



City of Bethel Port Commission Agenda

Regular Meeting
Monday July 15, 2019 - 7 pm
City Council Chambers, City Hall, Bethel, AK



Commissioners

Alan Murphy
Chair
Term Expires 2021
(907)543-2805

Richard Pope
Vice Chair
Term Expires 2020
(907)543-1900
bethelalaskapc@gci.net

Thomas Oosterman
Port Commissioner
Term Expires 2019
(907)545-6420

Fred Watson
Council Rep.
Term Expires 2019
(907)545-3755
fwatson@cityofbethel.net

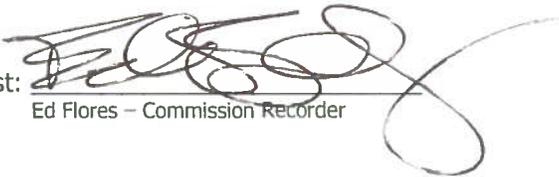
Ex-Officio

Allen Wold
Port Director
(907)543-2310
awold@cityofbethel.net

Ed Flores
Port Admin
(907)543-2310
eflores@cityofbethel.net

- i. **CALL TO ORDER**
- ii. **ROLL CALL**
- iii. **PEOPLE TO BE HEARD**
- iv. **APPROVAL OF AGENDA**
- v. **APPROVAL OF MINUTES FROM THE REGULAR MEETINGS**
-APPROVAL OF MINUTES FROM – May 2019, & June 2019
- vi. **SPECIAL ORDER OF BUSINESS**
- vii. **DEPARTMENT HEAD COMMENTS**
- viii. **UNFINISHED BUSINESS**
- ix. **NEW BUSINESS**
Small Boat Harbor Attendant wages
- x. **COMMISSION MEMBER'S COMMENTS**
- xi. **ADJOURNMENT**

Attest:


Ed Flores – Commission Recorder

City of Bethel Port Commission Meeting Minutes

May 20, 2019

Regular Meeting 7 p.m.

Bethel, Alaska

I. CALL TO ORDER

MEETING CALLED TO ORDER AT 1900 (7:00 P.M.)

II. ROLL CALL

| | |
|---|-----------------|
| COMMISSIONERS PRESENT: | |
| Comm. Murphy | Comm. Oosterman |
| Comm. Pope | Comm. Watson |
| COMMISSIONERS ABSENT: | |
| | |
| ALSO IN ATTENDANCE WERE THE FOLLOWING: | |
| Allen Wold | Edward Flores |

III. PEOPLE TO BE HEARD

IV. APPROVAL OF AGENDA

| | | |
|----------------------------|------------------|--------------------|
| MOVED: | Comm. Pope | Approval of agenda |
| SECONDED: | Comm. Watson | |
| | | |
| VOTE ON MAIN MOTION | 4-0 All in favor | |

V. APPROVAL OF MINUTES

| | | |
|----------------------------|------------------|---|
| MOVED: | Comm. Oosterman | Approval of minutes from March 2019, & April 2019 |
| SECONDED: | Comm. Watson | |
| | | |
| VOTE ON MAIN MOTION | 4-0 All in favor | |

VI. SPECIAL ORDER OF BUSINESS

VII. PORT DIRECTOR'S REPORT

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

X. COMMISSION REPRESENTATIVES COMMENTS

City of Bethel Port Commission Meeting Minutes

May 20, 2019

Regular Meeting 7 p.m.

Bethel, Alaska

XI. ADJOURNMENT

| | | |
|----------------------------|------------------|-------------------|
| MOVED: | Comm. Pope | Motion to Adjourn |
| SECONDED: | Comm. Watson | |
| | | |
| VOTE ON MAIN MOTION | 4-0 All in favor | |

Respectfully Submitted:

Alan Murphy, Chairman

APPROVED THIS _____ day of _____ 2019

ATTEST: _____

City of Bethel Port Commission Meeting Minutes

June 17, 2019

Regular Meeting 7 p.m.

Bethel, Alaska

I. CALL TO ORDER

MEETING CALLED TO ORDER AT 1908 (7:08 P.M.)

II. ROLL CALL

| | |
|---|-----------------|
| COMMISSIONERS PRESENT: | |
| Comm. Pope | Comm. Oosterman |
| Comm. Watson | |
| COMMISSIONERS ABSENT: | |
| Comm. Murphy | |
| ALSO IN ATTENDANCE WERE THE FOLLOWING: | |
| Edward Flores | |

No Quorum

III. PEOPLE TO BE HEARD

IV. APPROVAL OF AGENDA

V. APPROVAL OF MINUTES

VI. SPECIAL ORDER OF BUSINESS

VII. PORT DIRECTOR'S REPORT

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

X. COMMISSION REPRESENTATIVES COMMENTS

XI. ADJOURNMENT

Respectfully Submitted:

Alan Murphy, Chairman

APPROVED THIS _____ day of _____ 2019

ATTEST: _____

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2019

MUNICIPAL DOCK

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|--|-------------------|-------------------|-------------------|-------------------|-------------|
| <u>DOCK EXPENDITURES</u> | | | | | |
| 52-50-519 UTILITY BENEFIT | 11,160.21 | 11,160.21 | 11,491.00 | 330.79 | 97.1 |
| 52-50-545 TRAINING/TRAVEL | 532.21 | 532.21 | 5,000.00 | 4,467.79 | 10.6 |
| 52-50-561 SUPPLIES | 3,631.47 | 3,631.47 | 5,500.00 | 1,868.53 | 66.0 |
| 52-50-563 WEARING APPAREL | 1,371.15 | 1,371.15 | 1,300.00 | (71.15) | 105.5 |
| 52-50-600 TIRES | 8,838.36 | 8,838.36 | 9,000.00 | 161.64 | 98.2 |
| 52-50-601 VEHICLE MT. (PARTS & TOOLS) | 15,514.20 | 15,514.20 | 12,000.00 | (3,514.20) | 129.3 |
| 52-50-602 GASOLINE/DIESEL/OIL | 14,854.31 | 14,854.31 | 18,000.00 | 3,145.69 | 82.5 |
| 52-50-621 ELECTRICITY | 12,681.92 | 12,681.92 | 12,000.00 | (681.92) | 105.7 |
| 52-50-622 TELEPHONE | 1,911.30 | 1,911.30 | 2,000.00 | 88.70 | 95.6 |
| 52-50-623 HEATING FUEL | 2,279.65 | 2,279.65 | 2,400.00 | 120.35 | 95.0 |
| 52-50-624 WATER, SEWER, GARBAGE | 5,244.24 | 5,244.24 | 12,000.00 | 6,755.76 | 43.7 |
| 52-50-626 WATER FOR BARGES | 5,822.72 | 5,822.72 | 12,000.00 | 6,177.28 | 48.5 |
| 52-50-627 STAFF CELLULAR PHONES | 742.11 | 742.11 | 1,320.00 | 577.89 | 56.2 |
| 52-50-642 LEGAL FEES | 688.90 | 688.90 | 5,000.00 | 4,311.10 | 13.8 |
| 52-50-643 PLANNING/ENGINEERING FEES | .00 | .00 | 5,000.00 | 5,000.00 | .0 |
| 52-50-661 VEHICLE MAINT/REPAIR | 1,815.34 | 1,815.34 | 2,782.00 | 966.66 | 65.3 |
| 52-50-666 MUNICIPAL DOCK MAINT. | 49.99 | 49.99 | 5,000.00 | 4,950.01 | 1.0 |
| 52-50-667 MAINT-SEAWALL | 277.43 | 277.43 | 7,000.00 | 6,722.57 | 4.0 |
| 52-50-668 MAINT SMALL BOAT HARBOR | 189.85 | 189.85 | .00 | (189.85) | .0 |
| 52-50-669 OTHER PURCHASED SERVICES | 8,871.78 | 8,871.78 | 10,935.00 | 2,063.22 | 81.1 |
| 52-50-683 MINOR EQUIPMENT | 6,409.70 | 6,409.70 | 6,175.00 | (234.70) | 103.8 |
| 52-50-687 LAND/EASEMENT ACQUISITION | 6,705.00 | 6,705.00 | 50,000.00 | 43,295.00 | 13.4 |
| 52-50-696 WATERFRONT FACILITIES IMPROV | .00 | .00 | 25,000.00 | 25,000.00 | .0 |
| 52-50-697 HIGHLIFT FORKLIFT | .00 | .00 | 85,000.00 | 85,000.00 | .0 |
| 52-50-721 INSURANCE | 14,666.63 | 14,666.63 | 16,000.00 | 1,333.37 | 91.7 |
| 52-50-724 DUES | 160.87 | 160.87 | 1,000.00 | 839.13 | 16.1 |
| 52-50-727 ADVERTISING | 12.99 | 12.99 | 1,000.00 | 987.01 | 1.3 |
| 52-50-736 BANK CHARGES | 763.73 | 763.73 | 700.00 | (63.73) | 109.1 |
| 52-50-775 MUNICIPAL DOCK GRAVEL | 55,020.00 | 55,020.00 | 55,020.00 | .00 | 100.0 |
| 52-50-777 CONTAMINATED SOIL PROCESSING | 439.08 | 439.08 | 1,000.00 | 560.92 | 43.9 |
| 52-50-990 XFER OUT | .00 | .00 | 50,000.00 | 50,000.00 | .0 |
| 52-50-996 ADMIN OVERHEAD-IT SVCS | 17,219.16 | 17,219.16 | 18,238.00 | 1,018.84 | 94.4 |
| 52-50-997 ICR-PROPERTY MAINTENANCE 5% | .00 | .00 | 24,751.00 | 24,751.00 | .0 |
| 52-50-998 ADMINISTRATIVE OVERHEAD-GF | 46,418.00 | 46,418.00 | 59,436.00 | 13,018.00 | 78.1 |
| TOTAL DOCK EXPENDITURES | 244,292.30 | 244,292.30 | 533,048.00 | 288,755.70 | 45.8 |

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING JUNE 30, 2019

MUNICIPAL DOCK

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---|----------------------|----------------------|----------------------|----------------------|----------------|
| <u>SMALL BOAT HARBOR</u> | | | | | |
| 52-55-519 UTILITY BENEFIT | 3,471.91 | 3,471.91 | 2,189.00 | (1,282.91) | 158.6 |
| 52-55-561 SUPPLIES | 931.02 | 931.02 | 1,800.00 | 868.98 | 51.7 |
| 52-55-563 WEARING APPAREL | 121.01 | 121.01 | 1,700.00 | 1,578.99 | 7.1 |
| 52-55-602 GASOLINE | 1,236.08 | 1,236.08 | 9,600.00 | 8,363.92 | 12.9 |
| 52-55-621 ELECTRICITY | .00 | .00 | 2,400.00 | 2,400.00 | .0 |
| 52-55-624 WATER/SEWR/GARBAGE | .00 | .00 | 11,100.00 | 11,100.00 | .0 |
| 52-55-668 SMALL BOAT HARBOR MAINTENANCE | 1,109.39 | 1,109.39 | 7,000.00 | 5,890.61 | 15.9 |
| 52-55-683 MINOR EQUIPMENT | 1,994.58 | 1,994.58 | 11,000.00 | 9,005.42 | 18.1 |
| 52-55-775 SMALL BOAT HARBOR GRAVEL | 16,012.80 | 16,012.80 | 16,000.00 | (12.80) | 100.1 |
| 52-55-799 MISCELLANEOUS EXPENSES | 111.01 | 111.01 | 250.00 | 138.99 | 44.4 |
| 52-55-998 ADMINISTRATIVE OVERHEAD-GF | 22,813.00 | 22,813.00 | 29,266.00 | 6,453.00 | 78.0 |
| | <u>47,800.80</u> | <u>47,800.80</u> | <u>92,305.00</u> | <u>44,504.20</u> | <u>51.8</u> |
| TOTAL SMALL BOAT HARBOR | | | | | |
| | <u>47,800.80</u> | <u>47,800.80</u> | <u>92,305.00</u> | <u>44,504.20</u> | <u>51.8</u> |
| TOTAL FUND EXPENDITURES | <u>292,093.10</u> | <u>292,093.10</u> | <u>625,353.00</u> | <u>333,259.90</u> | <u>46.7</u> |
| NET REVENUE OVER EXPENDITURES | <u>(292,093.10)</u> | <u>(292,093.10)</u> | <u>(625,353.00)</u> | <u>(333,259.90)</u> | <u>(46.7)</u> |



CITY OF BETHEL
Managers Office

William F. Howell III
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Cell: (907) 545-4998
bhowell@cityofbethel.net

Celebrating 50 Years of Service

DATE: July 2, 2019
TO: Fred Watson, Mayor
FROM: Bill Howell, Acting City Manager
SUBJECT: Manager's Report – June 19, through July 02, 2019

Current Events

- A special council meeting was requested for July 3, 2019 by the Mayor at the request of Administration for introduction of a budget mod that would allow for paving of the ASHA Heights water plant truck fill area.
- On 6-18-19, I met with Property Maintenance regarding Pinky's Park Lighting Project. Quotes are expected for this project in the next few days.
- On 6-21-19, a meeting with ONC regarding solid waste management plans was held at the City office.
- I signed a scope of work document authorizing DOWL to provide Construction Administration services for the Lift Station Controls Improvement Project in the amount of \$48,084. These services were deliberately left out of the original project scope document. There are sufficient funds in the City's Village Safe Water grant to cover this expenditure.
- Administration submitted the 6-month DCRA Best Practices Report on time. This monthly water-treatment, plant reports and financial reports submitted to City Council are part of the document collection.
- On 6-25-19, I met briefly with Al Gross, a candidate for US senate. Mr. Gross is exploring a run for the Senate seat currently held by Dan Sullivan. Mr. Gross is running as an Independent. Mr. Gross informed me yesterday (July 1, 2019) that his candidacy was now official.

- I accepted the resignation of Police Chief Burke Waldron on June 25, 2019. Burke's last day was June 28. Lieutenant Amy Davis will serve as Acting Police Chief during the search and hiring process. Chief Burke will be dearly missed by all. We wish him the best in his future endeavors.
- June 26, RFB review for purchase of City culvert steaming equipment.
- On 6-27-19, Administration called a meeting with Bethel Police Department Admin, LKSD, and our Grant Manager regarding collecting and recording of law enforcement statistics for school related crimes.
- On 6-27-19, I met with Planning regarding four site plans and the Green Store CUP. Site plans are being reviewed by our Acting Planner for approval by Administration in the absence of a full time Planner. Any plans exceeding our ability to review may be sent to Dowl the City's engineering firm. Two conditional use permits for marijuana facilities were received by the Planning Office in June.
- I responded to one citizen complaint regarding the Transit System.
- On June 26, Administration met with DOT&PF Central Region Director, Wolfgang Junge DOT&PF Maintenance & Operations Chief, Charles Wagner and Bethel's Airport Manager LJ Davis, regarding the status of DOT projects in Bethel.
- Administration, Grants, and Public Works met telephonically with representatives from Sourcewell (formerly NJPA), a joint purchasing collective from the State of Minnesota. The meeting was held to determine if Sourcewell contracts comply with the BMC. We are reviewing the provided information.
- We are preparing a sole source declaration for the July 9 Council meeting. The sole source is for paving the City Office parking lot, resurfacing the Fire Department's apparatus ramp, and paving the ASHA Heights Water Plant truck fill area.

Ongoing Business

- Administration and Finance are waiting on Altman Rogers to complete our FY 18 Audit. All required documents and requests from the auditor have been provided/satisfied.

- We are waiting for the draft of the Long Range Transportation Plan (LRTP) from Dowl.
- A preliminary meeting was held with the Public Works Director to begin the planning and RFB process for the City Hall roof project.
- Administration reviewed the updated letter and packet sent by the Department of the Army regarding demolition, disposal and cleanup of World War II Army sites in the Bethel area. I will be reaching out to the Department of the ARMY and ONC during the week of July 4th for further information to brief Council at July 9th meeting.
- Public Works demolished and removed the old police annex building (Bojangles).
- Bethel's old laundromat building is schedule for demolition in January/February of 2020. Public Works advises Administration that frozen ground is needed to operate heavy equipment behind the building. This plan is the safest way to avoid contact with power lines or the city generator at that location.
- We are working with FNBA for financing of the Avenue's Water Project.
- A letter was sent to the DEC regarding disposal requirements of Asbestos Containing Material (ACM) in the Bethel landfill. LKSD has requested use of the Bethel landfill for the Kilbuck fire debris. As of this report, Administration has not received a response from DEC.
- A meeting with City union leaders was held on June 25, 2019. The union had no new issues to discuss. A brief discussion centered around resolved items and upcoming COLA pay increases that have already been set in motion by HR and Payroll.

Departments

- A Department Head meeting was held on June 20 and June 27.
- The next Department Head meeting is scheduled for July 11, at 10 A.M.

HR

- We are recruiting for the Planning Director and Police Chief.
- HR has been directed to review, suggest, and implement a set of policies and procedures for the HR office.

Finance

- Finance filled the GL position, and two other openings.
- Preliminary audit findings were reviewed. I am working with Finance to address findings.
- Administration is reviewing all large purchases for compliance with City purchasing code.

Public Works

- Public Works is investigating the feasibility of credit card acceptors at the public fill points. We are also discussing the viability of a public fill at the City Sub Water Treatment Plant.
- Public Works is researching "mile markers" for boardwalks in Pinky's Park. The idea is from a recommendation received by the Public Safety and Transportation Commission.
- Property maintenance is participating in the boardwalk lighting project and has submitted many useful ideas. Our next meeting with ONC is Wednesday, July 3 2019.

PD

- Bethel Police Lt. Amy Davis was appointed Acting Police Chief on June 28, 2019.

Planning

- Pauline Boratko was appointed the Acting Planning Director on June 26.
- Administration and the City Attorney are working closely with the Acting Planner to continue to issue site plans and review conditional use permits while we search for a new Planner.
- Review and approval of the various subdivision plans and agreements is ongoing with the Dowl and the City Attorney.

IT/Purchasing agent

- IT is in the process of purchasing new computers.

Port

- Port Director has been assigned to facilitate a city auction of surplus items in August.
- The Port has been directed to place additional life rings around the harbor. Funds were unavailable to purchase additional life rings at the end of the FY 19. This should be completed soon.

Fire

- The Fire Department is working to complete reporting and cleanup for two spills.

Budget/Financial

- The new budget year started July 1. We are excited to do the work we outlined in the FY 20 Budget process.
- Administration is reviewing the Governor's budget and impacts to the City.

Grants

- The Grant Manager is working on establishing a federal indirect rate for cost recovery on federal grants. Once approved, the City will be able to recover a portion of its overhead costs.

From: **Brian Lefferts** <Brian_Lefferts@ykhc.org>
Date: Tue, Jun 25, 2019 at 7:31 PM
Subject: Re: [SPF:Failed] OEH lease
To: Bill Howell <bhowell@cityofbethel.net>

Bill,

1. We plan to use the building for the village health clinic maintenance team to store supplies, make repairs to broken items taken out of clinics, and prep supplies and equipment for their next trip.
2. We have not identified any hazardous lead or ACM. We do not intend on doing any demolition just light surface renovation, so I don't see this as an issue with what we intend to do. I will be sure to pass in the manager that this building may contain lead and/or AMC.
3. We would only seal in the ACM. We do not intend on making modifications that would disturb ACM, or removing any paint.

Thank you!

Sent from my iPhone

On Jun 25, 2019, at 7:21 PM, Bill Howell <bhowell@cityofbethel.net> wrote:

[External email message - this is not from YKHC]

Brian,

Couple questions for you from council:

1. what will the building be used for?
2. Have you identified if there is lead paint or ACM in the building?
3. What is your plan for detecting and mitigating such , if found?

--

Warmest Regards,

Bill Howell
Acting City Manager
City of Bethel Fire Department
907-543-2131
907-545-4998 cell
907-543-2702 fax
P.O. Box 1388
Bethel, Alaska 99559
bhowell@cityofbethel.net

CITY OF BETHEL
FUND SUMMARY
FOR THE 12 MONTHS ENDING JUNE 30, 2019

GENERAL FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|--------------------------------------|---------------------|---------------------|------------------------|------------------------|-------------|
| <u>REVENUE</u> | | | | | |
| TAXES | 6,722,105.20 | 6,722,105.20 | 7,746,000.00 | 1,023,894.80 | 86.8 |
| STATE & FEDERAL REVENUES | 1,087,656.10 | 1,087,656.10 | 1,079,769.00 | (7,887.10) | 100.7 |
| CHARGES FOR SERVICES | 222,013.82 | 222,013.82 | 299,400.00 | 77,386.18 | 74.2 |
| RENTAL INCOME | 1,515.00 | 1,515.00 | 1,600.00 | 85.00 | 94.7 |
| LICENSES, PERMITS & FEES | 651,591.15 | 651,591.15 | 626,660.00 | (24,931.15) | 104.0 |
| MISCELLANEOUS | 486,145.63 | 486,145.63 | 191,800.00 | (294,345.63) | 253.5 |
| TOTAL FUND REVENUES | 9,171,026.90 | 9,171,026.90 | 9,945,229.00 | 774,202.10 | 92.2 |
| <u>EXPENDITURES</u> | | | | | |
| ADMINISTRATION | 428,165.37 | 428,165.37 | 457,065.00 | 28,899.63 | 93.7 |
| CITY CLERKS OFFICE | 147,145.01 | 147,145.01 | 148,643.00 | 1,497.99 | 99.0 |
| FINANCE | 497,974.58 | 497,974.58 | 530,181.00 | 32,206.42 | 93.9 |
| PLANNING | 349,491.96 | 349,491.96 | 439,412.00 | 89,920.04 | 79.5 |
| TECHNOLOGY DEPARTMENTS | 272,410.88 | 272,410.88 | 1,233,614.00 | 961,203.12 | 22.1 |
| CITY ATTORNEY'S OFFICE | 204,002.33 | 204,002.33 | 431,941.00 | 227,938.67 | 47.2 |
| FIRE DEPARTMENT | 1,362,478.07 | 1,362,478.07 | 1,476,590.00 | 114,111.93 | 92.3 |
| POLICE | 2,781,642.12 | 2,781,642.12 | 3,530,762.00 | 749,119.88 | 78.8 |
| PUBLIC WORKS-ADMIN | 84,534.12 | 84,534.12 | 106,540.00 | 22,005.88 | 79.3 |
| PW-STREETS & ROADS | 1,657,797.40 | 1,657,797.40 | 1,798,787.90 | 140,990.50 | 92.2 |
| PROPERTY MAINTENANCE | 496,091.51 | 496,091.51 | 958,114.00 | 462,022.49 | 51.8 |
| PARKS & REC/BYC | 1,561.49 | 1,561.49 | .00 | (1,561.49) | .0 |
| COMMUNITY SERVICE | 156,588.49 | 156,588.49 | 267,054.00 | 110,465.51 | 58.6 |
| IN KIND MATCH & TRANSFERS | .00 | .00 | 616,163.00 | 616,163.00 | .0 |
| TOTAL FUND EXPENDITURES | 8,439,883.33 | 8,439,883.33 | 11,994,866.90 | 3,554,983.57 | 70.4 |
| NET REVENUE OVER EXPENDITURES | 731,143.57 | 731,143.57 | (2,049,637.90) | (2,780,781.47) | 35.7 |
| NET REVENUE OVER EXPENDITURES | 731,143.57 | 731,143.57 | (2,049,637.90) | (2,780,781.47) | 35.7 |

CITY OF BETHEL
 FUND SUMMARY
 FOR THE 12 MONTHS ENDING JUNE 30, 2019

PARKS DEVELOPMENT FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|-------------------------------|---------------|------------|-----------------|-----------------|------|
| <u>REVENUE</u> | | | | | |
| SOURCE 42 | 83,000.00 | 83,000.00 | .00 | (83,000.00) | .0 |
| TOTAL FUND REVENUES | 83,000.00 | 83,000.00 | .00 | (83,000.00) | .0 |
| <u>EXPENDITURES</u> | | | | | |
| PARKS DEVELOPMENT | 103,657.03 | 103,657.03 | 123,474.01 | 19,816.98 | 84.0 |
| TOTAL FUND EXPENDITURES | 103,657.03 | 103,657.03 | 123,474.01 | 19,816.98 | 84.0 |
| NET REVENUE OVER EXPENDITURES | 710,486.54 | 710,486.54 | (2,173,111.91) | (2,883,598.45) | 32.7 |

CITY OF BETHEL
 FUND SUMMARY
 FOR THE 12 MONTHS ENDING JUNE 30, 2019

YK REG AQUA HLTH & SAFETY CTR

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|--------------------------------------|----------------------|----------------------|------------------------|------------------------|---------------|
| <u>REVENUE</u> | | | | | |
| SOURCE 42 | (925.00) | (925.00) | 72,454.00 | 73,379.00 | (1.3) |
| SOURCE 43 | 264,278.00 | 264,278.00 | 271,750.00 | 7,472.00 | 97.3 |
| TRANSFERS IN | 209,461.00 | 209,461.00 | 918,743.00 | 709,282.00 | 22.8 |
| MISCELLANEOUS | .00 | .00 | 50,000.00 | 50,000.00 | .0 |
| TOTAL FUND REVENUES | 472,814.00 | 472,814.00 | 1,312,947.00 | 840,133.00 | 36.0 |
| <u>EXPENDITURES</u> | | | | | |
| LOCAL FUNDED EXPENDITURES | 1,413,542.31 | 1,413,542.31 | 1,682,868.00 | 269,325.69 | 84.0 |
| TOTAL FUND EXPENDITURES | 1,413,542.31 | 1,413,542.31 | 1,682,868.00 | 269,325.69 | 84.0 |
| NET REVENUE OVER EXPENDITURES | (230,241.77) | (230,241.77) | (2,543,032.91) | (2,312,791.14) | (9.1) |

CITY OF BETHEL
 FUND SUMMARY
 FOR THE 12 MONTHS ENDING JUNE 30, 2019

E-911 SYSTEM/SURCHARGE

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|-------------------------------|---------------|---------------|-----------------|-----------------|--------|
| <u>REVENUE</u> | | | | | |
| E-911 SURCHARGE | 147,071.11 | 147,071.11 | 144,000.00 | (3,071.11) | 102.1 |
| TOTAL FUND REVENUES | 147,071.11 | 147,071.11 | 144,000.00 | (3,071.11) | 102.1 |
| <u>EXPENDITURES</u> | | | | | |
| E-911 SERVICES | 112,430.21 | 112,430.21 | 163,673.00 | 51,242.79 | 68.7 |
| TOTAL FUND EXPENDITURES | 112,430.21 | 112,430.21 | 163,673.00 | 51,242.79 | 68.7 |
| NET REVENUE OVER EXPENDITURES | (195,600.87) | (195,600.87) | (2,562,705.91) | (2,367,105.04) | (7.6) |

CITY OF BETHEL
 FUND SUMMARY
 FOR THE 12 MONTHS ENDING JUNE 30, 2019

SOLID WASTE SERVICES

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|-------------------------------|---------------|--------------|-----------------|-----------------|------|
| <u>REVENUE</u> | | | | | |
| SOLID WASTE & RECYCLING | 1,166,667.98 | 1,166,667.98 | 1,169,000.00 | 2,332.02 | 99.8 |
| TOTAL FUND REVENUES | 1,166,667.98 | 1,166,667.98 | 1,169,000.00 | 2,332.02 | 99.8 |
| <u>EXPENDITURES</u> | | | | | |
| HAULED REFUSE | 313,804.26 | 313,804.26 | 417,752.00 | 103,947.74 | 75.1 |
| LANDFILL OPERATIONS | 505,938.10 | 505,938.10 | 683,724.00 | 177,785.90 | 74.0 |
| TOTAL FUND EXPENDITURES | 819,742.36 | 819,742.36 | 1,101,476.00 | 281,733.64 | 74.4 |
| NET REVENUE OVER EXPENDITURES | 151,324.75 | 151,324.75 | (2,495,181.91) | (2,646,506.66) | 6.1 |

CITY OF BETHEL
FUND SUMMARY
FOR THE 12 MONTHS ENDING JUNE 30, 2019

WATER & SEWER SERVICES

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|--------------------------------------|---------------------|---------------------|------------------------|------------------------|--------------|
| <u>REVENUE</u> | | | | | |
| WATER | 4,305,328.86 | 4,305,328.86 | 4,167,035.00 | (138,293.86) | 103.3 |
| SEWER | 3,037,824.46 | 3,037,824.46 | 2,661,788.00 | (376,036.46) | 114.1 |
| MISCELLANEOUS | (20,378.31) | (20,378.31) | 448,129.00 | 468,507.31 | (4.6) |
| MISCELLANEOUS | 4,016.28 | 4,016.28 | 14,000.00 | 9,983.72 | 28.7 |
| TOTAL FUND REVENUES | 7,326,791.29 | 7,326,791.29 | 7,290,952.00 | (35,839.29) | 100.5 |
| <u>EXPENDITURES</u> | | | | | |
| UTILITY BILLING | 649,474.78 | 649,474.78 | 893,645.00 | 244,170.22 | 72.7 |
| HAULED WATER | 1,808,146.59 | 1,808,146.59 | 1,931,912.00 | 123,765.41 | 93.6 |
| PIPED WATER | 500,732.49 | 500,732.49 | 760,019.00 | 259,286.51 | 65.9 |
| BETHEL HTS WTR TREATMENT | 602,572.73 | 602,572.73 | 688,417.00 | 85,844.27 | 87.5 |
| CITY SUB WTR TREATMENT | 646,693.95 | 646,693.95 | 795,678.00 | 148,984.05 | 81.3 |
| HAULED SEWER | 1,540,272.64 | 1,540,272.64 | 1,906,056.00 | 365,783.36 | 80.8 |
| PIPED SEWER | 787,609.58 | 787,609.58 | 1,088,455.00 | 300,845.42 | 72.4 |
| SEWER LAGOON | 133,641.93 | 133,641.93 | 187,621.00 | 53,979.07 | 71.2 |
| TOTAL FUND EXPENDITURES | 6,669,144.69 | 6,669,144.69 | 8,251,803.00 | 1,582,658.31 | 80.8 |
| NET REVENUE OVER EXPENDITURES | 808,971.35 | 808,971.35 | (3,456,032.91) | (4,265,004.26) | 23.4 |

CITY OF BETHEL
 FUND SUMMARY
 FOR THE 12 MONTHS ENDING JUNE 30, 2019

MUNICIPAL DOCK

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|--------------------------------------|---------------------|---------------------|------------------------|------------------------|-------------|
| <u>REVENUE</u> | | | | | |
| INTEREST & PENALTIES | .00 | .00 | 5,000.00 | 5,000.00 | .0 |
| SOURCE 42 | (25.00) | (25.00) | .00 | 25.00 | .0 |
| CHARGES FOR SERVICES | 835,598.13 | 835,598.13 | 1,100,500.00 | 264,901.87 | 75.9 |
| LEASE REVENUE | 20,300.00 | 20,300.00 | 24,000.00 | 3,700.00 | 84.6 |
| MISCELLANEOUS | 45,943.38 | 45,943.38 | 49,000.00 | 3,056.62 | 93.8 |
| MISCELLANEOUS | 7,625.00 | 7,625.00 | 7,000.00 | (625.00) | 108.9 |
| TOTAL FUND REVENUES | 909,441.51 | 909,441.51 | 1,185,500.00 | 276,058.49 | 76.7 |
| <u>EXPENDITURES</u> | | | | | |
| DOCK EXPENDITURES | 476,831.72 | 476,831.72 | 840,477.00 | 363,645.28 | 56.7 |
| SMALL BOAT HARBOR | 152,442.61 | 152,442.61 | 241,074.00 | 88,631.39 | 63.2 |
| TOTAL FUND EXPENDITURES | 629,274.33 | 629,274.33 | 1,081,551.00 | 452,276.67 | 58.2 |
| NET REVENUE OVER EXPENDITURES | 1,089,138.53 | 1,089,138.53 | (3,352,083.91) | (4,441,222.44) | 32.5 |

CITY OF BETHEL
 FUND SUMMARY
 FOR THE 12 MONTHS ENDING JUNE 30, 2019

LEASED PROPERTIES

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|-------------------------------|---------------|--------------|-----------------|-----------------|-------|
| <u>REVENUE</u> | | | | | |
| LEASE INCOME | 872,027.80 | 872,027.80 | 850,427.00 | (21,600.80) | 102.5 |
| TOTAL FUND REVENUES | 872,027.80 | 872,027.80 | 850,427.00 | (21,600.80) | 102.5 |
| <u>EXPENDITURES</u> | | | | | |
| LEASED PROPERTIES-MISC | 9,265.05 | 9,265.05 | 41,225.00 | 31,959.95 | 22.5 |
| LEASED PROP-COURT COMPLEX | 435,285.18 | 435,285.18 | 899,883.00 | 464,597.82 | 48.4 |
| LEASED PROP - POLICE ANNEX | 632.89 | 632.89 | .00 | (632.89) | .0 |
| TOTAL FUND EXPENDITURES | 445,183.12 | 445,183.12 | 941,108.00 | 495,924.88 | 47.3 |
| NET REVENUE OVER EXPENDITURES | 1,515,983.21 | 1,515,983.21 | (3,442,764.91) | (4,958,748.12) | 44.0 |

CITY OF BETHEL
 FUND SUMMARY
 FOR THE 12 MONTHS ENDING JUNE 30, 2019

EMPLOYEE GROUP HEALTH BEN.

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|--------------------------------|---------------|--------------|-----------------|-----------------|------|
| <u>REVENUE</u> | | | | | |
| EMP GROUP BENEFITS REVENUES | 1,503,022.51 | 1,503,022.51 | 1,940,109.00 | 437,086.49 | 77.5 |
| TOTAL FUND REVENUES | 1,503,022.51 | 1,503,022.51 | 1,940,109.00 | 437,086.49 | 77.5 |
| <u>EXPENDITURES</u> | | | | | |
| EMPLOYEE GROUP HEALTH BENEFITS | 141,981.10 | 141,981.10 | 2,004,625.00 | 1,862,643.90 | 7.1 |
| TOTAL FUND EXPENDITURES | 141,981.10 | 141,981.10 | 2,004,625.00 | 1,862,643.90 | 7.1 |
| NET REVENUE OVER EXPENDITURES | 2,877,024.62 | 2,877,024.62 | (3,507,280.91) | (6,384,305.53) | 82.0 |

CITY OF BETHEL
 FUND SUMMARY
 FOR THE 12 MONTHS ENDING JUNE 30, 2019

BETHEL PUBLIC TRANSIT SYSTEM

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|--------------------------------------|---------------------|---------------------|------------------------|------------------------|-------------|
| REVENUE | | | | | |
| LOCAL SOURCES | .00 | .00 | 80,580.00 | 80,580.00 | .0 |
| FEDERAL SOURCES | 242,355.53 | 242,355.53 | 310,378.00 | 68,022.47 | 78.1 |
| CHARGES FOR SERVICES | 42,551.00 | 42,551.00 | 8,000.00 | (34,551.00) | 531.9 |
| MISC REVENUE | 50.00 | 50.00 | .00 | (50.00) | .0 |
| TOTAL FUND REVENUES | 284,956.53 | 284,956.53 | 398,958.00 | 114,001.47 | 71.4 |
| EXPENDITURES | | | | | |
| TRANSIT SYSTEM EXPENDITURES | 340,138.57 | 340,138.57 | 481,600.00 | 141,461.43 | 70.6 |
| TOTAL FUND EXPENDITURES | 340,138.57 | 340,138.57 | 481,600.00 | 141,461.43 | 70.6 |
| NET REVENUE OVER EXPENDITURES | 2,821,842.58 | 2,821,842.58 | (3,589,922.91) | (6,411,765.49) | 78.6 |

CITY OF BETHEL
 FUND SUMMARY
 FOR THE 12 MONTHS ENDING JUNE 30, 2019

VEHICLES & EQUIP MAINTENANCE

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|-------------------------------|---------------------|---------------------|------------------------|------------------------|-------------|
| <u>REVENUE</u> | | | | | |
| CHARGES FOR SERVICES | 574,779.31 | 574,779.31 | .00 | (574,779.31) | .0 |
| TOTAL FUND REVENUES | <u>574,779.31</u> | <u>574,779.31</u> | <u>.00</u> | <u>(574,779.31)</u> | <u>.0</u> |
| <u>EXPENDITURES</u> | | | | | |
| VEHICLE & EQUIP MAINT | 709,881.20 | 709,881.20 | 927,353.00 | 217,471.80 | 76.6 |
| TOTAL FUND EXPENDITURES | <u>709,881.20</u> | <u>709,881.20</u> | <u>927,353.00</u> | <u>217,471.80</u> | <u>76.6</u> |
| NET REVENUE OVER EXPENDITURES | <u>2,686,740.69</u> | <u>2,686,740.69</u> | <u>(4,517,275.91)</u> | <u>(7,204,016.60)</u> | <u>59.5</u> |
| NET REVENUE OVER EXPENDITURES | <u>2,686,740.69</u> | <u>2,686,740.69</u> | <u>(4,517,275.91)</u> | <u>(7,204,016.60)</u> | <u>59.5</u> |

CITY OF BETHEL
 FUND SUMMARY
 FOR THE 12 MONTHS ENDING JUNE 30, 2019

BETHEL ENDOWMENT FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|--------------------------------------|---------------------|---------------------|------------------------|------------------------|--------------|
| REVENUE | | | | | |
| TRANSFERS | .00 | .00 | (19,778.00) | (19,778.00) | .0 |
| MISCELLANEOUS | 10,090.51 | 10,090.51 | 28,254.00 | 18,163.49 | 35.7 |
| TOTAL FUND REVENUES | 10,090.51 | 10,090.51 | 8,476.00 | (1,614.51) | 119.1 |
| NET REVENUE OVER EXPENDITURES | 2,696,831.20 | 2,696,831.20 | (4,508,799.91) | (7,205,631.11) | 59.8 |

MEMORANDUM



DATE: July 2, 2019
TO: William F. Howell, III, Acting City Manager
FROM: John Sargent, Grant Manager
SUBJECT: Grant Manager’s Report – July 9, 2019 Bethel City Council Meeting

STOP School Violence Grant Response Submitted

The COPS office of the Bureau of Justice sent the City an email requesting verification of the 2017-18 school year violence statistics submitted with the grant application for School Violence Prevention Program funds. After pulling LKSD pupil suspension records and accessing the Powerschool database, the City reduced its high school violence numbers to:

| | |
|-----------------------------------|----|
| Physical attacks/fights | 11 |
| Possession of firearms/explosives | 0 |
| Illegal drugs | 12 |
| Theft over \$10 in value | 8 |
| Vandalism | 3 |
| Knives | 0 |

The number of each incident type had to be reported to law enforcement. Statistics pulled from the Bethel Police Department showed markedly lower numbers. A meeting between LKSD and the City resulted in a pledge by LKSD to greater attention by LKSD in the future to report all criminal offenses to law enforcement, including possession of any knife.

Grant Projects

Lift Station Controls Improvement Project

The City’s engineer firm, DOWL, completed the bid process and prepared the construction contract with TechPro to build and install the five lift station electric panels and rebuild one lift station. City Council approved the contract. As soon as the Village Safe Water Program review and approves the contract, the City will sign it and the work will begin.

The City Manager signed a scope of work document with DOWL so that DOWL can perform contract management services for the project.

Dredging Project

City sludge samples from the excavated pile were sent to a laboratory and analyzed. Engineer firm CH2M is using the results to make a case with DEC that the City be

allowed to use the sludge as landfill cover. After this effort, the City will close its two remaining dredging grants with Village Safe Water.

Transit System Funds Intact

The FY 2020 State Budget contains no transit match funds for communities or Alaska Mental Health Trust Authority funds for transit. The State Transit Office has sufficient funds to cover the FY 20 grant applications submitted, but what will happen next year is unknown. The federal transit funding, known as Section 5311, is still intact. Meanwhile, the City is experiencing all-time high ridership due to ONC's increased purchase of monthly senior passes.

| City of Bethel Grant Summary Fiscal Year 2020 | | | | | |
|--|---|--|-------------------------------|----------------|-----------------------------------|
| Preparing | | | | | |
| Sponsor | Name | Products/Services | City Depts. (Partners) | Date | \$ Grant \$ City Match |
| Rasmuson Foundation | Tier 1 Grant | Feasibility Study to construct a gym to YK Fitness Center | Public Works | July 2020 | \$25,000 0 |
| Bethel Community Services Foundation | Community Grant | Feasibility Study to construct a gym to YK Fitness Center | Public Works | July 2020 | \$15,000 0 |
| AK Dept. of Transportation & Public Facilities | STIP – Statewide Transportation Improvement Program | Transportation improvements in Bethel (e.g., roads/trails) | Public Works | 9/15/19 | \$1,075,021 \$175,004 |
| United States Dept. of Agriculture-Rural Development | Water and wastewater grant/loan program | Piped water and sewer system in The Avenues subdivision | Public Works | Target 1/31/19 | \$13,321,000 \$306,000 |
| Submitted in Fiscal Year 2020 Most recent first | | | | | |
| Sponsor | Name | Products/Services | City Depts. | Date | \$ Grant \$ Match |
| Approved in Fiscal Year 2020 Most recent first | | | | | |
| Sponsor | Name | Products/Services | City Depts. | Date | \$ Grant |
| Not Approved in Fiscal Year 2019 Most recent first | | | | | |
| Sponsor | Name | Products/Services | City Depts. | Date | \$ Grant |



CITY OF BETHEL

Post Office Box 1388

Bethel, Alaska 99559

Phone: 907-543-2047

TO: City Manager
 FROM: Human Resources
 SUBJECT: June Managers report

DATE: 1 July 2019

| Position | Number of Vacancies | Number of New Applications | Number Hired During Period | Number of Vacancies Remaining | Applicants in Review |
|-----------------|---------------------|----------------------------|----------------------------|-------------------------------|----------------------|
| City Manager | 1 | 0 | 0 | 1 | 0 |
| Driver Hauled | 4 | 0 | 0 | 4 | 0 |
| Bldg Maint Wkr | 1 | 0 | 0 | 1 | 0 |
| Util Maint Wkr | 1 | 1 | 0 | 1 | 0 |
| Water Fac Coord | 1 | 1 | 0 | 1 | 1 |
| Water Foreman | 1 | 0 | 0 | 1 | 0 |
| V&E Foreman | 1 | 1 | 0 | 1 | 1 |
| Mech-II | 1 | 0 | 0 | 1 | 0 |
| Fire Fighter | 1 | 2 | 0 | 1 | 1 |
| TOTALS | 12 | 5 | 0 | 12 | 3 |

Applications and Hiring:

Council approved action to proceed with hiring procedures to announce the vacant City Manager position. Recruitment agency will conduct a site visit 8-9 July 2019

HR received a total of 7 Applications in June

From those 7 Applicants:

1 General Ledger Accountant was hired.

- 2 Accounting Specialist were hired
- 1 Police officer was hired
- 2 Community Service Patrol Officers were hired

We currently have 9 job positions with a total of 12 openings, with 5 applications under review as follows:

City Manager: Awaiting initiation by recruitment agency.

Driver Hauled Utility (4 positions): Currently announced.

Utility Maint Wkr: Announced.

Building Maint Wkr: Announced.

Water Facility Coordinator: Announced.

Water Utilities Foreman: Announced.

V&E Foreman: Announced.

Mechanic-II: Announced.

Police Officer III: One hired, one failed background process.

1 firefighter position: Announced

BEACON Programs:

2 Post-Accident BEACON test were conducted.

Reports of Injury:

There were no reports of injury

Administrative Actions:

Beginning suspense tracking on July/August performance evaluations.

Multiple routine PAR actions were executed.

Multiple yearly performance evaluations were submitted and processed.

Employee related announcements:

Premiera Blue Cross Open Season Enrollment opened during the latter part of June and has now closed. There were no new enrollee's and only one employee initiated change.

Training, Conferences and Seminars:

None currently scheduled

James P. Harris
Human Resources Manager

Memorandum

Date: July 1, 2019

To: Bill Howell, Acting City Manager

From: Bo Foley, IT Director

Subject: IT Director's Report



June 2019 Current Events

- **Lift Station Control Improvements ITB:**
A solicitation for bids on improving the controls for the City's lift stations concluded in June. The legwork on this particular RFB was being handled by Dowl. They wrote up the solicitation, came up with the scoring matrix, and vetted the winning bidder. I've passed on the relevant documents to the acting city manager to be placed on the agenda for the final council meeting of June 2019 for approval.
- **Approved Electricians List RFP:**
We were able to get all contracts signed regarding the electric companies that submitted proposals to be on the City's approved electrician list. There had been a small delay when the winning scorer was unable to produce various documents required for finalization of the contract, but this was eventually remedied.
- **Procurement Academy:**
During a week of June, I attended a procurement academy training on request from the acting city manager. In this way, I will have had official training which will help me continue to temporarily perform the duties of purchasing agent until such a time that I am relieved of those responsibilities.
- **E911 Phase II Testing:**
We are nearing the time when Phase II of the E911 project will be implemented. I have done a little work in collaboration with both West and ProComm to assist them in some hardware testing in preparation for the live implementation.
- **Business-As-Usual:**
Beyond the above-mentioned items, the month has been spent fixing or helping with run-of-the-mill trouble tickets such as email issues, printing/scanning, Caselle access, cellphone replacement, missing network drives, login problems, etc.

Future Plans

- **FY20 Projects:**
With the budget process completed, I have started to move forward on some of the projects I was approved on for FY20. I have already put in an order for all of my new computer equipment

Memorandum

Date: July 1, 2019

To: Bill Howell, Acting City Manager

From: Bo Foley, IT Director

Subject: IT Director's Report



that will be distributed across the departments and hope to finalized the paperwork on it as soon as legal has a chance to look it over. I will be going through a similar process on a new copier for the Finance department. I have also requested to proceed with the firewall swap project as proposed by Arctic IT.

PLANNING DEPARTMENT



Monthly Manager's Report June 2019

To: Acting City Manager Bill Howell
From: Admin Assistant, Pauline Boratko

The Planning Department is officially in the summer months of development. We have approved 33 site plan permits, and total of 12 for the month of June. The approved 12 site plan permits consisted of installing fencing, construction of a duplex, infill for maintenance and repair, infill for building a new sand pad, construction of fish smoking housing/fish drying racks, a single family dwelling home addition, the construction of decks, and the construction of a greenhouse barn. I am currently reviewing 4 site plan permit applications that are yet to be approved with in the matter of days.

We also have received two Conditional Use Permit Applications. On June 25, 2019, applicant Thae Ho Jeoun and Chu Sung Kim, operating as The Green Store, located at 658 Ptarmigan Street. Then on June 27, 2019 we received a second application for a Conditional Use Permit from applicant Essenkay, LLC, operating as Kusko Kush, located at 781 3rd Avenue.

I am currently working closely with the Acting City Manager, Bill Howell. I have met with him for meetings on several occasions these past few weeks. We have discussed the new site plan permit application system. I have made a check list cover letter, and I will get his signature for final approval on the application process.

There was a planning commission meeting on June 13th. During that meeting the Conditional Use Permit application for Alcohol operating as the Alaska Commercial Company has been approved by the commission, Resolution 2019-07. The next scheduled meeting is on July 11, 2019 6:30pm at the City Hall Council Chambers.

In the current absence of a Planning Director, I will continue my work with the public by keeping the Planning Office open and running during normal business hours. I also keep a log of daily tasks of what I do and complete though out the day, and keep on my work as it comes. Hope all enjoyed the 4th of July Celebration.

CITY OF BETHEL
POLICE DEPARTMENT



June, 2019 Monthly Report

Personnel:

A new officer started on 6/24 and is currently on FTO. One of our current CSP's will attend the Academy starting in July. His CSP position has been filled. We had to let one of the CSP's go this month and have filled his position. We had one dispatcher resign this month and have an interview with a dispatch candidate this week. We currently have one patrol position open and one investigator position open. The Chief of Police resigned effective 6/28, so the city is currently recruiting for a Chief of Police.

All administrative and CSO positions remain fully staffed.

Operations:

There were approximately 1,499 calls for service the month of June, a drop of nearly 80 cases from April and up approximately 209 cases from the same period in 2018. The number of calls requiring investigative reports was at 145, up 50 from May and up 57 from 2018. There were 354 intoxicated pedestrian calls compared to 196 for the same period last year. The number of domestic violence arrests was 52 this month compared to 21 for the same period in 2018 and 32 in May. There were 15 DUI arrests compared to 10 for the same period last year and 4 arrest in May. There were 3 death investigations in June, compared to none for the same period last year.

Animal Control:

There were 34 animal control calls for service for the month with no reported dog bites.



William Arnold, Public Works Director
1155 Ridgecrest Drive
PO Box 1388 Bethel, AK 99559
P: (907) 543-3110
F: (907) 543-2046
warnold@cityofbethel.net

MEMORANDUM

DATE: 07.01.2019
TO: Bill Howell, Acting City Manager
FROM: Bill Arnold, Public Works Director
SUBJECT: Manager's Report – Public Works Department

Programs/Divisions

Public Works Director:

Hauled Utilities:

The Hauled Utility Dept. has been pleased with the new sewer trucks which save a lot of time on the services as well as maintenance.

We had shortage of tires, we had to take the old tires from the Sterlings and place new studded tires on them since we have no spare tires that can go on the Sterlings. Now, the Sterlings are for auction and we'll need to get the new studded tires off the Sterlings.

We are getting by with the water trucks, right now, but running slow with a few trucks that are pumping at a slower rate than regular with the new pumps that have been installed. One of the water trucks is stuck with the studded tires until we get repairs or get more tires for all the service trucks.

Other than a few minor problems with the service trucks, we have had a great start with the amount of work the drivers do for the company as well as teamwork.

Our new drivers are pretty much caught up with the routine and are greatly appreciated with their services in the community.

Utility Maintenance:

- Lagoon discharge operations began discharge on 5/27/19.to 6/17/19 Sampling program to begin as per DEC permit requirements.
- 14 alarms on residential lift stations were responded to. Multiple issues with grinder pumps, heat trace, and float systems.
- Monthly meter reading and service connections were completed
- Main Lift Station pump work –Pump #1 is still in Anchorage for major repair. Pump and parts have arrived. Repairs expected to take 1-2 weeks. Lift Station is running on 2 pumps for now.
- Clean up and organization of shops.
- 14 residential lift station repairs
- Cutting in new clean out on sewer line to help with line flushing
- Line flushing and leveling activities on low-flow and plugged sewer lines. Non-compliance reports were filled out per DEC requirements.
- Daily safety meetings.

- All 3 Utility Maint. Trucks are having issues that require repairs. Several of these are major safety issues. Continue to work with V&E to repair them, but some issues are arising due to 2 of the vehicles are more than 10 years old.

Property Maintenance:

ALL Buildings: Annual inspection of fire alarm, fire suppression/sprinkler systems completed.

ALL Buildings: Annual fire extinguisher inspections conducted. Inventory of sprinklers due for replacement completed. Replacement extinguishers are being ordered.

- PW Building
 - New Boilers #1 and #2 installed but not operational yet. Awaiting temporary use pumps for project. Pumps on order. Used/waste oil burners are sole source of heat for the building.
 - Glycol system drained down, repairs to leaking unit heater lines throughout the building in progress.
 - New day tank fuel system installed and waiting for pump installation. Pumps on order.
 - Hot water system removed, new hot water storage vessel installed. System is awaiting temporary pumps. Pumps on order. PW building will not have hot water until the boiler project is complete.
 - Fire sprinkling system back in operation. Dry line system has been charged with water. Essentially dry system is flooded and acting as a wet system until decisions can be made about what will be done to the PW building system in entirety. Constant Fire watch in place. Quotation to completely repair sprinkler alarm system requested.
 - South Bay roll up door serviced by Pioneer Door. Door failed to operate.
 - Preparations for installing handicapped, wheel chairs accessible ramp in progress.
 - Welds at South side door floor are showing signs of stress ad welds are breaking.

- City Hall
 - Project to replace front handicap ramp and rear entry stairs in progress. Materials bid sent out. Received all quotes. Materials have been ordered from SBS and will arrive by barge this summer.
 - AirCon in conference room area repaired temporarily.
 - Aircon and water leak in IT Director office repaired.
 - Quotation for carpet cleaning of chambers space received and provided to Lori.

- Court House
 - All Air filters removed and replaced with new. Summer schedule for this activity now active.
 - Report of areas where carpet was raising from sub flooring during carpet cleaning identified. Plan being discussed to temporarily repair until new carpeting can be coordinated.
 - **Dry Sprinkler System:**
 - Dry system is back in NORMAL operation minus ONE isolated sprinkler head located on the outside of the building to the left of the front main entrance. Project to have contractor complete repair from break Spring/Summer of 2019. Contractor is in communication with city building maintenance and scheduling a time for the work to be completed.
 - The dry system has a small leak in the system piping just above court room 4. Leak is temporarily fixed and holding. Static air pressure is remaining constant with additional help from the fire system air compressor. A plan is being developed to have the dry system evaluated for replacement and repair Spring/Summer 2019 by a contracted service. Pressures checked daily.
 - Fire systems contractor

- **Holding Cell Area Door:**
 - Door is complete and ready for install. Door removal and replacement will be coordinated with Alaska State Court System. The area where the door is a sensitive area as inmates are transferred through this area.
- **Water leak damage remediation survey:**
 - A plan for remediation/remodel had begun based on lab results. Priority areas have been identified.
 - Flooring quotes have been requested.
- Log Cabin
 - Water service has been isolated and building closed for use by the public.
 - Instructions to dismantle the newer portion of the building from the old are on standby.
 - Outhouses have been made wet, electrified and operational for the upcoming July 4th event.
- YKFC - Pool
 - Meeting completed with Pool management staff to determine cause of reported issues with the boiler system. The issues have primarily been pressure related and high temp limit related. Action plan to evaluate the system in its entirety for correct daily operation is in place.
 - Boiler #1 and #2 – Blown fuses for both boiler circulation pump controls failed.
 - Discussion of how property maintenance can better support the fitness center in process. Seems to be a disconnect between Fitness Center maintenance and support staff and the COB maintenance department staff.
- Police Department
 - Periodic low fuel level alarm activation for the emergency power generator. The issue has been isolated to a set of terminals outside the building that get wet and short causing a false alarm. The alarm will short and activate when the weather is rainy and windy.
 - This has been addressed multiple times including with the original installer but continues to occur.
 - Aircon reported as NOT operational in dispatch areas. Troubleshooting issue.
- Fire Department
 - 70% of Materials for BFD handicap entrance have been ordered.
- Billy's Water plant
 - Electricians identified discrepancy with water level indication system. Expect quotation to identify repair options.
- Sean's Water Plant
 - Boilers monitored daily as they are the main source of heat for the City sub water utility lines.
- Teen Center
 - Boilers are monitored daily as they are a "Boost" of temperatures supporting the heat loop that runs through the City Sub water utility lines.
 - 2 Toilet issues reported, toilet issue repaired.

Parks and Recreation:

- Parks and Recreation in General
 - 1 of 2 summer hire employees on board. 2nd employee to start end of May or early June.
 - Daily rounds of the parks has begun.
 - Identified problems and needs for repairs will be prioritized accordingly
 - Daily rounds of boardwalks has begun.
 - Identified areas for level and board replacement are being prioritized.
 - All Hands Maint/Parks Rec crew 2 hour mandatory Clean Up, Green Up Activities conducted on May 24th Entire Pinky Park areas.

As spring quickly approaches a list of projects for the summer are being developed within the department along with projected timelines.

- Projects so far, more to be considered.
 - Owl Park (projected dates May27th thru June 7th)
 - Install of new playground equipment and play ground material
 - Equipment for new playground has arrived on first barge
 - Installation crew expected to be in Bethel last week of May
 - All play parks
 - General maintenance and grounds upkeep
 - Trashcan repair/replacement
 - Ground cover/chips upkeep
 - Equipment repair and maintenance
 - Pinky's Park
 - Potential Softball field refurbish/re-sod/re-seed in discussion
 - Potential dugout repairs, repaint
 - Bleacher maintenance
 - Soccer Sports Field
 - Completed - Temporary fencing to prevent field traffic
 - Completed - Hydro Seed and ground aerating completed
 - Completed – Bleachers built and ready to be moved to location for install
 - Completed – Paint concrete blocks separating field from parking
 - Completed – Portable bathrooms built and ready to be moved to location for install.
 - Completed – Bike rack ready to be moved to location and installed
 - TBD - Maintenance contract options for field with Codman Services
 - TBD - Build and place information bulletin stand at location
 - TBD – Funding for permanent fencing
 - TBD – Paint/Chalk field play surface
 - Airport Cemetery
 - Requested quotation for additional fencing
 - RFP initiated for hydro seeding proposals
 - TBD - Installing additional fencing
 - TBD - Hydro seeding expanded sections
 - Boardwalks
 - Completed - Trial Lighting pole ordered
 - Completed – Trial Solar Lighting fixture ordered
 - TBD – Install the trial solar lighting
 - General maintenance and upkeep

- Vegetation trim back
- Way finding signage
- Location marking signage project.
- Leveling boardwalk
- Board replacement as needed
- Trash can replacement as needed
- Benches and sitting areas repairs

Road Maintenance:

Streets and Roads did lay down calcium on Ptarmigan Street, BIA Road, and Kasayuli Road in June. Due to no rain, those roads were starting to get dusty from all the traffic, so by laying down calcium, it would help to keep the dust down.

Streets and Roads built up the end of Mission Lake Road with road sand and capped it off with gravel due to the road sinking there. By building and widening this road, it makes it safer for the water and sewer trucks to service those houses.

Streets and Roads tore down the bow jangles building with the 324E cat excavator and hauled it away with the new side dump to the landfill. It was a lot easier and quicker to load and to dump, due to the oversize wood.

Streets and Roads did start to use the side dump to haul cover from the city sand pit to the landfill.

Streets and Roads did finish up on digging up the asphalt on Ptarmigan Street between the intersection of Akakeek and Delapp Street. We started last month, but Knik also started on Ridgecrest a day later, so we had to put it on hold until June to finish it. So, now, the road on Ptarmigan, between Akakeek and Delapp is smoother now that the bad asphalt was tore up and hauled away. After that was, done, we hauled in gravel and graded it, to make Ptarmigan street smoother.

Vehicles and Equipment:

June has seen a change in Foreman, Ray Wesebaum has separated from the City and Clyde Erickson is the acting. One mechanic has quit, with another on 1 month of PTO, which leaves us with myself and Robert. Please understand that your small items may very well be deferred if they do not cause an immediate safety risk or major malfunction. Despite the personnel issues, the shop is running very well and items are being fixed in a timely manner. Due to the replacement of the Sewer truck fleet, our work load has been reduced to a nearly manageable amount. We are expecting 1 more sewer truck on the barge that arrives around July 4th, and we are currently working to get 1 or 2 water trucks by the end of barge season. There are multiple major projects including Engine Swap from Sewer truck to Water truck, Marooka (Parts from Japan, we hope to see this equipment replaced ASAP), and Squirt Boom. Fire Department and Police have been utilizing Josh Howell for some mechanical help, which has been very helpful in this time of personnel shortage. I do ask that before he is approached that the department contacts me to see if it is something we could get done quickly, instead of going directly to him.

Transit System:

I was on leave the first three weeks of the month and while I was gone, Brenda George was doing the daily paper work and making sure the bus was ready to go. Sally Evans was the full time driver and James Rodgers was the part time driver. In the past during the summer month's ridership was usually down a little because people are on vacation, traveling, at fish camp etc. However with ONC's purchase of senior (53) and caregivers (23) monthly passes the ridership has stayed about the same. In June, our ridership was 2200+ and revenue was \$5300+. For FY 20 if ONC continues to purchase the passes our revenue will double from last year.

Currently the Bethel Transit System has 4 buses, three, 436,437 and 438, were purchase in 2007 and 2008, and bus 439 was purchased in October of 2014. Bus 436 is down and has been down for several years with a bad motor, Bus 437 is down with damage to the passenger side door and frame and may be too costly to fix. Bus 438 is our smaller bus, can only carry eight passengers, and has about 135,000+ miles. Bus 439 is our “newer” bus and has 152,000+ miles on it. Bethel roads and weather conditions plays a large role in the life expectance of the buses. Buses 436 and 437 are no longer usable, buses 438 and 439 will be lucky to last the FY 20. We current have a new bus coming, hopefully, on the last barge this summer and another new bus has been approved on the FY 20 State / Federal transportation grant. We should get it next summer. If we do buses, 438 and 439 will be used as back up buses.

Our current part time driver will be leaving us on June 29 and we will be hiring a new replacement starting Monday July 1, 2019. There should be little or no impact on the bus schedule. Our full time driver will be on jury duty and when she is on the jury, I will be driving in her place.

DOT Billing Summaries for FY 19, July through April, have been submitted, approved and paid. I am currently working on the May Billing Summaries and hopefully will be able to get them submitted by the end of next week. We have until August 31 to submit all our Billing Summaries.

Landfill / Recycle Center:

The landfill has hired two temporary workers; they will only work for a couple of months, mainly picking up bulk items and cleaning up around dumpsters and doing odd jobs around the landfill. This has been a real help, because it relieves my regular people from doing these sort of jobs while there is more important skilled jobs to do.

Streets and Roads, as always, have played a big part in the overall work around the landfill on a monthly basis, they haul a lot of sand that we use for roadwork and cover material. Since we have been covering the dumpster trash every day, it takes much time to get the sand and get it to where it needs to go and cover the trash. In addition, when we are done with an area, we need to completely cover that area as well. So sometimes, I think more sand comes in here than the amount of trash that arrives daily.

It has been a busy year so far and I do not see any light at the end of the tunnel until the snow flies. At that time, the pace just slows down, but there is still much to do. My spirits were lifted knowing we have the side dump, and knowing we will be getting the equipment the landfill has needed for a longtime. That would be the dump truck, wheel loader and new dump track dozer. Thank you all, those things have been desperately needed for a long time.

Water Plant Operations:

For the month for June BHWTP is in Summer Mode, We will continue to keep daily chlorine and fluoride records to compile monitoring logs reported monthly to ADEC for BHWTP & CSWTP. We filed our DMR report for the sewage lagoon discharges and monthly coliform sampling and report. We will continue our monthly routine sampling and lube log reporting to OEH for BHWTP & CSWTP. We will continue a daily safety meeting.

Institutional Corridor Update:

- No new information to report
- Line construction has been completed.
- DEC has issued a letter (11/20/18) with Interim Approval to Operate the line. This is valid until February 22, 2019. Request for final approval must be submitted prior to expiration.

- U.S. Fish & Wildlife was the first customer to apply for and receive services following the receipt of approval to operate.
- To date (2/28/19) only 5 service connections have been turned on. U.S. Fish & Wildlife, Bethel Youth Facility, Correctional Facility and YKHC (hospital and housing units).
- Still waiting on other customers to complete work and apply for services soon.
- Issues with circulation pumps and high demand pump alarms and tripping has been resolved. Valve was left partially closed during commissioning
- Fire hydrant static and flow testing was performed to accommodate requests from multiple customers working on sprinkler designs in their buildings.

Staffing Issues/Concerns/Training:

Streets and Roads Daily Dialog

6/3/19

Took the 950G loader out to the city sand pit to load dump trucks.
 Hauled to Mission Lake Road with two dump trucks.
 Haul landfill cover with dump truck to landfill.
 We push the loads that was to the end of Mission Lake Road with 450 John Deere dozer.
 Graded up Mission Lake Road, Ptarmigan Road and Akakeek Street with the 160M grader.

6/4/19

Took the 950G loader out to the city sand pit to load dump trucks.
 Grader was out grading City Sand Pit Road, BIA, and H-marker Lake.
 The road water truck was out to water the roads that the grader graded including City Sand Pit Road, BIA Road, and H-marker Lake.
 The dump truck was hauling to the landfill cover from the city sand pit.

6/5/19

Took the 950G loader to the city sand pit to load dump trucks.
 Used two dump trucks to haul cover to the landfill from the city sand pit.
 Hauled a 40-foot van of wood chips from the port shop to Owl Park.
 Grader was out for 7 hours grading throughout Bethel roads starting with Ptarmigan Road, City Sub., and Akakeek Street.

6/6/19

Took the 950G loader out to the city sand pit to load dump trucks.
 The dump truck hauled salt sand from city sand pit to salt sand pile at the city shop.
 Fixed the D-8 cat with new alternator fan belts.
 Water roads with road water truck throughout Bethel.
 Grader was also out grading roads for 7 hours.

6/7/19

Took the 950G loader out to the city sand pit to load dump trucks.
 Hauled salt sand to the city shop from city sand pit with two dump trucks.
 Push sand at the city sand pit with D-8 cat.

6/10/19

Took the 950G loader out to the city sand pit to load dump trucks.
 Hauled salt sand to city shop from city sand pit with two dump trucks.
 The road watering truck was out watering roads for 9 hours

The D-8 cat was out for 6 hours pushing up sand at the city sand pit.

6/11/19

Took the 950G loader out to the city sand pit to load dump trucks.
Haul landfill cover from city sand pit to the landfill with dump truck.
Water roads for the grader and water roads throughout Bethel 10 hours.
Graded Ptarmigan Street, BIA Road, and Akiachak Avenue with the grader.
Push with the D-8 cat at the city sand pit for 6.5 hours.

6/12/19

Took the 950G out to the city sand pit to load dump trucks.
Hauled cover to the landfill from city sand pit.
Stacked the salt sand from the salt sand pit on north side of city shop with the 324E cat excavator.
Graded City Subdivision with grader.
The road water truck was out watering roads for 9 hours.
Pushed up sand with the D-8 cat for 7 hours at the city sand pit.

6/13/19

Took the 950G back out to the city sand pit to load dump trucks.
Hauled to the salt sand pit from the city sand pit with one dump truck.
We used the road sander truck to calcium chloride Ptarmigan Street, and Standard Oil Road.
The grader dispersed and graded the calcium onto Ptarmigan Street, and Standard Oil Road.
The road water truck was out watering roads for 9 hours.

6/14/19

Took the 950G loader out to the city sand pit to load dump trucks.
Two dump trucks hauled to the salt sand pit from the city sand pit.
We used the road sander truck to disperse calcium BIA Road, and Noel Polty Blvd.
The grader spread and graded the calcium on BIA Road and Noel Polty Blvd.
Water the roads where we placed Calcium and the roads throughout Bethel with the water truck.

PORT OF BETHEL

Post Office Box 1388
Bethel, Alaska 99559
Voice: 907-543-2310
Fax: 907-543-2311



TO: Bill Howell, Acting City Manager
FROM: Allen Wold, Port Director
SUBJECT: June 2019 Managers Report

- **Small Boat Harbor**
 - Cleaning around the harbor using Loader and the Dump truck.
 - Selling permits.
 - Graded and put calcium down on the roads.
 - Cutting grass and cutting trees.
 - Got a new chip reader for credit cards. Stopped collecting cash. Check or credit from now on.
- **City Dock/Beach 1/Petro Port**
 - Customers are in and out of the Dock.
 - All tugs and barges are out of storage on Beach 1.
 - 2 mainline barges (AK logistics and AML) 3,485,397 total LBS
 - Graded and put calcium on the Dock.
 - Pioneer door fixed warehouse garage doors.
 - 4 Fuel barges (2.9 million gallons)
- **Port Office**
 - Property Maintenance checking on building daily.
 - Selling permits.
 - Setting up cameras.
- **Admin**
 - Monthly Storage billing for customers,
 - Hired all the Port Attendants and a temp City Dock Attendant.
 - We are looking for a full time City Dock attendant.
 - FY 20 Budget meetings.
- **Seawall**
 - Consistent clean up.
 - Put more Life rings up and made rescue poles for the seawall.
 - Port Attendants checking on lower access daily to make sure life rings and rescue poles are still in place.
 - Cutting grass and trees along seawall and embankment.
- **Misc./Vehicles**
 - Safety checks along the seawall.
 - Safety Meetings.
 - V&E working on our trucks and equipment. (Tele-handler and Dust control truck)

TO: Bill Howell
FROM: Christine Blake, Finance Director
SUBJECT: April 2019 Managers Report



1. Status of the FY18 Audit- The report is under final review by the auditors and I expect the report to be issued in the next couple of weeks.
2. FY20 Budget – Final version will be ready for publishing tomorrow (7/3/19)
3. I have been reviewing and working on changes to tighten internal controls related to billing, cash receipting, and payroll. The goal is to minimize the risk of errors, improve accountability, and to safeguard money that is in our custody.
4. FY19 Audit fieldwork is (already!) scheduled for November. We will soon begin working on FY19 year-end journal entries in preparation for the audit and will address the FY18 audit findings.
5. We lost three employees in the past month or so and have already hired replacements, so we are fully staffed.



CITY OF BETHEL
Fire Department

Daron Solesbee, Acting Fire Chief

P.O. Box 1388, Bethel, Alaska 99559

Phone: (907)-543-2131

Fax: (907)-543-2702

bhowell@cityofbethel.net

Celebrating 50 Years of Service

DATE: July 3, 2019
TO: Bill Howell, Acting City Manager
FROM: Daron Solesbee, Acting Fire Chief
SUBJECT: Management Report, June 2019

Current Events

- Department leaders are working towards obtaining a joint purchasing contract for the Medic-5 Remount Project. Once this is finalized, the City will enter into a contract with the vendor.
- Bethel Firefighters attended and observed the Fire Pump test at the YKHC Paul John Clinic building. The system performed adequately. Department members are in the process of working with YKHC in verifying fire protection equipment and features are present on the 1st and 3rd floors, which will assist YKHC in obtaining a beneficial occupancy permit from the State of Alaska for the use of those floors.
- We are working with representatives of the Lower Kuskokwim School District to upgrade fire protection systems including a new water storage tank, address signage, hydrant plans, and fire access roads.
- An auction list is being compiled for the sale of the Department's obsolete fire apparatus and equipment.
- Fire and Police Department personnel investigated a vehicle fire on 06/13/19 at Crow's Pit. The investigation led to the arrest of several juveniles who admitted to vehicle theft, arson, and criminal mischief.

Community Planning/Preparedness

- The Department is working with the Administration to update the City of Bethel Emergency Operations Plan.
- The Department is assisting administration with the cleanup and disposal of a release of Muriatic Acid inside a storage container at the pool. The storage container was secured by BFD personnel with a Knox padlock until City personnel can perform clean-up operations under the oversight of EMI-Alaska. Captain Solesbee is formulating a plan and quote with EMI-Alaska.
- Bethel Fire Department has been selected as a test site for the new Medicaid supplemental reimbursement program (GEMT). Being part of this pilot will allow Bethel to shape the program to meet Bethel's needs. GEMT legislation (HB 176) was signed into law in June of this year. This law allows municipal ambulance services to receive reimbursement of 50% or more of the uncompensated cost (UCC) of providing ambulance service.

Bethel's ambulance service costs the City around \$1500 per transport. The City receives about \$400 from Medicaid per transport. The City would be able to receive reimbursement for at least half of the UCC, \$1100. Current estimates suggest as much as 150K-200K in revenue from this program. These funds must be used for EMS purposes. The Department is waiting for further information on steps needed to participate

Training

- On 06/04/19 at 7:00 p.m., an EMT Meeting was held at the fire station. Responders reviewed care and practiced assessing and treating patients experiencing respiratory emergencies.
- On 06/13/19 at 7:00 p.m., a Fire Meeting was held at the fire station. Responders practiced several water supply drills, with a focus on fire pump operations.
- On 06/18/19 at 7:00 p.m., an EMT Meeting was held at the fire station. Responders reviewed and practiced cardiopulmonary resuscitation for patients in cardiac arrest.
- On 06/27/19 at 7:00 p.m., the Fire Meeting was held at the fire station. Responders reviewed fire pump hydraulic calculations.
- All five Firefighter-I candidates have completed the course. Four passed their State of Alaska written exams and all five passed their practical skills exams. One candidate will complete their Hazardous Materials Operations written re-test on Friday, July 5, 2019.
- The Firefighter-II course has been postponed due to low participation.

- EMI-Alaska, Inc. instructed a 16-hour HAZWOPER course to complete the 40-hour HAZWOPER training for City of Bethel personnel on April 10-11, 2019. There is a 3-day OJT requirement for each person to complete in order to receive their 40-hr HAZWOPER certificate. The department contacted EMI-Alaska, Inc. and has requested them to assist and provide oversight to the City of Bethel in the clean-up of the hazardous materials site next to the Bethel Pool. This will meet the 3-day requirement.
- The department conducted an EMT-2 course from May 26 – June 1. All but two students passed their initial exams. Those who did not pass are eligible to retake the exams at YKHC on Saturday, July 20, 2019.

Responses

- Between 04/30/19 and 05/31/19, the Bethel Fire Department responded to 112 EMS and 17 Fire incidents.
- On 06/02/19 at 9:54 p.m. Medics responded to the YKHC Elder's Home for the report of a person who was injured. The patient was assessed and transported to the hospital.
- On 06/11/19 at 1:41 a.m. Firefighters responded to 576 6th ave for the report of fuel leaking out of a tank. Firefighters observed fuel spraying out of a fitting in front of the fuel water separator. Firefighters turned off the valve behind the fuel water separator, and placed absorbent pads to help absorb some of the fuel. The cause of the spill is still undetermined.
- On 06/11/19 at 2:32 p.m. Firefighters responded to 372 Jacobs way for the report of a dumpster fire. Firefighters observed smoke and flames coming out of the top of the dumpster. Firefighters suppressed the fire with the CAF system. The cause of the fire was determined as accidental.
- On 06/13/19 at 4:55 p.m. Firefighters responded behind the new YK building for the report of lightning strike causing black smoke. Firefighters observed no smoke or flames. Firefighters investigated the area found nothing. Firefighters went back into service.
- On 06/17/2019 at 04:14 p.m. medics responded to first national bank for report of a person that has been sexually assaulted. The patient was assessed and transported to the hospital.
- On 06/22/19 at 1:53 p.m., Firefighters responded to Quivik Subdivision for a house fire. On arrival, crew found smoke but the fire was out. Crew made entry and rescued a person that needed to go to the hospital. Crew made sure the fire was out. Fire is under investigation.

Budget/Financial

- The department is operating within budget.
- The proposed FY 2020 budget was submitted to and reviewed by City Council.

Grants

- The Department was awarded funding through the Volunteer Fire Assistance program for \$7,470, for three sets of firefighting turnouts. Due to Federal budget cuts to the VFA program, this award was cut in half. Only one set of structural firefighter turnout gear will be purchased with these funds.
- The Department applied for and passed the first round of approval for the Phase 18 Code Blue Grant for \$45,000 for the remount of Medic-5 to a new chassis. Funds have been awarded and will be reimbursed once expenditures are made.
- The Department was awarded \$7,500 in Code Blue grant funding for a new power stretcher for Medic-6. The YKHC EMS Department administers this grant and BVESA has committed matching funds. The stretcher is in service in the new ambulance. Invoices were submitted to BVESA and the grant will be closed out soon.

Staffing/Recruitment

- The Department has one open Firefighter/EMT position, which is being advertised on the State of Alaska ALEXS website and nation-wide on the IAFC's Daily Dispatch website. Three applications have been received to this date.
- The Department hired Shanna Mendenhall as our new Summer Firefighter Intern. So far, she has completed CPR, Medic First Aid, and some firefighter training. She is currently assisting staff members with completing summer projects.
- All employee evaluations are completed.

Vehicles & Equipment

- A bill of sale and title was provided to administration to dispose of E-28. Once signed the surplus fire vehicle will be property of the Native Village of Napaimute.
- The new ladder truck is receiving warranty repair for a problem with the nozzle nesting feature and repairs to the Compressed Air Foam System (CAFS) compressor. We are outfitting the new ladder truck with firefighting and rescue equipment.
- We have received the parts for the Class A Foam system for Engine-4 and firefighters will install them soon.

| FIRE DEPARTMENT VEHICLE STATUS | | | |
|--------------------------------|-------------------------|------|--|
| Vehicle | Type | Year | Status |
| Medic 4 | Ambulance | 1999 | <i>(Backup ambulance) In service, Airbags repaired.</i> |
| Medic 5 | Ambulance | 2003 | In service. Electrical issues troubleshot and repaired. Will be sent to Braun Northwest soon for remount onto a new Dodge Ram 4500 4x4 chassis. |
| Medic 6 | Ambulance | 2017 | <i>(Frontline Ambulance) In service.</i> |
| Engine 4 | Pumper | 2013 | <i>(Frontline pumper) In service, Seat belt sensor silenced but still needing repair by V&E. DEF tank heater malfunction parts on order.</i> |
| Engine 3 | Pumper | 1986 | <i>Being outfitted as a tender and water supply unit. 3000 feet of LDH. (Poor overall condition needs replacement) Generator mounting parts ordered for installation</i> |
| Truck 1 | Ladder Truck | 2017 | Outfitting, in service |
| Com 1 | Pickup | 2014 | In service |
| Com 2 | Pickup | 2004 | In service. |
| Tanker 1 | Tanker (1500 gallon) | 1980 | Out of Service |
| Truck 1 | Ladder Truck | 1980 | Out of Service |