



## Public Works Committee Agenda

Regular Meeting Wednesday February 19, 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

VACANT  
Committee Member  
Term Expires

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 – (5 Minute Limit)  
Mike Nevenzel with ProDev - Pool Update
- IV. APPROVAL OF AGENDA
- V. APPROVAL OF MINUTES
  - A. Minutes from the previous regular meeting -  
January 15, 2014.
- VI. SPECIAL ORDER OF BUSINESS
  - A. Annual Election of Chair
  - B. Annual Election of Vice- Chair
- VII. UNFINISHED BUSINESS
  - A. Water & Sewer Master Plan - Bill Arnold
  - B. Institutional Corridor - Feasibility Study & Funding - Bill Arnold  
To decide what to do use the \$7 million on & how far it should go -  
Frank Neitz
  - C. Funding source for Sewer Lagoon & the Dredge - Bill Arnold
  - D. Establishing a plan of action for a traffic plan for the new Swansons  
Store - Frank Neitz
- VIII. NEW BUSINESS
  - A. Using Waste Heat for the Pool Project & other City Buildings that are  
close to the Power Plant - Jennifer Dobson
  - B. Donut Hole options for a shorter route to Tundra Ridge - Bill Arnold
- 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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January 15, 2014

Regular Meeting

Bethel, Alaska

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### CALL TO ORDER

A regular meeting of the Public Works Committee Meeting was held on January 15, 2014 at 6:30p.m. in the City Shop Conference Room, Bethel, Alaska was called to order by Committee Member Frank Neitz.

### ROLL CALL

Present: Joseph Klejka, Frank Neitz, Scott Guinn, Delbert Egoak  
Excused absence(s): Jennifer Dobson, Bill Schreiner  
Unexcused absence(s): Donna Lindsey

Also in attendance were the following:

Chuck Willert, Public Works Director  
Cheryl Roberts, Public Works Admin, Recorder of Minutes

### PEOPLE TO BE HEARD

Mike Nevenzel was unavailable at this meeting so Frank Neitz gave the updates on the Pool Project.

### APPROVAL OF AGENDA

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

<b>VOTE ON MOTION</b>	Motion carried by unanimous voice vote.
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### APPROVAL OF MINUTES ON NOVEMBER 20, 2013.

<b>MOVED BY:</b>	J. Klejka	To approve the minutes of the regular meeting of November 20, 2013.
<b>SECONDED BY:</b>	S. Guinn	

<b>VOTE ON MOTION</b>	Motion carried by unanimous voice vote.
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### APPROVAL OF MINUTES ON DECEMBER 20, 2013.

<b>MOVED BY:</b>	J. Klejka	To approve the minutes of the regular meeting of December 20, 2013.
<b>SECONDED BY:</b>	S. Guinn	

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

None

**UNFINISHED BUSINESS**

**Item A** - Water & Sewer Master Plan

**RUBA Assessment for the City of Bethel**

<b>MOVED BY:</b>	J. Klejka	To recommend a RUBA Assessment for the City.
<b>SECONDED BY:</b>	D. Egoak	

<b>VOTE ON MOTION</b>	Motion carried by unanimous voice vote.
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**Item B** - Institutional Corridor - Feasibility Study

1. Four (4) responses to the Feasibility Study, they were;
  - a. CH2MHill; DOWL, HKM; Larsen Consulting Group, & Michael L. Foster & Associates, Inc.

**Item C** - Lagoon Issues

**NEW BUSINESS**

**Item A** - New Poles & LED Lights were installed on 7<sup>th</sup> Ave

**Item B** - Establishing a plan of action to establish a traffic plan for the new Swansons Store

**Item C** - Citizens parking their cars on the streets - State Law, 13AAC 02.365.

**Item D** - Drilling of 2<sup>nd</sup> Well at City Sub Water Plant to support the Institutional Corridor at the end of this month.

**DIRECTOR'S REPORT**

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

**MEMBER COMMENTS**

**Joe Klejka** - I’m always Happy, I’m real excited, and this is a great place to talk about things. The end of my term is September 2014.

**Scott** - I’ve got nothing this month finally.

**Delbert** - No comment.

**Frank** - Anything else for next month just month let me know; I’ll get these emails out, he is referring to the Traffic Study.

**ADJOURNMENT**

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

<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 7:23 p.m.

APPROVED THIS \_\_\_\_\_ DAY OF FEBRUARY, 2014.

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Frank Neitz, Chair

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Cheryl Roberts, Recorder of Minutes

## MEMORANDUM

**DATE:** 02/01/2014  
**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 responded to eight after hour callouts. We also continue to level sewer lines and flush water lines in ASHA. Our guys also helped leveling a walk way at Pinky's Park. We also had a bad fire hydrant which we replaced in ASHA. We continue to monitor our liftstations daily and rebuild sewer pumps when needed. Our Water plants also operate daily. We also read water meters and BLUE TAG for our billing department on a monthly basis.

##### **Hauled Utilities:**

For the month of January even as we were short handed, we still pumped almost 3,000,000 gallons of water. And removed 2,500,000 gallons of sewage, and hauled 35 tons of trash.

The dumpsters are still getting filled with construction debris, oils, fuels, and other nefarious materials which could be a potential health and safety hazard, beside the fact these items have proven to do damage to the truck itself and the dumpsters.

We are still having man power issues, which have caused a lot of overtime.

And last but not least, Mother nature has thrown us a curve ball this month. The icy, wet, slick conditions of the roads and especially the drive ways, made it a challenge for servicing water and sewer customers, not to mention the accident rate has risen. Even with chained and studded tires the trucks have slid into cars, houses and off of some driveways.

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

We have been checking our buildings daily for heat and plumbing issues as well as on the week-ends. Some boilers are being gone over to keep them trouble free. Steamers are being serviced to thaw culverts through this warm spell. We clear snow around the decks, stairs and ramps as needed and spread sand or de-icer

when necessary. Doors always need adjustments or hardware to replace in high traffic areas. Lights and ballast are big a maintenance item this time of year. We are changing them out to a more efficient type as what was recommended from the energy audit that was done recently. We are putting in new L.E.D. fixtures where we can as the budget permits. Industrial Boiler and Controls were out here to help us trouble shoot the problems we had with the heating plant at our Bethel Heights Pump House. All is well there now. I have been using Community Service Workers from the Tundra Center to assist us at times and they have been a big help at times. Thank you.

### **Road Maintenance:**

Streets and Road now has been working on steaming culverts that has been overflowing, the roads from the big thaw that we been having. We had to get the steamers out from winter storage and put them in operation in the middle of winter. We also have been pumping out some of the water at some of the culverts that have been having problem.

Streets and Roads has been sander the roads more this year than ever using one or two sanders as needed, and with that being said, we have been using more salt sand this winter on the roads, then any other winter. Being that we were getting two road sanders, we mixes up the biggest pile of roads sand for this winter, and so far we are still doing good on the salt sand pile, being we still have a little over two mouths to go, before its starts thawing for good.

Streets and Roads, working in the land fill, when we have time covering some of the scraps, trash, and tires in order to make more room in the landfill. We also been hauling sand to the landfill, but had to stop during the thaw with all the water in the city sand pit. But will start again, hauling sand from the sand pit as soon as it freezes.

### **Vehicles and Equipment:**

We have been busy lately getting slightly caught up with some of our water and sewer trucks that have needed major repairs. Now that we are through the big holiday season, we have seen our ordered parts through the airlines better showing up in a timely manner. With this warm weather occurring we have noticed quite a bit less of the cold weather common breakdowns that we are accustomed to. Being it is an early pothole season, we have had to replace a few leaf springs on a few of our water trucks in the past couple of weeks. We have also had to help respond, along with the road crew, to trucks that need some assistance getting out of some of the steeper driveways around town because of the slippery conditions. John, Tom, and Charles are still piecing there large truck lift together as time permits throughout past couple of weeks. It has shown to be a tedious assembly process to

guarantee that it will be put together to allow for many years of safe use and operation, in the repair process for our water and sewer truck fleet.

### **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 January, 2014, the Bethel Transit System transported a total of 1335 passengers; 47 of those riders had a disability, 310 were elders and 1025 were adults and youth. The revenue for this time was \$1837 (fares), \$340 pre-paid tickets, and \$240 in monthly passes.

Keeping the buses clean inside and out is a constant challenge. You can wash them one day and it's raining and the next day they are covered with mud. We have received the new pressure washer but its 220 volt and we haven't been able to get it wired in yet. I brought a small pressure washer from home and hopefully it'll do the job until we get the other one working. Trying to keep the buses on the scheduled time, holding the drivers to their working hours and keeping the buses clean inside is a challenge for drivers.

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 DOT approval to order a new bus to replace Bus #436 (6 years old and 117,000+ miles) however finding the matching funds, \$10,000-15,000, may prove to be a challenge. We will need to start working on getting approval to order a new bus, to replace Bus #437 (6 years old and 107,000+ miles, in the FY 15 Grant process and finding the matching funds for it.

John Sargent, City Grant Manger, is working 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, ONC has reduced their match from \$105,000 to \$60,000. I've contacted BNC and several other local organizations to see if they could help with the match money, for the Grant, but no one has additional funds available. With the lesser funds for FY15 the Transit System will need to reduce the services we're providing and run just one route per day.

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

The landfill is working hard at burying scrap, tires and trash in order to make more room in the landfill. The streets and roads guys have helped considerable with this project and hauling cover material.

The Recycle Center is still working steady at baling cardboard. Larry Epperly has been helping out by using Tundra Center workers to cleanup around dumpsters.

**Staffing Issues/Concerns/Training:**

The Hauled Utilities Dept is down a total of 3 Water/Sewer Drivers;  
The V&E Dept. is down 1 Mechanic.

**Budget/Financial:**

See each Department.