

Public Works Committee Minutes

Regular Scheduled Meeting February 18, 2003

CITY SHOP, CONFERENCE ROOM

12:00PM

I. CALL TO ORDER

Meeting was called to order by Chair Paul O'Brien at 12:10 PM.

II. ROLL CALL

Present: P. O'Brien, V. Malone, A. McGowan, D. Trantham

Absent: K. Murphy, M. Shantz

Others Present: Clair Grifka, Public Works Director

Sandra Moseley, Administrative Assistant

Janette Persinger, City Clerk

Jorene Hout, Resident

Committee member D. Trantham asked A. McGowan if he had been sworn in? Ms. Persinger swore in both V. Malone and A. McGowan.

III. PEOPLE TO BE HEARD:

None at this time.

IV. APPROVAL OF MINUTES

M/M by V. Malone/D. Trantham to approve the minutes of January 21, 2003 meeting.

Unanimous

V. CHAIRMAN'S REPORT:

None at this time.

VI. DIRECTOR'S REPORT:

We will be doing a inventory of the water and sewer customers over the next few months just to see if anyone is slipping through the cracks. We had a sewer truck that rolled over, no one was hurt and we are still assessing the truck as far as damages. We have routine maintenance going on in the other departments. Road Maintenance has been going over the roads with serrated blades on a continuous basis. We have gone through about two hundred loads of sand. We do have some sand at the landfill that can be used as backup. The vehicle and equipment department has been working on the trucks and the shop wrecker. The shop wrecker is getting a new transmission and a lot of work being done to it. We are still working on the back-up garbage truck we have parts in for it but our priorities are the water and sewer trucks and we will be getting to the garbage truck and the wrecker as soon as we get time. Committee member D. Trantham ask if the truck was insured and has it been turned into the insurance company. Mr. Grifka stated yes to both questions.

VII. COMMITTEE MEMBER COMMENTS

Committee member D. Trantham stated that he had some information for the Committee members from the City Council Packet, under New Business, and he asked Chair P. O'Brien to read from the Council Packet the D.E.C. has given the City a grant for \$150,000.00 dollars for a sewer lift station replacement. He also stated that there is another Grant not to exceed \$6,300,000.00 dollars, split between the state and the feds, this will finance construction of Phase II water and sewer, and Phase III City Subdivision piped water and sewer. Committee member D. Trantham also stated that we just received an Audit and it showed that water and sewer loss of \$485,000.00 dollars and the reason he is bringing this up is because at the January meeting, that he missed the Public Works Committee recommended that a new position be funded at Public Works called the Operations Manager. This new position is to be funded from some left over dollars in Public Works from Public Works and being funded from the water/sewer enterprise fund. According to the audit there are some problems, fairly substantial problems in the way administrative overhead charges are assessed and this has to be corrected by June 30, this year along with some other major corrections have to be done by June 30th. The consequence for not correcting this is lost of funding and the audit will cost more and this is confirmed by a ten page letter. Committee member Trantham said he would like to support this new position because the Public Works Committee recommended that it be funded, but he would like to have guidance from the Committee. Chair O'Brien stated that his understanding that the position is being funded from his existing salary. Mr. Grifka stated that he is already employed in one department and this will be a position change, part of the

funding is there. Part of his salary is already funded and the other part for now is being funded through the Village Safe Water Project. Ms. Persinger stated if the Committee wants to talk about this, they need to have this as an agenda item and not during Committee Member Comments. Ms. Persinger suggested that it might be a good idea to ask Mr. Strahan to be here for this discussion just because he knows the ins and outs.

Mr. Grifka stated that he couldn't answer anything in regards to finance. Last month he did mention that the new positions salary is budgeted for through Utility Maintenance, but it will take an ordinance change to move that position from Utility Maintenance, and make the Operations Manager Position. That money along with the Village Safe Water will take care of his salary. Committee member V. Malone has no comment at this time. Committee member A. McGowan has no comment, except to say that he supports the new position.

VIII. APPROVAL OF AGENDA

M/M A. McGowan/V. Malone to approve the agenda with the amendment of Item C: New Position under new business.

Unanimous

IX. OLD BUSINESS

ITEM A: Review amendment/ordinance 13.04.180.
(Discussion Item)

Mr. Grifka thinks this is necessary to speed up our operation and limit the time we are at a home. It is quite an expense to keep replacing the camlock and the repetitive motion of putting it on and off as well as problems with the driver's wrists. If we could make this an ordinance so all homes will have to comply. At this point he is wondering from the Committee, should we put the expense to the homeowner or should the City go ahead and buy approximately 1500 and put them on and maybe charge the customer, it will probably be about \$13.00 each. Should the City bear the cost or should we just tack on a charge to the bill. Chair O'Brien asked why this was not brought up before? Mr. Grifka stated it just didn't come up. Committee member D. Trantham would like to have the legalities for the change and to do more research. Committee member A. McGowan asked if this is what the drivers would like? Chair O'Brien said that we need to do a R.F.P. and bring it back next meeting. Committee member V. Malone request that the overflow issue be on the next agenda.

X. NEW BUSINESS

ITEM A: Recommendations on Ordinance 03-01.
(Discussion Item)

Committee Chair P. O'Brien recommended that the Committee Approve the Ordinance and make a recommendation to the City Council.

M/M V. Malone/A. McGowan

Unanimous

ITEM B: Presentation by Janette Persinger, City Clerk.

Ms. Persinger furnished the Committee with packets on Review of Procedures on Commissions, Committees and Boards. The information Ms. Persinger presentation also covered Parliamentary Procedure and the Alaska Open Meetings Act. The information Provided was appreciated by the Committee.

ITEM C: New Operations Manager Position.
(Discussion Item)

M/M V. Malone/D. Trantham to conceptually support the new position if it does not add any financial change to the current 03 budget.

XI. ADJOURNMENT

M/M P. O'Brien/A. McGowan to adjourn at 1:45PM.

Unanimous

ATTEST: _____ **DATE:** _____

Paul O'Brien, Chair