



Public Works Committee Agenda
Regular Meeting Wednesday, October 15, 2014 – 6:30PM
City Shop Conference Room

MEMBERS

Joseph A Klejka
Council Rep.
Term Expires
10/2014

Frank Neitz
Chair
Term Expires
12/2016

Scott Guinn
Vice-Chair
Term Expires
12/2014

Robert Champagne
Committee Member
Term Expires
12/2017

Jennifer Dobson
Committee Member
Term Expires
12/2014

Donna Lindsey
Committee Member
Term Expires
12/2015

Delbert Egoak
Committee Member
Term Expires
12/2015

Muzaffar Lakhani
Ex-Officio Member

Cheryl Roberts
Secretary/Recorder

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. PEOPLE TO BE HEARD – (5 Minute Limit)
 - John Conway with ProDev - Pool Update
- IV. APPROVAL OF AGENDA
- V. APPROVAL OF MINUTES
 - A. Minutes from the previous regular meetings -
- September 17, 2014.
- VI. SPECIAL ORDER OF BUSINESS
- VII. UNFINISHED BUSINESS
 - A. Water & Sewer Master Plan - Frank Neitz
 - B. Institutional Corridor Location of 4th Well for City Sub WTP - Frank Neitz
 - C. Sewer Lagoon - Frank Neitz
 - D. Donut Hole options for a shorter route to Tundra Ridge - Frank Neitz
 - E. Ridgcrest Dr. Rehabilitation Project for 5 Million at the school
- Frank Neitz
 - F. Decrease Landfill Intake - Frank Neitz

NEW BUSINESS

- A. Some kind of Traffic Light System at/near the Schools on Ridgcrest
- Joe Klejka
- IX. DIRECTOR'S REPORT
 - VIII. MEMBER COMMENTS
 - IX. ADJOURNMENT

City of Bethel, Alaska

Public Works Committee Minutes

September 17, 2014

Regular Meeting

Bethel, Alaska

I. CALL TO ORDER

A regular meeting of the Public Works Committee Meeting was held on September 17, 2014 at 6:30 p.m. in the City Shop Conference Room, Bethel, Alaska was called to order by Committee Member Chair, Frank Neitz at 6:34 pm.

II. ROLL CALL

Present: Joe Klejka, Frank Neitz, Robert Champagne, Jennifer Dobson, Donna Lindsey

Excused absence(s): Scott Guinn, Delbert Egoak

Unexcused absence(s):

Also in attendance were the following:
Muzaffar Lakhani, Public Works Director
Cheryl Roberts, Recorder of Minutes

III. PEOPLE TO BE HEARD

John Conway with ProDev - John updated the committee on the progress of the YK Regional Aquatic Health & Training Center. The company, MSI, is the HVAC Contractors for the Pool.

IV. APPROVAL OF AGENDA

MOVED BY:	J. Dobson	Motioned carried to approve the agenda.
SECONDED BY:	J. Klejka	

VOTE ON MOTION	Motion carried by unanimous voice vote.
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V. APPROVAL OF MINUTES

MOVED BY:	J. Klejka	To approve the minutes of the regular meeting of (last meeting date).
SECONDED BY:	D. Lindsey	

VOTE ON MOTION	Motion carried by unanimous voice vote.
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VI. SPECIAL ORDER OF BUSINESS

VII. UNFINISHED BUSINESS

Item A - Water & Sewer Master Plan

Item B - Institutional Corridor - Feasibility Study & Funding

Item C - Funding source for Sewer Lagoon & the Dredge

Item D - Unstable Sewer Lagoon Platform

Item E - Establishing a plan of action for a traffic plan for the new Swansons Store

Item F - Donut Hole options for a shorter route to Tundra Ridge

Item G - Water/Sewer Rate Hike

Item H - RUBA Assessment - When will this possibly be implemented

Item I - AVEC - The Interconnect Agreement for the Pool Wind Mill

VIII. NEW BUSINESS

Item A - Some kind of Traffic Light System at/near the Schools on Ridgecrest - Joe Klejka

Item B - Sandpit & Gun Range Property Lines - Frank Neitz

IX. DIRECTOR'S REPORT

- See Public Works Monthly Manager's Report

X. MEMBER COMMENTS

Joe - I love the agenda; I love it that we're able to talk about everything. So super happy that we finally got the Rate increase & now we can start fixing things. And I hope to be back on the committee if there's an opening when I go off council, we'll see. I might take a month break.

Jennifer - No Comments from me.

Donna - I don't have anything.

Robert - I just want to say thanks for having me, I'm glad to be here & I hope I can contribute in some way. It's going to be a real interesting experience for me, so, thanks.

Frank - Welcome, I want to thank you for coming. Any ideas that you guys have, problems, ideas, that you might want to bring up, just email / text, me or Cheryl, something you want to talk about we'll put it on here & talk about it, Especially if it's beneficial to the City.

XI. ADJOURNMENT

MOVED BY:	J. Klejka	Motion to adjourn the meeting.
SECONDED BY:	J. Dobson	

VOTE ON MOTION	Motion carried by unanimous voice vote.
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With no further business before the Committee, the meeting adjourned at 7:40 p.m.

APPROVED THIS _____ DAY OF October 15, 2014.

Frank Neitz, Chair

Cheryl Roberts
Recorder of Minutes

MEMORANDUM

DATE: 10/01/2014
TO: Pete Williams, Interim City Manager
FROM: Muzaffar Lakhani, Public Works Director
SUBJECT: Manager's Report

Programs/Divisions

Public Works Director:

The RFP for the Engineering Services for the Institutional Corridor piped water supply system has been issued and posted on city's website.

We received the shipment of the road salt and calcium for this winter and upcoming spring.

Performed the handover/ take over walk thru of the senior citizen center with the ONC officials. We changed the lock cores of the outer doors of that building. ONC has requested till Oct. 3rd 2014 to move their belongings out of the building. Reviewing the S.O.Ps for the time card punch in/out policy for the department, need substantial updates to the policies.

Submitted the invoice in the amount of \$50,000.00 to ONC, for the gravel used on the roads per the agreement between the city and ONC.

Utility Maintenance:

This month we did two road crossings; at AVCP housing we leveled a sewer line and refitted our shop water line. We also responded to five red lights two of them after hour callouts. We are also doing our fall sewer lagoon discharge. We also continue to level sewer lines in ASHA 2nd and 3rd road. We had one of our main pumps sent into Anchorage for service or repair after finding a mop head plugged it up. We also cleaned the sump tank at CSWTP removing excess media from it. We also read water meters and Blue Tags for our Billing Department. We continue to operate our Water Plants and Monitor all Liftstations on a daily basis.

Hauled Utilities:

For the month of September, the water division has pumped 3,000,000 Gallons of water, the sewer division has evac'ed 2,600,000 gallons of sewage, and solid waste division, has picked up 3000+ cubic yards of garbage, not to mention the back loader has picked up around the dumpsters once a week, nearly another 1000+ cubic yards of construction debris and mattresses and other nefarious items.

We are still in desperate need of drivers, and some new trucks. As stated previously, this fleet is starting to show its age not only in appearance, but also in the cost of maintenance, and constant repairs.

We currently have 2 open positions, and expecting another position to open October 25, when one of my better drivers is resigning.

Property Maintenance:

We are trying to finish up on our summer projects before it gets cold but we have had some unexpected projects come up. We have our day to day checks of building and facilities that is dealing with lights now that is getting dark again, always plumbing issues and make adjustments as necessary. Boilers are being fired up once again servicing what we can, making adjustments and replacing defective equipment. We have making repairs and upgrades at P.D. Annex and we are about done there. We set up another block section on the civilian side of the cemetery.

We have been getting some training on boilers and other items. There was a contractor here to repair one of our fuel dispensers. It's finished now and we have two functional stations. Pioneer Door has been here working on a number of our overhead doors, extensive work done to the doors over at the Fire Station, hopefully they will be good for a long while. Looked over the Senior Center, we are going to monitor it till something is decided on what use it will be utilized for. Thank you.

Road Maintenance:

Streets and Roads, put in a second culver on H-Marker Lake Road, and dug a ditch from the dumpster to Tundra Road on the south side of the road with the excavator. So with 2 culvers in H-Marker Road, and a ditch to drain the water out, hopefully next year it will not wash out in the big spring thaw.

Streets and Roads, has also been hauling in some gravel to fix holes and bad spots in the roads that got bad from the last couple of rain storms. By doing this we hope that it will keep the roads smother when it freezes up this fall.

Streets and Roads, has been hauling sand to the landfill with the dump truck to help out in burying some of the garbage, and also to make it a little easily to drive on with all the rain that we had, it has been muddy in the landfill. So hopefully it will stay smother, in the landfill when it freezes.

Streets and Roads, is done with pushing sand this year at the city sand pit, and we have a, enough at the pit to keep us hauling up to and through freezes up. The D8N is now park at Gary McElwee house, and when ice on H-Marker Lake is thick enough to bring the D8N across it to the city shop, so that Josh can work on it this winter.

Streets and Roads have been cutting some of the brushes at intersections and where the brush has been approaching on to the road right away. This will help when we are grading the road with the grader to keep the brush from hitting mirror, and also the traffic can see around corners.

Vehicles and Equipment:

The V&E department is very short staffed and over worked, there needs to be at least 2 more people with tools, skills, and drive to keep this fleet on the road. The mechanics are working steadily and barely keeping pace with the breakdowns

and maintenance for over 100 vehicles. I believe 2 more mechanics would certainly be the solution to the problem.

For the time being, I think it would be prudent for the police department to out-source the repairs on squad cars, and the community service patrol vehicle. Until such a time as we have the manpower to keep up.

Transit System:

Our new bus arrived on Northland's last barge and I was able to get the decals on and the money vault installed this past Saturday, 9/27/2014. As soon as we get the temporary license sticker on we'll be using it on the Green Line. The drivers are really excited about getting it as I'm sure the passengers will appreciate as well. It is a 12 passenger bus with two wheel chair spaces and one flip down seat. Its gas not diesel and the shop mechanics are happy about that.

The Saturday and the Red Line routes have been down, about 3 months, and our ridership is down considerable. We are only averaging about 50-60 riders per day. With the old buses being up and down the bus service hasn't been dependable. The lack of dependability and reliability service plays an important part in our ridership. Passengers are turning to other means of getting to and from work and commuting. They are not willing, and I can't blame them, to stand at the bus stop and wait for the bus that's 5-10 minutes late, or never shows up. Once the new bus is in service, and Bus #437 is back on the road, it'll take several weeks or a month or two to build back the trust the passengers have had in the past.

During the months of August and September we've tried several incentives to get people to ride the Transit System. In August, on Tuesdays and Fridays, children rode free if accompanied by an adult that paid the regular fare. There were 4-6 children riding on those days. On August 19, Election Day, we offered free rides, we had 91 passengers. In September, to show our appreciation and respect to elders, we offered free Day Pass on Wednesdays. Elders make up about 30% of our ridership and 15 to 20 elders took advantage of the Free Day Passes on Wednesday's. In October we're "raffle" off weekly passes and for elections days in October and November those riders that display or show "I voted Today" stickers will ride free.

The City Shop, vehicles and equipment, have their hands full trying to keep all the "rolling stock" (utility trucks, road equipment, police cars, and departmental trucks/SUV) and the Transit Buses repaired and running. The Transit Buses are lowest on the priority list and it takes weeks and sometimes months before one is repair and back on the road. Bus 437 has been down and in the shop for the past 3+months. The mechanics just can't find the time to get it repair. The maintenance shop seems to be extremely short of well trained mechanics, and/or mechanics in general, and a shop foreman that can facilitate and prioritize work and not afraid to "chip" in and get things done. With the lack of mechanics there's little or no preventive maintenance being done and it's "get it fixed now I

need it back on the road”.

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 / reliable service** for our passengers.

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:

Good morning, the landfill suffered the loss of Gary Koester this month. We were working 4/10's and now as of October 1st the hours at the landfill have changed to winter hours of 8:00 am to 4:00pm Monday through Saturday. Gary McElwee from Road Maintenance continues to help out up here using the excavator to stack dirt and move steel around. Streets and Roads continue to bring cover sand and is stock piling it for me so that in the spring before our annual landfill inspection I can cover trash that needs to be covered.

Staffing Issues/Concerns/Training:

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

Budget/Financial:

See each Department.