



Public Works Committee Agenda
Regular Meeting Wednesday May 15, 2013 – 6:30PM
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

Donna Lindsey
Committee Member
Term Expires
12/2015

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. APPROVAL OF MINUTES
 - A. Minutes from the previous meeting of - April 17, 2013.
- V. APPROVAL OF AGENDA
- VI. DIRECTOR'S REPORT - May
- VII. UNFINISHED BUSINESS
 - A. Update - Closeout of 2 Outstanding Grants / ABC Loop - Letter from Tasha Deardorff
 - B. Update - 5 Year Plan/ RFP - Water & Sewer Master Plan
 - C. Update - Recycle Center
 - D. Update - Institutional Corridor - Feasibility Study
 - E. Update - RFP - Cost Analysis of the City of Bethel's Water & Sewer Utilities
 - F. Update - New BNC/Swansons Complex Road Access (Maps)
 - G. Update - Recommendation to Council in regards to Sewage Lagoon Rehabilitation Project
 - H. Update - Water and Sewer Utilities Development Priorities
 - I. Update - Dredge for Sale by the ANTHC
- VIII. NEW BUSINESS
 - A. Yukon Kuskokwim Regional Aquatic Training & Safety Center - (Swimming Pool).
- IX. MEMBER COMMENTS
- X. ADJOURNMENT

City of Bethel, Alaska

Public Works Committee Minutes

April 19, 2013

Regular Meeting

Bethel, Alaska

CALL TO ORDER

A regular meeting of the Public Works Committee Meeting was held on April 19, 2013 at 6:40 p.m. in the City Shop Conference Room, Bethel, Alaska was called to order by Committee Member Chair Frank Neitz.

ROLL CALL

Present: Joseph Klejka, Frank Neitz, Jennifer Dobson, Scott Guinn, Donna Lindsey.

Excused absence(s): Bill Schreiner, Chuck Willert

Unexcused absence(s): None

Also in attendance were the following:

Bill Arnold, in place of the 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 regular meeting of February 27, 2013 and March 27, 2013.
SECONDED BY:	J. Dobson	

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

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

VOTE ON MOTION	Motion carried by unanimous voice vote.
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DIRECTOR'S REPORT

The committee had a discussion on the Director's Report.

UNFINISHED BUSINESS

Item A - Update - Closeout of 2 Outstanding Grants / ABC Loop

A discussion ensued upon the committee members.

Item B - Update - 5 Year Plan/ RFP - Water & Sewer Master Plan

The committee had a discussion on the topic.

Item C - Update - Recycle Center

This will be under the direction of the new Landfill Manager, Dave Stovner.

Item D - Update - Institutional Corridor - Feasibility Study

The committee had a discussion on the topic.

Item E - Update - RFP - Cost Analysis of the City of Bethel's Water & Sewer Utilities

The City Clerk presented the committee with Power Point Presentation & a Draft of the Rate Study.

Item F - Update - City Shop Floor

The successor of the bid went to Salzbrun Services.

Item G - Update - New BNC/Swansons Complex Road Access

The committee upon unanimous consent decided to present a recommendation to council to hire a Traffic Consultant or Engineer for an alternative road access, in an effort to preserve public safety and to alleviate traffic congestion in the future for when the New BNC/Swanson Complex goes into place.

Item H - Update - Wind Generation 100kw per Public Building

A discussion ensued upon the committee members.

Item I - Recommendation to Council in regards to Sewage Lagoon Rehabilitation Project

A discussion ensued upon the committee members.

Item J - Update - H-Marker Lake Road

No updates at this time.

Item K - Update - TDX Avec Power Plant

TDX is no longer a candidate, however AVEC is and negotiations are in progress.

NEW BUSINESS

Item A - Water and Sewer Utilities Development Priorities

The committee had a discussion on an existing recommendation.

To approve an existing recommendation pending the changes.

MOVED BY:	J. Dobson	Motion to approve the recommendation to city council pending the changes the committee members discussed.
SECONDED BY:	J. Klejka	

VOTE ON MOTION	Motion carried by unanimous voice vote.
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Item B - In accordance to Bethel Municipal Code 2.52.070 A. 6. Declaring Jeff Sanders' Committee Seat Vacant Having Received a Written Resignation Date 1-2-2013.

That the resignation of Jeff Sanders as a member of the Committee, as evidenced by his letter dated 01/02/2013, is hereby accepted.

Item C - Dredge for Sale by the ANTHC

The committee agreed that there is not a conflict of interest and that it would not benefit anyone of the committee.

The possible purchase of a Dredge from ANTHC.

MOVED BY:	J. Klejka	To actively evaluate the purchase of a Dredge & negotiate a good price.
SECONDED BY:	J. Dobson	

VOTE ON MOTION	Motion carried by unanimous voice vote.
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MEMBER COMMENTS

Joe - I love this committee. Back to the new BNC/Swansons Building, everyone should be communicating, and nothing is happening. The New Police Station, who's going to be maintaining it, Public Works? Yukon Kuskokwim has put on the City Council Agenda that we (the city) want to get rid of the road easement that goes through our parking lot and over to city sub and probably goes through the corner of the 800 building. There is a road easement there & BUC also has a power line in the same area.

Jennifer - I want to thank our Non-committee members for coming & I would also like to thank Frank for bringing the Dredge to our attention, I certainly know you had the best of intention & I really know it benefit the city if it were to work out.

Scott - No comment.

Donna - No comment.

Frank - I thank everyone for coming. When Joe and Jennifer are here, there is so much information.

ADJOURNMENT

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

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 May, 2013.

Frank Neitz, Chair

Cheryl Roberts
Recorder of Minutes

MEMORANDUM

DATE: 5/1/2013
TO: Lee Foley, City Manager
FROM: Chuck Willert, Public Works Director
SUBJECT: Manager's Report –

Programs/Divisions

Public Works Director:

Salzbrun Services and Drilling Inc. have the contract for the Public Works Shop floor rehabilitation and they have started on the demolition of the rotted out section of the south side. By the end of this week, April 29th, they should be done cutting out the floor to be replaced.

Kendall Ford of Wasilla will be bringing the ford pick-ups to Northland Services and they will make the first barge to Bethel as soon as the river ice is out.

75% of the year has elapsed with 78.3% expended

Utility Maintenance:

This month we responded to seven after hour callouts. We continue to level and thaw pipes in ASHA. We also continue to assist at the New Police Station with holding tank and installing helicoils where needed. We also continue to Blue Tag and turning ON and OFF services according to shutoff list. We also monitor our lift stations daily and rebuild pumps when necessary.

Piped Water: 75% of the year has elapsed with 72.2% expended
Piped Sewer: 75% of the year has elapsed with 73.9% expended
Sewer Lagoon: 75% of the year has elapsed with 71.1% expended
BHWTP: 75% of the year has elapsed with 83.3% expended
CSWTP: 75% of the year has elapsed with 66% expended

Hauled Utilities:

We have a full roster of drivers now. Attendance needs work. There was a bad flooding at 221 State Highway. Not the drivers fault. The owner had a cheap connecter hooked up to the fill line that came apart. Due to the shop floor construction, water trucks are parking on the V&E and Road Maintenance side of the building. And the sewer trucks are parking outside. Will take some getting used to .Will be starting clean up/green up soon. So there will be plenty to do. Routes are getting done.

Hauled Water: 75% of the year has elapsed with 75.1% expended
Hauled Sewer: 75% of the year has elapsed with 65.2% expended
Hauled Refuse: 75% of the year has elapsed with 69.5% expended
Landfill Operations: 75% of the year has elapsed with 94.8% expended

Property Maintenance:

We are still checking the buildings for heat and plumbing, making adjustments as necessary during this cold spring. The weather is letting us scale back on problem ice patches and areas where the public accesses the buildings. We have installed some new doors in a couple of buildings and replaced hardware on others. I talked to a representative from Johnson Controls to help us with **our** Ventilation Systems at the Court House. This will help bring us up to date on this ageing equipment. We also did some painting in one of the offices for the Judge. Thank you.

75% of the year has elapsed with 70.4% expended

Road Maintenance:

Streets and Road has been steaming culverts for the last two weeks with the two steamers we have. So far no roads have washed out yet, but that is due to the cold weather that we been having so far. Due to the cold weather we've had to go back and thaw some of the culverts we've done earlier when they froze up again. This year we have a lot more culverts frozen than last year or in the last few years for that matter.

Streets and Roads have also been running a grader from the afternoons when it starts thawing to the evenings when the road is easier to grade up. On the drier roads we're able to grade those roads and keep those roads smooth but on the wet muddy roads we can only keep touching them up

with the grader until they dry out. With two steamers going we can only keep one grader going most of the time.

Streets and Roads have also been loosing up gravel from the gravel pile at the city shop and the sand pile by the salt sand pile with the Cat Backhoe, this is to help to keep roads up and also for emergencies. Gary and Dave also hauled some of the sand to the land fill on the road that goes to the working face of the land fill. This makes it a little easier for the dumpster truck and the public to get to the working face in the land fill to dump their garbage.

75% of the year has elapsed with 70.2% expended

Vehicles and Equipment:

We are concentrating on getting summer tires changed on police vehicles and all other city vehicles at this time. Shane has been on vacation this past week but will be returning soon. John Jordan has also taken a well needed leave of absence for a couple of weeks. Sharon is on emergency leave for a while due to a family emergency but is also expected to be back to work soon. With the snow and ice melting, there hasn't been as many wrecker calls lately as driveways are more visible. Josh and Charles have been staying busy keeping the water and sewer trucks on the road despite being shorthanded for the past week. We have had to adjust a little to our cramped work environment while the shop floor is being demolished on the hauled utilities side of the shop, being that we have to park all the water trucks inside our work bays over night while the temperatures are still freezing during the night.

75% of the year has elapsed with 68.4% expended

Transit System:

For the month of April the Bethel Transit System transported a total of 961 passengers. 48 of those riders had disability and approximately 165 were elders. Compared to last year, this shows a decrease of 418 riders, and a decrease of \$1602 in cash fares, however there was 375 monthly passes used.

Ridership is down from last year, and we will try a couple of ideas to see if we can encourage people to ride the buses.

- A. Put decals () on the sides of the buses, with a listing of the fares. (φφφ) have a free ride day, once a month.
- B. Once a month give a free pass to riders that pay, if they're an adult they'd get a free adult pass, if a youth a youth pass, and if an elder an elder pass, (Projected cost.....\$125-\$150)
- C. We are putting up large laminated posters (8.5X11) in the stores/airlines/ etc....with a space for the current bus routes/fares and will be adding them to the Bus Stop posts around town.
- D. Build bus shelters (4' x 8') for the passengers that don't have access to other facilities to get out of the weather, (\$1100.00 material cost). We need 4-6.
- E. Increase the hours/number of trips the **Green Line** makes. Currently it runs from 6:30am to 9:30 and then from 3:30 to 6:30. We increased the morning so the **Green Line** would run from 6:30am to 11:30am and from 3:30pm to 6:30pm. This will help to fill the gap between 9:30 and 1:00pm. The **red line** runs from 7:00am to 9:00am and from 1:00pm to 4:00pm. Currently the Green Line driver works 8 hours per day; she was spending 2 hours, per day, as the Acting Transit Manager and his is no longer need. We are giving out passenger comment slips, asking them for their suggestions, comments, and ideas as how we can improve the service.

We are replacing the motor in Bus 436 it'll cost about \$14,000. With the new motor the bus should be good for another 50,000 to 75,000 miles. When the bus is ready we'll be starting an Airport Route. At the ONC and City Council joint meeting one of the City Council members said they attended the Chamber of Commerce meeting and several of the Chamber's members were very excited about the possibility of the Bethel Transit System starting an airport bus route. I talked to Gene Peltola, YKHC CEO, and he said that YKHC might be able to subsidize it but not until the Federal Fiscal Year begins, October 1. I've checked with AVCP and they are checking into their Transit Grant. We'll try it for 60-90 days and if it proves to be feasible we'll plan to continue until the end of the fiscal year, June 30, 2014. We are currently applying to the State (DOT) for a new bus. They, Debbi Howard the State Transit Coordinator, were very encouraging and told us to include it, as an emergency, in our grant

application.

Bethel Transit System goal for the FY 2014 will be to show a 20-25 percent increase in ridership / revenue. I think we can do this by providing better serve for our passengers.

If you have questions and concerns please feel free to contact me anytime. Stop by the office and we can share a cup of coffee.

Bill Ferguson
BTS Manager

75% of the year has elapsed with 68.4% expended

Staffing Issues/Concerns/Training:

Robert Wright will be retiring at the end of May, 2013.

Budget/Financial:

See each department.



United States Department of Agriculture

Rural Development

May 2, 2013

Alaska State Office

800 W. Evergreen
Suite 201
Palmer, AK
99645

Lee Foley, City Manager
City of Bethel
PO Box 1388
Bethel, AK 99559

Voice 907.761.7705
Fax 907.761.7783

Dear Mr. Foley:

Thank you for providing Rural Development with updated copies of the engineering and environmental reports for the proposed water and wastewater improvements in the City of Bethel. The preparation of these reports was partially funded under a pre-planning grant from Rural Development in FFY 2009.

Thank you to Larsen Consulting Group for making the updates outlined in Rural Development's February 7, 2012 letter. The updated reports were prepared in accordance with Rural Development's guidelines. The documents were also forwarded to the State of Alaska for review and approval. A copy of the email from the State of Alaska accepting the documents (as presented) is attached for your records.

Please be aware that this letter does not constitute Rural Development approval or eligibility for the projects outlined in the reports. In the event that the City of Bethel applies to Rural Development, additional environmental and engineering requirements may need to be met. Also please note for the Rural Alaska Village Grant program, the requirement for providing adequate evidence of a dire sanitation condition must be met.

In an effort to provide guidance to the City of Bethel regarding potential future RAVG applications, Rural Development has contacted Village Safe Water to inquire about past CIP applications submitted. As of today, no response has been received.

Rural Development will consider May 31, 2013 as the official closeout date of the award. In accordance with 7 CFR 3016, final reports, including financial, must be provided to Rural Development within 90 days after closeout (August 31, 2013). If there are funds remaining after August 31, 2013, please be aware that it is Rural Development's intent to cancel/deobligate any remaining balances in accordance with 7 CFR 1780.44(e).

It has been a pleasure working with the City of Bethel and Larsen Consulting Group. If you have any questions, please don't hesitate to contact the undersigned at 907-271-2424 extension 118.

USDA is an equal opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form (PDF), found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

Sincerely,

A handwritten signature in black ink that reads "Sasha Deardorff". The signature is written in a cursive, flowing style.

TASHA DEARDORFF
RAVG Program Manager

cc: Mike Lewis, State of Alaska
Tim Krug, RD Engineer
Dave Coolidge, LCG, Inc.