



## Public Works Committee Agenda

Regular Meeting Wednesday January 15, 2014 – 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

Bill Arnold  
Ex-Officio Member

Cheryl Roberts  
Secretary/Recorder

### AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. PEOPLE TO BE HEARD – (10 Minute Limit)  
Mike Nevenzel with ProDev - Pool Update
- IV. APPROVAL OF AGENDA
- V. APPROVAL OF MINUTES
  - A. Minutes from the previous regular meeting -  
November 20, 2013
  - B. Minutes from the previous regular meeting -  
December 20, 2013.
- VI. SPECIAL ORDER OF BUSINESS
- VII. UNFINISHED BUSINESS
  - A. Water & Sewer Master Plan - Bill Arnold
  - B. Institutional Corridor - Feasibility Study – Bill Arnold
    1. Four (4) responses to the Feasibility Study, they were;
      - a. CH2MHill; DOWL, HKM; Larsen Consulting Group, &  
Michael L. Foster & Associates, Inc.
  - C. Lagoon Issues – Bill Arnold
- VIII. NEW BUSINESS
  - A. New Poles & LED Lights were installed on 7<sup>th</sup> Ave - Frank Neitz
  - B. Establishing a plan of action to establish a traffic plan for the new Swansons Store - Frank Neitz
  - C. Citizens parking their cars on the streets -  
State Law, 13AAC 02.365 - Frank Neitz
  - D. Drilling of 2<sup>nd</sup> Well at City Sub Water Plant to support the Institutional Corridor at the end of this month - Frank Neitz
- 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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November 20, 2013

Regular Meeting

Bethel, Alaska

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### CALL TO ORDER

A regular meeting of the Public Works Committee Meeting was held on November 20, 2013 at 6:41 p.m. in the City Shop Conference Room, Bethel, Alaska was called to order by Committee Member Chair Frank Neitz.

### ROLL CALL

Present: Frank Neitz, Bill Schreiner, Scott Guinn, Delbert Egoak

Excused absence(s): Joseph Klejka, Jennifer Dobson  
Unexcused absence(s): Donna Lindsey

Also in attendance were the following:

~~Chuck Willert, Public Works Director~~  
Cheryl Roberts, Public Works Admin, Recorder of Minutes  
John Sargent, City of Bethel Grant Manager

### PEOPLE TO BE HEARD

Mike Nevenzel with ProDev - Update on Pool Project.  
The pool project will be closed from Dec. 20, 2013 until Jan. 4, 2014.

### APPROVAL OF MINUTES

<b>MOVED BY:</b>	S. Guinn	To approve the minutes of the regular meeting of October 16, 2013.
<b>SECONDED BY:</b>	D. Egoak	

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

<b>MOVED BY:</b>	S. Guinn	Motioned carried to approve the agenda.
<b>SECONDED BY:</b>	B. Schreiner	

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

#### Item A - Water & Sewer Master Plan - Bill Arnold

It keeps referring to specific pages in the document, and the contractor is stating that there's more work than what we perceived, so they are requesting more money to do the job. Needs to be a "Dire sanitation need".

#### Item B - Institutional Corridor - Feasibility Study – Bill Arnold

John Sargent updated the committee on the Institutional Corridor & Feasibility Study.  
John put out an RFP to redo the Feasibility Study & then do another RFP for Design & Construction.

#### Item C - RFP - Cost Analysis of the City of Bethel's Water & Sewer Utilities - Bill Arnold

The rates will be going up, with a possibility of a regular annual percentage rate increase.

**Item D - Lagoon Issues – Bill Arnold**

This is the city's #1 request to get resolved. The city would also like to own a Dredge to help the Lagoon issues & the Landfill.

**Item E - Junk Cars & Alaska Logistics Contract**

The committee discussed different options for this.

**Item F - Dust Control Options**

The committee discussed/updated other members on the possibility of Chip Sealing some of the roads.

**Item G - Staffing/Training Plan for Pool**

The city would like to hire about 5 to 6 people to run the Pool Project for us.

**Item H - Boardwalk at Pinky's Park / Soccer Field**

It will take approximate of 1500 to 1800 truckloads of dirt to fill in the Soccer Field. They want to fix the boardwalk, a geo block trail for hikers, bikers, etc. Then put a high tunnel in for the community garden to extend the time frame for it.

**NEW BUSINESS**

**Item A - To reschedule our December meeting for a later date**

The committee agreed to reschedule our next regular meeting to December 20<sup>th</sup> @ 12 noon due to the Secretary/Recorder being out of town.

To Re-Schedule Public Works Regular Committee Meeting in December

<b>MOVED BY:</b>	S. Guinn	To Re-Schedule Public Works Regular Committee Meeting in December from Dec.18th @ 6:30pm to Dec. 20th @ 12 noon.
<b>SECONDED BY:</b>	D. Egoak	

<b>VOTE ON MOTION</b>	Motion carried by unanimous voice vote.
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**Item B - Destruction of Old Police Station & Future Similar Projects**

The committee had a discussion on future endeavors of similar situations to reduce/reuse/recycle, or auction off the materials of buildings that are being destroying.

**DIRECTOR'S REPORT**

**MEMBER COMMENTS**

**Frank** - YK water, the hospital makes their own water for the administration building. Welcome back Bill S., we sure miss you. I'll put Snow removal on for New Business to get more comments.

**Scott** - No comments

**Bill** - Good to be back, I appreciated the instructions & the update for the pool from Mike. And, John S., I appreciate you for all your efforts.

**Delbert** - I thank John S. for coming, everything was really insightful; and Scott for coming up with some more business requests; nice to meet Bill S.

**John S** - Thanks for having me & always glad to update.

**ADJOURNMENT**

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

<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 7:41 p.m.

APPROVED THIS \_\_15\_\_ DAY OF JANUARY, 2014.

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**Frank Neitz, Chair**

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Cheryl Roberts  
Recorder of Minutes

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# City of Bethel, Alaska

## Public Works Committee Minutes

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December 20, 2013

Regular Meeting

Bethel, Alaska

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### CALL TO ORDER

A regular meeting of the Public Works Committee Meeting was held on December 20, 2013 at 12:15 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, Bill Schreiner, Scott Guinn, Donna Lindsey, Delbert Egoak

Excused absence(s): None

Unexcused absence(s): None

Also in attendance were the following:

~~Chuck Willert, Public Works Director~~, Bill Arnold, Acting Public Works Director  
Cheryl Roberts, Public Works Admin, Recorder of Minutes

### PEOPLE TO BE HEARD

Mike Nevenzel – Out of town, but he did advise Frank Neitz about another Pool Tour that will be available the middle of January 2014.

From Lee Foley – Pool will be closed from Dec. 20, 2013 until Jan. 2, 2014. Rough-in has been done for plumbing, heating, electrical & now have heating inside. The turbine will take place later this year. Insurance on the building will cost about \$39,000 & the City would like an outside company to manage it. The City is looking into getting funding from the Rasmussen Foundation for furniture, fixtures & equipment. Four letters of interest came in to run the Pool Project; 1-local; 1-in Alaska; & 2 outside of Alaska.

### APPROVAL OF AGENDA

<b>MOVED BY:</b>	Bill Schreiner	Motioned carried to approve the agenda, but to move Lee Foley to the top of the Agenda.
<b>SECONDED BY:</b>	Joseph Klejka	

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

<b>MOVED BY:</b>	N/A	There are no minutes to approve at this regular meeting.
<b>SECONDED BY:</b>	N/A	

<b>VOTE ON MOTION</b>	
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### SPECIAL ORDER OF BUSINESS

#### UNFINISHED BUSINESS

A. Water & Sewer Master Plan

B. Institutional Corridor - Feasibility Study

C. Lagoon Issues

**NEW BUSINESS**

- A. Ridgecrest Drive.
- B. Lighting around the ME school area.
- C. FAA sewer, possible dump station.
- D. Sewer pipes for the mew armory.
- E. New public works director.

**DIRECTOR'S REPORT**

Public Works Director Report – See Public Works Monthly Manager's Report

**MEMBER COMMENTS**

Scott – Thanks to Lee for coming in. Bye to Chuck Willert, he was a good friend & sorry to see him go. And welcome Bill Arnold as Interim PW Director.

Jennifer – Welcome Bill & no other comments from me.

Bill - Good luck to Bill Arnold & I appreciate the guys scrapping the snow. But I did notice by my house they were chunking it up in front of the driveways & I know that's not what they intended to do but just wanted to mention that.

Donna - Lee Foley was very informative & like everybody else, good luck to you, Bill Arnold.

Bill A - I'm good.

Delbert - I'm good.

Frank – Welcome back Cheryl & thank you everybody for coming.

Joseph – Bill thank you for doing such a good job, even before you were Interim & I really hope you apply & that you'll be more vocal about what you think needs fixed around here, I'm hoping that will happen. I thought Lee did a really nice job. I liked everybody's comments here, I think everyone did a good job & it was a really good meeting.

**ADJOURNMENT**

<b>MOVED BY:</b>	Scott Guinn	Motion to adjourn the meeting.
<b>SECONDED BY:</b>	Delbert Egoak	

<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 1:05 p.m.

APPROVED THIS 15 DAY OF JANUARY, 2013.

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Frank Neitz, Chair

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Cheryl Roberts, Recorder of Minutes

## 13 AAC 02.365. Additional parking regulations

- (a) Except when otherwise provided by municipal ordinance, every vehicle stopped or parked upon a roadway must be stopped or parked parallel to the curb or edge of the roadway in the direction of authorized traffic movement, with its wheels on the side of the vehicle facing the nearest curb or edge of the roadway within 12 inches of that curb or edge of roadway.
- (b) Repealed 6/28/79.
- (c) Repealed 6/28/79.
- (d) No person may obstruct or block traffic on a roadway, except as specifically allowed by statutes, regulations or ordinances.
- (e) In the event a highway includes two or more separate roadways and traffic is restricted to one direction upon the roadway, no person may stand or park a vehicle upon the left-hand side of the one-way roadway unless posted signs permit standing or parking in that location.
- (f) No person may park a vehicle upon a street, roadway, alley, or vehicular way or area, for the purpose of
- (1) washing of the vehicle if the person parking the vehicle is a dealer, or agent or employee of a garage, filling station, or car wash;
  - (2) repairing, or performing maintenance work on the vehicle, except repairs or maintenance necessitated by an emergency;
  - (3) displaying the vehicle for sale or hire in the regular course of the person's business as a dealer for sale or hire of vehicles, except that a motor bus, sightseeing vehicle, airline service vehicle, or taxicab may park in accordance with the provisions of sec. 372 of this chapter;
  - (4) storing or parking, without being attended by a driver, a vehicle to be used for hire to another person; or
  - (5) commercial advertising.
- (g) A person may not park a vehicle on a street or highway, or a vehicular way or area for a period of time longer than 24 hours if prohibited by an official traffic-control device, including one or more official traffic-controlled devices placed by a municipality within the municipal boundary along a highway entrance to the municipality.

**History:** In effect before 7/28/59; am 12/15/61, Register 3; am 8/10/66, Register 22; am 12/31/69, Register 31; am 6/28/79, Register 70; am 2/27/97, Register 141  
**Authority:** AS 28.05.011

## **MEMORANDUM**

**DATE:** 01/01/2014  
**TO:** Lee Foley, City Manager  
**FROM:** Bill Arnold, Public Works Director  
**SUBJECT:** Manager's Report

### **Programs/Divisions**

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

##### **Utility Maintenance:**

This month we had a few sewer freeze ups in ASHA. We also responded to at least five after hour callouts in City Sub and two commercial callouts. We continue to monitor our liftstations on a daily schedule. Our water plants continue to operate daily to supply our piped and hauled water systems. Thanks to hauled sewer for your services when needed.

Hauled Utilities: : for Dec 2013, this department has pumped approximately 2,802,000 gallons of water, 2,220,000 gallons of sewage, and hauled approximately 300 tons of garbage.

The sudden cold snap has wreaked havoc with the trucks, as well as the water fills and overflow pipes at many residences, causing the drivers to have to do many call backs, added to the holiday route schedule and the movement of the routing system from paper to computer, has caused several problematic days this month.

Thanks again goes out to the road maintenance and recycle center drivers for the helping hands when we were down drivers.

##### **Property Maintenance:**

We have been busy keeping up with the winter maintenance of our buildings. Checking heat, replacing lighting, clearing snow and sanding walk ways. We have had no major issues to deal with other than normal problems with occupied buildings such as plugged toilets, frozen locks and assisting other departments with some of their projects. Thank you.

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

Streets and Road now has the second road sander on the road. With this second road sander, we can now use two sanders the same time when needed, and also we have a back up when one breaks down.

Streets and Roads used the Cat 324 excavator out at the city sand pit to losing up some sand, so that we could keep on hauling to the land fill. The sand piles at the city sand pit are frozen about two feet, a little too thick to dig with the loader. We also used the Cat 324 excavator to crush some of the car on the left side of the land fill and stack them 3 cars high, and also we been burying the big pile of old tires on the dike in the land fill. This has open up a large space on the left side of the land fill.

Streets and Roads, on the 30<sup>th</sup> of December, we cut a hole through the ice in H-Marker Lake, and the ice measure 24 inches. With 2 feet of ice on the lake, this is what we been looking for to use the grader with the sheared blades to scar far it, so the ices will be smooth for the vehicles to drive on.

### **Vehicles and Equipment:**

We have been very busy lately trying to keep up with the broken water and sewer trucks. With the Holidays being in full swing we have had a hard time getting truck parts shipped out here, through the airlines, which is out of our control. A few of the water truck breakdowns have been very disastrous in terms of not having parts available in the state, which in turn makes for long wait times to receive the parts and get the trucks repaired back in a timely manner. What little extra time V&E has had away from the repair of the trucks has been spent working on the assembly and installation of our new big truck lift. This lift will be a long awaited relief to help out with some of the smaller repairs on our fleet. It will also cut down on some of the down time that happens with some of the smaller jobs and servicing of the bigger fleet vehicles.

### **Transit System:**

The ridership has increased the past several months however it's still not at the level I had hoped for. For the first three weeks of December, 2013, the Bethel Transit System transported a total of 2013 passengers; 45 of those riders had a disability and 232 were elders and 1736 were adults and youth. The revenue for this time was \$1720 (fares), \$362 pre-paid tickets, and \$206 in monthly passes. Keeping the buses clean inside and out has been a challenge with the cool wet weather. The buses get covered with "frozen" mud and it's been too cold to wash them outside. With just a garden hose it's hard to wash them inside. We ordered a pressure washer and it finally came. Unfortunately its 220 volt and we'll need to have an electrician wire it in.

The age of the buses, 100,000 miles+, and the rough roads has a toll on keeping the buses running. The shop crew no sooner gets one repaired and another is down. We have the approval to order a new bus to replace Bus #436 (6 years old and 117,000+ miles) and we will need to start working on getting approval to order

another one to replace Bus #437 (6 years old and 107,00+ miles.

John Sargent, City Grant Manger, is starting to work on the FY 15 FTA Grant 5311. We'll need to work closely with the Bethel City Council and ONC to get the grant completed by the deadline, January 31, 2014. With funds being tight we will be trying to maintain the same level of funding as FY14.

**Landfill / Recycle Center:**

The recycle center is processing cardboard nearly every day and is full steam ahead. In one month the recycle center takes in 52 bales of cardboard from the two stores. These 52 need to be torn down and remade into 14 commercial bales a month. Larry Epperly does other things to help out like running the dumpster truck on Saturdays. And he gets Tundra Center workers to clean up around dumpsters.

The Landfill intake of construction debris has slowed down with the cold weather as of late and the holidays, but will pick up after the first. Gary McElwee from the road crew has continued to help the landfill by stacking cars and putting tires into the dike. The road crew has continued to haul cover material which we are great full for.

**Staffing Issues/Concerns/Training:**

**Budget/Financial:**

See each Department.