and it is nearing completion. The material is being hauled to the landfill for cover and lifting the berms that surrounds the landfill.

The V&E department and Hauled Utilities are working on the new garbage truck specifications; we are looking at a Mack chassis and a Heil box. We will try to keep the truck simple without all the bells and whistles that have to be worked on all the time.

I have been working with the Hauled Utility department and certain residents concerning some issues that we think are happening around septic tanks but we can't confirm our suspicions until the ground thaws out this spring or summer.

67% of fiscal year has elapsed with 66.4% expended

Utility Maintenance: This month we responded to 8 after hour callouts. We continue to flush lines in ASHA to prevent them from freezing up. We are also preparing to turn well on at FAA [police station]. We also continue to monitor our water and sewer systems daily. We also rebuild sewer pumps as needed.

Piped Water: 67% of the fiscal year has elapsed with 91.5% expended (error)

Piped Sewer: 67% of the fiscal year has elapsed with 71.4% expended

BHWT: 67% of the fiscal year has elapsed with 56.6% expended

CSWT: 67% of the fiscal year has elapsed with 55.8% expended

Sewer Lagoon: 67% of the fiscal year has elapsed with 64% expended

**Recycling Center: 10%**

Received a bunch of cans from Aniak and spent one afternoon sorting the bags of cans so that I could empty the recycle bin that is at the city pump house.

67% of the fiscal year has elapsed with 64% expended

**Land Fill: 75%**

I have spent fourteen days at the landfill this month since Sonny was gone.

This time has taken away from the other three jobs dramatically.

**Safety: 5%**

67% of the fiscal year with 6.4% expended

**Janitorial: 10%**

I spent only one day doing Janitorial work this month at the City Office.

**Hauled Utilities:**

After many years of hard work trying to eliminate sewage being poured onto the ground and the use of honey buckets, both practices are becoming increasingly prevalent without consequences. Repeated attempts have been made to identify and enforce waste water ordinance violations without success.

Areas of concern are not limited to older neighborhoods or low income occupants. These areas are easily identified by the increasing public complaints, drivers identifying occupied houses not on service routes, as well as the dumpster truck drivers. Honey buckets that are getting poured into dumpsters end up draining onto the cab of the garbage truck and smell is often quite noticeable if not nauseating.

The Hauled Utilities department is asking for cooperation with enforcement of ordinances that have been in place for a long time. This is a serious health and safety issue and needs to be dealt with and enforced immediately.

City of Bethel Ordinance 13.08.241 allows the City Manager to issue a citation for a violation and impose a fine of up to \$100.00 per day for each day of violation.

For the month of March, the Hauled Water department made 4,519 deliveries in 741 loads totaling 2,264,150 gallons.

The Hauled Waste Water department made 4,243 evacuations in 760 loads totaling 2,280,000 gallons

Hauled Water: 67% of the fiscal year has elapsed with 66.6% expended

Hauled Sewer: 67% of the fiscal year has elapsed with 59.7% expended

Hauled Refuse: 67% of the fiscal year has elapsed with 60.4% expended

Landfill: 67% of the fiscal year has elapsed with 62.1% expended

## **Property Maintenance:**

**Winter Maintenance Schedule:** Daily duties start with monitoring buildings for heat, clearing snow, sand/salt walkways and entrance ways. Plumbing is also looked at for problems, frozen lines, drains or backed up fixtures. Visual checks are done on lights, bulbs changed, ballasts replaced, and emergency and exit lights included. I'm looking at areas for more L.E.D. lighting, and ordering when I get a chance.

The recent wind storm blew off a few rain caps, loosened tin and a couple of items that were repaired or replaced. There still continues to be electric motors going out on unit heaters and fans and we are replacing them as they quit. We still have used oil and the waste oil burners are running daily. The operator on the Fire Door in the center of the shop went down. We ordered one in and Pioneer Door put it up for us. We ordered a new pressure washer and installed it for spraying down trucks and equipment. There have been lots of small assignments from adjusting doors, putting up shelves, repairs on desks/drawers, and nailing up loose trim and cove base.

Other projects were to provide the clerk with a list of buildings and facilities with addresses, square footage and year built info for an assignment she had. I had a representative from Marsh Creek, an Engineering firm; look at our City Complex Generator. It needs some important repairs to the service lines and upgrades to the Court House for a smooth transition on power outages. These were never done and require doing it manually. I have also contacted Systems House to help with looking at improvements to the ventilation at the Court House for this summer.

67% of the fiscal year has elapsed with 58.3% expended

## **Road Maintenance:**

Streets and Roads hauled some gavel to help smooth the roads in East Ave., Akiak Dr., Ptarmigan St., Akakeek St., Ridgecrest Dr., and Hanger Lake Rd. This will help to keep it smoother on those roads until we can grade them, when it starts to thaw out. Rocky and Tracy have been digging out the snow in front of the culverts with the backhoe, so the culverts that are open will stay open, and the ones that are not, we will be able to get to them with the steamer. This will get us ahead, when it starts to thaw. Streets and Roads hauled the pile of wood and trash to the land fill, from the ball field parking lot, in Pinky's Park. This was the old playground equipment that they took out from Pinky's Park. Streets and Roads have been helping the port on digging out the entrance channel to the small boat harbor. Gary has been running the backhoe digging out the entrance channel and John, along with the port guys, has been hauling the material to the

landfill with the dump trucks.

67% of the fiscal year has elapsed with 59.6% expended

**Transit System:**

From March 1 through March 31, 2011 BPTS transported total of 2675 passengers, 119 of these passengers had a disability and approximately 600 were elders. The cash fares totaled \$3,624.70 and total passes used equaled \$816.00 The Transit System used 735.1 gallons of low sulfur diesel fuel and 60.552 gallons of unleaded gasoline were used.

**Preventative Maintenance Plan**

David Levy, Executive Director- Alaska Mobility Coalition and Lou Friend, III CCTM, CTSR will be arriving in Bethel on the evening of April 13. They will be assisting with the setup of a Preventive maintenance plan that meets State and Federal requirements. We will be meeting on the 14 and the morning of the 16. This is a Grant funded project and ONC paid the one thousand dollar matching funds.

**CAMAI**

The Bethel Transit System operated a bus route during CAMAI. The bus ran until 10:30PM on Friday and Saturday and until 8:30PM on Sunday.

**Travel**

I will be out of town from April 21 through April 29. I will be attending the elementary school State Wrestling Tournament. Following the Tournament, I will be attending a State Public Transit Operators' Meeting.

67% of the fiscal year has elapsed with 61.1% expended

**Vehicles and Equipment:**

March 2011: Business as usual, doing routine maintenance on vehicles and getting them out the door as soon as possible. Joshua is working on an old water truck for the Port to assist in dust control for the summer. We are doing maintenance on Parks & Recreations ATV's before spring sets in. Not as many wrecker calls as the month before.

67% of the fiscal year has elapsed with 54.1% expended

**Staffing Issues/Concerns/Training:**

None at this time.

**Budget/Financial:**

See each department