



City of Bethel, Alaska

Public Works Committee Agenda

Wednesday, August 19, 2015

Regular Meeting

6:30PM

City Hall

Council Chambers

MEMBERS

Byron Maczynski
Council Rep.
Term Expires
10/2016

Frank Neitz
Chair
Term Expires
12/2016

Scott Guinn
Vice-Chair
Term Expires
12/2017

Robert Champagne
Committee Member
Term Expires
12/2017

Jennifer Dobson
Committee Member
Term Expires
12/2017

Donna Lindsey
Committee Member
Term Expires
12/2015

Delbert Egoak
Committee Member
Term Expires
12/2015

Alisha Welch
Alternate Member
Term Expires
12/2018

Joseph Klejka
Alternate Member
Term Expires
12/2017

Muzaffar Lakhani
Ex-Officio Member

Secretary/Recorder
Pauline Boratko

- I. CALL TO ORDER
- II. ROLL CALL
- III. PEOPLE TO BE HEARD – (5 Minute Limit)
- IV. APPROVAL OF AGENDA
- V. APPROVAL OF MINUTES
 - A. Minutes from the previous regular meeting – July 15, 2015 (there was a meeting).
- VI. DIRECTOR'S REPORT
- VII. SPECIAL ORDER OF BUSINESS
- VIII. UNFINISHED BUSINESS
 - A. Water & Sewer Master Plan/Institutional Corridor Location of 4th Well for CSWTP – Frank Neitz
 - B. Sewer Lagoon, – RFP for PER & ER for Truck Dump Site and other options. -Frank Neitz
 - C. Wind Turbine and Swimming Pool water consumption cost Analysis – Frank Neitz
- IX. NEW BUSINESS
- X. MEMBER COMMENTS
- XI. ADJOURNMENT

City of Bethel, Alaska

Public Works Committee Minutes

July 15, 2015

Regular Meeting

Bethel, Alaska

I. CALL TO ORDER

A regular Public Works Committee Meeting was held on July 15, 2015 in the council chambers of the City Hall, Bethel, Alaska. The meeting was called to order by Frank Neitz at 6:40 pm.

II. ROLL CALL

Comprising a quorum of the committee, the following were present: Frank Neitz, Scott Guinn, Jennifer Dobson, Donna Lindsey and Joseph Klejka, Byron Maczynski arrived at 6:48 pm.

Excused absence(s): Robert Champagne.

Unexcused absence(s): Delbert Egoak.

Also Present: Director Public Works, Muzaffar Lakhani.

Pauline Boratko, Committee Recorder

III. PEOPLE TO BE HEARD

None.

IV. APPROVAL OF AGENDA

MOVED BY	Joseph Klejka	Motion to approve the agenda.
SECONDED BY:	Donna Lindsey	

VOTE ON MOTION	Motion carried by unanimous vote

V. APPROVAL OF MINUTES

MOVED BY:	Scott Guinn	Motion to approve minutes of June 17, 2015 regular meeting.
SECONDED BY:	Jennifer Dobson	

VOTE ON MOTION	Motion carried by unanimous vote.
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VI. SPECIAL ORDER OF BUSINESS:

VII. UNFINISHED BUSINESS

Item A

- Water & Sewer Master Plan, Institutional Corridor Location of 4th Well for City Sub WTP. Director was requested to present the report on this project.

Director: There were funds allocated for 4th well in the grant (I.C. Piped Water Supply System) which already have been expended by drilling a well outside of the City Sub Water Treatment plant, that well was non-producing well. About one million dollars of the budget has been spent to purchase the Arctic pipe for this project and about \$600K in engineering fees. The remaining amount of the budget is barely enough to pay for rest of the project like construction of the pipe, improvements to the water treatment plant paying for the new pumps and drives, control boards at the water treatment plant, contractor's mobilization, paying for the required easements to lay the pipe etc. The city recently also has received a word from YKHC that they will not allow the city to construct the water pipe through Hospital property where new Clinic is proposed to be

erected. That forced the city to change the design and to go around the proposed parking lot. This has caused additional footage added to the city's initial plan.

Also there are some native allotments where the Feasibility study of 2014 showed the water pipe to follow the same alignment of the existing sewer line. Upon doing the site Survey and search for the recorded easements, it appears that the easements from the 2006 sewer pipe project were NOT obtained/executed and/or recorded at that time! The city will have to rectify this situation during this current project.

Item B

- Sewer Lagoon, RPF for the truck dump site:

Frank Neitz, What is the status?

Director, we have received four proposals in response to the city's RFP. Dowl Engineering Consultants have been retained by the city to prepare the PER & ER for this project.

Item C

-New Soccer Field in Pinky's Park project: Discussion: The scope of the work by the city in the grant when submitted was under estimated. It was supposed to be 1:1 (Dollar to dollar) local match, but now it appears to be 1:4 or even more for the city to complete the project. The City manager has directed the grant writer to reach out to the grantor and to get the scope of work redefined.

Item D

-Parks Maintenance, Boardwalks and playgrounds responsibilities/additional work load have been added to the Public Works Department starting July 1st, 2015. Discussion: Director stated, that the PW department will do its best to make this change work

Item E

- Water Treatment Plant Filter Media Replacement, needed or not? Discussion:

Director: We have taken Core samples of the filters and have sent them out for laboratory analysis. As soon the results are received, we will compare the two conflicting reports and act accordingly.

Item F

-Wind Turbine and Swimming pool water consumption cost analysis:

Discussion: Concerns were raised about the increasing water consumption at the swimming pool. Suggestion to check the contract language and bill the overage of the water usage to the USA pools.

Item G

-Bus shelters Grant and installation of the shelters.

Discussion: The Bus shelters will be purchased by the grant funds and Public Works staff will install the gravel pads and assemble and erect the shelters.

Item H

-Public Works Organizational Structure: Currently there are eight divisions and 55+ employees in the department.

VIII. NEW BUSINESS

Repairs to the City owned Boardwalk between the Hospital and College was discussed. The Heat pipe and the supporting pilings are owned by AVEC and the boardwalk is owned by the City. Motion was introduced by Joseph Klejka, seconded by Jennifer Dobson that an Action Memorandum be forwarded to the city council to recommend to send RFP out to get professional opinion about the repair costs for the existing boardwalk. Motion carried by Unanimous Vote.

IX. DIRECTOR'S REPORT:

Public Works Monthly Report attached.

- Director introduced Pauline Boratko, the new Public Works Admin Assistant and the Recorder of the PW Committee.
- Four proposals were received in response to the RFP for the preparation of PER & ER of Truck Dump Site at the sewer Lagoon. DOWL scored highest. The contract was awarded during the last council meeting.
- Notice to Proceed went out to DOWL today (7-15-15).
- Cores of the samples were taken from the sand filters and sent out for the laboratory analysis, to determine the remaining life of the filter media.
- Completed second round of the application of the Calcium Chloride on the city's streets for the dust control.
- This 4th of July event was the first event managed and coordinated by the Public Works Department. This event was a success.

X. MEMBER COMMENTS

Joseph Klejka – No Comments

Scott Guinn- No Comments

Jenifer Dobson – No Comments

Donna Lindsey _ No Comments

Byron Maczynski- The committee would like to have an update about the union contract negotiations, suggested changes in the health insurance plan.

Frank Neitz – Thanked everyone for their attendance.

With no further business, the meeting was adjourned at 7:44 pm

XI. ADJOURNMENT

MOVED BY:	Scott Guinn	Motion to adjourn
SECONDED BY:	Byron Maczynski	

VOTE ON MOTION	Motion Carried by unanimous vote
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APPROVED THIS _____ DAY OF -----, 2015.

Frank Neitz, Chair

Pauline Boratko
Recorder of Minutes

MEMORANDUM

DATE: 08/01/2015
TO: Ann Capela, City Manager
FROM: Muzaffar Lakhani, Public Works Director
SUBJECT: Manager's Report –

Programs/Divisions

Public Works Director:

Bids were received and opened for the road salt and calcium chloride and the chemicals for the water treatment plants.

DOWL has submitted a request for a No-cost change Order to transfer funds within their contract from Construction Administration to design engineering, to defray the cost of easement acquisitions for the I.C. piped water supply project.

The easements for the sewer project in 2006 were not obtained.

A meeting was held with the YKHC Officials with regards to the I.C. Water piped supply project. The hospital officials expressed their concerns as to the proposed alignment of the water pipe. They expressed that the YKHC will not allow the city to let the city construct the pipe where the proposed new clinic parking lot is shown on their proposed plan.

Utility Maintenance:

We have been working with streets and roads on the sewer lagoon, and fixed two road crossings one in AVCP housing and one on first road housing, we had 42 bags of green sand that we added to the number three filter at CSWTP with amazing results, our budget shows we have the funds to replace the media in all six filters. The time frame to do this is running out for this year so if we are still moving forward with this I will plan on having the materiel ordered and to arrive on the first barge next year.

Hauled Utilities: for July, being somewhat shorthanded, the water crew has pumped nearly 3 million gals of water. Sewer crew has pumped 2.5 million gal. And the dumpster crew has done approximately, 3500 cubic yards of trash to the landfill. We have tried to have the back loader out also at least one day a week to clean around the dumpster sites and general clean up around town.

We also had a compliance visit with O.S.H.A. towards the end of the month, We found a lot of little things, in all buildings, but all in all we did not do too badly.

Property Maintenance:

We had a busy month prepping the park before and after the Fourth of July. The Parks Department is transitioning into Public Works and we are absorbing the work to assist with this move. We are into our summer maintenance projects and performing preventive maintenance on our heating equipment one heat plant at a time. We have our usual problems with windows and doors as well as plumbing issues that we take care of day to day. Assisting other departments with their needs is always a challenge. We had to move some fuel tanks around to accommodate our buildings; we had a double wall fuel tank that split its inner tank at the court house. We will have to start replacing some of our older tanks in the next few years. Vandalism keeps us on our toes everywhere and specially at the Senior Center.

Road Maintenance:

Vehicles and Equipment: well for the V&E department, we have lost one mechanic in July. I don't believe we have any new applicants to fill this position, as of yet. The three remaining mechanics are busy catching up with the leftover repairs, and doing fairly well. But we will need to have this position filled before too long.

Transit System:

In July we only averaged 60-70 riders per day. The summer activities; travel, subsistence, and vacations, have taken passengers out of town. We continue to provide the best service we can. We know that dependability and reliability of service plays a key role in maintaining our ridership. Passengers are not willing to wait at the bus stop 5-10 minutes, in the rain/bugs and wind, for the bus that is late or never show up.

John Sargent, City Grant Manager, and I are currently working on the RFP's for the new buses and the Bus Stop Shelters. They should be done in the next couple of weeks and submitted for approval by the Administration/City Council. If they are accepted and advertised we should have bids back before Christmas. I hope DOT will accept them that late. Our next major project will be working on the FY 2017 Transit Grant. We know that the grant will require a matching fund and we're in hopes that some of the local business and agencies will help here.

Housing our buses in the Transit Bus Barn has helped us maintain our buses and

gives us the opportunity to do some of the minor maintenance our selves. We purchase a bumper lift jack, 10 ton, and we're able to change our own tires, flats and summer to winter tires, and we're looking at changing the oil/oil filters. The other minor/major repairs will still need to be done by the City Shop.

Bethel Transit System goal for the FY 2016 will be to show a 20-25 percent increase in ridership / revenue. I think we can do this by providing **better and more dependable / reliable service** 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.

Landfill / Recycle Center:

We had the Landfill Inspection by Doug Huntman of DEC and he was happy with what we have done so far. He was particularly happy for less exposed material and that we have buried so much steel, tires, vehicles, and arctic pipe. All in all I believe we will get a good report.