



## Public Works Committee Agenda

Regular Meeting Wednesday November 20, 2013 – 6:30PM  
City Shop Conference Room

### MEMBERS

Joseph A Klejka  
Council Rep.  
Term Expires  
11/2013

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  
12/2016

Delbert Egoak  
Committee Member  
Term Expires  
12/2015

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)  
Mike Nevenzel with ProDev - Pool Update
- IV. APPROVAL OF AGENDA
- V. APPROVAL OF MINUTES  
A. Minutes from the previous regular meeting - October 16, 2013.
- VI. SPECIAL ORDER OF BUSINESS
- VII. UNFINISHED BUSINESS
  - A. Water & Sewer Master Plan - Bill Arnold
  - B. Institutional Corridor - Feasibility Study – Bill Arnold
  - C. RFP - Cost Analysis of the City of Bethel's Water & Sewer Utilities - Bill Arnold
  - D. Lagoon Issues – Bill Arnold
  - E. Junk Cars & Alaska Logistics Contract
  - F. Dust Control Options
  - G. Staffing/Training Plan for Pool
  - H. Boardwalk at Pinky's Park / Soccer Field
- VIII. NEW BUSINESS
  - A. To reschedule our December meeting for a later date
  - B. Destruction of Old Police Station & Future Similar Projects
- IX. DIRECTOR'S REPORT
- IX. MEMBER COMMENTS
- X. ADJOURNMENT

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# City of Bethel, Alaska

## Public Works Committee Minutes

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October 16, 2013

Regular Meeting

Bethel, Alaska

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### CALL TO ORDER

A regular meeting of the Public Works Committee Meeting was held on October 16, 2013 at 6: 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, Delbert Egoak, John Sargent, Mike Nevenzel, Brian Lefferts

Excused absence(s): Bill Schreiner

Unexcused absence(s): None

Also in attendance were the following:

~~Chuck Willert, Public Works Director~~

Bill Arnold in place of Public Works Director

Cheryl Roberts, Public Works Admin, Recorder of Minutes

### PEOPLE TO BE HEARD

Mike Nevenzel with ProDev - Update on Pool Project.

### APPROVAL OF AGENDA

<b>MOVED BY:</b>	J. Klejka	Motioned carried to approve the agenda.
<b>SECONDED BY:</b>	J. Dobson	

<b>VOTE ON MOTION</b>	Motion carried by unanimous voice vote.
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### APPROVAL OF MINUTES

<b>MOVED BY:</b>	S. Guinn	To approve the minutes of the regular meeting of September 18, 2013.
<b>SECONDED BY:</b>	J. Klejka	

<b>VOTE ON MOTION</b>	Motion carried by unanimous voice vote.
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### SPECIAL ORDER OF BUSINESS

None.

### UNFINISHED BUSINESS

#### Item A – Update – 5 Year Plan/RFP – Water & Sewer Master Plan – Bill A.

The company, LCG, needs a feed back to do the final. Jennifer - section 1.5, why is there a price difference? Bill - It was done 3 years ago, but we asked for a price increase due to inflation. Also, section 7.33, the waste water affluent does not currently meet state & federal discharge requirements; what are we not meeting? We aren't meeting the distance of the discharge.

#### Item B – Update - Institutional Corridor – Feasibility Study – Bill A.

Bill's been working with CH2MHill, for \$7million, we think we can hook up all the way to the Highway. We need another RFP to update the Feasibility Study due to so many changes.

**Item C – Update – RFP – Cost Analysis of the City of Bethel’s Water & Sewer Utilities – Bill A.**

The rates will be going up. Joe will get with Lori on the rates. The Committee will do a Recommendation to Council to implement the changes from the rate study.

**Recommend that the city council implement the rate changes as per the rate study**

<b>MOVED BY:</b>	J. Klejka	We Recommend that the city council implement the rate changes as per the rate study. City Council had three (3) different options to choose from.
<b>SECONDED BY:</b>	S. Guinn	

<b>VOTE ON MOTION</b>	Motion carried by unanimous voice vote.
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**Item D - Update – Lagoon Issues – Bill A.**

Too much sludge, the dikes are moving, the curtains are shot, and the discharge is too long. The Lagoon was completely drained. The truck dump area, the sheet piles are falling apart.

**Item E – Landfill Operations & DEC Inspection**

DEC found that we had not been using cover material and that led to some non-ideal conditions. There wasn’t a lot of sorting, which was due to staffing challenges, which has now been resolved. The Landfill will last another 15 years, and the walls can go higher.

**Item F – Junk Cars & Alaska Logistics Contract**

The contract with Alaska Logistics is for 75 cars. The metal is all sorted at the Landfill. The City wants to look at chartering a Barge and getting all the cars out at once and get it over with.

**NEW BUSINESS**

**Item A – Dust Control Options – Brian Lefferts**

Chip Sealing – is the spraying of hot liquid asphalt, emulsion oil, on the road. Then a truck will lay out gravel on top of the oil & then be flattened out and smoothed. Jenny will research all the costs for the process, time, manpower, maintenance, fuel, etc. Recommend it; add it to the scope of work for the “Dust Control”. Add this to John Sargents’ letter for the state funding request.

**Recommend to city council to add up to 5% of the road grant proposal for this procedure.**

<b>MOVED BY:</b>	F. Neitz	Recommend to city council to add up to 5% of the road grant proposal for this procedure.
<b>SECONDED BY:</b>	J. Dobson	

<b>VOTE ON MOTION</b>	Motion carried by unanimous voice vote.
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**Item B – Frederick’s City Sub Service Line**

Jenny spoke with the home owners & feels this is resolved and moving forward.

**Item C – Staffing/Training Plan for Pool**

There will be an RFP for Staffing of the pool. What is Public Works’ role in the Pool as to maintaining the property?

**Item D – Boardwalk at Pinky’s Park / Soccer Field**

Soccer field has to be flip flopped because it’s not wide enough for the space; had to shrink it up; they had to narrow it due to the easement of the utility pole; about 1500 loads of dirt for it. It has to be regulation size due to the cost.

**DIRECTOR'S REPORT**

Nothing to add.

**MEMBER COMMENTS**

**Brian L** - No Comment

**Bill A** - No Comment

**Delbert E** - No Comment

**Frank** - Boy, anything you guys want to put on here. Jennifer you are the one, some of the things you put on are putting us ahead. I feel we have a good core group here. And I think we can do some good. I want to thank everyone here for your support and just coming.

**Joe K** – Just like you Frank, I'm getting excited. I think we're starting to get traction on things & Bill your doing a great job and your attention to detail. And Jenny you are fabulous at chasing these things down. Thank you Brian. We're just getting a really good group here; we're a knowledgeable group. We're just getting a lot of things done here.

**Jenny D** – Welcome back (to Joe) she was worried we would have a new councilmen to break-in, so I was happy. I would like to say thanks to, Tim Oosterman, he took me on a Lagoon tour. He is super informative & I appreciated his time.

**Scott G** - (To Bill Arnold) With you doing all this, and if you take over as PW Director, are you still going to do what your doing now or who is taking over your position? Shawn Ahlo will take over my job.

**Donna L** - I drove through the dump today and looked at the sludge, if I would have had an escort it would have been more interesting.

**ADJOURNMENT**

<b>MOVED BY:</b>	S. Guinn	Motion to adjourn the meeting.
<b>SECONDED BY:</b>	J. Klejka	

<b>VOTE ON MOTION</b>	Motion carried by unanimous voice vote.
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With no further business before the Committee, the meeting adjourned at 7:57 p.m.

APPROVED THIS \_\_\_\_\_ DAY OF NOVEMBER, 2013.

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Frank Neitz, Chair

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Cheryl Roberts  
Recorder of Minutes

## MEMORANDUM

**DATE:** 11/01/2013  
**TO:** Lee Foley, City Manager  
**FROM:** Chuck Willert, Public Works Director  
**SUBJECT:** Manager's Report –

### Programs/Divisions

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

We've been busy getting the shop and yard cleaned up and holes in the yard filled in before winter sets in. Other Departments are busy taking care of their priorities before winter sets in. This fall has been really nice and warm to allow everybody to complete their fall projects.

We are running short of drivers in the Hauled Utilities Department and will be recruiting drivers until we have a full crew. Drivers have been hard to come up with as there have been a lot of Davis bacon jobs available this summer. There is a large difference between Davis bacon wages and Hauled Utilities truck driving wages therefore it has been hard recruiting drivers for the City of Bethel.

Piped Utilities fixed a broken water line in the man hole servicing KYUK yesterday, 10-31-13, as Dean Swope came up to my office notifying us of the unusual amount of water coming out of the man hole. Warm weather made this job a lot easier also.

25% of the fiscal year has elapsed with 20.9% expended

#### **Utility Maintenance:**

This month we finished our fall discharge at sewer lagoon. We have been preparing to go into winter mode at our water treatment plants. We have repaired a few cracked plastic pipes at BHWTP which seem to be a continuing issue. We helped connect water and sewer lines at the Aquatic Center. We also leveled and flushed sewer lines in ASHA. We also do Blue Tags for Billing on a monthly basis. This Month we responded to nine after hour callouts, and continue to monitor our liftstations and water plants on a daily basis.

Piped Water; 25% of the fiscal year has elapsed with 15.5% expended

BHWTP; 25% of the fiscal year has elapsed with 9.5% expended

CSWTP; 25% of the fiscal year has elapsed with 14.2% expended

Piped Sewer; 25% of the fiscal year has elapsed with 11.4% expended

Sewer Lagoon; 25% of the fiscal year has elapsed with 14.2% expended

### **Hauled Utilities:**

As some of you may know, I am a former driver and mechanic, as well as a general all round kind of repair guy. Hauled utilities, is in constant need of more drivers and trucks, these have always been an issue.

Due to the overtime and time off abuse by some employee's, I have been looking into formulating a 7 day 10 hour work week, as well as a 5 day 8 hour work week schedules. However, either scenario would undoubtedly require at least more drivers, and possibly more trucks.

I'd like to give thanks to the Landfill and Road Maintenance crews, for the loan of several drivers, Larry, Gary, Jonathan, and Jim Boan, over the past week, as we have been very short of drivers to cover the routes.

Hauled Refuse; 25% of the fiscal year has elapsed with 12.7% expended

Hauled Water; 25% of the fiscal year has elapsed with 16.8% expended

Hauled Sewer; 25% of the fiscal year has elapsed with 14.3% expended

Landfill Oper; 25% of the fiscal year has elapsed with 12.1% expended

Recycling Oper; 25% of the fiscal year has elapsed with 11.9% expended

### **Property Maintenance:**

We have been busy getting our buildings ready for winter. We had to replace the drains at the Port building. We put in a complete pressurized water system at the Transit Bus garage. Boilers are being fine tuned for the cold weather. We have been replacing unit heater motors and thermostats as we discover them. Our heat lines were taken out by the garbage truck and our system is back on line at the City Shop. We had a broken spring on an Overhead door and we had Pioneer Door out here to do repairs. The warm fall weather has enabled us to finish a lot of these projects that popped up all of a sudden.

25% of the fiscal year has elapsed with 17.9% expended

### **Road Maintenance:**

We laid down a layer of gravel from Chief Eddie Hoffman Highway on Akiak Drive in front of the city offices, and the court house. We also laid down a layer of gravel on Akakeek Street, starting from Ridgecrest Dive for the first 100 yards. We did this so the roads in these two areas hold up longer after it's graded, with all the rain we've been having. This helps in making the gravel base thicker, so we can shape the road to help the rain water to drain off of it.

We also fixed up the entrance to the fire station by hauling in sand, and gravel to the front where the asphalt was uneven. This will make it a lot easier for the fire trucks, and ambulances to get in and out. Also for us when we plow the snow out

of the parking lot.

Streets and Roads hauled in sand to the ball field in Pinky's Park and build up the infield where they play on. We built up home plate and the infield area to make this part of the field level. We also hauled in sand to the parking lot so that the water will drain off the parking lot. If Parks & Recreation gets gravel for it next year we can gravel it and this will end the problems with the ball field parking lot.

Streets & Roads have been grading as much as we can with all the rain we've been getting this month. We were able to grade the gravel roads more often do to the gravel on the roads but had to grade in between the rains for the roads that were made of sand only. It took a day or so longer for the roads to dry out from being too muddy to being wet before we could grade them so that they would hold up and not make them worse.

Streets and Roads has now started hauling sand to the land fill pile for cover and we'll haul into freeze as this is what they will use for cover this winter.

25% of the fiscal year has elapsed with 16.7% expended

### **Vehicles and Equipment:**

We are still in our cold weather transitioning period. Josh is currently attending Caterpillar repair training down in Arizona for about a week. With the first sign of snowfall we are expecting more vehicles needing their winter tires installed soon. We have also received our new large 35,000 lb truck lift, which, like our smaller lift, should help make a lot of under truck repairs a lot easier and more efficient to perform by having the truck up off the floor. Charles and John have agreed to assemble and install this lift in the shop soon as we can get the area cleaned up where we decided to install it. We have been working with the new foreman for the Hauled Utilities Dept., Jim Colonel, in keeping up with our work order process and have been able to keep a better schedule of when trucks are being brought in for their repairs. We still have an open mechanic position which we hope can get filled soon. Our mechanics have been working hard to barely keep up with the daily repairs we encounter with the cold and wet weather lately. Our work load can only be expected to get heavier as the weather gets colder and the daylight gets shorter.

25% of the fiscal year has elapsed with 16.6% expended

### **Transit System:**

Currently we're operating two buses; one **(Green Line)** 10.5 hours, 6:30am to 10:30am and 11:30am to 6:00pm, and the second bus **(Red Line)** 5 hours per day, 9:00am to 12:00n and 1:00pm to 3:00pm, and one bus on Saturday for 5 hours, 9:30am to 2:30pm. The Saturday route is the same as the Green Line route during

the week and will be operating for a trial period during the month of November (2, 9, 16, and 23). We'll need 20-25 riders each Saturday before we decide to operate it for the next several months.

The use of the monthly passes has increased and we're now selling 4-6 each month. The \$5 Day Passes are catching on and passengers are purchasing 8-12 each day. A person going to and from work, riding the bus can save \$1.00 each day when they purchase the \$5 Day Pass. Over a month that amounts to a saving of \$20-25. In September TWC purchased 500...\$2 trip passes and 500...\$3 trip passes (\$2500), and in October ABE (YUUT) purchased 500 \$3 trip passes (\$1500). With these large purchases I have noticed an increase in ridership to and from TWC and hopefully the same will happen with ABE (YUUT).

The Bethel Transit System has made its final move to the "new" Bethel Transit Bus Barn, the old National Guard Armory Maintenance Building. It was really a team effort to make it all happen. Clair Grifka, Building Maintenance Foreman, and his crew put in new water holding tanks (600 gallons), cleaned and got the boiler system working and helped a lot moving "stuff" around, in and out. We greatly appreciate his help and the positive way it was all done. Sam Blankenship, IT Director, and Bo Foley, IT Technician, with the help of UUI, got the computer and phone systems connected and working great. It saves a lot of time not having to run back and forth to the City Shop, where the Transit System Office was, to do the paper work and answer phone calls. Jimmy Flemings, Streets and Roads Foreman, and his crew filled in the lower areas around the shop with sand and then graveled the parking area in front of the shop and with all this rain it has made a big difference.

John Jordan, Vehicle and Equipment Foreman, and the shop crew have worked hard getting the winter tires on the buses and doing the mandatory services, grease/oil change/ filters/ and etc. Keeping the entire City's vehicles (sewer trucks, water trucks, pick-ups, and other equipment) up and running must be a major challenge.

John Sargent, Grant Manager, among the 1000 and 1 other things he has to do, has helped keep track of our current grants, current budget and begin the planning for next year, FY 15. It's no easy task and I greatly appreciate all his help and insight into how to keep things going.

I'm very concerned about the Transit System budget for FY2014. To make the Transit System more reliable and serve the people better we need to increase the number of trips per day, both routes, and run one bus part time (9:30-2:30), on Saturday, so people can come and go to the post office, Saturday Market, and etc. All of this would cost additional money....which the transit system doesn't have.

Bill Ferguson, BTS Manager

25% of the fiscal year has elapsed with 16% expended

**Landfill / Recycle Center:**

The landfill got up three new fences to help contain blowing trash. Two of them are netting nine feet tall and one hundred and fifty feet long each. They are on both sides of the road entrances to the landfill. The third fence is made up of a line of cut brush and it is located just back from the working face so it can catch blowing bags and debris. We have used this kind of fence in the past and they work excellent.

We have got a lot of construction debris and its piling up. At present we are covering the dumpster trash with cover and will be covering the construction trash this winter when the city is digging out Brown Slough. This should make DEC extremely happy.

We have changed our hours to Monday -Saturday eight to four for our winter hours.

The Recycle Center is doing good. Larry got out two containers of aluminum and copper on the last barge. And he is well on the way to eliminating cardboard from the two stores going into the landfill. Just these two stores amount to about seven hundred pounds a day.

**Staffing Issues/Concerns/Training:**

There are four (4) open positions in the Hauled Utilities Department and one (1) open position in the Vehicles & Equipment Department.

As of November 12, 2013 the V&E Position has been filled.

**Budget/Financial:**

See each department.