



**Public Works Committee Agenda**  
Regular Meeting Wednesday, June 18, 2014 – 6:30PM  
City Shop Conference Room

**MEMBERS**

Joseph A Klejka  
Council Rep.  
Term Expires  
11/2013

Frank Neitz  
Chair  
Term Expires  
12/2013

Scott Guinn  
Vice-Chair  
Term Expires  
12/2014

VACANT  
Committee Member  
Term Expires  
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Jennifer Dobson  
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 -  
May 21, 2014.
- VI. SPECIAL ORDER OF BUSINESS
- 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 & Brian Lefferts  
D. Unstable Sewer Lagoon Platform - Brian Lefferts  
E. Establishing a plan of action for a traffic plan for the new Swansons  
Store - Frank Neitz  
F. Donut Hole options for a shorter route to Tundra Ridge - Bill Arnold  
G. Water/Sewer Rate Hike - Brian Lefferts  
H. RUBA Assessment - When will this possibly be implemented -  
I. AVEC - The Interconnect Agreement for the Pool Wind Mill -  
J. Location of 4<sup>th</sup> Well for City Subdivision Water Treatment Plant - Bill Arnold
- VIII. NEW BUSINESS  
A. Ridgcrest Dr. Rehabilitation Project for 5 Million at the school  
- Bill Arnold  
B. Update on Recycle Center - Bill Arnold  
C. Find a Company to take the steel out of the Landfill - Scott Guinn
- 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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May 21, 2014

Regular Meeting

Bethel, Alaska

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### **I. CALL TO ORDER**

A regular meeting of the Public Works Committee Meeting was held on May 21, 2014 at 6:30 p.m. in the City Shop Conference Room, Bethel, Alaska and was called to order by Committee Member Chair Frank Neitz at 6:35.

### **II. ROLL CALL**

Present: Frank Neitz, Scott Guinn, Delbert Egoak, and Donna Lindsey

Excused: Joe Klejka and Jennifer Dobson

Also in attendance were the following:

Bill Arnold, Ex-Officio, and Betsy Jumper, Recorder of Minutes

### **III. PEOPLE TO BE HEARD**

Mike Nevenzel of ProDev -

Mike updated the committee on the progress of the YK Regional Aquatic Health & Training Center.

### **IV. APPROVAL OF AGENDA**

<b>MOVED BY:</b>	Scott Guinn	Motioned carried to approve the agenda.
<b>SECONDED BY:</b>	Delbert Egoak	

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

<b>MOVED BY:</b>	Delbert Egoak	To approve the minutes of the regular meeting of April 16, 2014.
<b>SECONDED BY:</b>	Donna Lindsey	

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

#### **VII. UNFINISHED BUSINESS**

Item A - Water & Sewer Master Plan-Bill updated committee, "it's moving".

Item B - Institutional Corridor - Feasibility Study & Funding-A discussion continued about the Corridor and the funding situation. The draft just came out on Monday.

Item C - Funding source for Sewer Lagoon & the Dredge-Continue to look for funding sources for this critical issue.

Item D - Unstable Sewer Lagoon Platform-Again, money sources.

Item E - Establishing a plan of action for a traffic plan for the new Swansons Store-Frank has been working with YKHC in re-configuring the traffic/parking lot with YKHC. State did a traffic study in this area.

Item F - Donut Hole options for a shorter route to Tundra Ridge-Council direction to find out about easements, BIA, native allotments, etc. Environmental impact studies; somewhat of a priority.

Item G - Transfer of City wind Turbine Grant to AVEC: All done!!!!

Item H- Water/Sewer Rate Hike: On next City Council agenda.

Item I - RUBA Assessment - When will this possibly be implemented? Got started Monday by Eli Jacobson per Bill.

Item J - AVEC - The Interconnect Agreement for the Pool Wind Mill - At a standstill for now, via Mike Nevenzel, via John Sargent.

**VIII. NEW BUSINESS**

Item A - Location of 4<sup>th</sup> Well for City Subdivision Water Treatment Plant-Bill stated he will take the recommendations of the experts. Then, will get back-up documentation to the Committee for support.

Item B - Cigarette Tax Money Funds for the existing boardwalks, trails, etc. - Fixing up, and will continue to fix; the college boardwalk is going to be shut-down for forever.

**IX. DIRECTOR'S REPORT**

– See Public Works Monthly Manager's Report

**X. MEMBER COMMENTS**

Scott Guinn - None.

Delbert Egoak - None.

Frank Neitz - Remember that AVEC is now in order, and they are not paying tax; also, please think about recruiting another committee member.

Donna - None.

**XI. ADJOURNMENT**

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

<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 APPROVED THIS \_\_\_\_\_ DAY OF JUNE 2014

Frank Neitz, Chair

Betsy Jumper  
Recorder of Minutes

## MEMORANDUM

**DATE:** 06/01/2014  
**TO:** Pete Williams, Interim City Manager  
**FROM:** Bill Arnold, Interim Public Works Director  
**SUBJECT:** Manager's Report

### Programs/Divisions

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

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

This month we responded to nine after hour callouts. We have been flushing sewer lines in ASHA. We also began replacing panel wiring where needed in City Sub. We also repaired two leaks on FAA sewer line on State Highway. We also serviced our Sewer Lagoon pump and preparing to do our annual spring discharge. We also helped the Port crew out with some welding on the seawall. We also continue to assist Utility Billing with Blue Tags and Meter Reading. Our Water Plants continue to operate daily and monitor our lift stations daily.

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

May has come and gone, and we are still lacking qualified drivers, causing fatigue to be a rampant problem in the servicing of the community. And the V&E Dept. is very short staffed on mechanics, and service personnel.

The water and sewer and garbage trucks, are being neglected of services, and repairs, not necessarily due to laziness or poor work, I feel it is due to being so short staffed.

We have started the clean up green up program, and have been out several days a week doing dumpster area clean up and neighborhood clean up as well. Even being short on drivers and trucks, we have pumped nearly 3,000,000 gallons of water and 2,500,000 gallons of sewage, and hauled 4,000 cubic yards of refuse.

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

We have been adjusting our boiler settings to accommodate staff in our occupied buildings to keep them comfortable. Settings are now in the summer range for our buildings and shut off to the unoccupied areas. We have started servicing our boilers where we can so they will be ready in the fall. We have lots of day to day maintenance with windows and doors, toilets and whatever else that comes across the desk. Cleaning areas and adjustments being made left from the long winter in

preparation of an upcoming visit from O.S.H.A.

Frontier Fire Protection was here for our annual inspections for extinguishers, emergency panels and sprinkler systems. Pioneer Door was out here also to service most all our roll up doors and replace a worn out over head door at the Port that reached its useful life span and had become dangerous. We have been working up plans to possibly renovate a building if it is within our means.

We have partnered up with Yuut Elitnaurviat, the Peoples Learning Center that built a structure with materials we provided for the Cemetery out at the airport. We moved it out there and we are in the process of finishing it up as soon as the weather gets better. Boardwalks are keeping us busy as well, a lot of them are in sad shape and one had to be closed to through traffic. We utilize community service workers from the Tundra Center whenever we can as they are a big help when we need the extra muscle.

### **Road Maintenance:**

Streets and Road has been replacing and resetting some of the problem seawall culverts on the roads that were harder to thaw out with the steamer this spring. By doing this the culverts may not freeze next's winter, and if they do, it will make it a lot easier to find in order to thaw the culverts out next spring. We also had put a patch on some of the corrugated culverts that pulled apart at the seams, when the winter frost thaws.

Streets and Roads, has also been doing the clean up green up by hauling the big item with the loader, and loading the small item in the dump truck to the landfill . We will be doing this as we received the property removal forms from May 12, through to June 14.

Streets and Roads now has a large pile of sand at the city sand pit, that Gary push up with the D8N dozer, and now we are starting to use it on the road construct. Also BSI will be hauling some sand to the swimming pool, building a road from the pool to the new wind mill. We have been hauling sand to the landfill for cover, and grading the roads as needed throughout the month. Also we have been running the road watering truck into the evening watering roads when it is dusty, in order to keep the dust down.

### **Vehicles and Equipment:**

The V&E department has been very busy trying to keep up with the truck and vehicle repairs. As of lately we had to split a lot of our time working on minor shop cleaning and small repairs to be ready for the OSHA inspection, which has slowed down our ability to keep up with the work orders. At this point our department is in need of more mechanics. One of our three mechanics, Charles Laroux, after almost eleven years of service for the city, has decided to seek

employment elsewhere.

We are also in search of someone that can run errands and pick up freight for our department, since I the Foreman, John Jordan, now has to spend about 95 to 100% of my time in the shop helping with repairs. Without the added help it will put a safety risk on the mechanics having to spread themselves even thinner between the many services and repairs that we are encountering on a daily basis. With Charles leaving it will also mean that the Heavy Equipment mechanic, Josh Howell, will have to assist in more of the V&E repairs, taking him away from the road maintenance equipment repairs from time to time.

We would also like to note that if the hauled utilities department does succeed in getting enough drivers to switch to a 4/10 schedule, that would also mean a mechanic or someone capable of handling certain truck situations, minor break downs, stuck trucks, wrecker calls etc. It would also have to be available for those hours that the trucks are still out on the road.

### **Transit System:**

For the month of May the Bethel Transit System transported a total of 1560 passengers. 145 of those riders had disability and approximately 352 were elders. Compared to last year, this shows an increase of 357 riders, there were 262 monthly passes used. It's interesting to look back at this year, 2013-2014, and compare ridership on a weekly base. For July, August and September the week's average were about 411 riders, it slows down in October with 350 riders per week, then it begins to pick back up in November and December with 611 per week. In January (2014) the average was 383 per week, in February 380, March 400, April it's 419 and in May 372 per week. Over all the year, May 2013 to May 2014, has seen an increase in ridership of about 35%.

The motor in Bus #437 was sounding rough so I ask the City Shop to check it out and maybe change the fuel injectors. In the process they decided that the glow plugs needed to be changed also. I didn't realize that it was going to be a major job; they may need to pull the motor to get at the glow plugs. It's been almost 7 weeks and they are still working on it, hopefully they'll get it done before the mechanic that's working on it leaves.

I'm very concerned about the Transit System budget, both this year, FY 2014, and next year, FY2015. To make the Transit System more reliable and serve the people better we need to increase the number of trips per day, both routes, and run one bus part time on Saturday's. All of this would cost additional money. The City Council has finalized the FY 15 City Budget and I haven't had time to review it and make adjustments, in staff and expenses, to make sure the Transit System operates within the new budget.

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 service** for our passengers.

I will be on leave from June 12 to July 15 and while I'm gone Brenda George will be the acting Transit Manager. If you have questions and concerns please feel free to contact me anytime. Stop by the office and we can share a cup of coffee.

**Landfill / Recycle Center:**

The landfill is doing well, but we have really been busy with all the construction debris. Recently I got certified as a landfill manager from Swana. We have started taking Freon out of freezers; we have gotten 72 done so far. We really need new evac machines, ours are worn out.

I think Doug Huntman, our landfill inspector for DEC, will be happy with what we have got accomplished this past year and that should make the council and everyone else happy.

**Staffing Issues/Concerns/Training:**

The Hauled Utilities Dept is down a total 2 Water/Sewer Drivers.

The Vehicles & Equipment Dept is down 1 Mechanic as of the end of May.

**Budget/Financial:**

See each Department.