



Public Works Committee Agenda
Regular Meeting Wednesday, May 20, 2015 – 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

Wade Ferdig
Alternate Member
Term Expires
12/2017

Joseph Klejka
Alternate Member
Term Expires
12/2017

Muzaffar Lakhani
Ex-Officio Member

Rachelle Byrd
Secretary/Recorder

AGENDA

- 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 meetings -
- April 15, 2015 (there was a meeting)
- VI. SPECIAL ORDER OF BUSINESS
- VII.
- VIII. UNFINISHED BUSINESS
 - A. Water & Sewer Master Plan - Frank Neitz
 - B. Institutional Corridor Location of 4th Well for City Sub WTP - Frank Neitz
 - C. Sewer Lagoon - Frank Neitz
 - D. Donut Hole options for a shorter route to Tundra Ridge - Frank Neitz
 - E. Ridgecrest Dr. Rehabilitation Project at the school / Traffic
Light System at/near the Schools on Ridgecrest - Frank Neitz
 - F. Landfill Rates - Jennifer Dobson
 - G. Proposed Blue Sky Estates (Hoffman Subdivision) ---- Frank Neitz
- VIII. NEW BUSINESS
 - A. RFP for Truck Dump Site (lagoon) – Frank Neitz
 - B. Ridgecrest Road- Cost of project and local match – Frank Neitz
 - C. New Soccer Field and Road in Pinky’s Park- approximately 1300 loads of sand and grading, work to be performed by Public Works Department as local match for grant – Frank Neitz
 - D. Additional Sand and Grading for Community Garden, Work to be performed by Public Works – Frank Neitz
 - E. Park Maintenance, Boardwalks and Playgrounds – Frank Neitz
 - F. Spring Clean-Up Green-Up – Frank Neitz
 - G. Water Treatment Plant Operator Staff Certification Requirements-
Level II Operator – Frank Neitz
- IX. DIRECTOR’S REPORT
- X. MEMBER COMMENTS
- XI. ADJOURNMENT

City of Bethel, Alaska

Public Works Committee Minutes

April 15, 2015

Regular Meeting

Bethel, Alaska

I. CALL TO ORDER

A regular Public Works Committee Meeting was held on April 15, 2015 at 6:30 pm in the council chambers of the City Hall, Bethel, Alaska. The meeting was called to order by the committee chair Frank Neitz at 6:32 pm.

II. ROLL CALL

Present: Frank Neitz, Scott Guinn, Donna Lindsey, Delbert Egoak, Wade Ferdig.
Excused: Byron Maczynski, Robert Champagne, Jenifer Dobson, Joseph Klejka.
Unexcused: None.

III. PEOPLE TO BE HEARD

None.

IV. APPROVAL OF AGENDA

MOVED BY	Delbert Egoak	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 Dec. 17, 2014 regular meeting. Motion to approve minutes of Feb 18, 2015 regular meeting
SECONDED BY:	Delbert Egoak	

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

Annual training for the committee members was provided by the city clerk.

VII. UNFINISHED BUSINESS

Item A - Water & Sewer Master Plan

Item B - Institutional Corridor Location of 4th Well for City Sub WTP

Item C - Sewer Lagoon

Item D - Donut Hole options for a shorter route to Tundra Ridge

Item E - Ridgecrest Dr. Rehabilitation Project for 3.8 Million at the school

Item F - Landfill Rates

Item G – Proposed Blue Sky Estates (Hoffman Subdivision).

VIII. NEW BUSINESS

IX. DIRECTOR’S REPORT:

Public Works Monthly Report attached.

Purchase of the Arctic pipe contract, (for the Institutional Corridor piped water supply project) was awarded by the city council on May 14th, 2015 to O’Brien Construction Company, in the amount of \$920,501.40. The delivery of the pipe is expected to be received in Bethel in July and construction will start this year.

Dowl Engineering (City’s Consultants for this project) has completed the field survey work, and has completed 30% design of the project. The 30% set is available for review.

City has submitted the comments/concerns to DOT regarding the Ridgecrest Drive Project. The set of plans for this project was shared with the committee members.

The department is looking into the purchase of two new water trucks.

Two Mechanics and Two Truck drivers resigned this month.

Director informed the committee that he will be on vacation from May 15th, 2015 thru June 6th, 2015.

X. MEMBER COMMENTS

Scott Guinn – No Comments

Delbert Egoak – No Comments

Donna Lindsey – No Comments

Wade Ferdig – City should look into the sewer lift station option instead of spending money on the repair of the Truck dump site at the lagoon. The lift station is more economical and long term solution in my opinion, it will work in conjunction with the city’s long term goal of providing the piped sewer service to all the Bethel residents and Businesses.

The Two inch asphalt layer (As shown on the D.O.T. drawings) on proposed Ridgecrest Drive project is not appropriate. The asphalt will come off and buckle in short period of time, due to heavy water/sewer trucks moving on it.

Frank Neitz – The committee agrees with and supports the City Manager’s concerns regarding the high cost and design quality of Ridgecrest Drive Paving Project.

XI. ADJOURNMENT

MOVED BY:	Scott Guinn	Motion to adjourn
SECONDED BY:	Wade Ferdig	

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

Frank Neitz, Chair

Muzaffar Lakhani
Recorder of Minutes



Bethel Alaska

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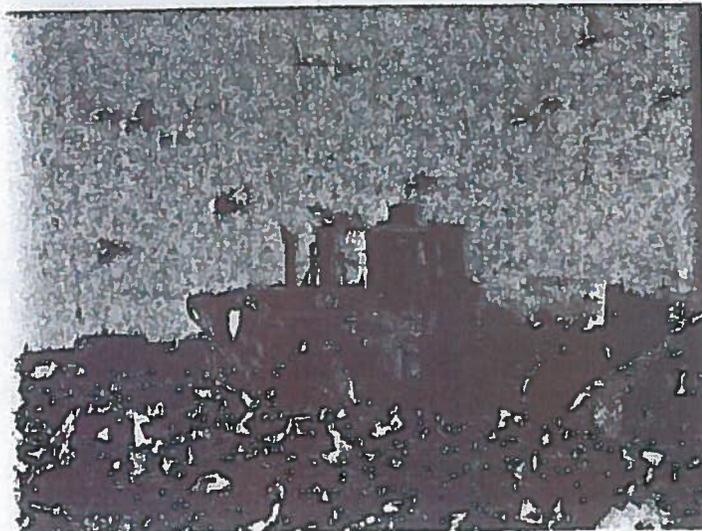
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Rates for Landfill Use

Vehicle Disposal -

The cost for disposal of a vehicle to the City's landfill is \$200.00 that is if the vehicle has had all of the liquids drained and the batteries removed. Payment of the \$200.00 and the release form shall be provided to the Finance Department at City Hall, 300 State Highway, prior to the vehicle being brought to the landfill.

If the vehicle is not drained and the battery is not removed, the City will charge an additional \$200.00 to provide that service.

General Use -

For our residential customers, we provide free disposal of up to 4 cubic yards of trash per day. That would be the equivalent of a full pickup load.

For our commercial customers, the cost of using the landfill is \$10.00 per cubic yard or \$10.00 for a level pickup load.

Chapter 13.16 UTILITY RATES

Sections:

- 13.16.010 Solid waste collection.
- 13.16.020 Water service.
- 13.16.025 Protection from plumbing failure.
- 13.16.030 Sewage service.
- 13.16.035 Prepaid services.
- 13.16.040 Holidays.
- 13.16.050 Allowance for mechanical malfunctions.
- 13.16.060 Adjustments for nonservice.
- 13.16.070 Senior citizen credit.
- 13.16.080 Nonliability for water damage.
- 13.16.090 Contractual agreements.

13.16.010 Solid waste collection.

For the collection, removal and disposal of residential/nonresidential/commercial garbage, rubbish and waste materials within the city, the following charges shall be made:

A. Residential/churches/nonresidential/commercial scheduled rates:**1. Residential and church service:**

Frequency of Service	Rate
Monthly flat rate	\$15.00

2. Nonresidential service:

Frequency of Service	Rate
Monthly flat rate	\$67.00

3. Commercial service:

Frequency of Service	Rate
Four-yard dumpster	\$59.00/haul
Eight-yard dumpster	\$74.00/haul
Commercial monthly flat rate without dumpster	\$66.00

B. Residential/commercial on-call rates:

Residential services	\$13.06 per call
Commercial services	\$66.00 per call

C. Public use of the municipal landfill:

Frequency of Service	Rate
Four cubic yards or less per day	Free
More than four cubic yards	\$10.00 per cubic yard

The landfill, subject to approval by the city council, shall establish and may periodically adjust additional rates, charges, and fees for the use of the landfill, including, but not limited to, rates, charges and fees for dumping oil, glycol, and oversized items. [Ord. 12-02 § 2; Ord. 09-22 § 2; Ord. 09-14 § 2; Ord. 04-28 § 2; Ord. 04-06 § 5; Ord. 04-03 § 5; Ord. 01-09 § 9; Ord. 96-29 § 3; Modification 1 of Ord. 85 § 1, 1979; prior code § 11.16.010.]

13.12.290 Landfill use.

A. After September 1, 1980, no commercial entity shall be allowed without permit to use the city-owned sanitary landfill except upon acquiring a permit from the city. The cost of such permit shall be:

- | | |
|----------------------------------|------------|
| 1. Commercial single-use permit | \$43.80 |
| 2. Commercial monthly use permit | \$131.40 |
| 3. Commercial yearly use permit | \$1,393.20 |

B. In no event shall any person, except for the city's fire department, burn garbage, rubbish or waste material at any city-owned sanitary landfill site.

C. Residential and commercial permits issued by the city may be immediately revoked by the public works department if any person who has acquired such permit violates any section of this chapter.

D. The city council may permit free use of the city's sanitary landfill by all persons. [Ord. 12-02 § 2; Ord. 09-22 § 2; prior code § 11.08.240.]

13.12.300 Experiments and Innovations.

Nothing in this chapter shall be construed to prohibit the use of experimental and/or innovative processes or procedures for garbage, rubbish and waste material disposal. The operation of such device, process or procedure shall have the prior approval of the public works committee of the city council. The committee shall approve all such devices, processes and procedures that are not in conflict with the health and welfare of the city. Applications for approval of such devices, processes and procedures shall be made to the public works director and any appeal from a decision of the public works committee shall be to the council as a whole. [Prior code § 11.08.250.]

13.12.310 Violation – Infraction.

Any person, firm or corporation violating any of the provisions of this chapter is guilty of an infraction, and each such person, firm or corporation is guilty of a separate offense for each and every day or portion thereof during which any violation of any of the provisions of this chapter is committed, continued or permitted. Each infraction of this chapter shall be subject to a maximum penalty of one thousand dollars (\$1,000). [Ord. 07-28 § 2; prior code § 11.08.260.]

MEMORANDUM

DATE: 05/01/2015
TO: Ann Capela, City Manager
FROM: Muzaffar Lakhani, Public Works Director
SUBJECT: Manager's Report –

Programs/Divisions

Public Works Administration: My name is Rachelle Byrd and as of Monday, April 27, I am occupying the position of Administrative Assistant for Public Works. I have been very busy this week trying to become familiar with the policies and procedures here at Public Works, as well as working on projects such as scanning to pdf and properly filing various documents that come through this office. I have scanned 2015 leave requests, overtime requests, and annual leave/PTO cash outs, and have moved on to 2014 for each of these. Hard copies are filed by date. Documents or requests pertaining to each particular employee will be filed on the computer in pdf form in individual files to make access much easier. Another task I have been working on, and will likely be continuing for a couple of weeks, is scanning POs, LPOs and check requests into pdf files. I'm working on the most recent documents now, and will work my way backwards as time allows. Doing all of this lets us have less paper in file cabinets, allows us to use less paper in the first place, and makes all documents easy for current and future employees to access.

In the coming weeks and months I will be updating policies and procedures. Over the next few days I will be learning about the fuel sheets and filling them, updating the CDL, and reading about how this Department runs. I just want to thank you all for welcoming me and helping me out where I need it.

Utility Maintenance: Water usage at the pool has increased. Starting back in Nov. 2014: 45,000 gl. ; Dec: 2014: 108,000; Jan: 103,000; Feb: 45,000; March: 297,000. The lagoon is filling up at an unusual rate and we are probably going to have to start the spring discharge earlier than normal. We also have been working on trying to get the two water plants running more efficiently. One of the things that needs to be done is to replace the under drain and the media in all six filters at both Treatment plants, at a cost of \$210,000 for all six filters (Requested in FY 16 Budget). Other than that, normal daily operations.

Hauled Utilities: For April we have pumped nearly 3.5 million gallons of water with an average of 34 stops per day, and nearly 3 million gallons of sewage with an

average of 32 stops per day. The dumpster truck has hauled 2500 cubic yards of trash from the dumpsters, and another 100 cu yards from the back loader cleaning up around the neighborhood dumpster sites, which have been cleaned three times in April.

We have an ongoing issue with the public dropping not only trash, but large items, such as refrigerators, freezers, furniture, cars, and some hazardous materials such as paint and motor oil at the dumpster sites. Also, I have witnessed restaurants and general contractors filling the neighborhood dumpsters with their paper and cardboard waste, as well as food stuff, and construction debris from the backs of pickup trucks and other larger vehicles. The commercial ventures should be paying a larger fee for dumpster use in their utility bill if this practice is going to be accepted.

Property Maintenance:

Our daily schedule begins with checking our buildings for heat, look for irregularities with electrical/plumbing, and making incidental repairs and adjustments. We are able to relax somewhat from the winter checks of our buildings with the warmer weather. Settings are being lowered and we are more focused on our occupied properties. We have cut the heat off completely to several of our non-essential properties. The Eddie Hoffman Senior Center has been boarded up due to the tremendous amount of vandalism inside and out.

There have been some minor projects we worked on such as painting offices, and replacing the small school-size lockers at the shop with what the National Guard left behind when we acquired that property back. These will accommodate our work apparel more efficiently, allowing anybody dealing with sewage to have a change of clothes. We had a plumbing issue or two at the Court House we are working on. Due to an improper install on a fixture we have had to tear into a plumbing wall to make the necessary corrections that have plagued us since we accepted it. The auction was a process as well to get everything pulled together. We have started on some of our summer projects as weather permits. Thank you.

Road Maintenance:

Streets and Roads have been steaming out the culverts this past month to keep up with the water that has been building up behind them. We would steam out the ones that cross the roads first, so that the road will not wash out, and when that was done, we start on the drive way culverts. We did have to work a little over time in order to keep up on the culverts, so that we would not have any roads washing out. This year has been the easy year; I have seen in the 22 years, I have been with the city of Bethel. We were able to keep up with the culverts with less over time this

year, and then other years, being there were fewer culverts frozen, from no snow. All other years, we could not keep up even when we were working 12 hr. days for 2 weeks.

Streets and Roads, has also been running 2 graders in order to keep the roads as smooth as possible, but on some of the roads that do not have gravel on them, have been extremely muddy. On those roads that are muddy there is no grading them, and if we do, the mud will get deeper to a point where vehicles cannot drive on them without getting stuck. So we would hold off until the mud would get almost too deep to drive on, and then we would wring role the mud to the center or to the side of the road for it to dry out. We had the worst roads this spring from all the rain that we had this winter, and that made it muddier, more than usual.

Streets and Roads also been pumping the water on some of the culverts that we cannot steam out due to the culverts that come apart in the center or sink down too far in the tundra. On those culverts, we cannot get the steam pipe to go through them to thaw out the culverts. We have been replacing those culverts as many as we can in the summer, until we run out of them for that year budget. We have been doing this for over ten years, so now we are down to just a few that needs to be replaced.

Vehicles and Equipment: In V&E for April we have lost a mechanic, and in May we will be losing another. We have replaced one. The trucks are still in poor shape but with the help of the road maintenance mechanic we are getting them repaired in a reasonable amount of time. The ongoing problem with repairs especially for older trucks and given our location is availability of parts and the logistics, which as we all know can easily be overcome with money.

Transit System:

The tug a war between winter and spring is here and spring is winning out. One day it's 25 above with snow, the next 40-60 with rain. The ducks and geese are back and the hunters are out early and late. People are checking the river to see how break up is developing and hoping the tri-pod moves on their lucky day. The days are getting longer and it's harder for the "kids" to keep focused on school when they'd like to be outside playing and walking around. It's always an interesting time of year.

The City Shop guys are being challenged with mechanics leaving and more and more vehicles needing repair. Bus 438 was in the shop for two weeks for service and tire change over, but they just didn't have time to do it. When bus 437 passenger door broke I took it up to the City Shop and brought Bus 438 back to the Transit Bus Barn and changed the one flat tire and put it back on the road. Bus 439, new bus, has almost 20,000 miles and needs to be serviced real bad. I will

come in Saturday and change the studded tires to summer tires and see if I can change the oil / filter. If the budget revision is approved by the State, I plan to purchase a bumper jack, lift, so I can get under the buses and start changing the oil and etc. With the bumper jack it'll be easier for me to change flat tires and the winter tires to summer tires. Bus 438, the older small gas bus, is starting to use oil, about a quart every two weeks. It has 91,000+ miles and may need a tune up if we keep using it.

We geared up for the Camai Festival and ran a bus Friday night (6:30 - 12:30am), Saturday (10:30am to 12:00 m), and Sunday (11:30am to 9:30pm). I put up posters around town, at some bus stops, and inside both buses, showing the time and route. I post a couple at the BRHS during the Camai Festival to make sure people know about the bus schedule. We handed out "handouts" on Thursday and Friday. We had close to 100 passengers ride the bus.

Our ridership is up this month and we're averaging close to 90-100 riders per day. The elders continue to make up about 30-35% of the ridership. TWC is planning to host a group of college students, 10-12, from Rice University, May 12 to 29, and we'll be providing them with free bus passes.

We are in need of hiring an On-Call Driver, when the full time and part time drivers are on leave we have to adjust and fill in where we can. We cancel one route if two people are gone at the same time. When we cancel a route it's usually the Red Line and I'll drive the Green Line, 6:30am to 6:30pm. It makes for a long day.

Bethel Transit System goal for the FY 2015 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, 543-3039, or stop by the office and we can share a cup of coffee.

Landfill / Recycle Center:

The Landfill has really been picking up with the amount of material coming in. There are two major projects that are going on that is generating a lot of building scrap. Our biggest problem has been fighting the wet ground which creates a lot of water and mud. We need to think about hiring the second position (At least for the summer time).