



Public Works Committee Agenda

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

MEMBERS

Frank Neitz
Chair
Term Expires
12/2013

Jennifer Dobson
Vice-Chair
Term Expires
12/2014

Joseph A Klejka
Council Rep.
Term Expires
11/2012

Bill Schreiner
Committee Member
Term Expires
12/2013

Jeff Sanders
Committee Member
Term Expires
12/2013

Scott Guinn
Committee Member
Term Expires
12/2014

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 regular meetings - July 18, 2012.
- V. APPROVAL OF AGENDA
- VI. DIRECTOR'S REPORT
- VII. UNFINISHED BUSINESS
 - A. Update - Closeout of 2 Outstanding Grants
 - B. Update - Sewer Lagoon
 - C. Update - 5 Year Plan
 - D. Update - Recycle Center
 - E. Neptune - Update Rate Study - Meter Housing
 - F. Institutional Corridor
 - G. Dust Control
 - H. RFP - Cost Analysis of the City of Bethel's Water & Sewer Utilities - City Council
 - J. RFP - Water & Sewer Master Plan - Update
- VIII. NEW BUSINESS
 - A. Road Ordinance Recommendation
 - B. Alaska Logistics - Vehicle Removal
 - C. Airport DOT New Building

MEMBER COMMENTS

- IX. ADJOURNMENT

City of Bethel, Alaska

Public Works Committee Minutes

July 18, 2012

Regular Meeting

Bethel, Alaska

CALL TO ORDER

A regular meeting of the Public Works Committee Meeting was held on July 18, 2012 at 6:35 p.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, Bill Schreiner, Jeff Sanders, Bill Arnold and Brian Lefferts
Excused absence(s): Joseph Klejka and Scott Guinn
Unexcused absence(s): none

Also in attendance were the following:

Chuck Willert, Public Works Director
Cheryl Roberts, Public Works Admin, Recorder of Minutes

PEOPLE TO BE HEARD

Brian Lefferts, Chairman for Public Safety & Transportation Committee - Talked about a Complete Streets Policy for the City of Bethel to incorporate all modes of traffic.

APPROVAL OF MINUTES

MOVED BY:	J. Sanders	To approve the minutes of the regular meeting of May 16, 2012 & June 20, 2012 - as corrected.
SECONDED BY:	J. Dobson	

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

MOVED BY:	J. Sanders	To move Item G in UNFINISHED BUSINESS, to before the Directors Report as to involve Brian Lefferts in the discussion.
SECONDED BY:	J. Dobson	

VOTE ON MOTION	Motion carried by unanimous voice vote.
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DIRECTORS REPORT

Mr. Tilbury signed the Utility Easement for B.U.C.

UNFINISHED BUSINESS

Item A - Update - Closeout of 2 Outstanding Grants

Bill Arnold mentioned they are working forward & as the paperwork comes in they are working on it.

Item B - Update - Sewer Lagoon

Bill Arnold - Normally we only discharge 2 weeks out of the spring, this year we did 3 weeks.

Item C - Update - 5 Year Plan

No discussion ensued on this topic.

Item D - Update - Recycle Center

Jennifer and/or Frank will follow-up on this. Frank will check the City Councils' Agenda.

Item E - Neptune - Update Rate Study - Meter Housing

Bill Arnold has backed off for now due to the questionnaire from USDA Rural Development, but also wants it funded by the grant.

Item F - Institutional Corridor

Discussion had ensued by the committee & they would like to put in a recommendation to the City Council to support YK & all other users of the Corridor. And to put in for a Motion to support a draft to be written in favor of the Institutional Corridor & the proposal by the applicants to City Council.

Item G - Dust Control

A discussion ensued about calcium chloride and options of dust control for the city.

Item H - Proposed Resolution for Council Consideration

No discussion ensued on this topic.

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

The proposals had to be in by July 12th.

Item J - RFP - Water & Sewer Master Plan Update

The Committee believes this is still at the City Council level.

NEW BUSINESS**Item A - City Engineer/Project Manager for a multi-use Engineer for the Pool**

Tabled until our next meeting in August.

MEMBER COMMENTS

Frank - Talked with Allen with Alaska Logistics & he is concerned about it taking a week to get the vehicles from the Dump on the Barge.

Bill - He would support a Resolution requesting the vehicles for Alaska Logistics to be stacked for them to be quickly & easily removed. Encourages everybody to take Brian Lefferty up on his offer of looking at the road on BIA with the new road material they used.

Jennifer - Was wondering if the Grant Manager has reviewed the series of comments for the RFP for the cost of water & sewer; and were the comments were taken into consideration & she would also like an update at our next meeting of any proposals.

Jeff - He feels we owe Richard Olson some gratitude for bringing the city some lightly contaminated diesel soil for the dump from a fuel spill this past winter.

Bill Arnold - DOT is building a new winter storage building for their equipment to thaw them out. By what the code reads it has to come to the committee because it's considered 'Industrial Waste'.

ADJOURNMENT

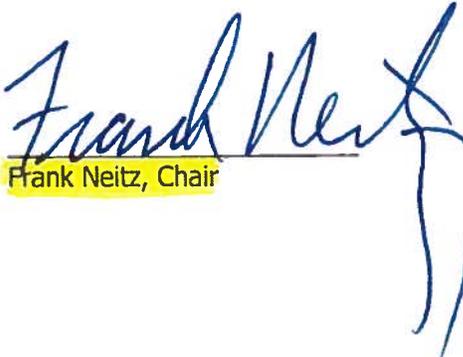
MOVED BY:	J. Sanders	To adjourn the meeting.
SECONDED BY:	B. Schreiner	

VOTE ON MOTION	Motion carried by unanimous voice vote.
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With no further business before the Committee, the meeting adjourned at 7:36 p.m.

APPROVED THIS ____ DAY OF AUGUST 2011.


Cheryl Roberts
Recorder of Minutes


Frank Neitz, Chair

MEMORANDUM

DATE: August 1, 2012
TO: Lee Foley, City Manager
FROM: Chuck Willert, Public Works Director
SUBJECT: Manager's Report –

Programs/Divisions

Public Works Director:

We have been dealing with accidents from the Hauled Utility Department this month. A water truck backed into a fuel stand and tank knocking over the fuel tank and spilling between 10 and 15 gallons of fuel. We worked with the property owners and Bob Carlson, with ADEC, and finished cleaning up the spill. We also had a sewer truck blow sewage back into a residence in Tundra Ridge Subdivision causing the sewer tank to split and pump sewage back into the house. We called Hector Lopez in to clean up the spill but will have to replace flooring, carpet, and linoleum as well. We have our City insurance addressing the sewer spill in Tundra Ridge.

Utility Maintenance:

This month we responded to three emergency calls. We also discharged our lagoon for three weeks. We had one utility connect and assisted with another. We also changed out two fire hydrant valves. We also continue to assist billing on Blue tagging and shutting on and off water accounts. We also assisted in removing school bridge boardwalk. Our water plants have been running seven days a week. Also assisted the Fire Dept. in testing fire hydrants. We also continue to monitor our lift stations on a daily basis and rebuild pumps when needed.

Hauled Utilities:

We've been keeping up with the routes and extra calls pretty good, even though there was days when we were short drivers. More of the drivers have been working on getting their CDL drivers license current with State

regs. A water tank that was tapped last winter has been inspected for damage, and actual size it's been plumbed for. It is ready for spray foaming now to be reinsulated . John and his V & E crew have been easy to work with even though it can be tough to keep up with the breakdowns. Getting through summer okay.

Property Maintenance:

I have started working on our projects that were put in the budget this year. Materials will be coming in and hopefully be done before there is any hint of cold weather that might affect the projects. We have been installing L.E.D. lights, and have more on order to finish some of these building/projects as we have been doing in phases in the last year. I spoke with the Director at Yuut Elitnaurviat to see if they wanted a project for aspiring young carpenters. We had a need to replace the deck and stairs at the Log Cabin and they brought out a class to do it. Basic carpentry 101 a nice project to learn basics. I will send a letter thanking them. We have been repairing decks and stairs on a number of buildings. Break-ins and vandalism has been keeping us busy everywhere. Accidents from the drivers has been keeping us busy as well. Repairs to water/ fuel tanks, handrail, fences and other items.

We have hired another employee that was put in the budget. The additional position will certainly help with our work load. He has experience in all aspects of maintenance and should be a tremendous addition to the department. Thanks for the extra help.

Road Maintenance:

Streets and Road has now started on replacing, culverts that goes across, roads, and drive ways, now that the ground is thawed. These are some of the problem culverts that we been having, in the spring, when it come to thawing them out. This will make it a lot easy on us in the spring time when in thaws out.

Streets and Roads, is now done with clean up, green up this year. We hauled over 59 vehicles, and over 22 large and heavy items to the landfill. Streets and Roads, has been hauling vehicles, large items, and heavy items to the landfill for clean up, green up. With one loader down, it has been taking a little longer to get the vehicles, and other items hauled to the landfill. We use the loader as it becomes available. We will have a few

more days before we are done hauling to the landfill. Streets and Roads now has the 966F loader running , and with the 966 loader running it makes it a little easier on us, when we have two things going on at once . We also have been working on the gun range, by building up the back dike 5 more feet, and now we have been working on the south side building up the dike 15 feet. This will be a, ongoing thing, as we have time, between other projects. We are doing the south side first, so that the 100 yard range will be operational for the Police, Troopers, and the public, before hunting season.

Vehicles and Equipment:

Basic up- keep and maintenance on city vehicles as they come in. Getting transit busses a good going though for the state inspection. Josh Howell has the 966 loader up and going. Vince Devlin has been great to work with more communication on truck maintenance.

Transit System:

For the month of July, the Bethel Transit System transported a total of 1,062 passengers, 58 of those riders had a disability and 236 were Elders. The cash fares totaled \$1,808.00 while the passes used totaled \$556.00.

Our FY2012 ridership numbers of 26,321 were up from the previous fiscal year 2011 total of 24,259.

Comparing the rides given for the month of July 2011 with July 2012, we are down over 1400 rides for the month. I'm hoping as the community gets used to the new bus schedules those numbers will pick up. I knew that the numbers would reflect the downsized schedule, but I've also heard how people are upset that we've raised the fares only to have a more limited schedule. In the past, fishing season didn't affect us much, but with the fishing restrictions during the king salmon run, maybe it was just that there were more people than normal at fish camps and that would account for such a drastic drop.

We are preparing for a site visit from AKDOT that will be happening Aug. 2 & 3rd. I'm sure that it will go well and I'm looking forward to any suggestions they may have for us.

I am taking the week of Aug. 6th off to help get my household in order for when I leave Bethel the first part of September. My full time driver Brenda will be taking care of the deposits that week. I'm hoping to train someone soon to take this position as there is a lot to learn. There is a mandatory transit new manager's training and refresher course for current transit managers in Juneau on August 28th – 30th. I hope someone is in place by then as I wish I could have had that training. It's pretty intensive from what I understand, but valuable beyond belief, especially for a new transit manager.

Staffing Issues/Concerns/Training:

Dave Stovner and Gary Watson will be attending OSHA training in September.

Budget/Financial:

I will put in the Budget expenditure numbers next month as our new fiscal year has just started.