



# City of Bethel, Alaska

## Public Works Committee Agenda

Wednesday, October 19, 2016 Regular Meeting 6:30PM City Hall Council Chambers

### **MEMBERS**

Joseph Klejka  
*Committee Chair*  
Term Expires  
12/2017

Jennifer Dobson  
*Committee V. Chair*  
Term Expires  
12/2017

Byron Maczynski  
*Council Rep.*  
Term Expires  
10/2016

Scott Guinn  
*Committee Member*  
Term Expires  
12/2017

Robert Champagne  
*Committee Member*  
Term Expires  
12/2017

Delbert Egoak  
*Committee Member*  
Term Expires  
12/2018

Muzaffar Lakhani  
*Ex-Officio Member*

Pauline Boratko  
*Committee Recorder*

- I. CALL TO ORDER:**
- II. ROLL CALL:**
- III. PEOPLE TO BE HEARD: – (5 Minute Limit)**
- IV. APPROVAL OF AGENDA:**
- V. APPROVAL OF MINUTES:**
  - A. August 17, 2016
  - B. September 21, 2016-no meeting due to lack of quorum
- VI. SPECIAL ORDER OF BUSINESS:**
- VII. UNFINISHED BUSINESS:**
  - A. Institutional Corridor Piped Water Supply Project
  - B. Sewer Lagoon, – PER (Preliminary Engineering Report) & ER (Environmental Report) for Truck Dump Site and other options/Funding strategies for sewer lagoon
  - C. Preventative maintenance logs and schedule for city trucks---- Byron Maczynski
  - D. update/discussion on the trail behind the college towards the hospital:---- Joseph Klejka
  - E. Leveling of the Bethel Heights Water Treatment Plant Building:---- Scott Guinn
  - F. Recommendation for Ordinance Modification Allowing Composting Toilets:---- John Sargent
  - G. 2015 Water Quality Reports & customer concerns:----Jennifer Dobson
- VIII. NEW BUSINESS:**
- IX. DIRECTORS REPORT:**
- X. MEMBER COMMENTS:**
- XI. ADJOURNMENT:**

Public Works Department

Posted: October 13, 2016 - City Hall, Post Office, Corina's Case-lot, AC Store

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# City of Bethel, Alaska

## Public Works Committee Minutes

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August 17, 2016

Regular Meeting

Bethel, Alaska

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### I. CALL TO ORDER:

A regular Public Works Committee Meeting was held on August 17, 2016 at the council chambers of the City Hall, Bethel, Alaska. The meeting was called to order at 6:30 pm by Joseph Klejka

### II. ROLL CALL:

Comprising a quorum of the committee, the following were present: Joseph Klejka, Delbert Egoak, Jennifer Dobson, and Scott Guinn

Excused absence(s): Robert Champagne

Unexcused absence(s): Byron Maczynski

Also Present:

Public Works Director, Muzaffar Lakhani

Committee Recorder, Pauline Boratko

### III. PEOPLE TO BE HEARD: none

### IV. APPROVAL OF AGENDA:

<b>MOVED BY:</b>	Scott Guinn	Motion to approve the agenda.
<b>SECONDED BY:</b>	Jennifer Dobson	
<b>VOTE ON MOTION</b>	Motion carried by unanimous vote.	

### V. APPROVAL OF MINUTES:

<b>MOVED BY:</b>	Scott Guinn	Motion to approve minutes of July 20, 2016 regular meeting.
<b>SECONDED BY:</b>	Jennifer Dobson	
<b>VOTE ON MOTION</b>	Motion carried by unanimous vote.	

### VI. SPECIAL ORDER OF BUSINESS:

### VII. UNFINISHED BUSINESS:

- A. Institutional Corridor Piped Water Supply Project: The City Council approved DOWL Engineer's change order # 2 in the amount of \$90,000.00 to obtain the additional 13 easements, update the hydraulic model and change the design route to meet the Department of Transportation directions. It is expected DOWL will complete and submit the 90% design to all stakeholders on August 23.

- B. Sewer Lagoon- PER (Preliminary Engineering Report) and ER (Environmental Report) for Truck Dump site and other options: The RFP (Request for Proposal for Engineering services) is currently being reviewed by the USDA (United States Department of Agriculture), waiting for comments.
- C. Preventative maintenance logs and schedule for City trucks: A copy of the logs for the month of June was provided to the committee via email.
- D. Update on boardwalk/trail behind the college to hospital: The approval of the grant has been received by the grant office of the city of Bethel.
- E. Closure of the dump for salvage: The council has approved a written policy. Anyone who wishes to salvage from the dump will have to sign a waiver and request a permit from the Finance department.
- F. Leveling of the Bethel Heights Water Treatment Plant Building: DOWL Engineers recommended that a log be kept on a month to month bases to monitor measurements of any changes with the floor level of the treatment plant, to monitor if the piles are sinking or heaving?
- G. Recommendation for ordinance modification allowing composting toilets: A motion was sent to the City Council and we will wait until the next meeting to hear from Byron Maczynski.

**VIII. NEW BUSINESS:**

- A. **2015 Water Quality Reports and customer concerns:** Some community member has brought it to Jennifer Dobson's attention their concern of the rust/color in the piped water in the Bethel Heights Subdivision. The committee requested to post some educational/informational material on the city's social media and web site about the color in the water to address the citizen's concerns.

- IX. **DIRECTOR'S REPORT:** Director of Public Works, Muzaffar Lakhani reports that about 80% of the new multipurpose sports field in the Pinky's Park is completed. The handrails on the boardwalk by the end of the Owl Park has been completed also, and there is a new basketball court being made at the park across the slough. There are two newly hired employees, one in the Parks and Recreation department, and one in the Landfill Department. One mechanic, Nicolaus Madison, resigned this month.

**X. MEMBER COMMENTS:**

- Delbert Egoak-** no comment.
- Jennifer Dobson-** no comment.
- Scott Guinn-** no comment.
- Joseph Klejka-** no comment.

**XI. ADJOURNMENT:**

<b>MOVED BY:</b>	Jennifer Dobson	Motion to adjourn.
<b>SECONDED BY:</b>	Delbert Egoak	

<b>VOTE ON MOTION</b>	Motion carried by unanimous vote
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With no further business, meeting adjourned at 7:12 pm

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016.

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Pauline R. Boratko  
Recorder of Minutes

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Joseph Klejka  
Chair

DRAFT

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# City of Bethel, Alaska

## Public Works Committee Minutes

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September 21, 2016

Regular Meeting

Bethel, Alaska

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### I. CALL TO ORDER:

Due to the lack of quorum there was no regular meeting held on September 21, 2016

### II. ROLL CALL:

The following were present: Scott Guinn, Robert Champagne, and Byron Maczynski

Excused absence(s): Delbert Egoak and Jennifer Dobson.

Unexcused absent: Joseph Klejka

Also Present:

Public Works Director, Muzaffar Lakhani

Committee Recorder, Pauline Boratko

Meeting adjourned at 6:45 pm due to lack of quorum.

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016.

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Pauline R. Boratko  
Recorder of Minutes

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Byron Maczynski  
Council Representative

## **MEMORANDUM**

**DATE:** 10/01/2016  
**TO:** Pete Williams, City Manager  
**FROM:** Muzaffar Lakhani, Public Works Director  
**SUBJECT:** Manager's Report –

### **Programs/Divisions**

#### **Utility Maintenance:**

**Hauled Utilities:** For September, this has been a rough month with almost all of the sewer trucks being broken down, or not enough drivers to fill them. On the upside we did receive 2 new sewer trucks and 1 new water truck on the last barge. They should be on the road by mid-month, due to licensing issues and getting them outfitted for service. This should give us some relief for services to the community at large. And then to have the newest of the old fleet put in the shop for major repairs. We have also lost a few drivers this past month, but have several candidates Ready to be processed for hire.

#### **Property Maintenance:**

##### **Parks and Recreation:**

For the month of September Parks has installed 14 of 15 bus shelters. The last one is still waiting on approval from LKSD. All cut shrubs at Ptarmigan Cemetery was disposed of. Steps were built for Veterans Cemetery shed and all reserved plots now have reserved signs indicating that. Currently PW Director is working on the Owl Park issues with ACVP.

##### **Road Maintenance:**

Streets and Roads hauled in sand to build up the bus stop shelter and capped them of with gravel.

Tore up 456 lineal feet of asphalt pavement on Ptarmigan Street between 134 and 170 Ptarmigan St. This section of asphalt paved street was in a very rough condition and was posing hazard to the vehicles. This portion of street was filled up with sand and capped with gravel and compacted to make it safe for our residents.

Due to heavy rains streets all over the town were in need of repeated grading and

filling in the pot holes created by the rains.

**Vehicles and Equipment:**

We received the delivery of one new water truck and two new sewer trucks in the last barge of the season. These trucks are being chlorinated and ID numbers have been requested from DEC before we can put these trucks in the service. One new mechanic has been hired, who will join on Oct. 10, 2016.

**Transit System:**

The Transit System seems to have stabilized showing little change over the last three years. However, the makeup of the ridership has changed some. For the month of September:

Year	Total Ridership	Elders	Disabilities
2014	1579	261	205
2015	1576	310	236
2016	1565+	220+	160+

The number of elders and riders with disability, riding the buses, changes depending on how ONC implements their Senior Program. They've cut their senior meal program to home delivery only and their senior bus has been down for a while. When this happens the seniors rely heavily on the Transit buses to get to and from the hospital, buy groceries, and go to the post office.

The FY 16 Transit Billing Summaries were finally submitted to Department of Transportation, in Juneau. I'm trying to keep up with these this year, FY 17 Billing Summaries, however not having current information, from the Finance Department, makes it difficult.

14 out of 15 Bus Stops Shelters have been installed, thanks to Matt Ross, Jim Fleming and Bill Arnold. Each of them took the "bull by the horn" and got them installed. Thanks a million. They are ready for winter use and I'm sure the school students and transit passengers will appreciate them even more as the cold winds and cooler weather comes this winter. If Golden Eagle, school bus company, will adjust their pick-up and drop-off points more of the Bus Stop Shelters may be used by the school students.

Both the FY 15 and FY 16 Transit Grant have allocations for a new bus. We will be purchasing them under the State of Washington's RFP which the State of Alaska has partnered with. There are several companies that have met the requirements of the RFP and two of them the City has purchased buses from before, Schetky Northwest and Creative Bus Sales. The Schetky Northwest has the Eldorado Coach and Creative Bus Sales the Goshen Coach. The Eldorado Coach has better driver visibility than the Goshen Coach and both are on the same Ford Chassis. We will be ordering the Eldorado Coach. We have two older diesel buses, Bus 436 will be used as back up and Bus 437 is recommended to be surplus.

The Red Line has been down because we haven't been able to hire a Part-Time Driver and / or an On-Call Driver. Both positions have been posted and we're now in the process of hiring the Part-Time Driver. I'm in hopes of starting the Red Line schedule the first of October.

If there are any questions regarding the Bethel Transit System please feel free to ask.

### **Landfill / Recycle Center:**

I am one happy camper and City employee for two reasons: One, my new employee, Samuel Brink is working out great. He has been driving dump truck hauling cover with one of the road guys, plus he has been covering the wood pile with sand with the D-3 and doing a really good job.

The second reason I am a happy camper is in the last eight years I have been associated with the landfill, we have always had to go to another building to use a restroom. Now not any more, we have our own indoor plumbing and that makes me happy.

The road crew continues to haul sand for cover and help burying steel when they have time.

We have put up some more signs this month, these read: Dumpster Truck Only, Refridgerator and freezers, Wood + and Tires

### **Staffing Issues/Concerns/Training:**