



## Public Works Committee Agenda

Regular Meeting Wednesday November 16, 2011 – 6:30PM  
City Shop Conference Room

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### MEMBERS

Jeff Sanders  
Chair  
Term Expires 12/2012

Frank Neitz  
Vice-Chair  
Term Expires 12/2013

Joseph A Klejka  
Council Rep.  
Term Expires 11/2012

Bill Schreiner  
Committee Member  
Term Expires 12/2013

Mike Salzbrun  
Committee Member  
Term Expires 12/2013

Jennifer Dobson  
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 meeting – October 19, 2011.
- V. APPROVAL OF AGENDA
- VI. DIRECTOR'S REPORT
- VII. UNFINISHED BUSINESS
  - A. Update on Recycle Center and Dump – Frank Neitz.
  - B. Update on Fluoride - Frank Neitz.
- VIII. NEW BUSINESS
  - A.
- IX. MEMBER COMMENTS
- X. ADJOURNMENT

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# City of Bethel, Alaska

## Public Works Committee Minutes

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October 19, 2011

Regular Meeting

Bethel, Alaska

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### CALL TO ORDER

Committee Member Chair Jeffery Sanders called the regular Public Works Committee Meeting of October 19, 2011 to order at 6:35pm.

### ROLL CALL

Present: Jeff Sanders, Frank Neitz, Bill Schreiner, Jennifer Dobson,  
Excused absence(s): Mike Salzbrun  
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

Richard Olson – Brief overview of requirements for owners of fuel tanks to achieve regulatory compliance.

Entities like the City of Bethel need an SPCC Plan in place. And because of the size of tanks in that the City of Bethel owns, they can all be on-going inspected by the staff, and this will keep us in compliance. Subsequent to the meeting the Public Works Director verified that we do have an existing SPCC Plan in place.

### APPROVAL OF MINUTES

|                     |              |  |
|---------------------|--------------|--|
| <b>MOVED BY:</b>    | B. Schreiner | To approve the minutes of the regular meeting of September 21, 2011. |
| <b>SECONDED BY:</b> | J. Dobson    |  |

Changes: To move New Business with Richard Olson to People To Be Heard.

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

### APPROVAL OF AGENDA

|                     |           |                   |
|---------------------|-----------|-------------------|
| <b>MOVED BY:</b>    | J. Dobson | Motioned carried. |
| <b>SECONDED BY:</b> | F. Neitz  |                   |

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

### UNFINISHED BUSINESS

#### Item A - Discussion of Recycling Charge

All customers that are signed up for Water/Sewer/Garbage Service are still paying the \$5.00 a month service fee. Bill Schreiner mentioned that the fee needs to be returned to the customers or open the Recycling Center back up. There was a discussion of coming up with a plan of action, to find out if the community would support the re-institution of the Recycle Center.

**Item B – Land Acquisition – North Side of Lagoon**

The committee looked at options to continue the Lagoon Project.

**MEMBER COMMENTS**

F. Neitz – Jeff invited Richard Olson, why?? To inform staff and committee members of the rules and regulations that the city has to follow in order to be compliant with existing regulations on fuel tanks.

B. Schriener – Wants to help the city have a Recycling Center.

J.Dobson – The new City Council voted to continue the Fluoridation of the water supply.

C. Willert – There will be a meeting to discuss the Institutional Corridor. As well as other on-going USDA funded projects. Chuck also mentioned that the C-Loop piping is the wrong size. We will try to sell or put it up to bid. They are 6” sewer pipes and need to be 8” sewer pipes. There were pumps bought for a Lift Station in the past, and not knowing they were not paid for at that time, we ordered three more pumps and we will not be able to receive them until the first ones are paid for.

J. Sanders would like to attend the meeting on the October 27<sup>th</sup> meeting Chuck also informed the committee that Swanson’s Store is building another store in the same area to be served by the proposed Institutional Corridor water piping.

**ADJOURNMENT**

|                     |              |                         |
|---------------------|--------------|-------------------------|
| <b>MOVED BY:</b>    | B. Schreiner | To adjourn the meeting. |
| <b>SECONDED BY:</b> | J. Dobson    |                         |

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

With no further business before the Committee, the meeting adjourned at 8:16 p.m.

APPROVED THIS \_\_19<sup>th</sup>\_\_ DAY OF OCTOBER, 2011.

\_\_\_\_\_  
Jeffrey Sanders, Chair

\_\_\_\_\_  
Cheryl Roberts  
Recorder of Minutes

**MEMORANDUM**

**DATE: November 1, 2011**

**TO: Lee Foley, City Manager**

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

**SUBJECT: Manager's Report –For the Month of October 2011**

**Programs/Divisions**

**Public Works Director:**

We have been meeting with the State Department of Environmental Conservation, Division of Water gentlemen Mike Lewis and associate on November 27, 2011. Dan Shea from Planning, Chuck Willert from Public Works, Bill Arnold from Public Works, George Young acting City Manager, Jeff Sanders the Public Works Committee chairman, and the two gentlemen from the State DEC, Division of Water were all in attendance. We discussed our, the City, capital priorities as well as our water and sewer priorities that we are looking at for the next five years and talked about funding sources to go along with these projects as well. We decided to further the discussion at the meeting in November about the Institutional Corridor and Water and Sewer projects that are in place for the next five years as well as funding sources for all the projects that are being looked at. I will address this meeting in next month's report.

**Utility Maintenance:**

We have just completed pumping the lagoon on 10/25/11, we have pumped for 35 days and discharged 175,000,000 gallons, we have been getting ready for winter, also finished painting and numbering the fire hydrant boxes

**Hauled Utilities:**

The hauled water drivers are busy with their daily routes and getting

geared up for winter. The trucks are getting front studs on to avoid roll-overs in slick driveways. Tire chains have also been purchased for the rear wheels and have already been needed out in Kasayuli Sub. on the slick roads and driveways where we have been getting stuck.

### **Property Maintenance:**

Annual maintenance to our boilers and heat systems are ongoing including the used oil burners. Unit heater motors, zone valves, pumps and thermostats are being replaced as we check the systems. Heat loops and heat trace are being opened and turned on as the temperature gets colder. Ventilation units are being serviced, filters changed greased, lubed and belts adjusted and or replaced. Repairs have been made to a broken sewer line at the Police Building Quonset hut and insulated. Stairs were replaced at City Hall and repairs were made to hand rails and decks at a couple of other buildings. Board walks are always in need of repairs. Next year we will need to replace a number of stairs and handrails in some of our buildings. I would have liked to have done them this year but we ran out of time. I am hoping to add a position in the next budget cycle to remedy these issues. We are in the process of constructing a snow machine ramp over water and sewer lines as well.

We have had a couple of projects going on. Nortech, the Energy Audit people have been examining our buildings and we have been assisting with ladders, equipment and providing them with data/information. The Court System has a remodel project that we had to keep track of. The Parks and Rec. department has had some renovations done to their building and some deficiencies have been discovered. They probably will need to be addressed next summer and will be identified through the budget process.

Lights/ballasts replacement, windows, doors/locks and toilets keep us busy day to day and now with the cold weather we are clearing snow and spreading ice melt and sand to keep entrance ways and decks safe and problem free.

I sent a letter of recognition to the Tundra Center for the Community Service Workers that I utilize. They are a tremendous help to this small department, but they have their limitations. I would not be able to get all that is expected of us done without their assistance. Thank you.

## **Road Maintenance:**

Streets and Roads did receive the salt from Northland barge in October, and the salt sand for the sander is now mixed up for the winter. Now we have started to use it on the roads when it is needed.

Streets and Roads help out with hauling the dumpster's full of steel from the landfill to the docks, for Alaska Logistics. This is the second load this year, and the last for the year. Hopefully they will be able to haul more steel, and vehicles out nixes year, this helps us out by giving us more room in the landfill for trash.

Streets and Roads, has build up the road going into the landfill up to the gate with sand, and gravel. This section of road turns to mud, in the spring, and during the rainy season. Also as soon as we got 284 drive way and Bridge Ave. surveyed we build up the city right away, or road going into 284 Bridge Ave. off the end of Browns Slough Bridge with sand, and gravel. This will make it a lot better, for the, water, and sewer trucks to serves 284 Bridge Avenue.

## **Vehicles and Equipment:**

Busy working on vehicles. Changed all vehicles to snow tires. Pulling out stuck vehicles with the wrecker.

## **Transit System:**

For the month of October, Bethel Transit System transported a total of 2223 passengers. 49 of these had a disability and approximately 511 of these passengers were elders. The cash fares totaled \$2696.00 and total passes used equaled \$723.00.

I attended the Alaska Mobility Conference in Anchorage the last week in October. I came back with several ideas on raising ridership as well as I received a better understanding of some of the reporting that needs to be done for both the FTA and AK DOT.

Now that winter has arrived I'm hoping that our ridership numbers will start to climb again.

There's been increased interest in our passes, both monthly and trip passes. I'm in the process of putting signs up about our passes that are for sale and how to purchase them.

**Staffing Issues/Concerns/Training:**

We are down one position in Streets and Roads and I think we have all the positions filled in the Hauled Utilities Department.

**Budget/Financial:**

We will start putting in the financial reports next month.

## Institutional Corridor and Water and Sewer Projects

### Current Situation

#### Grants

City of Bethel has two USDA-RD grants (75% funded by USDA and 25% funded by VSW):

1. Preplanning grant – Total grant amount: \$705,000 (\$112,000 left to spend)
  - a. Manhole updates
  - b. A, B, C loops
  - c. Sewer Lagoon

To close grant: must find out if we can purchase land north of lagoon or purchase easements to use the land; comments on various documents required from City/USDA/LCG

2. Construction grant – Total grant amount: \$ (\$XX left to spend)
  - a. Removing old Q2 lift station
  - b. QFC2 Lift Station

To close grant: Weir Specialty Pumps must be paid \$7,000 for City's previous pumps purchase; Weir must mail 3 new pumps to City; *been paid* City must remove current pumps and install new pumps; system must be tested for full function.

#### Master Plan Update

Our water and sewer master plan update is dated 2005; it is more than 5 years old; need a plan less than five years old to qualify for new USDA-RD funds. Plan must identify one priority and funding can be directed to that priority.

#### Sewer Lagoon

Problem: Upper and Lower Cells are filling with solids and causing liquids to rise near top of berm and risk breaking wall or overflowing; gallons of waste released into river in spring and fall increasing to accommodate lagoon capacity.

#### Solutions:

1. Summer-only dredging of lagoon to get solids out. Need to purchase or lease suction dredge and purchase storage bags to retain contents. Need land to let bags sit for 6 mos. to 1 year before considered usable for fertilizer etc.
2. Acquire use of land north of lagoon and use it to create a leach field. Disperse lagoon contents to field and allow natural tundra flora and fauna to "eat it."
3. Aerate lagoon – purchase aeration system and install it. Might include small wind turbines to provide electric power for the aeration machines.

## Summary of Public Meeting Regarding the Institutional Corridor

A public meeting was held on Nov. 2<sup>nd</sup> at 10:00 am at the City Hall Council chambers, the subject was about the possibility of forming an institutional corridor, where water and sewer would be all connected to the "institutions", such as the hospital, the public health nursing bldg., the jails, etc. Items touched on were the possible funding sources, timelines, and whether the various institutions were even interested in having such a project. Construction design, funding sources, rfp for city to move forward.

Some of the people attending: Joe Klejka, Joy Shantz, Greg McIntyre, Donna Bach, Gene Peltola, Jim Wykoff, Janet Kaiser, Patty, Chris Liu, Dave Trantham, Mike Lewis, DEC;, Tasha Bearder, USDA; Andrea Stancliff, Larsen Consulting Group;, Doug Alt, DH&SS-BYF; Jeff Sanders, Chuck Willert, Dan Shea, William Arnold, John Sargent, Kurt Gum? USDA Rural Development; George Young,. Jennifer Kline, Bobby Sutton; Leslie Houston, Betsy Jumper, David Hames, and others, mostly from the various institutions.

### Topics touched upon:

- Construction design and how to process; goal of the 35% to have an idea of the easements, size and costs.
- Financial analysis, 5 year plan; maintenance and costs both residential and commercial rates;

to expand the system in this area, and a rough cost estimate. What we found was that the City Subdivision water treatment plant can definitely handle the area, it has a good producing well. We developed this in line with the Master Plan; do a backbone type of system out here, interim storage tanks, pumping stations in different locations feeding off these good producing wells that Bethel has. From the technical standpoint, definitely feasible, and room for expansion in this part of town.

--increased fire protection

--questions raised; would sewage lagoon be able to handle? Isn't the lagoon already taxed, i.e., it's not in the best shape now (USDA is looking into separate lagoon issues/project);

--maybe some residents wouldn't want to tie into the system, maybe they wouldn't want silver pipes in their backyards;

--soil samples

-- timelines, 3-4 years if everybody was on board, etc.

--financial issues: 14 million including engineering, construction management, operation and maintenance costs, etc.

--project would probably have to be done in stages; State of Alaska has requirements in conjunction with USDA, all tied together. Funding process a step at a time. City of Bethel's Master Plan needs to be updated, what are the city's priorities, sewer lagoon, institutional corridor? A Business plan needs to be done as required by the State of Alaska that looks at the operation and maintenance costs/rates of the entire city of water and sewer; environmental impact study would have to be done.

**Alaska Department of Environmental Conservation - Village Safe Water Program  
Multi-Year Project List**

Due to the magnitude of sanitation needs in rural Alaska, it is necessary to focus limited funds to projects that (a) address the most pressing needs, (b) are located in communities with the capacity to operate and maintain systems, and (c) have been recommended in an approved master plan. The following projects meet these criteria. This list is the result of annual community application and statewide scoring processes. It is dynamic and is subject to change based upon a variety of factors including updated cost estimates, phased completion, and design adjustments. These are large, multi phase projects which will take more than a year to complete. Based upon available federal and State funding, grants for these projects are awarded on a first come, first served basis.

Last Revised: 4/23/10

| Community     | Scope  | Added to List | Total Estimated Project Cost |
|---------------|--|---------------|------------------------------|
| Adak          | Water and sewer improvements relating to the downsizing of the existing system.                                      | 2007          | \$2,327,912                  |
| Akiachak      | Service lines & plumbing for West Section and W/S mains, service lines, and house plumbing for East Section          | 2007          | \$7,000,000                  |
| Alatna        | Water and wastewater improvements.   | 2008          | \$700,000                    |
| Anderson      | Lagoon, septage facility, force main, collection system, and Phase II of a lagoon.                                   | 2006          | \$12,297,300                 |
| Aniak         | Sewer service to East Aniak and manhole replacements.  | 2006          | \$464,602                    |
| Atka          | Phase IV improvements including a water storage tank, water transmission line, and sewer collection routing.         | 2010          | \$1,742,375                  |
| Bethel        | Piped water distribution system to provide service to the institutional corridor.                                    | 2009          | \$7,815,550                  |
| Buckland      | Piped water system, sewer lagoon, washeteria, water treatment plant and sewer collection system.                     | 2006          | \$5,000,000                  |
| Chenega Bay   | WTP upgrades, water tank, sewer main replacement, a septic tank pumper and sewage collection system expansion.       | 2006          | \$5,501,750                  |
| Chignik Bay   | Lift stations, forcemains, ocean outfall, gravity sewer, and sewer services.   | 2009          | \$3,579,100                  |
| Chistochina   | WTP with restrooms, watering point and small piped W/S system to core community buildings.                           | 2006          | \$2,579,119                  |
| Chuathbaluk   | Piped water and sewer system   | 2006          | \$1,773,648                  |
| Coffman Cove  | Water storage tank, new water source intake, lift station upgrades and system extension.                             | 2007          | \$5,999,718                  |
| Crooked Creek | Piped water and sewer, including water source and distribution, sewer collection and disposal systems.               | 2006          | \$3,637,935                  |
| Eek           | Water and sewer service to homes according to approved master plan.  | 2006          | \$23,500,000                 |
| Ekwook        | Expansion of the piped sewer system; upgrade of lift station; expansion of the lagoon; and drainfield replacement.   | 2008          | \$1,828,642                  |
| Emmonak       | Replacement of water and sewer mains and upgrades to water circulation system.                                       | 2006          | \$0                          |
| False Pass    | Sewage collection mains, septic tanks, ocean outfall, and service lines.   | 2006          | \$3,583,025                  |
| Fort Yukon    | Sewer collection system for Zones 4, 5, and 6, water services and a water storage tank.                              | 2006          | \$9,114,985                  |
| Gambell       | Water storage tank and water and sewer system improvements.  | 2007          | \$1,687,670                  |
| Glennallen    | Final phase of the hub sewer extension.  | 2008          | \$560,643                    |
| Golovin       | New water storage tank.  | 2006          | \$950,000                    |
| Hooper Bay    | Community piped water and sewer system.  | 2008          | \$15,000,000                 |
| Kasaan        | Design and construction of a water treatment plant and water storage tank.   | 2009          | \$2,667,900                  |
| Kasigluk      | Piped water and sewer system for New Kasigluk and water and sewer haul service for Old Kasigluk.                     | 2006          | \$15,662,876                 |
| Kongiganak    | Water tank, vacuum sewer plant, water source improvements, vacuum sewer mains, and house services.                   | 2006          | \$13,000,000                 |
| Kotlik        | Piped water and sewer system extensions to island subdivisions.  | 2006          | \$914,579                    |
| Kotzebue      | Improvements to the sewage collection, water distribution, water transmission, and water treatment systems.          | 2009          | \$8,800,000                  |
| Lower Kalskag | Piped water and sewer system.  | 2009          | \$8,783,920                  |
| Manokotak     | Water source and sewage disposal improvements for Manokotak Hts and water distribution and WTP improvements.         | 2006          | \$6,800,000                  |
| Marshall      | Replace north end and Pilcher W/S mains; extend sewer; replace south end sewer, and lagoon repair and expansion.     | 2006          | \$5,400,000                  |
| McGrath       | Improvements to water dist system, sewage lagoon, WTP, water source, waste heat, and septic pump station             | 2007          | \$8,176,435                  |
| Nanwalek      | Piped water and sewer system replacement.  | 2007          | \$2,269,350                  |
| Nightmute     | Sewer lagoon, road improvements, sewer main, force main and lift station.  | 2006          | \$2,065,360                  |
| Niniichik     | Piped water and sewer system for the old village town site, community washeteria and community haul system.          | 2006          | \$5,500,000                  |
| Nunapituchuk  | Water treatment plant, water tank, washeteria upgrades, a sewer lagoon addition and development of a new water well. | 2006          | \$6,300,000                  |
| Old Harbor    | New water treatment plant, water storage tank, and water main connection.  | 2006          | \$4,729,411                  |
| Pelican       | Water source, trmt, and storage, sewer LS upgrades; W/S system expansion; and wastewater trmt improvements.          | 2007          | \$3,600,160                  |
| Pilot Point   | Water and sewer service upgrades.  | 2006          | \$500,000                    |
| Pitkas Point  | Sewer force main, piped water and sewer and purchase of a vacuum sewer trailer.                                      | 2006          | \$9,189,000                  |
| Quinhagak     | Piped water and sewer system, including W/S mains and services, water source, treatment and storage upgrades.        | 2006          | \$20,722,000                 |
| Saxman        | Water treatment plant.   | 2009          | \$3,064,750                  |
| Seldovia      | Water and sewer pipe replacement and water and sewer upgrades.   | 2006          | \$5,908,736                  |
| Shageluk      | Water source, storage tanks, water treatment plant, water and sewer mains, service lines and house plumbing.         | 2006          | \$5,967,770                  |
| Slana         | Individual on-site wells and septic systems.   | 209           | \$4,538,600                  |
| Stebbins      | Water storage reservoir and piped water and sewer system for the North and South Service areas.                      | 2006          | \$9,760,380                  |
| Takotna       | Water storage tank and water system upgrades.  | 2008          | \$2,378,000                  |
| Tanana        | Improvements to the sewage lagoon and piped water and sewer extension to 26 homes.                                   | 2006          | \$3,500,000                  |
| Togiak        | Upgrades and repairs to the water treatment plant and replacement of mains and water and sewer service lines.        | 2006          | \$5,865,900                  |
| Toksook Bay   | New water treatment plant, storage tank, water and sewer mains, service lines and well lines.                        | 2006          | \$6,937,230                  |
| Tuluksak      | Water plant, lagoon, and piped water and sewer system.   | 2008          | \$5,220,000                  |
| Tuntutuliak   | Water and wastewater improvements.   | 2008          | \$1,390,000                  |
| Tununak       | Water and wastewater improvements.   | 2008          | \$789,458                    |
| Unalakleet    | Water transmission lines, sludge beds and lagoon improvements.   | 2006          | \$5,964,640                  |
| Voznesenka    | Water mains, service lines, water treatment plant, water storage tank insulation, and individual septic systems.     | 2006          | \$1,500,000                  |
| Wales         | Washeteria and water treatment plant.  | 2010          | \$4,401,000                  |
|               |  |               | \$308,911,429                |

*NOT APPLIED FOR*