



City of Bethel

P.O. BOX 1388

Bethel, Alaska 99559

Phone: 907- 543-2047

Fax: 907-543-3781

Regular City Council Meeting

July 23, 2013

6:30 P.M.

Council Chambers; Bethel, Alaska

Bethel City Council

Approval of the Minutes

City of Bethel City Council Meeting Minutes

July 1, 2013

Special Meeting

Bethel, Alaska

I. CALL TO ORDER

A Special Meeting of the Bethel City Council was held on July 1, 2013 at 12:00 Noon, at the City Council Chambers, Bethel, Alaska.

Mayor Klejka called the meeting to order.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

PRESENT: Council Member Joseph Klejka
Council Member Mary Sattler
Council Member Mark Springer
Council Member Eric Whitney
Council Member Sharon Sigmon

ABSENT: Council Member Gene Jr. Peltola
Council Member Rick Robb

STAFF: City Clerk Lori Strickler
City Manager Lee Foley
City Attorney Patty Burley

IV. PEOPLE TO BE HEARD

No one wished to speak.

V. APPROVAL OF THE AGENDA

MOVED:	Whitney	Motion to approve the agenda.
SECONDED:	Springer	
VOTE ON MAIN MOTION	All in favor	

VI. NEW BUSINESS

Item A- Resolution 13-12: In Support of the Certificate of Transfer from Bethel Utilities Corporation to Alaska Village Electrical Cooperative.

MOVED:	Springer	Motion to approve Resolution 13-12: Supporting the Certificate Transfer from Bethel Utilities Corporation to Alaska Village Electrical Cooperative.
SECONDED:	Sigmon	
MOVED:	Whitney	Motion to amend to insert under the last whereas statement after "structure",
SECONDED:	Springer	
VOTE ON MOTION	All in favor	
VOTE ON MAIN MOTION	All in favor	

XII. ADJOURNMENT

MOVED:	Springer	Motion to adjourn.
SECONDED:	Sigmon	
VOTE ON MAIN MOTION	All in favor	

Joseph A. Klejka, Mayor

ATTEST:

Lori Strickler, City Clerk

City of Bethel City Council Meeting Minutes

July 9, 2013

Regular Meeting

Bethel, Alaska

I. CALL TO ORDER

A Regular Meeting of the Bethel City Council was held on July 9, 2013 at 6:30pm, at the City Council Chambers, Bethel, Alaska.

Acting city clerk Bing Santamour called the meeting to order.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Present: Council Member Sharon Sigmon
Council Member Eric Whitney
Council Member Mark Springer
Council Member Richard Robb
Council Member Mary Sattler

Absent: Vice-Mayor Gene Peltola Jr.
Mayor Joseph Klejka

MOVED:	Springer	Motion to nominate Rick Robb as Mayor Pro Tem.
SECONDED:	Whitney	
VOTE ON MAIN MOTION	All in favor	

IV. PEOPLE TO BE HEARD

No one wished to be heard.

V. APPROVAL OF THE CONSENT AND REGULAR AGENDA

MOVED:	Springer	Motion to approve the Consent and Regular Agenda.
SECONDED:	Sigmon	
MOVED:	Springer	Remove Ordinance 13-18 from the Consent Agenda.

VOTE ON MAIN MOTION	All in favor
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VI. APPROVAL OF THE MEETING MINUTES

Item A – 6-25-2013 Regular City Council Meeting Minutes
Passed on the consent agenda.

VII. REPORTS OF STANDING COMMITTEES

Item A- Port Commission – Council Member Springer –
 A meeting of the commission was not held on June 17th due to a lack of a quorum.

Item B- Planning Commission
 Council Representative Rick Robb –
 The Commission will hold a meeting in two days, here 6:30 pm. The commission will hold a hearing on a conditional use permit application for a 60’ tower to be constructed in Tundra Ridge.

Item C-Public Works Committee –
 No one available to provide a report.

Item D-Energy Committee –
 Eric Whitney, Council Representative – Municipal solid waste research stage for community.

Item E-Public Safety and Transportation Commission-
 Sharon Sigmon, Council Representative-
 The Commission plans to bring back two ordinances for Council’s consideration.

Item F- Finance Committee-
 Bobby Sutton, Finance Director-
 The Finance Committee meetings are suspended for the summer.

Item G-Parks and Receptions Committee
 Ronda Sargent, Parks and Recreation Director-
 Meetings are suspended for the summer.
 Council member Sattler provided kudos to Ronda Sargent and the Parks and Recreation department for July 4th festivities.

VIII. NEW BUSINESS

Item A - Introduce Ordinance 13-18: Approving The Acquisition Of City Property/Land From The Yukon Kuskokwim Health Corporation - Termination Of A Land Lease Agreement – Land Owned By The City.

MOVED:	Springer	Motion to introduce Ordinance 13-18 Approving The Acquisition Of City Property/Land From The Yukon Kuskokwim Health Corporation - Termination Of A Land Lease Agreement – Land Owned By The City.
SECONDED:	Whitney	
VOTE ON MAIN MOTION	All in favor	

XII. MAYOR'S REPORT

XIII. MANAGERS REPORT

XIV. CITY CLERK'S REPORT

XV. COUNCIL MEMBER COMMENTS

Council Member Springer- July 4th like Woodstock, people enjoyed themselves; noted the passing of Balassia Nicholai whose funeral was yesterday; Phillip Nick passed condolences to the friend and family; nice to see the sun today.

Council Member Robb- approached by family member of Swope family drowning and encouraged project continuation and offering of swimming lessons and if he knew how to swim that tragedy would not have happened.

Council Member Whitney- Announced the Council was not on the air until just recently; gave summary of meeting.

Council Member Sattler: Expressed excitement that the Council had a short meeting – its' nice outside.

Council Member Sigmon- brief meeting; comment that its pleasant that we meet, get things done and appreciates fellow council members in getting things done in a cordial way.

XVI. ADJOURNMENT

MOVED:	Springer	Motion to adjourn.
SECONDED:	Sigmon	
VOTE ON MAIN MOTION		
		All in favor

The Council adjourned the meeting at 6:57p.

Richard Robb, Mayor Pro Tem

ATTEST:

Lori Strickler, City Clerk

Reports of Standing Committees

PUBLIC HEARING



Planning Commission Hearing Agenda

Hearing Thursday, July 11, 2013 – 6:30PM
City Hall Council Chambers 300 Chief Eddie Hoffman Highway

MEMBERS

John Guinn
Chair
Term Expires
12/2013

Joy Shantz
Vice-Chair
Term Expires
12/2013

Rick Robb
Council Rep.
Term Expires
10/2013

VACANT
Committee Member
Term Expires

Abe Palacios
Committee Member
Term Expires
12/2015

Cliff Linderth
Committee Member
Term Expires
12/2014

VACANT
Committee Member
Term Expires

Rachael Pitts
Ex-Officio Member

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. PEOPLE TO BE HEARD – (5 Minute Limit)
- IV. APPROVAL OF MINUTES OF THE JUNE 13, 2013 MEETING
- V. APPROVAL OF AGENDA
- VI. PLANNER'S REPORT
- VII. COMMISSIONER'S COMMENTS
- VIII. UNFINISHED BUSINESS: A. Public Hearing: Conditional Use Application from United Utilities, Inc., for a Telecommunications Tower and Utility Structure to be located at 9116 Ptarmigan Street, Bethel, Alaska, 99559. Legal Description: Plat #80-2, Lot 15, Block 10.
- IX. NEW BUSINESS
 - A. Commission Member Mike Walter Resignation
- X. ADJOURNMENT



Public Works Committee Agenda
Regular Meeting Wednesday July 17, 2013 – 6:30PM
City Shop Conference Room

MEMBERS

Joseph A Klejka
Council Rep.
Term Expires
11/2012

Frank Neitz
Chair
Term Expires
12/2013

Jennifer Dobson
Vice-Chair
Term Expires
12/2014

Bill Schreiner
Committee Member
Term Expires
12/2013

Scott Guinn
Committee Member
Term Expires
12/2014

Donna Lindsey
Committee Member
Term Expires
12/2015

VACANT
Committee Member
Term Expires
.

Chuck Willert
Ex-Officio Member

Cheryl Roberts
Secretary/Recorder

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. PEOPLE TO BE HEARD – (15 Minute Limit)
Mike Nevenzel with ProDev - Pool Update
- IV. APPROVAL OF MINUTES
A. Minutes from the previous meeting of -
May 15, 2013 & June 19, 2013 which there was no Quorum
- V. APPROVAL OF AGENDA
- VI. DIRECTOR'S REPORT - May & June
- VII. UNFINISHED BUSINESS
A. Update - 5 Year Plan/ RFP - Water & Sewer Master Plan - Bill A.
B. Update - Recycle Center
C. Update - Institutional Corridor - Feasibility Study
D. Update - RFP - Cost Analysis of the City of Bethel's Water & Sewer Utilities
E. Update - New BNC/Swansons Complex Road Access
F. Update - Recommendation to Council in regards to Sewage Lagoon
Rehabilitation Project
G. Update - Dredge for Sale by the ANTHC - Bill Arnold
H. Update - Yukon Kuskokwim Regional Aquatic Training & Safety Center -
(Swimming Pool) - Mike Nevenzel with ProDev
- VIII. NEW BUSINESS
A. Landfill
B. Baseball Field - Grant Money
C. Junk Cars @ the Landfill - Are they still being picked up by
Alaska Logistics? - Update
- IX. MEMBER COMMENTS
- X. ADJOURNMENT



City of Bethel

Port Commission Meeting Agenda

Regularly Scheduled Meeting

July 15, 2013 - 7 pm

City Council Chambers, City Hall, Bethel, AK

Commissioners

Alan Murphy
Chair

Term Expires 2011
(907)543-2805

Greg Roczicka
Vice-Chair

Term Expires 2013
(907)543-2903
groczicka@hotmail.com

Mark Springer
Council Rep.

Term Expires 2013
(907)543-1297
mspringer@cityofbethel.net

Richard Pope
Port Commissioner
Term Expires 2013

(907)543-1900
bethelalaskapc@gci.net

John Dickens
Port Commissioner
Term Expires
(907)543-0684

Pat Jennings
Port Commissioner
Term Expires
(907)545-1948

Jenningsfive@gmail.com

Ex-Officio

Peter A. Williams,
Port Director
(907)545-4150

pwilliams@cityofbethel.net

Edward 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
 - ❖ June 17, 2013 regular Meeting
- vi. SPECIAL ORDER OF BUSINESS
- vii. DEPARTMENT HEAD COMMENTS
- viii. UNFINISHED BUSINESS
- ix. NEW BUSINESS
- x. COMMISSION MEMBER'S COMMENTS
- xi. ADJOURNMENT

Bethel City Council

Special Order of Business

Bethel City Council

Unfinished Business

Introduced by: City Manager Foley
Date: July 9, 2013
Public Hearing: July 23, 2013
Action:
Vote:

CITY OF BETHEL, ALASKA

Ordinance #13-18

AN ORDINANCE APPROVING THE ACQUISITION OF CITY PROPERTY/LAND FROM THE YUKON KUSKOKWIM HEALTH CORPORATION IN ACCORDANCE TO BMC 4.08.030(B) ACQUISITION AND DISPOSAL OF LAND

WHEREAS, in accordance with BMC 4.08.020 the City Council may acquire any interest in real property by purchase, lease, exchange, transfer, donation or any other method; all acquisitions not otherwise provide for by law shall be by ordinance enacted by a majority vote of the City Council;

WHEREAS, the City of Bethel is owner of real property described as Lot 2, Block 9, Ptarmigan-Tundra View Subdivision, in the Bethel Recording District, Fourth Judicial District, State of Alaska;

WHEREAS, on March 24, 2005, the City and the Yukon Kuskokwim Health Corporation (YKHC) entered into a Ground Lease Agreement allowing for the construction of an assisted living facility;

WHEREAS, the land did not prove the optimal location for the assisted living facility therefore YKHC has chosen to build the Assisted Living Facility elsewhere;

WHEREAS, pursuant to the terms of the Lease, if the assisted living facility was not built and continuously operated, the land was to revert back to the City of Bethel;

WHEREAS, the City and YKHC have completed a Mutual Termination of the Ground Lease Agreement terminating the March 24, 2005 lease thus the land is eligible to revert back to the City;

NOW, THEREFORE BE IT ORDAINED, the City, resumes its interest in full in Lot 2, Block 9, Ptarmigan-Tundra View Subdivision, in the Bethel Recording District, Fourth Judicial District, State of Alaska. This re-assumption of the land effectively ends any interest which YKHC has or may have to the land..

Introduced by: City Manager Foley
Date: July 9, 2013
Public Hearing: July 23, 2013
Action:
Vote:

SECTION 1. Classification. This ordinance is of a general nature and shall not become a part of the Bethel Municipal Code.

SECTION 2. Authorization. Pursuant to Bethel Municipal Code 04.08.020(A) Acquisition of property in the form of lease termination.

SECTION 3. Effective Date. This Ordinance shall become effective upon the passage by the Bethel City Council.

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF BETHEL ALASKA, THIS _ DAY OF _____, BY A VOTE OF __ IN FAVOR AND ___ OPPOSED.

Joseph A. Klejka, Mayor

ATTEST:

Lori Strickler, City Clerk

Bethel City Council

New Business

Introduced by: City Manager Foley
Date: July 23, 2013
Action:
Vote:

CITY OF BETHEL, ALASKA

Resolution #13-13

A RESOLUTION BY THE BETHEL CITY COUNCIL TO ADOPT THE "DEMOLITION OF FORMER POLICE STATION IN BETHEL, ALASKA AND SITE UTILIZATION PLAN AND TIMELINE"

WHEREAS, the City of Bethel has completed a new police station in the Blueberry Subdivision, where police operations are now being conducted, and

WHEREAS, the City of Bethel seeks opportunities to better utilize and manage the space now occupied by the former police station, located next to City Hall and the Courthouse, and

WHEREAS, the Bethel Municipal Code Chapter 16.04 states that the City seeks to promote a logical growth pattern within the city and the economic extension of public services and facilities, to encourage the most appropriate use of land throughout the city, and to promote the public health, safety, and welfare, and

WHEREAS, the old police station has out lived its usefulness, and now exists in a state of deterioration and obsolescence, and is located on land now better utilized for parking space

NOW, THEREFORE, BE IT RESOLVED THAT the Bethel City Council adopts the "Demolition of Former Police Station in Bethel, Alaska and Site Utilization Plan and Timeline," dated July 15, 2013.

PASSED AND APPROVED THIS ____ DAY OF ____ 2013, BY A ____ VOTE IN FAVOR AND A ____ VOTE IN OPPOSITION.

Joseph A. Klejka, Mayor

ATTEST:

Lori Strickler, City Clerk

Demolition of Former Police Station in Bethel, Alaska And Site Utilization Plan and Timeline



Prepared by Larry Elarton, Chief of Police
Chuck Willert, Public Works Director
Ronda Sargent, Parks and Recreation Director
Rachael Pitts, Planning Director

For the City of Bethel Mayor and City Council

July 15, 2013

In 2013 the Bethel Police Department completed a new police facility in Blueberry subdivision. As part of this development the old police station next to City Hall will be demolished, and needed parking will be added for City Hall and the Court House. This is a plan and timeline to accomplish this part of the Police Department upgrade.

Priorities include the preservation of Dillon Park including the mural, the addition of parking spaces with electric plugs, and seawall fencing.

Issues with building demolition include the presence of mold in the old police building structure. An analysis of this hazmat issue may be required to ensure a safe demolition. Waste materials will be taken to the City of Bethel landfill. Water and wastewater holding tanks and heating fuel tanks will have to be removed. Telecommunications and power lines must be detached from the structure.

The use of sufficient electrical power to provide plugs for vehicles during winter months would include separate meters for parking spaces that are reserved for the court house, and for City Hall, since these entities have separate budgets. Bethel Utilities Corporation may be asked to supplement power to the site if needed for this upgrade. A power meter exists on the east wall of the structure.

The project should be completed by September 30, 2013, in time for the freezing weather that normally begins in October.

Dillon Park

This park was dedicated to the memory of slain Police Chief Tom Dillon, who was killed in the line of duty. It provides a small rest area for visitors to the Courthouse and City Hall, with flowers and a fountain. A mural is painted on the east end of the old police department structure. Preservation of the east end of the building on which the mural is painted can be accomplished by preserving that end of the building as a bus and taxi shelter. Perhaps an additional power meter can be installed in the shelter.

According to the Parks Director, the park landscaping is watered by truck, so there is no connection to a water line.

Timeline

The demolition should be completed by July 31st if possible, to provide sufficient time to grade the site and install electrical plugs. The reutilization should be complete by September 30th.

Photos and previous platting actions are attached.



South Side of Old Police Station



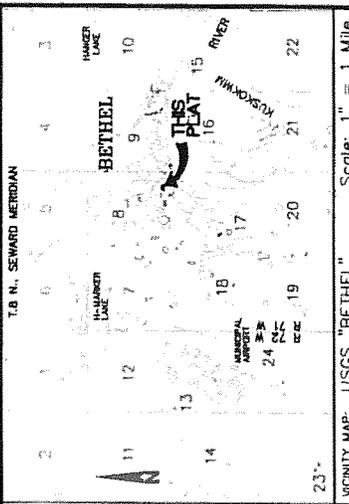
East Side of Structure and Dillon Park



North Side of Structure



Old Bethel Police Station Front Entrance



VICINITY MAP: USGS "BETHEL" Scale: 1" = 1 Mile

CERTIFICATE OF OWNERSHIP AND DEDICATION
 I, CERTIFY THAT I AM THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED ON THIS PLAN, AND THAT I ADOPT THIS PLAN OF SUBDIVISION BY MY FREE CONSENT AND DEDICATE ALL RIGHTS-OF-WAY, STREETS, ALLEYS AND PUBLIC ROADS TO THE CITY OF BETHEL AND GRANTS TO THE CITY OF BETHEL FOR THE USES SHOWN ALL EASEMENTS NOT SHOWN AS FOLLWS.

THOR WILLIAMS, CITY MAYOR
 CITY OF BETHEL
 P.O. BOX 308
 BETHEL, AK 99559

DATE _____

NOTARY ACKNOWLEDGMENT
 THIS IS TO CERTIFY THAT ON THE 25 DAY OF JULY, 2006, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SHOWN PERSONALLY APPEARING AT MY OFFICE, THOR WILLIAMS, HE KNOWS TO BE THE PERSON(S) DESCRIBED IN AND WHO EXECUTED THE ABOVE CERTIFICATE OF OWNERSHIP AND DEDICATION, AND WHO, BEING VOLUNTARILY OR UNDER OATH, ACKNOWLEDGED TO BE THAT THEY SIGNED THE SAME FREELY AND IN FULL KNOWLEDGE OF THE CONTENTS AND PURPOSES THEREOF, AND THAT THEY DID SO ON BEHALF OF AND WITH THE FULL AUTHORITY OF THE CITY OF BETHEL.

WITNESS MY HAND AND OFFICIAL SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST ABOVE WRITTEN.
THOR WILLIAMS
 NOTARY FOR THE STATE OF ALASKA
 BY COMMISSION EXPIRES: 10/15/07

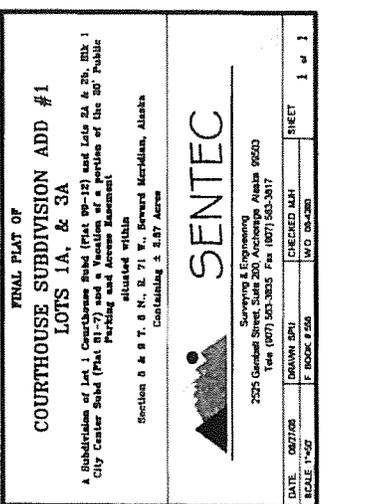
TAX CERTIFICATE
 THE LANDS COMPAKED AND DESCRIBED HEREON ARE NOT SUBJECT TO TAXATION AT THE TIME OF RECORDING.

Bethel Recording District
COURTHOUSE SUBDIVISION ADD #1
LOTS 1A, & 3A
 A Subdivision of Lot 1 Court House Subd (Plat 99-12) and Lots 2A & 2B, Dlx 1 City Center Subd (Plat 81-7) and a Variation of a portion of the 50' Public Parking and Access Easement

Situated within
 Section 0 & 8 T. 8 N., E. 71 W., Bethel Meridian, Alaska
 Containing ± 2.87 Acres

Surveying & Engineering
 2525 Gambel Street, Suite 200, Anchorage, Alaska 99503
 Tel: (907) 563-3825 Fax: (907) 563-3817

DATE: 08/27/08 DRAWN BY: CHECKED BY: SHEET: 1 of 1
 SCALE: 1"=50' E BOOK: 858 W/O 08-280



CHIEF, EDDIE HORTMAN HIGHWAY

AKAMAY DRIVE

AMANK DRIVE

RADIO WAY

AMANK DRIVE

LOT 1A 68,428 S.F.

LOT 2 68,428 S.F.

LOT 3A 56,521 S.F.

LOT 2C 56,521 S.F.

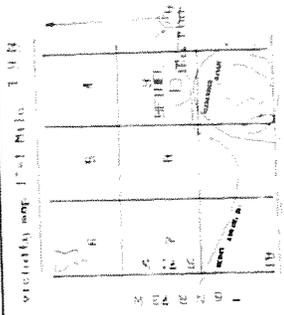
Block 1

Block 2

2006-25
 Bethel RECORDING
 DATE July 26 2006
 TIME 10:48 AM
 Prepared by City of Bethel
 Address

2006-25
 Bethel RECORDING
 DATE July 26 2006
 TIME 10:48 AM
 Prepared by City of Bethel
 Address





1171 10th St. N. S.W. 1171 10th St. N. S.W.

APPLICANT TO INCORPORATE AN ELEVATOR.
 The following is a list of the persons who are the owners of the property above.
 Part of the same is owned by the following persons:
 1. ...
 2. ...
 3. ...
 4. ...
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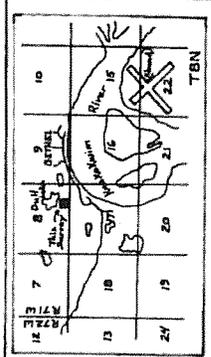
APPROVED BY THE BOARD OF HEALTH
 J. J. ...
 1/10/93
 J. J. ...
 1/10/93

APPROVED BY THE BOARD OF HEALTH
 J. J. ...
 1/10/93
 J. J. ...
 1/10/93

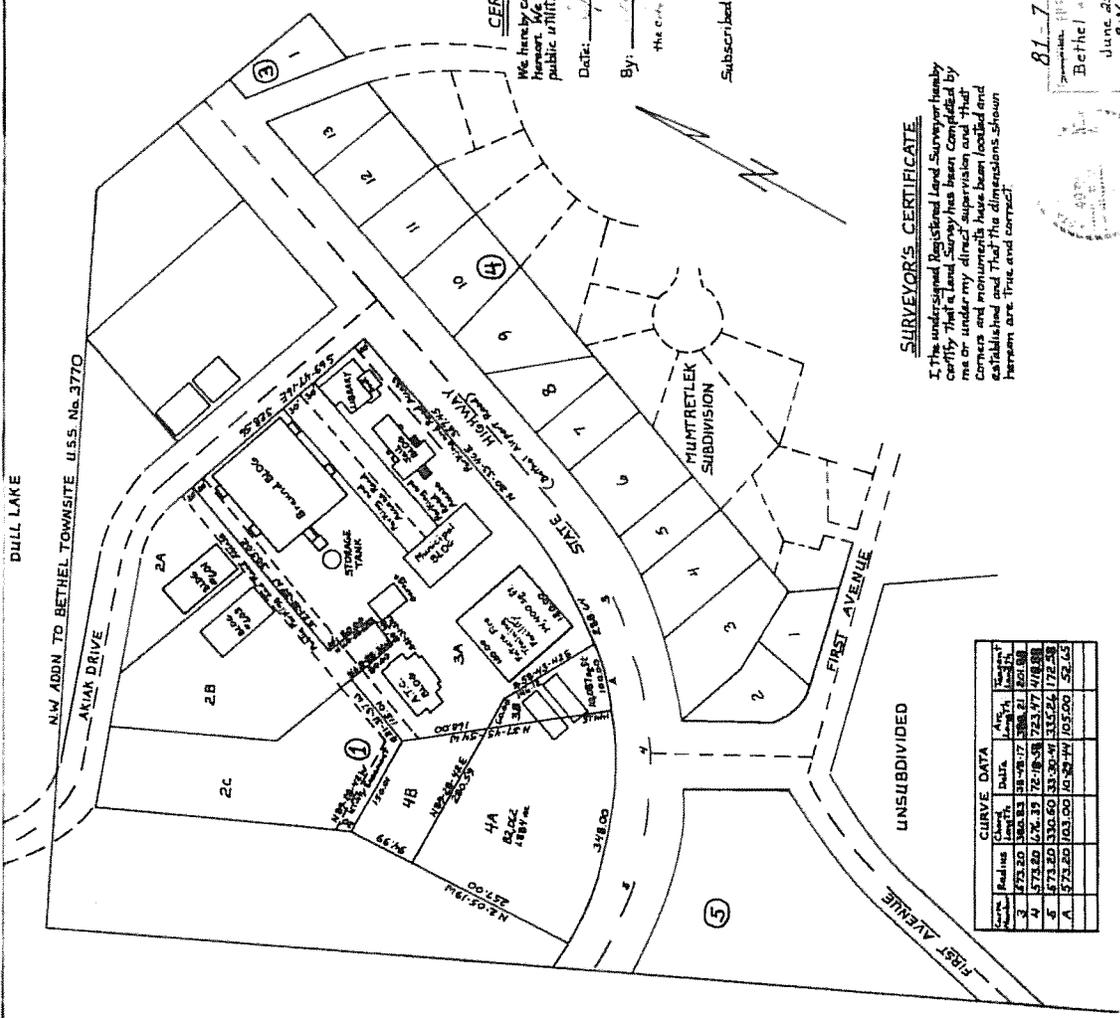
93-7
 INCLUDED FILED 20
 BETHEL, ME
 3-9
 1945
 CITY OF BETHEL
 POLICE 308
 BETHEL, ME



FLAT OF
 WASH HEAT EASTMANS
 WITHIN THE CITY OF BETHEL
 A DIVISION WITHIN THE STATE OF
 BETHEL ALASKA
 CITY OF BETHEL
 CHECKED BY A



VICINITY MAP
1" = 1 mile



CERTIFICATE OF OWNERSHIP AND DEDICATION

We hereby certify that we are the owners of the property above and described hereon. We hereby request approval of this plat showing such easements for public utilities, roadways and alleys dedicated for public use.

Date: June 25, 1981

By: [Signature]
 the City of Bethel, Alaska, as the owner of the property above and described hereon.

NOTARY'S ACKNOWLEDGEMENT

Subscribed and sworn before me this 25 day of June, 1981.

Notary Public in and for the State of Alaska.

PLAT APPROVAL by the City of Bethel Planning Commission This 25 day of June, 1981.

SURVEYOR'S CERTIFICATE

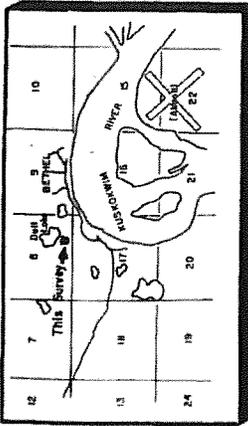
I, the undersigned Registered Land Surveyor, hereby certify that a land survey has been completed by me or under my direct supervision and that corners and monuments have been located and established and that the dimensions shown hereon are true and correct.

Curve	Radius	Chord	Delta	Area	Perimeter
1	572.80	103.00	10.29	105.00	52.50
2	572.80	103.00	10.29	105.00	52.50
3	572.80	103.00	10.29	105.00	52.50
4	572.80	103.00	10.29	105.00	52.50
5	572.80	103.00	10.29	105.00	52.50
6	572.80	103.00	10.29	105.00	52.50

81-7
 June 25 81
 City of Bethel

CITY CENTER SUBDIVISION
 Plat No. 81-7
 Prepared by: [Name]
 Registered: [Name]
 State of Alaska
 1) Location of existing buildings
 2) Location of existing utility lines
 3) Area currently used for road access and parking
 4) Area currently used for road access and parking
 5) Area currently used for road access and parking
 Scale: 1"=100'
 Sheet: 1 of 1





VICINITY MAP
1" = 1 MI

CERTIFICATE OF OWNERSHIP & DEDICATION

We hereby certify that we are the owners of the property shown and described herein. We hereby request approval on this plat showing such easements for public utilities, roadways and alleys dedicated by us for public use.

Ann B. Schumacher
Robert J. Schumacher
6/13/75

NOTARY'S ACKNOWLEDGMENT

Subscribed and sworn before me this 15 day of June 1975 at Capitol Hill, Alaska.
Notary for Alaska

PLAT APPROVAL

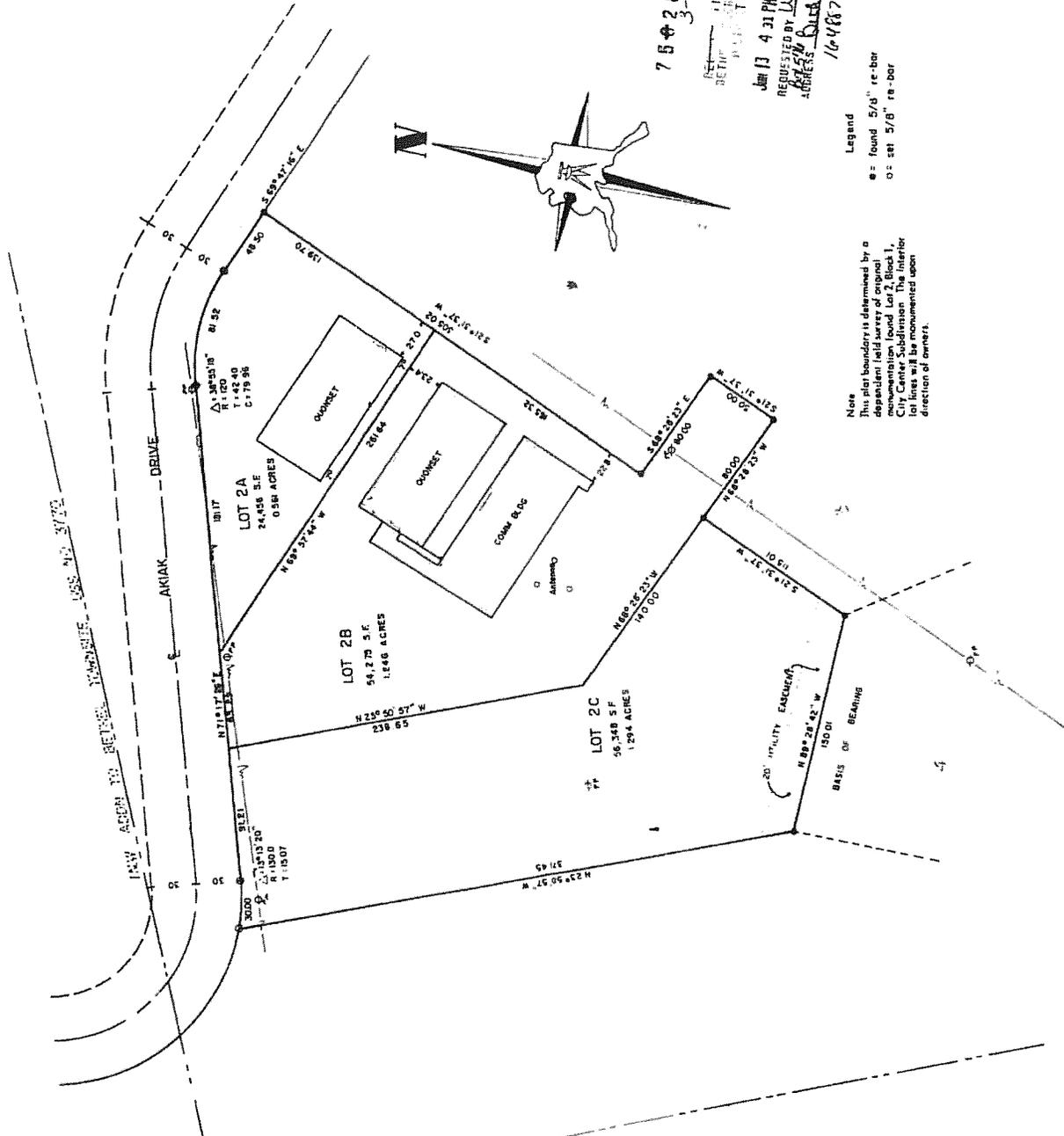
Plat approved by the Board of Planning Commission on this 15 day of June 1975.
[Signature]
Superior Survey Engineer

SURVEYOR'S CERTIFICATE

I, the undersigned registered surveyor hereby certify that a land survey has been completed by me under my direct supervision and that corners and monuments have been located and established and that dimensions shown hereon are true and correct.



7 5 2 8 6
FILED
JUN 15 1975
JULY 10 1975
JAN 13 4 31 PM '75
REQUESTED BY *Ann B. Schumacher*
Robert J. Schumacher
ADDRESS *Capitol Hill*
16487

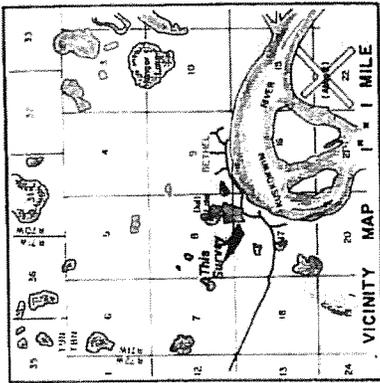


Legend

- = found 5/6" re-bar
- = set 5/8" re-bar

Note
This plat boundary is determined by a dependent field survey of original monumentation found Lot 2, Block 1, City Center Subdivision. Interior lot boundaries are monumented upon direction of corners.

PLAT OF LOT 2A, 2B, AND 2C CITY CENTER SUBDIVISION a subdivision of LOT 2 BLOCK 1, CITY CENTER SUBDIVISION located within Section 15, T. 11N., R. 71W., S. 14M. ALASKA PROTRACTED SEC 8 T. 11N. R. 71W. S. 14M. ALASKA CONTAINING 3.101 ± ACRES HEWITT V. LOUNSBURY & ASSOCIATES ENGINEERS - SURVEYORS - PLANNERS ANCHORAGE ALASKA	
DATE: APRIL 1975	SCALE: 1"=50'
DRAWN: EM	SHEET: 1 OF 1
CHECKED: G.D.	FIELD BOOK: RETHEL # 1-1975



CERTIFICATE OF OWNERSHIP & DEDICATION:

We hereby certify that we are the owners of the property shown and described hereon. We hereby request approval of this plat, showing such easements for public utilities, roadways and alleys dedicated by us for public use.

Date: 5/7, 1973.
CITY OF BETHEL,
100 BAY 537
BETHEL, ALASKA

Maguel Park Lodge
City Representative

NOTARY'S ACKNOWLEDGEMENT:

Subscribed and sworn to before me this 8 day of May, 1973.

R. Alice W. Wicks
NOTARY FOR ALASKA

My commission expires Sept 1st
State of Alaska

PLAT APPROVAL:

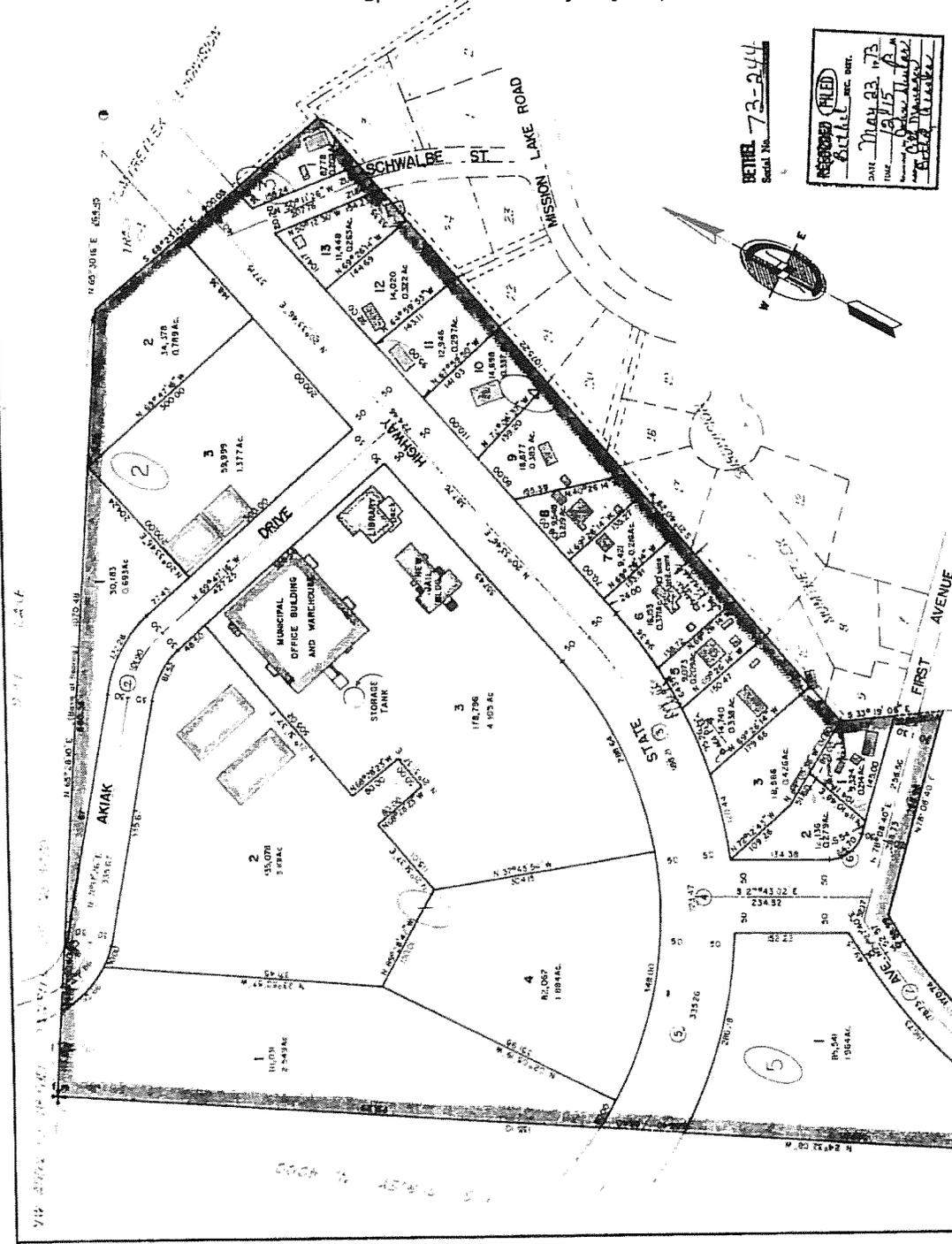
Plat approved by the Borough Planning Commission this _____ day of _____, 1973.

AUTHORIZED OFFICIAL

PLAT OF
CITY CENTER SUBDIVISION
BETHEL, ALASKA
A SUBDIVISION OF THE CITY OF BETHEL, ALASKA
WITHIN
TRACTED SEC. 8, T. 18, R. 17, W. 3, ALASKA
CONTAINING 24,702 ACRES

DICKINSON-OSWALD & PARTNERS
REGISTERED SURVEYORS
400 CORDON ST. ANCHORAGE, ALASKA

DRAWN	J.R.D.	SCALE	1" = 100'	GRID	N.A.	FILE NO.
CHECKED	P.S.W.	DATE	1/17/73	UTM	53A-2	53-2



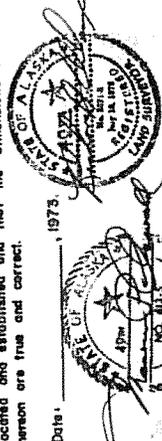
BETHEL 73-244
Social No. _____

RECORDED FILED
DATE: May 23, 1973
TIME: 10:15 AM
BY: Debra M. Taylor
CLERK

SURVEYOR'S CERTIFICATE:

I, the undersigned registered surveyor, hereby certify that a land survey has been completed by me or under my direct supervision and that corners and monuments have been located and established and that the dimensions shown hereon are true and correct.

Date: _____, 1973.



LEGEND:

- + 8/0 or BLM BC Monument Existing
 - ⊙ D/0 BC Monument set this survey
 - ⊙ BC Monument set by other
- All other corners are D/0 Reber set this survey.

CURVE	CHORD	DELTA	AREA	PERIMETER
1	103.00	18.00	4772.745	73.80
2	103.00	18.00	100.90	51.00
3	103.00	18.00	3920.18	58.21
4	103.00	18.00	7278.56	73.47
5	103.00	18.00	3370.31	58.16
6	103.00	18.00	1470.70	64.70
7	103.00	18.00	1578.18	78.73

Introduced by: Planning Commission
Date: July 23, 2013
Public Hearing:
Action:
Vote:

CITY OF BETHEL, ALASKA

Ordinance #13-19

AN ORDINANCE AMENDING SECTION 15.04 HAZARDS AND NUISANCES, BY RESCINDING IT AND ADOPTING SECTION 15.03 ABANDONED HOMES

WHEREAS, THE CITY OF BETHEL IS CURRENTLY FACING ISSUES CONCERNING THE CARE AND MAINTENANCE OF HOUSING AND PROPERTY,

WHEREAS, processes to identify and correct problems related to these issues become more complex as the City grows and more housing falls into disrepair,

WHEREAS, abandoned homes become contributors to neighborhood blight, and shelter for transients, without city water and wastewater services,

WHEREAS, requirements become more stringent over time to balance the legal rights of property owners with the need of the City to preserve public health, safety, and welfare,

THEREFORE BE IT ORDAINED by the City Council of Bethel, Alaska, that the Bethel Municipal Code shall be amended and revised as follows:

SECTION 1. Classification. This ordinance is of a permanent nature and shall become part of the Bethel Municipal Code.

SECTION 2. Amendment to BMC 15.04. The Bethel Municipal Code Section 15.04, is amended as follows (new language is underlined and ~~old language is stricken out~~):

~~Chapter 15.04~~ HAZARDS AND NUISANCES

Sections:

~~15.04.010~~ Declaration, notice and hearing.

~~15.04.020~~ Abatement.

~~15.04.030~~ Appeal.

~~15.04.040~~ Definitions.

~~15.04.050~~ Enforcement.

~~15.04.010 Declaration, notice and hearing.~~

~~A. The manager, city engineer, chief of police, fire chief or city health officer may report to the city council that a particular parcel, property or structure constitutes a fire hazard, health hazard or public nuisance. The report shall be served on the owner or manager of the property~~

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~~by mail or personal delivery. The city officers and council may rely upon any nationally recognized building, plumbing, electrical, structural, mechanical, health, fire, dangerous building, hazardous materials, or similar codes or standards in determining whether a condition of a parcel, property or structure is a fire or health hazard or public nuisance.~~

~~B. Upon receiving a report under subsection A of this section, the city council shall fix a time and place for a hearing before the council to determine whether the report is correct. Unless the owner of the property or his agent requests a shorter time, the hearing may not be fixed for a date sooner than ten (10) calendar days from the date the report is mailed or delivered to the owner, manager of the property, or owners' agent for service.~~

~~C. When a hearing is set, the city clerk shall cause notice of the contents of the report and of the time and place of the hearing to be served upon the owner or manager of the building, parcel, or structure. Such notice shall be served personally or by certified mail on the person shown as the owner in the Bethel district recording office or his agent or manager of the property, and shall be posted at the parcel or affixed to the structure. If the identity and address of the owner, the manager or his agent cannot be ascertained by reasonable diligence, then notice shall be sent by certified mail to the last known owner at his last known address, and shall be published in a newspaper of general circulation published within the city or posted in three (3) public places where notices of city council meetings or other public notices are posted.~~

~~D. At the time and place set for hearing, the council shall hold a hearing to determine whether the report is substantially correct in all material respects. The city administrative officials may present written, photographic, and oral evidence to support the report. The council may as part of the hearing inspect the premises and may treat its observations as evidence to determine the correctness of the report. Observations relied upon by any member of the city council shall be stated at the hearing and become a part of the record. At the hearing the owner or his representative, if present, shall be heard and may present evidence. If the report is substantially correct in all material respects, the council may by resolution declare that the premises constitutes a fire or health hazard or a public nuisance. [Ord. 01-05 § 5.]~~

15.04.020 Abatement.

~~A. If the city council declares a parcel, property or structure to be a fire hazard, health hazard or public nuisance, it may order correction of the defects or removal or demolition thereof by the owner or his agent. If a structure constitutes a hazard to those occupying it, the council may order the structure to be vacated.~~

~~B. Unless the council determines that a longer or shorter period is reasonable or is required, notice of a correction, removal or demolition order shall specify a period of not less than fourteen (14) days from the date of the council declaration by which the correction, removal or demolition must be completed, and shall state that the city may remove or demolish the property thereafter.~~

~~C. At any time before the date set for completion of removal or demolition, the owner of the property or structure may request a rehearing. The rehearing shall be scheduled at the next~~
City of Bethel, Alaska

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~~regular council meeting or at a special meeting called for that purpose, occurring at least three (3) business days following the date the request for rehearing is filed. The request for rehearing shall include a notarized statement setting out with specificity the corrective actions taken or initiated, and how these steps did or will eliminate the hazard or nuisance found by the city council. At the rehearing, the owner or his agent may show that the deficiencies proved have been substantially remedied or that action has been taken to remedy them. If it is shown that the hazard or nuisance has been eliminated or will be eliminated in a reasonable time, and that the public health, safety and welfare will not be threatened if the prior council order is modified, the city council may rescind or modify its prior order.~~

~~D. If the structure or property is not removed or demolished in accordance with the order, the city may remove or demolish it or cause it to be removed or demolished. If the city removes the building, the cost of removal or demolition is a lien upon the land and chargeable to the proceeds of the sale of the structure and the salvaged material, which may be sold at public auction or by competitive bid or by negotiated agreement if no acceptable bids are received. The balance of cost, if any, remains a charge against the land. If the proceeds of any sale of the structure and salvaged material exceed the total cost to the city of the removal or demolition and sale, the excess shall be returned to the owner of the land.~~

~~E. If a condition of a structure or property on a parcel that has been ordered corrected has not been corrected in accordance with the order, the city may enter upon the property and take such action as necessary to correct the nuisance or hazard condition. The cost of correcting the condition shall be a lien against the land.~~

~~F. The owner and the person to whom the order is directed, if other than the owner, shall comply with the order and each such person is liable for failure to comply. Failure to comply is a violation of this section.~~

~~G. Notice of a lien arising under this chapter shall be filed in the Bethel district recording office and thereafter may be foreclosed as provided by Alaska Statute.~~

15.04.030 Appeal.

~~The owner of the property or his agent may appeal the decision and order of the city council to the Alaska Superior Court in accordance with the court rules of appellate procedure. A request for a rehearing does not toll the time for filing the notice of appeal.~~

15.04.040 Definitions.

~~In this chapter:~~

~~"Fire hazard" means any structure, which, for want of proper repairs, or by reason of age or dilapidated condition, or by reason of poorly installed or defective electrical wiring or equipment, defective chimneys, defective heating apparatus or any other cause or reason, is especially liable to fire, or which building or structure is so situated and occupied as to endanger any other structure or property or human life. Such term shall also mean and include any structure containing any combustible or explosive material, rubbish, rags, waste, oils, gasoline or inflammable substance of any kind, especially liable to cause fire or endanger the City of Bethel, Alaska~~

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~~safety of such structure, premises, or human life. Such term shall also mean and include any situation or condition in which any combustible or explosive material, rubbish, rags, waste, oils, gasoline or inflammable substance of any kind is especially liable to cause or spread fire or endanger the safety of any structure, premises or human life.~~

~~"Health hazard" means any parcel or structure which is in a filthy or unsanitary condition especially liable to cause the spread of contagious or infectious disease or diseases, or permits foul odors or obnoxious or poisonous gases to escape from such parcel or structure.~~

~~"Public nuisance" means any parcel or structure the condition of which is such as to likely endanger the safety of persons or property of persons other than the owner of the building or structure, whether because of damage, deterioration, dilapidation, or other cause whether or not the fault of the owner.~~

~~15.04.050 Enforcement:~~

~~In addition to enforcement under the provisions of this chapter, civil and criminal actions may be taken as provided in BMC 16.04.050 for violations, threatened violations, and enforcement of this chapter. [Ord. 01-05 § 5.]~~

15.03 Abandoned Homes

15.03.010 Definitions

15.03.020 Dangerous Buildings Prohibited

15.03.030 Vacant Properties

15.03.040 Abatement of Public Nuisances on Dangerous or Vacant Properties

15.03.050 Notice and Abatement

15.03.060 Penalties

15.03.070 Hearing

15.03.080 Appeal

15.03.090 Enforcement

15.03.010 Definitions

- A. "Abandoned and unoccupied buildings" means any vacant, unoccupied or abandoned buildings, except those boarded up at all doors, windows and other openings sufficiently to prevent ingress or otherwise secured as required in applicable sections below.
- B. "Beyond Economic Feasibility to Repair" when the estimated cost of repair exceeds the estimated replacement cost.
- C. "Building" includes the main structure, outbuildings or other structures on the property.
- D. "Dangerous Building" For the purpose of this chapter, any building or structure with any or all of the conditions or defects hereinafter described to such an extent that the condition endangers the life, limb, health, morals, property, safety or welfare of the general public or its occupants.

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1. Whenever any door, aisle, passageway, stairway or other means or exit is not of sufficient width or size or is not so arranged as to provide safe and adequate means of exit in case of fire or panic.
 2. Whenever the walking surface of any aisle, passageway, stairway, or other means of exit is so warped, worn, loose, torn or otherwise unsafe as to not provide safe and adequate means of exit in case of fire or panic.
 3. Whenever any portion thereof has been damaged by fire, earthquake, wind, and flood or by any other cause, to such an extent the structural strength or stability thereof is materially less than before such catastrophe.
 4. Whenever any portion or member or appurtenance thereof is likely to fail, or to become detached or dislodged, or to collapse and thereby injure persons.
- E. "Fire Hazard" means any structure, which, for want of proper repairs, or by reason of age or dilapidated condition, or by reason of poorly installed or defective electrical wiring or equipment, defective chimneys, defective heating apparatus or any other cause or reason, is especially liable to fire, or which building or structure is so situated and occupied as to endanger any other structure or property or human life. Such term shall also mean and include any structure containing any combustible or explosive material, rubbish, rags, waste, oils, gasoline or inflammable substance of any kind, especially liable to cause fire or endanger the safety of such structure, premises, or human life. Such term shall also mean and include any situation or condition in which any combustible or explosive material, rubbish, rags, waste, oils, gasoline or inflammable substance of any kind is especially liable to cause or spread fire or endanger the safety of any structure, premises or human life.
- F. "Health hazard" means any parcel or structure which is in a filthy or unsanitary condition especially liable to cause the spread of contagious or infectious disease or diseases, or permits foul odors or obnoxious or poisonous gases to escape from such parcel or structure.
- G. "Public nuisance" means any parcel or structure the condition of which is such as to likely endanger the safety of persons or property of persons other than the owner of the building or structure, whether because of damage, deterioration, dilapidation, or other cause whether or not the fault of the owner.

15.03.020 Dangerous Buildings Prohibited

1. It is unlawful for the registered owner or other person with legal right to possession of a building to maintain it, the outbuildings or other structures on the property or allow them to remain in such a state of disrepair as to create a dangerous or hazardous condition.
2. For the purposes of this chapter, any building (including outbuildings) or structure with any or all of the conditions or defects hereinafter described to such an extent the condition endangers life, limb, health, morals, property, safety, or welfare of the general public or its occupants shall be deemed a dangerous building:
 - a. Whenever any door, aisle, passageway, stairway or other means is not of sufficient width or size or is not so arranged as to provide safe and adequate means of exit in case of fire or panic.
 - b. Whenever the walking surface of any aisle, passageway, stairway or other means of exit is so warped, worn, loose, torn or otherwise unsafe as to not provide safe and adequate means of exit in case of fire or panic.

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- c. Whenever the stress in any materials, member or portion thereof, due to all dead and live loads, is more than one and one half times the working stress or stresses recommended by the provisions of the International Existing Building Code for buildings of a similar structure, purpose or location.
- d. Whenever any portion thereof has been damaged by fire, earthquake, wind, flood or by any other cause, to such an extent the structural strength or stability thereof is materially less than before such catastrophe and is less than the minimum requirements of the code for buildings of similar structure, purpose or location.
- e. Whenever any portion or member or appurtenance thereof is likely to fail, or to become detached or dislodged, or to collapse and thereby injure persons or damage property.
- f. Whenever any portion of a building or structure, or any member, appurtenance or ornamentation of the exterior thereof is not sufficient strength or stability, or is not so anchored, attached or fastened in place so as to be capable of resisting wind pressure of one half of that specified in the International Existing Building Code for such buildings and structures.
- g. Whenever any portion thereof has wracked, warped, buckled or settled to such an extent that walls or other structural portions have materially less resistance to winds or earthquakes than is required in the case of similar construction.
- h. Whenever the building or structure, or any portion thereof, because of:
 - i. Dilapidation, deterioration or decay;
 - ii. Faulty construction;
 - iii. The removal, movement or instability of any portion of the ground necessary for the purpose of supporting such building or structure;
 - iv. The deterioration, decay or inadequacy of its foundation; or
 - v. Any other cause is likely to partially or completely collapse
- i. Whenever, for any reason, the building or structure, or any portion thereof, is unsafe for the purpose of which it is being used.
- j. Whenever the exterior walls or other vertical structural members list, lean or buckle to such an extent a plumb line passing through the center of gravity does not fall inside the middle one-third of the base.
- k. Whenever the building or structure, exclusive of the foundation, shows thirty-three (33) percent or more damage or deterioration of its supporting member or members, or fifty (50) percent damage or deterioration of its non-supporting members, enclosing or outside walls or coverings.
- l. Whenever the building or structure has been so damaged by fire, wind, earthquake or flood or has become so dilapidated or deteriorated as to become
 - i. An attractive nuisance to children;
 - ii. A harbor for vagrants, criminals or immoral persons; or
 - iii. Enables persons to resort thereto for the purpose of committing unlawful or immoral acts.
- m. Whenever any building or structure has been constructed, exists or is maintained in violation of any specific requirement or prohibition applicable to such building or structure provided by the building regulations of this City, as specified in the

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Code, or of any law or ordinance of this State or City relating to the condition, location or structure of buildings.

- n. Whenever any building or structure which, whether or not erected in accordance with all applicable laws and ordinances, has in any non-supporting part, member or portion less than fifty (50) percent, or in any supporting part, member or portion, less than sixty-six (66) percent of:
 - i. Strength;
 - ii. Fire-resisting qualities or characteristics; or
 - iii. Weather-resisting qualities or characteristics required by law in the case of a newly constructed building or structure of like area, height and occupancy in the same location.
- o. Whenever a building or structure, used or intended to be used for dwelling purposes, because of inadequate maintenance, dilapidation, decay, damage, faulty construction or arrangement, inadequate light, air or sanitation facilities, or otherwise, is determined by the City to be unsanitary, unfit for human occupancy or in such a condition it is likely to cause sickness or disease.
- p. Whenever any building or structure, because of obsolescence, dilapidated condition, deterioration, damage, inadequate exits, lack of sufficient fire-resistive construction, faulty electric wiring, gas connections or heating apparatus, or other cause, is determined by the City to be a fire hazard.
- q. Whenever any building or structure is in such a condition as to constitute a public nuisance known to the common law or in equity jurisprudence.
- r. Whenever any portion of a building or structure remains on a site after the demolition or destruction of the building or structure or whenever any building or structure is abandoned for a period in excess of six (6) months so as to constitute an attractive nuisance or hazard to the public.

15.03.030 Vacant Properties

- A. All vacant structures and premises thereof or vacant land shall be maintained in a clean, safe, secure and sanitary condition so as not to cause a blighting problem or adversely affect the public health or safety.
- B. Vacant buildings shall be secured such that doors and windows are boarded up and sealed to prevent trespassers.

15.03.040 Abatement of Public Nuisances on Dangerous or Vacant Properties

1. Whenever the existence of a public nuisance comes to the attention of the City, the City may promptly cause to be inspected the property on which it is alleged that such public nuisance exists. Should the City find that a public nuisance exists, and that the health, safety or welfare may be in immediate danger, then Summary Abatement procedures shall be implemented and the City may cause the nuisance to be removed or abated.
2. The City may notify the City Planner if the public nuisance involves a building that appears structurally unsafe. The City Planner, upon being notified, shall cause the building on which it is alleged the public nuisance exists, to be inspected and submit a written report of such inspection to the City Manager.

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3. If, after inspecting a reported public nuisance, the City Planner declares the nature thereof is not such as to require the summary abatement of such nuisance, then, regular abatement procedures shall be followed. Photographs and reports of the findings and inspections shall be made and filed with the City.
4. The City Planner or their designee may issue a notice and order, in accordance with 09.36.070 or 15.03.050 that would require the person upon whom the notice and order is served to abate or prevent a public nuisance/dangerous situation, pay penalties or otherwise comply with this chapter.
5. The fire chief or their designee, the police chief or their designee, the code official and/or the City Planner or their designee are hereby authorized to make such inspections and take such actions as may be required to enforce the provisions of this chapter.
6. When it is necessary to make an inspection to enforce the provisions of this chapter, or when the City Planner or their designee has reasonable cause to believe there exists in a building or structure a condition which is contrary to or in violation of this chapter and makes a building or structure dangerous or unlawful, the City Planner or their designee may enter the building or structure at reasonable times to inspect or to perform the duties imposed by this chapter, provided if such building or structure be occupied that credential be presented to the occupant and entry requested. If such building or structure is unoccupied, the code official shall first make a reasonable effort to locate the owner or other persons having charge or control of the building or structure and request entry. If entry is refused, the City Planner or their designee shall have recourse to the remedies provided by law to secure entry.

15.03.050 Notice and Abatement

1. If the City Planner or their designee declares a parcel, property or structure to be a fire hazard, health hazard or public nuisance, they may order correction of the defects, removal or demolition thereof by the owner or his agent. If a structure constitutes a hazard to those occupying it, the City Planner may order the structure to be vacated.
2. Unless the City Planner determines that a longer or shorter period is reasonable or is required, notice of a correction, removal or demolition order shall specify a period of not less than fourteen (14) days from the date of the declaration by which the correction, removal or demolition must be completed, and shall state that the city may remove or demolish the property thereafter.
3. If the structure or property is not removed or demolished in accordance with the order, the City may remove, repair, abate or demolish it or cause it to be removed, repaired, abated or demolished. If the City removes the building, the cost of removal or demolition is a lien upon the land and chargeable to the proceeds of the sale of the structure and the salvaged material, which may be sold at public auction or by competitive bid or by negotiated agreement if no acceptable bids are received. The balance of cost, if any, remains a charge against the land. If the proceeds of any sale of the structure and salvaged material exceed the total cost to the city of the removal or demolition and sale, the excess shall be returned to the owner of the land.
4. If a condition of a structure or property on a parcel that has been ordered corrected has not been corrected in accordance with the order, the City may enter upon the property and take

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- such action as necessary to correct the nuisance or hazardous condition. The cost of correcting the condition shall be a lien against the land.
5. The owner and the person to whom the order is directed, if other than the owner, shall comply with the order and each such person is liable for failure to comply. Failure to comply is a violation of this section.
 6. Notice of a lien arising under this chapter shall be filed in the Bethel district recording office and thereafter may be foreclosed as provided by Alaska Statute.

15.03.060 Penalties

- a. Any person who violates any section or subsection of this chapter is guilty of a violation and subject to a fine of not less than three hundred (\$300) dollars for a first offense.
- b. Any person who has previously been convicted under subsection (a) above or who remains in violation for at least thirty (30) days after a citation has issued under subsection (a) above, is guilty of a violation and subject to a fine of not less than Seven Hundred (\$700) Dollars.
- c. Any person who has previously been convicted under subsection (b) above or who remains in violation for at least thirty (30) days after a citation has issued under subsection (b) above, is guilty of a violation and subject to a fine of not less than One Thousand (\$1,000) Dollars.

15.03.070 Hearing

- a. At any time before the date set for removal, repair, abatement, or demolition, the owner of the property or structure may request a hearing. Such request must be in writing to and addressed to the City Manager. The request for hearing shall include a statement setting out with specificity the corrective actions taken or initiated, and how these steps did or will eliminate the hazard or nuisance found by the City Planner or their designee.
- b. The City Manager shall review the request and will convene and hearing within thirty (30) days from receipt of the request for hearing.
- c. Failure of the owner or their agent to appear for their designated hearing will not cause the hearing to be vacated. Instead the hearing officer may proceed and issue a decision based on the information known on that date. It will then be up to the owner to show good cause to re-open the matter.
- d. The hearing officer will issue a final decision within fourteen (14) days of the hearing.

15.03.080 Appeal

- a. A property owner who disagrees with the hearing officer's written decision may file an appeal.
- b. A request for an appeal must be in writing and must be filed with the Clerk of Court no later than ten (10) days from the date of the hearing officer's decision.
- c. The request for appeal must be accompanied by a written statement outlining the basis for the appeal and must include the filing fee for the appeal.
- d. The appeal will be reviewed by the City Manager within twenty-one (21) days from the date of receipt.
- e. The City Manager will then issue a written decision based on the appeal.

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- f. An owner who disagrees with the decision of the City Manager may then appeal to the City Council or the Bethel court.

15.03.090 Enforcement

In addition to enforcement under the provisions of this chapter, civil and criminal actions may be taken and the matter may be pursued in the Alaska court system as necessary.

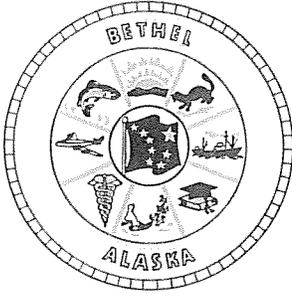
SECTION 2. Effective Date. This section shall become effective immediately upon the passage by City Council.

ENACTED THIS DAY OF 2013, BY A VOTE OF IN FAVOR AND OPPOSED.

Joseph A. Klejka, Mayor

ATTEST:

Lori Strickler, City Clerk



CITY OF BETHEL

PLANNING OFFICE

P.O. Box 1388 • Bethel, Alaska 99559

907-543-5301

Fax # 907-543-4186

Memo

Date: July 10, 2013

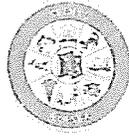
To: Mayor Klejka and the Bethel City Council Members

From: Rachael Pitts, Planning Director

I have been asked to submit this draft code change of Chapter 15.03 Abandoned Homes, which will rescind 15.04 Hazards and Nuisances. This proposed code change was written last November, and then given to the Planning Commission for review. Their review occurred on March 15, 2013.

Since that time the City Attorney and I have been discussing how to better implement this type of code. She and I will be the main staff members to do so, and though we feel that a code change would benefit the community, we are still in the process of creating methods to maximize effectiveness and preserve the public health, safety, and welfare. In my opinion a little more discussion on this might be in order before we finalize. Code enforcement involves the Planning Department, the Legal Department, the Police Department, the City Manager, and others who work for the city and the local courts system. Amending code to make it more effective is not an easy task. Also, the City Attorney is out of town at this time.

Therefore I submit this to go forward for City Council review with reservations. The last ten months have been challenging and informative for staff, and I feel that our experiences since last November may help us to better refine this code change. Until that time Chapter 15.04 Hazards and Nuisances is in effect and we are using it to carry out our functions.



Planning Commission Meeting Agenda

Regular Meeting Thursday, March 14, 2013 – 6:30PM
City Hall Council Chambers 300 Chief Eddie Hoffman Highway

MEMBERS

John Guinn
Chair
Term Expires
12/2013

Joy Shantz
Vice-Chair
Term Expires
12/2013

Rick Robb
Council Rep.
Term Expires
10/2013

Mike Walter
Committee Member
Term Expires
12/2013

Abe Palacios
Committee Member
Term Expires
12/2015

Cliff Linderoth
Committee Member
Term Expires
12/2014

VACANT
Committee Member
Term Expires

Rachael Pitts
Ex-Officio Member

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. PEOPLE TO BE HEARD – (15 Minute Limit)
- IV. APPROVAL OF MINUTES OF THE FEBRUARY 14, 2013 MEETING
- V. APPROVAL OF AGENDA
- VI. DIRECTOR'S REPORT
- VII. COMMISSIONER'S COMMENTS
- VIII. SPECIAL ORDER OF BUSINESS:
 - A. Election of Planning Commission Chairman
 - B. Election of Planning Commission Vice Chairman
- IX. UNFINISHED BUSINESS: A. Rewriting the Bethel Municipal Code (BMC) on Nuisance Properties (to focus on abandoned homes and focusing responsibility for regulatory process to city staff) Sec. 15.03-abandoned homes, to rescind 15.04
- X. NEW BUSINESS
 - A. Zoning Change for a new Proposed Residential ("Snowridge") Subdivision, located East and West of Tundra Ridge Road, and South of Tundra Ridge Subdivision
- XI. ADJOURNMENT

City of Bethel, Alaska

Planning Commission

March 14, 2013

Regular Meeting

Bethel, Alaska

I. CALL TO ORDER

A regular meeting of the Planning Commission was held on at 6: 30 pm in the City Hall conference room in Bethel, Alaska.

Chairman, John Guinn, called the meeting to order at 6:30 pm.

II. ROLL CALL

Compromising a quorum of the Commission, the following members were present for roll call: John Guinn, Joy Shantz, Rick Robb, Mike Walter, Abe Palacios, and Cliff Linderoth. Ex -Officio members present were the following: Rachael Pitts, Planning Director and Betsy Jumper, Recorder

III. PEOPLE TO BE HEARD

- None

IV. APPROVAL OF AGENDA

MOTION TO APPROVE THE AGENDA FOR THE MARCH 14, 2013 MEETING

MOVED:	Joy Shantz	To approve the agenda for the March 14, 2013 meeting.
SECONDED:	Abe Palacios	
VOTE ON MAIN MOTION	All in favor Motion passes; 6 yes and 0 opposed.	

V. APPROVAL OF MINUTES

MOTION TO APPROVE THE MINUTES FROM THE FEBRUARY 14, 2013 MEETING

MOVED:	Mike Walter	To approve the minutes of the Feb. 14, 2013 meeting.
SECONDED:	Rick Robb	
VOTE ON MAIN MOTION	All in favor Motion passes; 6 yes and 0 opposed.	

VI. PLANNER'S REPORT: Rachael went over the monthly planner's report.

VII. COMMISSIONER'S COMMENTS: Joy inquired about the "APOC" statements, what the status is, etc. and Rick informed her that the City Clerk and Council are formulating a new financial disclosure statement that should hopefully be done soon. Rick also shared with the group the status of the Airport Master Plan.

VIII. SPECIAL ORDER OF BUSINESS: A. Election of Planning Commission Chairman; B. Election of Planning Commission Vice-chairman.

MOTION TO ELECT JOHN GUINN AS CHAIRMAN

MOVED:	Joy Shantz	To elect John Guinn as Chairman of the Planning Commission.
SECONDED:	Abe Palacios	
VOTE ON MAIN MOTION	All in favor Motion passes; 6 yes and 0 opposed.	

MOTION TO ELECT JOY SHANTZ AS VICE-CHAIRMAN

MOVED:	Abe Palacios	To elect Joy Shantz as Vice-Chairman of the Planning Commission.
SECONDED:	Cliff Linderoth	
VOTE ON MAIN MOTION	All in favor Motion passes; 6 yes and 0 opposed.	

IX. UNFINISHED BUSINESS: A. Rewriting the Bethel Municipal Code (BMC) on Nuisance Properties (to focus on abandoned homes and focusing responsibility for regulatory process to city staff) Sec. 15.03-abandoned homes, to rescind 15.04.

The Planning Commission went over the proposed revision to the BMC in depth and came up with some changes.

MOTION TO CHANGE/AMEND THE DEFINITION OF ITEM "E" (section 15.03.010)

MOVED:	Rick Robb	To change the language of "E" fire hazard language—to delete part of the definition in the paragraph and to insert "any combustible or explosive material stored in a negligent and unsafe manner".
SECONDED:	Cliff Linderoth	
VOTE ON MAIN MOTION	All in favor Motion passes; 6 yes and 0 opposed.	

MOTION TO STRIKE THE WORD "MORALS" THROUGHOUT SECTION 15.03

MOVED:	Joy Shantz	To get rid of the words "morals", throughout Section 15.03 of the BMC.
SECONDED:	Mike Walter	
VOTE ON MAIN MOTION	All in favor Motion passes; 6 yes and 0 opposed.	

MOTION TO STRIKE THE WORD "IMMORAL" IN ALL INSTANCES FROM SEC. 15.03

MOVED:	Mike Walter	To remove the word "immoral" throughout Section 15.03 of the BMC.
SECONDED:	Joy Shantz	
VOTE ON MAIN MOTION	All in favor Motion passes; 6 yes and 0 opposed.	

MOTION MADE IN ALL INSTANCES WHERE IT SAYS "CITY PLANNER, OR THEIR DESIGNEE" TO CHANGE IT TO "CITY PLANNER, OR ACTING CITY PLANNER" UNDER SEC. 15.03.050 NOTICE AND ABATEMENT

MOVED:	Mike Walter	To remove "City Planner or their designee" to "City Planner and Acting City Planner" under Section 15.03.050 of the BMC.
SECONDED:	Cliff Linderoth	
VOTE ON MAIN MOTION	All in favor Motion passes; 5 yes and 1 opposed.	

MOTION TO AMEND IN ALL INSTANCES, " FIRE CHIEF AND ACTING FIRE CHIEF, THE POLICE CHIEF AND ACTING POLICE CHIEF" AND DELETE "DESIGNEE" UNDER SECTION 15.03.040, NUMBER 5.

MOVED:	Mike Walter	To amend in all instances "fire chief and acting fire chief, the police chief and acting police chief" and delete "designee".
SECONDED:	Joy Shantz	
VOTE ON MAIN MOTION	All in favor Motion fails; 0 yes and 6 opposed.	

MOTION TO ACCEPT AND RECOMMEND TO CITY COUNCIL, THE REWRITE OF SECTION 15.03 WITH NOTED CHANGES

MOVED:	Joy Shantz	To accept the rewrite of Abandoned Homes, Section 15.03 (to rescind Sec. 15.04).
SECONDED:	Mike Walter	
VOTE ON MAIN MOTION	All in favor Motion passes; 6 yes and 0 opposed.	

- X. **NEW BUSINESS:** Zoning change for a new proposed residential subdivision ("Snowridge") Subdivision, located East and West of Tundra Ridge Road, and South of Tundra Ridge Subdivision.

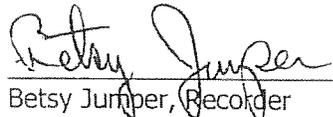
XI. MOTION TO ACCEPT THE ZONING CHANGE.

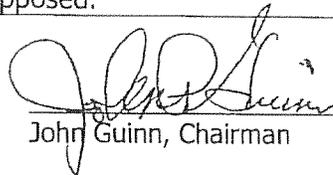
MOVED:	Mike Williams	To accept/approve the zoning change, from General Use, Preservation, and no designated zoning district, to Residential Zoning for the Snowridge Subdivision.
SECONDED:	Joy Shantz	
VOTE ON MAIN MOTION	All in favor Motion passes; 6 yes and 0 opposed.	

XII. ADJOURNMENT, Motion to adjourn the meeting.

MOVED:	Joy Shantz	To adjourn the meeting at 8:00 pm.
SECONDED:	Abe Palacios	
VOTE ON MAIN MOTION	All in favor Motion passes; 6 yes and 0 opposed.	

Next meeting will be on April 11, 2013.

 -5-9-13
Betsy Jumper, Recorder


John Guinn, Chairman

Abandoned Homes

15.03.010 Definitions

15.03.020 Dangerous Buildings Prohibited

15.03.030 Vacant Properties

15.03.040 Abatement of Public Nuisances on Dangerous or Vacant Properties

15.03.050 Notice and Abatement

15.03.060 Penalties

15.03.070 Hearing

15.03.080 Appeal

15.03.090 Enforcement

15.03.010 Definitions

- A. "Abandoned and unoccupied buildings" means any vacant, unoccupied or abandoned buildings, except those boarded up at all doors, windows and other openings sufficiently to prevent ingress or otherwise secured as required in applicable sections below.
- B. "Beyond Economic Feasibility to Repair" when the estimated cost of repair exceeds the estimated replacement cost.
- C. "Building" includes the main structure, outbuildings or other structures on the property.
- D. "Dangerous Building" For the purpose of this chapter, any building or structure with any or all of the conditions or defects hereinafter described to such an extent that the condition endangers the life, limb, health, morals, property, safety or welfare of the general public or its occupants.
 - 1. Whenever any door, aisle, passageway, stairway or other means or exit is not of sufficient width or size or is not so arranged as to provide safe and adequate means of exit in case of fire or panic.
 - 2. Whenever the walking surface of any aisle, passageway, stairway, or other means of exit is so warped, worn, loose, torn or otherwise unsafe as to not provide safe and adequate means of exit in case of fire or panic.
 - 3. Whenever any portion thereof has been damaged by fire, earthquake, wind, and flood or by any other cause, to such an extent the structural strength or stability thereof is materially less than before such catastrophe.
 - 4. Whenever any portion or member or appurtenance thereof is likely to fail, or to become detached or dislodged, or to collapse and thereby injure persons.
- E. "Fire Hazard" means any structure, which, for want of proper repairs, or by reason of age or dilapidated condition, or by reason of poorly installed or defective electrical wiring or equipment, defective chimneys, defective heating apparatus or any other cause or reason, is especially liable to fire, or which building or structure is so situated and occupied as to endanger any other structure or property or human life. Such term shall also mean and include any structure containing any combustible or explosive material, rubbish, rags, waste, oils, gasoline or inflammable substance of any kind, especially liable to cause fire or endanger the safety of such structure, premises, or human life. Such term shall also mean and include any situation or condition in which any combustible or explosive material, rubbish, rags, waste, oils, gasoline or

inflammable substance of any kind is especially liable to cause or spread fire or endanger the safety of any structure, premises or human life.

- F. "Health hazard" means any parcel or structure which is in a filthy or unsanitary condition especially liable to cause the spread of contagious or infectious disease or diseases, or permits foul odors or obnoxious or poisonous gases to escape from such parcel or structure.
- G. "Public nuisance" means any parcel or structure the condition of which is such as to likely endanger the safety of persons or property of persons other than the owner of the building or structure, whether because of damage, deterioration, dilapidation, or other cause whether or not the fault of the owner.

15.03.020 Dangerous Buildings Prohibited

1. It is unlawful for the registered owner or other person with legal right to possession of a building to maintain it, the outbuildings or other structures on the property or allow them to remain in such a state of disrepair as to create a dangerous or hazardous condition.
2. For the purposes of this chapter, any building (including outbuildings) or structure with any or all of the conditions or defects hereinafter described to such an extent the condition endangers life, limb, health, morals, property, safety, or welfare of the general public or its occupants shall be deemed a dangerous building:
 - a. Whenever any door, aisle, passageway, stairway or other means is not of sufficient width or size or is not so arranged as to provide safe and adequate means of exit in case of fire or panic.
 - b. Whenever the walking surface of any aisle, passageway, stairway or other means of exit is so warped, worn, loose, torn or otherwise unsafe as to not provide safe and adequate means of exit in case of fire or panic.
 - c. Whenever the stress in any materials, member or portion thereof, due to all dead and live loads, is more than one and one half times the working stress or stresses recommended by the provisions of the International Existing Building Code for buildings of a similar structure, purpose or location.
 - d. Whenever any portion thereof has been damaged by fire, earthquake, wind, flood or by any other cause, to such an extent the structural strength or stability thereof is materially less than before such catastrophe and is less than the minimum requirements of the code for buildings of similar structure, purpose or location.
 - e. Whenever any portion or member or appurtenance thereof is likely to fail, or to become detached or dislodged, or to collapse and thereby injure persons or damage property.
 - f. Whenever any portion of a building or structure, or any member, appurtenance or ornamentation of the exterior thereof is not sufficient strength or stability, or is not so anchored, attached or fastened in place so as to be capable of resisting wind pressure of one half of that specified in the International Existing Building Code for such buildings and structures.
 - g. Whenever any portion thereof has wracked, warped, buckled or settled to such an extent that walls or other structural portions have materially less resistance to winds or earthquakes than is required in the case of similar construction.

- h. Whenever the building or structure, or any portion thereof, because of:
 - i. Dilapidation, deterioration or decay;
 - ii. Faulty construction;
 - iii. The removal, movement or instability of any portion of the ground necessary for the purpose of supporting such building or structure;
 - iv. The deterioration, decay or inadequacy of its foundation; or
 - v. Any other cause is likely to partially or completely collapse
- i. Whenever, for any reason, the building or structure, or any portion thereof, is unsafe for the purpose of which it is being used.
- j. Whenever the exterior walls or other vertical structural members list, lean or buckle to such an extent a plumb line passing through the center of gravity does not fall inside the middle one-third of the base.
- k. Whenever the building or structure, exclusive of the foundation, shows thirty-three (33) percent or more damage or deterioration of its supporting member or members, or fifty (50) percent damage or deterioration of its non-supporting members, enclosing or outside walls or coverings.
- l. Whenever the building or structure has been so damaged by fire, wind, earthquake or flood or has become so dilapidated or deteriorated as to become
 - i. An attractive nuisance to children;
 - ii. A harbor for vagrants, criminals or immoral persons; or
 - iii. Enables persons to resort thereto for the purpose of committing unlawful or immoral acts.
- m. Whenever any building or structure has been constructed, exists or is maintained in violation of any specific requirement or prohibition applicable to such building or structure provided by the building regulations of this City, as specified in the Code, or of any law or ordinance of this State or City relating to the condition, location or structure of buildings.
- n. Whenever any building or structure which, whether or not erected in accordance with all applicable laws and ordinances, has in any non-supporting part, member or portion less than fifty (50) percent, or in any supporting part, member or portion, less than sixty-six (66) percent of:
 - i. Strength;
 - ii. Fire-resisting qualities or characteristics; or
 - iii. Weather-resisting qualities or characteristics required by law in the case of a newly constructed building or structure of like area, height and occupancy in the same location.
- o. Whenever a building or structure, used or intended to be used for dwelling purposes, because of inadequate maintenance, dilapidation, decay, damage, faulty construction or arrangement, inadequate light, air or sanitation facilities, or otherwise, is determined by the City to be unsanitary, unfit for human occupancy or in such a condition it is likely to cause sickness or disease.
- p. Whenever any building or structure, because of obsolescence, dilapidated condition, deterioration, damage, inadequate exits, lack of sufficient fire-resistive construction,

faulty electric wiring, gas connections or heating apparatus, or other cause, is determined by the City to be a fire hazard.

- q. Whenever any building or structure is in such a condition as to constitute a public nuisance known to the common law or in equity jurisprudence.
- r. Whenever any portion of a building or structure remains on a site after the demolition or destruction of the building or structure or whenever any building or structure is abandoned for a period in excess of six (6) months so as to constitute an attractive nuisance or hazard to the public.

15.03.030 Vacant Properties

- A. All vacant structures and premises thereof or vacant land shall be maintained in a clean, safe, secure and sanitary condition so as not to cause a blighting problem or adversely affect the public health or safety.
- B. Vacant buildings shall be secured such that doors and windows are boarded up and sealed to prevent trespassers.

15.03.040 Abatement of Public Nuisances on Dangerous or Vacant Properties

1. Whenever the existence of a public nuisance comes to the attention of the City, the City may promptly cause to be inspected the property on which it is alleged that such public nuisance exists. Should the City find that a public nuisance exists, and that the health, safety or welfare may be in immediate danger, then Summary Abatement procedures shall be implemented and the City may cause the nuisance to be removed or abated.
2. The City may notify the City Planner if the public nuisance involves a building that appears structurally unsafe. The City Planner, upon being notified, shall cause the building on which it is alleged the public nuisance exists, to be inspected and submit a written report of such inspection to the City Manager.
3. If, after inspecting a reported public nuisance, the City Planner declares the nature thereof is not such as to require the summary abatement of such nuisance, then, regular abatement procedures shall be followed. Photographs and reports of the findings and inspections shall be made and filed with the City.
4. The City Planner or their designee may issue a notice and order, in accordance with 09.36.070 or 15.03.050 that would require the person upon whom the notice and order is served to abate or prevent a public nuisance/dangerous situation, pay penalties or otherwise comply with this chapter.
5. The fire chief or their designee, the police chief or their designee, the code official and/or the City Planner or their designee are hereby authorized to make such inspections and take such actions as may be required to enforce the provisions of this chapter.
6. When it is necessary to make an inspection to enforce the provisions of this chapter, or when the City Planner or their designee has reasonable cause to believe there exists in a building or structure a condition which is contrary to or in violation of this chapter and makes a building or structure dangerous or unlawful, the City Planner or their designee may enter the building or structure at reasonable times to inspect or to perform the duties imposed by this chapter, provided if such building or structure be occupied that credential be presented to the occupant and entry requested. If such building or structure is unoccupied, the code official shall first make

a reasonable effort to locate the owner or other persons having charge or control of the building or structure and request entry. If entry is refused, the City Planner or their designee shall have recourse to the remedies provided by law to secure entry.

15.03.050 Notice and Abatement

1. If the City Planner or their designee declares a parcel, property or structure to be a fire hazard, health hazard or public nuisance, they may order correction of the defects, removal or demolition thereof by the owner or his agent. If a structure constitutes a hazard to those occupying it, the City Planner may order the structure to be vacated.
2. Unless the City Planner determines that a longer or shorter period is reasonable or is required, notice of a correction, removal or demolition order shall specify a period of not less than fourteen (14) days from the date of the declaration by which the correction, removal or demolition must be completed, and shall state that the city may remove or demolish the property thereafter.
3. If the structure or property is not removed or demolished in accordance with the order, the City may remove, repair, abate or demolish it or cause it to be removed, repaired, abated or demolished. If the City removes the building, the cost of removal or demolition is a lien upon the land and chargeable to the proceeds of the sale of the structure and the salvaged material, which may be sold at public auction or by competitive bid or by negotiated agreement if no acceptable bids are received. The balance of cost, if any, remains a charge against the land. If the proceeds of any sale of the structure and salvaged material exceed the total cost to the city of the removal or demolition and sale, the excess shall be returned to the owner of the land.
4. If a condition of a structure or property on a parcel that has been ordered corrected has not been corrected in accordance with the order, the City may enter upon the property and take such action as necessary to correct the nuisance or hazardous condition. The cost of correcting the condition shall be a lien against the land.
5. The owner and the person to whom the order is directed, if other than the owner, shall comply with the order and each such person is liable for failure to comply. Failure to comply is a violation of this section.
6. Notice of a lien arising under this chapter shall be filed in the Bethel district recording office and thereafter may be foreclosed as provided by Alaska Statute.

15.03.060 Penalties

- a. Any person who violates any section or subsection of this chapter is guilty of a violation and subject to a fine of not less than three hundred (\$300) dollars for a first offense.
- b. Any person who has previously been convicted under subsection (a) above or who remains in violation for at least thirty (30) days after a citation has issued under subsection (a) above, is guilty of a violation and subject to a fine of not less than Seven Hundred (\$700) Dollars.
- c. Any person who has previously been convicted under subsection (b) above or who remains in violation for at least thirty (30) days after a citation has issued under subsection (b) above, is guilty of a violation and subject to a fine of not less than One Thousand (\$1,000) Dollars.

15.03.070 Hearing

- a. At any time before the date set for removal, repair, abatement, or demolition, the owner of the property or structure may request a hearing. Such request must be in writing to and addressed to the City Manager. The request for hearing shall include a statement setting out with specificity the corrective actions taken or initiated, and how these steps did or will eliminate the hazard or nuisance found by the City Planner or their designee.
- b. The City Manager shall review the request and will convene and hearing within thirty (30) days from receipt of the request for hearing.
- c. Failure of the owner or their agent to appear for their designated hearing will not cause the hearing to be vacated. Instead the hearing officer may proceed and issue a decision based on the information known on that date. It will then be up to the owner to show good cause to re-open the matter.
- d. The hearing officer will issue a final decision within fourteen (14) days of the hearing.

15.03.080 Appeal

- a. A property owner who disagrees with the hearing officer's written decision may file an appeal.
- b. A request for an appeal must be in writing and must be filed with the Clerk of Court no later than ten (10) days from the date of the hearing officer's decision.
- c. The request for appeal must be accompanied by a written statement outlining the basis for the appeal and must include the filing fee for the appeal.
- d. The appeal will be reviewed by the City Manager within twenty-one (21) days from the date of receipt.
- e. The City Manager will then issue a written decision based on the appeal.
- f. An owner who disagrees with the decision of the City Manager may then appeal to the City Council or the Bethel court.

15.03.090 Enforcement

In addition to enforcement under the provisions of this chapter, civil and criminal actions may be taken and the matter may be pursued in the Alaska court system as necessary.

15.04 [Repealed]

Abandoned Homes

(Contains changes per Planning Commission Meeting on March 14, 2013)

15.03.010 Definitions

15.03.020 Dangerous Buildings Prohibited

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 - 1. Whenever any door, aisle, passageway, stairway or other means or exit is not of sufficient width or size or is not so arranged as to provide safe and adequate means of exit in case of fire or panic.
 - 2. Whenever the walking surface of any aisle, passageway, stairway, or other means of exit is so warped, worn, loose, torn or otherwise unsafe as to not provide safe and adequate means of exit in case of fire or panic.
 - 3. Whenever any portion thereof has been damaged by fire, earthquake, wind, and flood or by any other cause, to such an extent the structural strength or stability thereof is materially less than before such catastrophe.
 - 4. Whenever any portion or member or appurtenance thereof is likely to fail, or to become detached or dislodged, or to collapse and thereby injure persons.
- E. "Fire Hazard" means any structure, which, for want of proper repairs, or by reason of age or dilapidated condition, or by reason of poorly installed or defective electrical wiring or equipment, defective chimneys, defective heating apparatus or any other cause or reason, is especially liable to fire, or which building or structure is so situated and occupied as to endanger any other structure or property or human life. Such term shall also mean and include any structure containing any combustible or explosive material, ~~rubbish, rags, waste, oils, gasoline or inflammable substance of any kind, especially liable to cause fire or endanger the safety of such structure, premises, or human life. Such term shall also mean~~ stored in a negligent and include any situation or

~~condition in unsafe manner, which any combustible or explosive material, rubbish, rags, waste, oils, gasoline or inflammable substance of any kind~~ is especially liable to cause or spread fire or endanger the safety of any structure, premises or human life.

- F. "Health hazard" means any parcel or structure which is in a filthy or unsanitary condition especially liable to cause the spread of contagious or infectious disease or diseases, or permits foul odors or obnoxious or poisonous gases to escape from such parcel or structure.
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 - c. Whenever the stress in any materials, member or portion thereof, due to all dead and live loads, is more than one and one half times the working stress or stresses recommended by the provisions of the International Existing Building Code for buildings of a similar structure, purpose or location.
 - d. Whenever any portion thereof has been damaged by fire, earthquake, wind, flood or by any other cause, to such an extent the structural strength or stability thereof is materially less than before such catastrophe and is less than the minimum requirements of the code for buildings of similar structure, purpose or location.
 - e. Whenever any portion or member or appurtenance thereof is likely to fail, or to become detached or dislodged, or to collapse and thereby injure persons or damage property.
 - f. Whenever any portion of a building or structure, or any member, appurtenance or ornamentation of the exterior thereof is not sufficient strength or stability, or is not so anchored, attached or fastened in place so as to be capable of resisting wind pressure of one half of that specified in the International Existing Building Code for such buildings and structures.

- g. Whenever any portion thereof has wracked, warped, buckled or settled to such an extent that walls or other structural portions have materially less resistance to winds or earthquakes than is required in the case of similar construction.
- h. Whenever the building or structure, or any portion thereof, because of:
 - i. Dilapidation, deterioration or decay;
 - ii. Faulty construction;
 - iii. The removal, movement or instability of any portion of the ground necessary for the purpose of supporting such building or structure;
 - iv. The deterioration, decay or inadequacy of its foundation; or
 - v. Any other cause is likely to partially or completely collapse
- i. Whenever, for any reason, the building or structure, or any portion thereof, is unsafe for the purpose of which it is being used.
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- k. Whenever the building or structure, exclusive of the foundation, shows thirty-three (33) percent or more damage or deterioration of its supporting member or members, or fifty (50) percent damage or deterioration of its non-supporting members, enclosing or outside walls or coverings.
- l. Whenever the building or structure has been so damaged by fire, wind, earthquake or flood or has become so dilapidated or deteriorated as to become
 - i. An attractive nuisance to children;
 - ii. A harbor for vagrants, ~~and/or criminals or immoral persons;~~ or
 - iii. Enables persons to resort thereto for the purpose of committing unlawful ~~or immoral~~ acts.
- m. Whenever any building or structure has been constructed, exists or is maintained in violation of any specific requirement or prohibition applicable to such building or structure provided by the building regulations of this City, as specified in the Code, or of any law or ordinance of this State or City relating to the condition, location or structure of buildings.
- n. Whenever any building or structure which, whether or not erected in accordance with all applicable laws and ordinances, has in any non-supporting part, member or portion less than fifty (50) percent, or in any supporting part, member or portion, less than sixty-six (66) percent of:
 - i. Strength;
 - ii. Fire-resisting qualities or characteristics; or
 - iii. Weather-resisting qualities or characteristics required by law in the case of a newly constructed building or structure of like area, height and occupancy in the same location.
- o. Whenever a building or structure, used or intended to be used for dwelling purposes, because of inadequate maintenance, dilapidation, decay, damage, faulty construction or arrangement, inadequate light, air or sanitation facilities, or otherwise, is determined by the City to be unsanitary, unfit for human occupancy or in such a condition it is likely to cause sickness or disease.

- p. Whenever any building or structure, because of obsolescence, dilapidated condition, deterioration, damage, inadequate exits, lack of sufficient fire-resistive construction, faulty electric wiring, gas connections or heating apparatus, or other cause, is determined by the City to be a fire hazard.
- q. Whenever any building or structure is in such a condition as to constitute a public nuisance known to the common law or in equity jurisprudence.
- r. Whenever any portion of a building or structure remains on a site after the demolition or destruction of the building or structure or whenever any building or structure is abandoned for a period in excess of six (6) months so as to constitute an attractive nuisance or hazard to the public.

15.03.030 Vacant Properties

- A. All vacant structures and premises thereof or vacant land shall be maintained in a clean, safe, secure and sanitary condition so as not to cause a blighting problem or adversely affect the public health or safety.
- B. Vacant buildings shall be secured such that doors and windows are boarded up and sealed to prevent trespassers.

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1. Whenever the existence of a public nuisance comes to the attention of the City, the City may promptly cause to be inspected the property on which it is alleged that such public nuisance exists. Should the City find that a public nuisance exists, and that the health, safety or welfare may be in immediate danger, then Summary Abatement procedures shall be implemented and the City may cause the nuisance to be removed or abated.
2. The City may notify the City Planner if the public nuisance involves a building that appears structurally unsafe. The City Planner, upon being notified, shall cause the building on which it is alleged the public nuisance exists, to be inspected and submit a written report of such inspection to the City Manager.
3. If, after inspecting a reported public nuisance, the City Planner declares the nature thereof is not such as to require the summary abatement of such nuisance, then, regular abatement procedures shall be followed. Photographs and reports of the findings and inspections shall be made and filed with the City.
4. The City Planner or ~~their designee~~acting City Planner may issue a notice and order, in accordance with 09.36.070 or 15.03.050 that would require the person upon whom the notice and order is served to abate or prevent a public nuisance/dangerous situation, pay penalties or otherwise comply with this chapter.
5. The fire chief or their designee, the police chief or their designee, the code official and/or the City Planner or ~~their designee~~acting City Planner are hereby authorized to make such inspections and take such actions as may be required to enforce the provisions of this chapter.
6. When it is necessary to make an inspection to enforce the provisions of this chapter, or when the City Planner or ~~their designee~~acting City Planner has reasonable cause to believe there exists in a building or structure a condition which is contrary to or in violation of this chapter and makes a building or structure dangerous or unlawful, the City Planner or ~~their designee~~acting City Planner may enter the building or structure at reasonable times to inspect or to perform the duties

imposed by this chapter, provided if such building or structure be occupied that credential be presented to the occupant and entry requested. If such building or structure is unoccupied, the code official shall first make a reasonable effort to locate the owner or other persons having charge or control of the building or structure and request entry. If entry is refused, the City Planner or ~~their designee~~acting City Planner shall have recourse to the remedies provided by law to secure entry.

15.03.050 Notice and Abatement

1. If the City Planner or ~~their designee~~acting City Planner declares a parcel, property or structure to be a fire hazard, health hazard or public nuisance, they may order correction of the defects, removal or demolition thereof by the owner or his agent. If a structure constitutes a hazard to those occupying it, the City Planner may order the structure to be vacated.
2. Unless the City Planner determines that a longer or shorter period is reasonable or is required, notice of a correction, removal or demolition order shall specify a period of not less than fourteen (14) days from the date of the declaration by which the correction, removal or demolition must be completed, and shall state that the city may remove or demolish the property thereafter.
3. If the structure or property is not removed or demolished in accordance with the order, the City may remove, repair, abate or demolish it or cause it to be removed, repaired, abated or demolished. If the City removes the building, the cost of removal or demolition is a lien upon the land and chargeable to the proceeds of the sale of the structure and the salvaged material, which may be sold at public auction or by competitive bid or by negotiated agreement if no acceptable bids are received. The balance of cost, if any, remains a charge against the land. If the proceeds of any sale of the structure and salvaged material exceed the total cost to the city of the removal or demolition and sale, the excess shall be returned to the owner of the land.
4. If a condition of a structure or property on a parcel that has been ordered corrected has not been corrected in accordance with the order, the City may enter upon the property and take such action as necessary to correct the nuisance or hazardous condition. The cost of correcting the condition shall be a lien against the land.
5. The owner and the person to whom the order is directed, if other than the owner, shall comply with the order and each such person is liable for failure to comply. Failure to comply is a violation of this section.
6. Notice of a lien arising under this chapter shall be filed in the Bethel district recording office and thereafter may be foreclosed as provided by Alaska Statute.

15.03.060 Penalties

- a. Any person who violates any section or subsection of this chapter is guilty of a violation and subject to a fine of not less than three hundred (\$300) dollars for a first offense.
- b. Any person who has previously been convicted under subsection (a) above or who remains in violation for at least thirty (30) days after a citation has issued under subsection (a) above, is guilty of a violation and subject to a fine of not less than Seven Hundred (\$700) Dollars.

- c. Any person who has previously been convicted under subsection (b) above or who remains in violation for at least thirty (30) days after a citation has issued under subsection (b) above, is guilty of a violation and subject to a fine of not less than One Thousand (\$1,000) Dollars.

15.03.070 Hearing

- a. At any time before the date set for removal, repair, abatement, or demolition, the owner of the property or structure may request a hearing. Such request must be in writing to and addressed to the City Manager. The request for hearing shall include a statement setting out with specificity the corrective actions taken or initiated, and how these steps did or will eliminate the hazard or nuisance found by the City Planner or ~~their designee acting~~ City Planner.
- b. The City Manager shall review the request and will convene and hearing within thirty (30) days from receipt of the request for hearing.
- c. Failure of the owner or their agent to appear for their designated hearing will not cause the hearing to be vacated. Instead the hearing officer may proceed and issue a decision based on the information known on that date. It will then be up to the owner to show good cause to re-open the matter.
- d. The hearing officer will issue a final decision within fourteen (14) days of the hearing.

15.03.080 Appeal

- a. A property owner who disagrees with the hearing officer's written decision may file an appeal.
- b. A request for an appeal must be in writing and must be filed with the Clerk of Court no later than ten (10) days from the date of the hearing officer's decision.
- c. The request for appeal must be accompanied by a written statement outlining the basis for the appeal and must include the filing fee for the appeal.
- d. The appeal will be reviewed by the City Manager within twenty-one (21) days from the date of receipt.
- e. The City Manager will then issue a written decision based on the appeal.
- f. An owner who disagrees with the decision of the City Manager may then appeal to the City Council or the Bethel court.

15.03.090 Enforcement

In addition to enforcement under the provisions of this chapter, civil and criminal actions may be taken and the matter may be pursued in the Alaska court system as necessary.

15.04 [Repealed]

City of Bethel Action Memorandum

Action memorandum No.	13-15		
Date action introduced:	July 25, 2013	Introduced by:	City Manager
Date action taken:		<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied
Confirmed by:			

SUBJECT/ACTION:

Authorizing the City Manager to sign on behalf of the City of Bethel on the City Of Bethel vs Hoffman Fuel, Case Number 4BE-09-457CI settlement as determined at the City Council's Regular meeting held on May 25, 2013.

Route to:	Department/Individual:	Initials:	Remarks:
X	City Attorney		
X	City Manager		

Attachment(s):

Amount of fiscal impact		Account information:
X	No fiscal impact	
	Funds are budgeted for.	
	Funds are not budgeted. Budget modification is required. Affected account number:	

City Council approval for the City Manager to attend and settle any and all transactions regarding the settlement of City of Bethel vs. Hoffman Fuels, Inc., 4BE-09-457-CI, including, but not limited to, signing on behalf of the City to accept property from Hoffman Fuels, Inc. The express settlement desires of the City have previously been expressed to the City Manager and City Attorney at a previously held session.

Bethel City Council

Office of the Mayor

Mayor's Report



United States Department of the Interior



BUREAU OF LAND MANAGEMENT
Anchorage Field Office
4700 BLM Road
Anchorage, Alaska 99507-2591
<http://www.blm.gov/ak>

In Reply Refer To:
1610 (AKA010)

JUL 01 2013

CERTIFIED MAIL 7004 1350 0002 0431 8936
RETURN RECEIPT REQUESTED

Joseph Klejka, Mayor
City of Bethel
P.O. Box 1388
Bethel, Alaska 99559

Dear Mayor Klejka:

The Bureau of Land Management (BLM) is developing a new land use plan for an area in western Alaska that encompasses approximately 62 million acres of land, including 10.6 million acres managed by the BLM. The planning area includes all lands south of the Central Yukon watershed to the southern boundary of the Kuskokwim River watershed, and all lands west of Denali National Park and Preserve to the Bering Sea, including Saint Lawrence, Saint Matthew and Nunivak islands (see enclosed map). The Bering Sea-Western Interior (BSWI) Resource Management Plan (RMP) will provide a framework for managing and allocating uses of public land and resources.

The BLM is developing this RMP to: (1) address any new issues that have developed since the existing plans were approved; (2) address management issues not adequately addressed by the existing plans, and; (3) provide direction for site-specific activity planning and implementation of specific tasks in the future. Some issues and management concerns the new RMP will address include, but are not limited to:

- Management of human uses and activities, such as recreation and mining;
- Protection of areas with critical or unique values, such as wild and scenic rivers; and
- Management of natural and cultural resources, such as wildlife, fish, cultural sites, and vegetation.

The purpose of this letter is to invite you to participate in the BSWI planning process, which will take approximately four years. If we do not hear back from you, we will still send your office information regarding the plan and provide you with copies of the draft and final RMP as they are published.

BLM planning regulations direct us to invite eligible governmental units to participate as cooperators in the revision or development of resource management plans. Your city may qualify to be a cooperating agency on the BSWI RMP if you have special expertise in a matter to be addressed by the plan. Special expertise means statutory responsibility, mission, or related program experience. The city must be willing to share that information with the BLM for use in the plan. Additionally, we cannot provide any funding for travel or other expenses related to being a cooperating agency.

In addition to providing written correspondence at various stages of the planning effort, we are maintaining an email list for the BSWI RMP. We will use this list to share information, to hear your concerns, to send reminders of public meetings and opportunities to submit comments, and request information about the land, subsistence use areas, and subsistence resources. This information will allow us to better understand the land and people in your area. If you would like to join this list, please send a message to Teresa McPherson at tmcpfers@blm.gov.

We will hold public scoping meetings in various communities in the planning area in the late fall of 2013 to invite input from local residents and Tribal representatives. The BLM will work with local Tribes to schedule the meetings and will announce the schedule in the local media. I hope you will consider attending a scoping meeting to represent your city's interests in this planning effort.

Enclosed please find a map of the BSWI planning area and a summary of the BSWI planning process. Additional information can be found on the BLM website at www.blm.gov/ak/planning. If you have any questions, please feel free to call me or BSWI RMP Team Lead Jorjena Daly at (907) 267-1246 or toll free at 1-800-478-1263.

The BLM looks forward to hearing your ideas and recommendations for the BSWI planning area and to developing a positive working relationship with your city during this planning effort.

Sincerely,



Alan Bittner
Field Manager

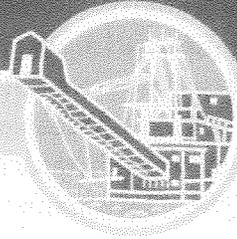
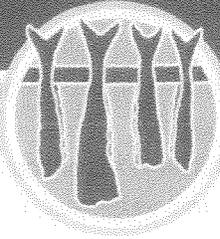
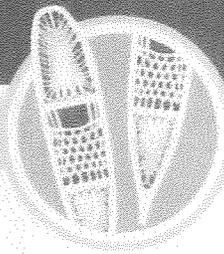
Enclosure

CC:

Lee Foley, City Manager
City of Bethel
P.O. Box 1388
Bethel, Alaska 99559

Bering Sea Western Interior Resource Management Plan

Getting YOUR Voice Heard in the BSWI Land Use Planning Process



When a place you know and care about becomes part of a land use planning process, how can your ideas be heard? At the Bureau of Land Management, your input is vital to the process. We want to hear from YOU.

What is the Bering Sea-Western Interior Resource Management Plan?

The BLM is developing a new land use plan for an area in western Alaska that encompasses approximately 62 million acres of land, including 10.6 million acres managed by the BLM. The planning area includes all lands south of the Central Yukon watershed to the southern boundary of the Kuskokwim River watershed, and all lands west of Denali National Park and Preserve to the Bering Sea, including Saint Lawrence, Saint Matthew and Nunivak islands (see enclosed map).

The Bering Sea-Western Interior (BSWI) Resource Management Plan will provide a framework for managing and allocating uses of BLM public land and resources.

Why Does the BLM Plan?

To ensure the best balance of uses and resource protections for America's public lands, the BLM undertakes extensive land use planning through a collaborative approach with local, state and tribal governments, the public, and stakeholder groups.

The result is a set of land use plans—called Resource Management Plans (RMP)—that provide the framework to guide decisions for every action and approved use on the National System of Public Lands in accordance with the Federal Land Policy and Management Act.

Decisions in the RMP establish goals and objectives for resource management, the measures needed to achieve these goals and objectives, and rules for using BLM-managed lands. They identify lands that are open or available for certain uses, including any applicable restrictions, and lands that are closed to certain uses. RMP decisions are made on a broad scale and guide subsequent site-specific day-to-day decisions.

Why is there a Need for the BSWI RMP?

The purpose of the BSWI RMP is to provide comprehensive, long-term direction for the 10.6 million acres of BLM-administered land in the planning area. The BSWI RMP will: (1) address any new issues that have developed since the existing Southwest Planning Area Management Framework Plan was



approved in 1981; (2) address management issues not adequately addressed by the existing plan, and; (3) provide direction for site-specific activity planning in the future. Issues and management concerns the new RMP will address include, but are not limited to:

- Management of human uses and activities, such as recreation and mining;
- Protection of areas with critical or unique values, such as wild and scenic rivers; and
- Management of natural and cultural resources, such as wildlife, fish, cultural sites, and vegetation.

How You Can Participate in the BSWI Planning Process

Public involvement is an integral component of the BSWI planning process. Throughout this process, stakeholders and residents will have many opportunities to participate and share insights and comments, beginning with public scoping meetings in the fall of 2013.

The purpose of scoping is for the public to help us identify issues and concerns that should be considered in the RMP. Typically, the BLM holds scoping meetings in the area affected by the plan. BLM personnel are present at the meetings to explain the planning process and hear your concerns. You may also submit written scoping comments at the address below.

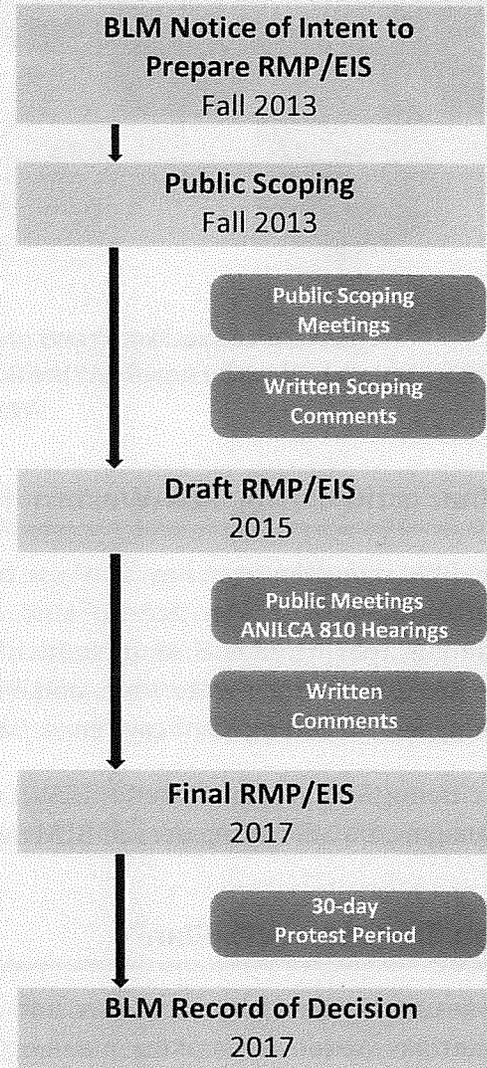
Many steps in the RMP process include specific opportunities for your involvement. However, the BLM welcomes your comments and suggestions at any time during the planning process.

How to Contact Us

If you'd like to be added to the BSWI mail list to receive future notifications and information, visit our website and use the **Contact Us** form, or send your contact info to BSWI_RMP_Comment@blm.gov. Please let us know the preferred way to reach you (regular mail or e-mail). You can also reach us by mail at BLM Anchorage Field Office, ATTN: BSWI RMP, 4700 BLM Road, Anchorage, AK 99507, or by phone at (907) 267-1246.

For more information about the BSWI RMP, please visit the project website at www.blm.gov/ak/planning.

Bering Sea-Western Interior RMP/EIS Schedule



**Your input will help inform management of these lands for the next 15-20 years.
We want to hear from YOU!**



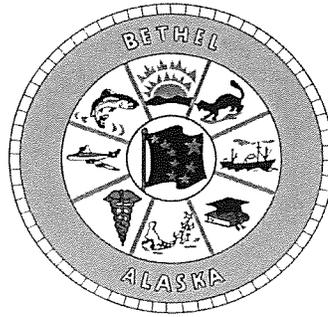
Bethel City Council

Office of the City Manager

Manager's Report

CITY OF BETHEL

Post Office Box 1388
Bethel, Alaska 99559
Voice: 907-543-1373
Fax: 907-543-1394



July 16, 2013

From: Lee M. Foley, City Manager

To: Bethel City Council

-

Info: Lori Strickler, City Clerk

Subj: City Manager's Report

Listed below are some of the action items and activities that I've been working on, and involved in, for the period July 9 - 16, 2013.

CITY ADMINISTRATION ACTION ITEMS AND ACTIVITIES

Projects:

- **YK Aquatic Center** - Regular weekly teleconference meetings between the Project Management Team and City Administration are held each Friday at 9:00 a.m. The following items are germane:
 1. Met with John Conway (ProDev) face-to-face and John Sargent to discuss FFE issues including identification of equipment types and procurement. Also discussed, along with Bill Arnold, plumbing, piping and heat trace installment. Finally, the need was recognized and discussed for providing a pathway sufficient to allow vehicular and pedestrian passage to and from the wind turbine pad.

Miscellaneous:

- **Tundra Ridge Road** – Following up on a suggestion put forth by Council Member Sattler, the Administration is preparing letters to be sent to our congressional delegates in Washington, seeking their assistance to prevail upon BIA to move this process forward.
 - **Auditing Firm** – Our current financial auditing firm, Mikunda, Cottrell & Co., Inc., has joined BDO, USA, LLP, one of the nation's leading accounting, tax, and
-

July 17, 2013

consulting firms. Mikunda, Cottrell now becomes the Anchorage-based Alaska practice of BDO, but will continue to support its customer service base in Alaska.

- **Armory** – All documentation is complete from City's perspective. We are still waiting for signed documents from the National Guard.

Thank you.

8

Bethel City Council

Office of the City Manager

Management Team Reports

TO: Lee Foley
FROM: Peter A. Williams, Port Director
SUBJECT: June Managers Report 2012



SBH

- Larsen Consulting and the expected fielded work, staking the corners of the Plat 82-13, 59 ½ acres 36 points, to be finished 7/6. Earlier reported by the end of June.
 - The C.O.E. has received a commitment from the Denali Commission that the funds for the boat ramps will be forwarded to the C.O.E.
 - M.O.A. was signed by the City Manager between the C.O.E. and the City of Bethel to commit \$500,000 for the Ports match installing the boat ramps.
 - The time line for the boat ramps and dredging the SBH Entrance Channel is the C.O.E. will forward the project to Washington D.C. for the review and in the fall of 2012 put the project out for bid with construction hopefully to start in winter of 2012-2013.
 - Fully Staffed with five Port Attendants.
 - 450 harbor use permits sold.
 - 88 of 120 dock spaces have been sold and we have open spaces.
- There has been some vandalism in the parking lots and two boats. The Port Attendants have been instructed to make rounds of the East Addition, City Dock and Seawall every 1 ½ hours and spend more time in the SBH.
- The Police have apprehended two persons of interest.

City Dock

- The Denali Commission has awarded the Port of Bethel, a FY-11 request, \$200,000 to the City of Bethel and along with \$50,000 from the Ports' funds to produce a design for the East timber wall and replacing the timber with sheet pile.
- M/V Miktuuq will go up for auction July 6th.
- U.S.C.G. will inspect the City Dock July 9th-14th.
- There is only one outstanding account (Seattle Action Services) that has not been responding and the Port worked out terms with the rest those past due 30 days.
- We have had 3 mainline freight barges. The Port will exceed the projected warfage revenues for FY-12

Brown Slough

- Maintenance Dredging permit was verified to be good until 2015.

East Addition

- McClintok land Assoc. has prepared and sent a request for the B.I.A. too review for subdividing Block 8 and 9 lots 6A and 6B and asking the B.I.A. for a appraisal of these lots.

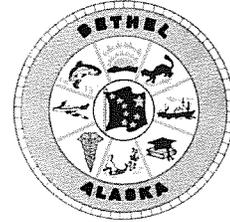
Petro Port

- There were five mainline fuel barges received at the Petro Dock. Revenues will exceed what was projected for this last fiscal year.

Equipment

- Water truck is working fine for dust control and has a dual use now as a portable fire hydrant, with fire hose and etc.
- Work boat has been used for repairs along the seawall and soundings along the seawall and SBH.
- Tide gauge is being installed and should be working as of 7/6/12. The next step will be to transfer the info to the internet.
- Cameras will be installed in July in the SBH and one at the Petro Port.

MEMORANDUM



DATE: July 3, 2013
TO: Lee Foley, City Manager
FROM: John Sargent, Grant Manager
SUBJECT: Grant Manager’s Report – July 9, 2013 Bethel City Council Meeting

Water and Sewer Master Plan Update

Chuck, Bill Arnold, and I responded to LCG Consultant Glenn Foust’s request for information on each of 32 potential water and sewer projects being reviewed as part of the City’s Water and Sewer Master Plan Update. I reviewed and made notes on each of the funding sources for inclusion in the plan also. LCG should send the City a technical memorandum soon.

Port and Police Fencing and Gates

I prepared and issued a Request for Proposals (RFP) for the purchase and installation of fencing, gates, and guardrail for the Port and Police Departments. The RFP is available online from the City’s website: Public Notices > Request for Proposals/Bids. Proposals are due July 29, 2013. Funding is from a grant from the Alaska Division of Homeland Security and Emergency Management.

USDA Preplanning Grant

The City paid the last invoice received from LCG and now must complete the Final Report to close the City’s USDA Preplanning grant that funded the preliminary engineering and engineering reports for the manhole project near the courthouse, A/B/C Loop Replacement, and Sewage Lagoon Rehabilitation.

The City is still waiting to receive a letter from the Alaska Department of Environmental Conservation as verification that the sewage lagoon project is a “dire sanitation need.” Without this letter, the City’s number one water and sewer priority project is ineligible for USDA funding.

Land and Water Conservation Fund Grant

I am preparing the full application of the Land and Water Conservation Fund grant. The application is due August 1, 2013. The U.S. Department of Natural Resources must review and approve the application in September before a grant agreement is issued. This grant will fund a new multisports field in Pinky’s Park, boardwalk additions, and six platforms off the boardwalk where stretching/exercise stations will be located.

Bethel Transit System

The City of Bethel was awarded \$306,045 from the Alaska Department of Transportation and Public Facilities, Transit Division, for the operation of the Bethel Transit System. The funding includes \$52,000 in capital for the purchase of a new transit vehicle. The City is confident that it can reclassify award expenses to fund the full purchase price (\$82,000) of a new transit vehicle.

I sent a letter to DOT&PF requesting title to the transit vehicle that just received a new engine. The State releases titles to grantees once FTA-grant-funded transit vehicles exceed 100,000 miles on the odometer.

ONC is preparing a Tribal Transit grant application to request over \$300,000 in funding to cover the cost of the operating the “airport route” for three years. The grant application is due July 8, 2013.

City of Bethel Grant Summary Calendar Year 2013					
Preparing					
Sponsor	Name	Products/Services	City Depts. (Partners)	Date	\$ Grant \$ City Match
Alaska Dept. of Natural Resources, Division of Parks and Outdoor Rec.	Full Land & Water Conservation Fund grant application	Pinky’s Park Upgrades: new multiuse sports field, boardwalk, decks, garden high tunnel.	Parks and Rec.	8/1/13	\$125,000 Other grants + in-kind match
Alaska Energy Authority	Village Electric Energy Efficiency Program	City building energy efficiency improvements	Public Works	8/12/13	Up to \$400,000 No match
Submitted in Calendar Year 2012-13 Most recent first					
Sponsor	Name	Products/Services	City Depts. (Partners)	Date	\$ Grant \$ City Match
U.S. Dept. of Transportation	TIGER Grant	River Bank Stabilization Project (seawall tiebacks)	Port	6/3/13	\$3,900,035
Approved in Calendar Year 2013 Most recent first					
Sponsor	Name	Products/Services	City Depts. (Partners)	Date	\$ Grant \$ Match
AK Dept. of Transportation and Public Facilities, Transit Division	Alaska Community Transportation Grant	Administration and Operating costs of Bethel Public Transit System	Public Works - Transit	4/12/13	\$306,045 ONC - \$105,000
YKHC	Community Garden Awards Program	High tunnel at community garden	Parks & Rec.	3/15/13	\$19,922.01 Other grants + in-kind match
Alaska Dept. of Natural Resources, Division of Parks and Outdoor Rec.	Considering Land & Water Conservation Fund grant	Pinky’s Park Upgrades: new multiuse sports field, boardwalk, decks, garden high tunnel.	Parks and Rec.	2/1/13	\$125,000 Other grants + in-kind match

Not Approved in Calendar Year 2013

Sponsor	Name	Products/Services	City Depts. (Partners)	Date	\$ Grant \$ Match
W.F. Kellog	First Nations Agriculture Initiative Grant	High tunnel on sand pad as part of community garden	YKHC & Parks and Rec.	2/20/12	\$37,500 0
State of Alaska	State Designated Legislative Grant	Sewer Lagoon Rehabilitation and Dredge	Public Works	10/15/12	\$11,500,000 0
State of Alaska	State Designated Legislative Grant	Petro Port Multiuse Expansion and City Dock Repair	Port	10/15/12	\$29,000,000 0
State of Alaska	State Designated Legislative Grant	Construction of Donut Hole Road and Dust Control Measures	Public Works	10/15/12	\$6,400,000 0
State of Alaska	State Designated Legislative Grant	Network Wiring and New Telephone System	IT	10/15/12	\$265,431 0
State of Alaska	State Designated Legislative Grant	New Animal Control Facility	Police	10/15/12	\$426,010 0

Planning Department Report

From: Rachael Pitts, Planning Director

Date: July 1, 2013

The zoning request from the Charles family was approved by the City Council.

The Conditional Use Permit application for a 60-foot telecommunications tower was disapproved by the Planning Commission on May 23rd at a Special Meeting. The decision was appealed to the Board of Adjustment. The board convened on June 24th and sent the application back to the Planning Commission. It will be heard on July 11th.

The surveyors from Farpoint came to survey several properties for the city. The surveys include port, parks and recreation, and other properties that require a plat.

DOT is rounding up the paperwork and doing preliminary analysis for the Ridgecrest Drive widening project.

Site Plan Permit Applications and Code Enforcement: We have issued twenty-six Site Permits to date.

The Planning Department is running ads to locate nuisance property owners. One owner has been identified, and has made a commitment to clean up and secure their property.

There has been a commitment from a property owner who has built a structure in the right-of-way to remove it.

Construction Projects:

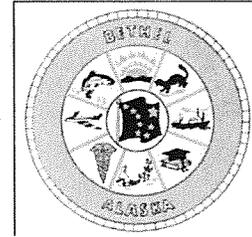
Swimming Pool: Barges are coming into the port and construction will begin shortly, for a projected opening date in 2014.

Prematernal Home and Long Term Care Facility: Siding and roofing are being constructed.

Dormitory: Yuut Elitnaurviat School has removed a temporary building and is putting in pilings for the new dormitory.

Kipusvik Shopping Center: The developers have added an access to Chief Eddie Hoffman highway. Construction materials have been delivered to the site.

Opportunities: There may be a grant available to move a family in a flood prone home to a new home. If anyone can identify an appropriate property, possibly by the Slough, let the Planner know.



MEMORANDUM

DATE: July 3, 2013

TO: Lee Foley, City Manager

FROM: Bill Howell, Fire Captain

SUBJECT: Manager's Report – Month of May, 2013

Programs/Divisions

- We have selected General Fire of Spokane, WA. as the successful bidder for the new fire engine. General Fire is the factory authorized representative for Rosenbauer Fire Apparatus. No protests were received from other bidders. We are in the process of finalizing the details of our contract
- We received a Volunteer Fire Assistance Grant from the State of Alaska Division of Forestry for firefighter protective ensembles. This grant is valued at approximately 19,000 and has a modest matching requirement which is routinely met with in kind services. The Department has successfully applied for and managed this grant since the mid 90's.
- The department is working closely with the Parks and Recreation department and ProComm communications of Anchorage to purchase portable radios and obtain FCC licensing for a new frequency for their use.
- The department is working to meet FCC required narrow banding mandates and upgrade or replace outdated radio equipment that is noncompliant with narrow banding standards. We are working closely with the Public Works and Port department to become compliant with the current standard.
- Work on the heat loops that prevent freezing of the plumbing under the floor began this month. The work is needed to prevent freeze ups and increase the accessibility of critical components such as zone valves.

Staffing Issues/Concerns/Training.

- We are fully staffed but keeping an open recruitment file active.
- An EMT meeting was held on the 18th of June in the evening at the Fire Station. A review of recent EMS calls was conducted followed by continuing education in our Aurora patient encounter reporting and an audit of the M5 ambulance inventory.

- An EMT meeting was held on 4th of June at the fire station. Pastor Bruce Claypool conducted a class on managing critical incident stress. EMS instructor Fred Watson then conducted training on our new Zoll defibrillators/heart monitors.
- The next EMT meeting will be held on July 2nd.
- A Fire meeting was held on June 27th in the evening at the Fire Station. Training for the evening consisted of at grade and above grade interior fire attack at the training tower. In addition to Fire Attack firefighters conducted rescue, ladders and ventilation.
- A fire meeting was conducted on June 13th at the fire station. Fire Instructor Captain Bill Howell conducted hands on training in fire extinguishers. After live fire practice with extinguishers all firefighters donned full PPE including SCBA and practiced interior firefighting techniques in our burn room.
- The next fire meeting will be held on July 11th.
- The department staff successfully trained and certified five Firefighter I students to standards established by NFPA 1001 and the Alaska Fire Standards Council.. Testing was completed on the 28th and 29th of June. The students were given written and practical testing in hazardous materials and general firefighting practices.

The new firefighters are: Silas Hessler, Ashley Shoemaker, Jay Lee, Matt Ohearn and Brian Knutson. The certification process takes over 240 hours of classroom and hands on training. We congratulate these dedicated individuals and look forward to their continued support of our community.

Budget/Financial

- The department closed out its budget within the limits of FY 13 appropriation.

Calls For Service

On 05-31-13 at 8:37 a.m. firefighters responded to East Avenue for the report of a vehicle lockout. Firefighters were able to successfully gain access to the car.

On 05-31-13 at 9:52 a.m. medics responded to Atsaq Street for the report of a patient lying on the ground. The patient was assessed, treated and transported to the hospital.

On 05-31-13 at 10:24 a.m. medics responded to Chief Eddie Hoffman Highway for the report of a patient who had collapsed onto the ground. The patient was assessed, treated and transported to the hospital.

On 05-31-13 at 11:33 a.m. medics responded to City Sub for the report of an intoxicated patient lying on the ground, unable to walk. The patient was assessed and transported to the sobering center by the CSO.

On 05-31-13 at 11:59 a.m. medics responded to Calista Drive for the report of a patient who fell and hit their head. The patient was assessed, treated and transported to the hospital.

On 05-31-13 at 1:21 p.m. firefighters responded to the landfill for the report of a trash fire. The fire was successfully extinguished.

On 05-31-13 at 9:35 p.m. firefighters responded to Willow Street for the report of a vehicle lock out. Firefighters were able to unlock the vehicle and retrieve the keys.

On 05-31-13 at 11:30 p.m. firefighters responded to the landfill for the report of a trash fire. Firefighters were able to extinguish the fire using the booster line.

On 06-01-13 at 9:03 p.m. medics responded to Fourth Avenue for the report of a female with breathing difficulties. Upon arrival, medics found a 16 year old female complaining of asthma. The patient was assessed and transported to the hospital.

On 06-02-13 at 1:01 a.m. medics responded to Ridgecrest Drive for the report of an intoxicated male. Upon arrival, medics found a 52 year old male complaining of leg pain. The patient was assessed and transported to the hospital.

On 06-02-13 at 10:19 a.m. medics responded to Atsaq Street for the report of a female who was not breathing. The patient was assessed and CPR was performed. The patient was transported to the hospital.

On 06-04-13 at 10:15 p.m. medics responded to the hospital for a Medevac transport to the airport. The patient remained in the care of the Medevac crew en route to the airport.

On 06-05-13 at 2:58 a.m. medics responded to the sobering center for the report of a patient with chest pain. The patient was assessed, treated and transported to the hospital.

On 06-05-13 at 5:41 p.m. firefighters responded to YKHC for the report of a fire alarm. Firefighters were cancelled en route.

On 06-05-13 at 8:20 p.m. firefighters responded to 6th Ave for the report of a brush fire. Upon arrival, firefighters found a small wood fire next to the dumpster. The fire was successfully extinguished.

On 06-05-13 at 8:40 p.m. medics responded to Larson Subdivision for the report of a patient who was dehydrated. The patient was assessed, treated and transported to the hospital.

On 06-06-13 at 3:21 a.m. medics responded to 3rd Ave for the report of a patient with abdominal pain and unable to walk. The patient was assessed, treated and transported to the hospital.

On 06-06-13 at 8:43 a.m. medics responded to the State Highway for the report of a patient that fell down the stairs and possibly broke their ankle. The patient was assessed, treated and transported to the hospital.

On 06-06-13 at 7:15 p.m. medics responded to Larson Subdivision for the report of a man with low blood sugar. The patient was assessed, treated, and transported to the hospital.

On 06-07-13 at 2:34 a.m. medics responded to Ptarmigan Street for the report of a female patient with chest pain. The patient was assessed and transported to the hospital.

On 06-07-13 at 1:17 p.m. medics responded to Sixth Ave for the report of an intoxicated patient who was unable to stand. The patient was assessed and transported to the Sobering Center by police officers.

On 06-08-13 at 12:51 p.m. medics responded to Atsaq Street for the report of an unresponsive female. The patient was assessed and transported to the hospital.

On 06-18-13 at 1:45 p.m. medics responded to Calista Drive for the report of an intoxicated female. The patient was assessed and transported to the hospital.

On 06-08-13 at 2:52 p.m. medics responded to the airport for the report of a male needing transport to the hospital. The patient was assessed and transported to the hospital.

On 06-08-13 at 6:00 p.m. medics responded to East Avenue for the report of a female who was assaulted. The patient was assessed and transported to the hospital.

On 06-08-13 at 7:07 p.m. medics responded to Tundra Street for the report of a male who fell and hit his head. The patient was assessed and refused transport to the hospital.

On 06-08-13 at 7:39 p.m. medics responded to Calista Drive for the report of a female vomiting. The patient was assessed and transported to the hospital.

On 06-09-13 at 5:13 a.m. medics responded to Ptarmigan Street for the report of a female with a cut. The patient was assessed and transported to the hospital.

On 06-09-13 at 1:37 p.m. medics responded to the airport for the report of a patient with back pain. The patient was assessed and transported to hospital.

On 06-10-13 at 12:20 p.m. medics responded to Osage Drive for the report of a man who ingested bleach. The patient was assessed and transported to the hospital.

On 06-10-13 at 4:07 p.m. medics responded to the airport for a medevac. The patient was assessed and transported to the hospital.

On 06-10-13 at 9:33 p.m. medics responded to the hospital for a patient transport. The patient and the flight crew were transported to an awaiting aircraft at the airport.

On 06-11-13 at 2:20 p.m. medics responded to Atsaq Street for report of an elderly male who was experiencing weakness. The patient was assessed, but he refused transport to the hospital. Medics returned to quarters.

On 06-11-13 at 4:37 p.m. medics responded to the airport for the report of a patient that had been poked in the eye. The patient was assessed and transported to the hospital.

On 06-11-13 at 5:34 p.m. medics responded to Chief Eddie Hoffman Highway for the report of a patient experiencing a seizure. The patient was assessed and transported to the hospital.

On 06-12-13 at 12:54 a.m. medics responded to Sixth Avenue for report of patient with liver failure. Medics found that the given address did not exist and that the reporting party was unable to be contacted. Medics returned to quarters.

On 6-12-13 at 7:45 a.m. medics responded to East Avenue for a patient who had fallen into river. Patient was assessed and was transported to the hospital with PD.

On 6-12-13 at 10:43 a.m. medics responded to East Avenue for report of a patient who broke their wrist. Patient was assessed on scene then transported to hospital.

On 6-12-13 at 12:58 p.m. medics responded to Chief Eddie Hoffman Highway for report of a patient having a seizure. Patient was assessed on scene and then transported to hospital.

On 6-12-13 at 2:02 p.m. medics responded to the airport for the report of patient with liver failure. The patient was assessed on scene and then transported to hospital.

On 06-12-13 at 6:02 p.m. medics responded to Ridgecrest Drive for the report of an unresponsive female. The patient was assessed and transported to the hospital.

On 06-12-13 at 7:04 p.m. medics responded to Tundra Street for the report of a female with chest pain. The patient was assessed and transported to the hospital.

On 06-12-13 at 10:58 p.m. medics responded to Akiak Drive for the report of a female who could not walk. The patient was transported by a Community Service Patrol officer to the Sobering Center.

On 06-12-13 at 11:53 p.m. medics responded to Seventh Avenue for the report of a male with cuts on his head. The patient was assessed and transported to the hospital.

On 06-13-13 at 12:37 p.m. medics responded to Ptarmigan Road for the report of an intoxicated male unconscious in a porch. The patient was alert and oriented and refused transport to the hospital. Medics returned to quarters.

On 06-13-13 at 5:55 p.m. medics responded to Schwalbe Road for the report of a baby not breathing. Upon arrival, medics found a baby crying. The patient was assessed, and the patient's mother refused transport. Medics returned to quarters.

On 06-14-13 at 1:40 p.m. medics responded to Atsaq Street for report of a patient who couldn't move their legs. Patient was assessed on scene and transported to the hospital.

On 06-14-13 at 4:20 p.m. medics responded to Chief Eddie Hoffman Highway for the report of a patient who had a seizure. The patient was assessed, treated and transported to the hospital.

On 06-14-13 at 7:55 p.m. medics responded to Ridgecrest Drive for the report of a patient that fell off a motorcycle. The patient was assessed, treated and transported to the hospital.

On 06-14-13 at 10:18 p.m. medics responded to East Avenue for the report of a patient who cut their finger while opening aluminum cans. The patient was assessed, treated and transported to the hospital.

On 06-15-13 at 3:28 a.m. medics responded to Cranberry Drive for the report of an unresponsive person. The patient was assessed and refused treatment and transport to the hospital. The patient was taken into custody by Bethel Police officers.

On 06-15-13 at 6:05 a.m. medics responded to the hospital for a patient transport. The patient and medevac crew were transported to an awaiting aircraft at the airport.

On 06-15-13 at 9:42 a.m. medics responded to Atsaq Street for the report of a female who was experiencing abdominal pain and leg cramps. The patient was assessed, treated and transported to the hospital.

On 6-16-13 at 12:46 a.m. medics responded to Alex Hatley Drive for the report of a male patient with severe cramps. The patient was assessed and transported to the hospital.

On 06-16-13 at 5:53 a.m. medics responded to the hospital for the report of a patient and medevac team needing transport to the airport. The patient and crew were transported to an awaiting aircraft. Medics returned to quarters.

On 06-16-13 at 10:19 a.m. medics responded to the BNC Complex for the report of an intoxicated patient who was unable to stand. The patient was assessed and transported to the sobering center by officers.

On 06-16-13 at 11:45 a.m. medics responded to Calista Drive for report of a patient vomiting blood. Patient was assessed on scene and then transported to the hospital.

On 06-16-13 at 2:32 p.m. medics responded to the hospital for the report of a patient and medevac crew needing transport to the airport. The patient and crew were transported to an awaiting aircraft.

On 06-16-13 at 8:25 p.m. medics responded to the hospital for the report of a patient and medevac crew needing transport to the airport. The crew and patient were transported to an awaiting aircraft.

On 06-17-13 at 2:27 a.m. medics responded to Chief Eddie Hoffman Highway for the report of a patient with hip pain. The patient was assessed, treated and transported to the hospital.

On 06-17-13 at 9:20 p.m. firefighters responded to Nacullek Street for the report of an alarm sounding and smoke coming from the residence. Upon arrival, firefighters found that unattended cooking had been burning. No fire was found and firefighters returned to the fire station.

On 06-18-13 at 10:10 a.m. firefighters responded to the north end of the boat harbor for the report of a vehicle lock-out. The vehicle was successfully unlocked. Firefighters returned to the fire station.

On 06-18-13 at 4:00 p.m. medics responded to Ridgecrest Drive for the report of a patient unable to walk. The patient was assessed and transported to the hospital.

On 06-18-13 at 10:16 p.m. medics responded to the north side boat harbor for the report of an ATV accident. The patient was assessed, treated and transported to the hospital.

On 06-19-13 at 11:51 a.m. firefighters responded to Willow Street for the report of an alarm sounding. Upon arrival, firefighters found no smoke or flames present. The alarm system was reset and building maintenance was informed of the situation.

On 06-19-13 at 5:29 p.m. medics responded to Ridgecrest Drive for the report of a man who was intoxicated. Upon arrival, medics found a 21 year old male who was unresponsive. The patient was assessed and transported to the hospital.

On 06-19-13 at 8:05 p.m. firefighters responded to Ridgecrest Drive for the report of smoke coming from a residence. Upon arrival, found that the deck had a small fire on it. The fire was extinguished and firefighters returned to the fire station.

On 06-20-13 at 1:28 a.m. medics responded to Chief Eddie Hoffman Highway for the report of an elderly female who fell. Upon arrival, medics found an 81 year old female who hurt her leg. The patient was assessed and transported to the hospital.

On 06-20-13 at 3:35 a.m. medics responded to Ptarmigan Street for the report of an intoxicated female. Upon arrival, medics found a 21 year old female who was intoxicated and could not walk. The patient was assessed and transported to the hospital.

On 06-20-13 at 4:28 p.m. medics responded to East Avenue for the report of a female who had been assaulted. The patient was assessed and transported to the hospital.

On 06-20-13 at 10:08 p.m. medics responded to Tundra Ridge Subdivision for the report of a child who had experienced a seizure. The patient was assessed and transported to the hospital.

On 06-21-13 at 8:08 a.m. medics responded to Chief Eddie Hoffman Highway for the report of a male who had possibly experienced a seizure. The patient was assessed and transported to the hospital.

On 06-21-13 at 9:54 a.m. medics responded to Akakeek Street for the report of a woman with a fast heart beat. Upon arrival, medics found a 34 year old female complaining of a fast heart beat. The patient was assessed and transported to the hospital.

On 06-21-13 at 10:01 p.m. medics responded to Kasayuli Subdivision for the report of a person who took some pills. Prior to medics' arrival, dispatch advised that they were not needed and returned to the fire station.

On 06-21-13 at 10:16 p.m. medics responded to Mission Drive for the report of a male in a diabetic emergency. Upon arrival, medics found a 26 year old male with an altered mental status. The patient was assessed and transported to the hospital.

On 06-21-13 at 10:49 p.m. medics responded to Owl Street for the report of a woman with alcohol poisoning. Upon arrival, medics found a 64 year old female who was intoxicated. The patient was assessed and refused transport to the hospital.

On 06-22-13 at 7:47 p.m. medics responded to 6th Avenue for the report of an intoxicated minor. The patient was assessed and transported to the hospital.

On 06-22-13 at 10:19 p.m. medics responded to Front Street for the report of an intoxicated female unable to get up. The patient was assessed and transported to the hospital.

On 06-22-13 at 11:08 p.m. medics responded to East Avenue for the report of a male in the lake. Officers were requesting assistance. Patient was transported by officers.

On 06-23-13 at 8:29 p.m. medics responded to the State Trooper Headquarters for the report of a motor vehicle accident involving two cars. All three patients were assessed and refused transport to the hospital. Medics returned to the fire station.

On 06-24-13 at 5:08 a.m. medics responded to Ptarmigan St. for the report of a patient unable to walk. The patient was assessed and refused transport to the hospital. The patient was transported to the sobering center by officers.

On 06-24-13 at 2:35 p.m. medics responded to the hospital for a patient transport. The patient and his escort were transported to the airport to an awaiting aircraft.

On 06-24-13 at 10:38 p.m. medics responded to the area of the beach by Front Street for the report of a man in the water. Upon arrival, medics observed that the individual was out of the water and with Bethel Police Officers. Officers advised that medics were not needed. Medics returned to quarters.

On 06-25-13 at 12:45 p.m. medics responded to East Ave for the report of an assault. Patient was assessed on scene and then transported to the hospital. Medics returned to quarters.

On 06-25-13 at 4:55 p.m. medics responded to Yukon Air for the report of a patient transport. Upon arrival, the patient was already in the back of a SUV being transported to the hospital. Medics cleared the scene and returned to the fire station.

On 06-25-13 at 7:27 p.m. medics responded to Standard Oil Road for the report of a patient who fell off their boat and landed on the metal boat reel. The patient was assessed, treated and transported to the hospital.

On 06-26-13 at 11:54 a.m. medics responded to the airport for the report of a male in a wheelchair with difficulty breathing. Upon arrival, medics found a 71 year old male complaining of swollen legs. The patient was assessed and transported to the hospital.

On 06-26-13 at 4:45 p.m. medics responded to the airport for the report of a male who was disoriented. Upon arrival, medics found a 15 year old male who had a seizure. The patient was assessed and transported to the hospital.

On 06-26-13 at 6:00 p.m. firefighters responded to Nengqerrallria Street for the report of a person burning downed trees. Upon arrival, firefighters found that a worker was burning trees that he had cut down. He was advised that open burning was not allowed and the fire was extinguished.

On 06-26-13 at 7:35 p.m. firefighters responded to Hoffman Road for the report of a grass fire. Upon arrival, firefighters found that the owner was welding and a small patch of grass had caught fire. The fire was extinguished by the owner prior to arrival.

On 06-27-13 at 12:56 p.m. medics responded to Akakeek for report of a patient who was weak. Medics assessed patient on scene and transported patient to hospital.

On 06-27-13 at 2:13 p.m. medics responded to Mission Lake Rd. for the report of a sewer truck accident. The patient was assessed and refused transport to the hospital. Medics returned to the fire station.

On 06-27-13 at 10:30 p.m. medics responded to the airport for a medevac transport. Medics transported a medevac crew, one patient and one escort to the hospital.

On 06-27-13 at 10:54 p.m. firefighters responded to the Kusko Shop for the report of a brush fire in the tundra behind the shop. The fire was extinguished and firefighters returned to the station.

Bethel City Council

Office of the City Clerk

Clerk's Report



City of Bethel, Alaska

City Clerk's Office

To: City Council
From: Lori Strickler
Subject: Clerk's Report

Upcoming Council Events:

July 23, 2013 Regular City Council Meeting

The Council's will have a Joint Task Force Meeting in August.

OUT OF THE OFFICE

The City Clerk will be out of the office from July 16th through July 22nd. Access to internet as well as cell phone service will be sporadic during the absence. Bing Santamour will be working only on Wednesday the 17th and Thursday the 18th.

Records Retention

Modifications from the departments have been submitted. The City Clerk's Office is in the process of reviewing each document type which includes the suggested length of retention as well as the format of retention. Once completed with the final modification, the City Clerk will provide the document to the City Attorney for review before its submission to the City Council for approval.

The Office is also preparing for the next sendoff of ordinances for document preservation. The Council has provided funding for this project for three years now and with that funding we have been able to preserve and bind all ordinances from 1958 through 2001. Following the preservation of ordinances, the City Clerk's Office will start on the meeting minutes. Just a reminder, all meeting minutes, ordinances, resolutions and proclamations from the start of the City in 1958 are available on the City's website.

Second round of training will begin the week of July 22nd for the records coordinators. Additionally, the Laserpiche software will be put on the remaining computers and become ready for formatting.

Additionally, we will be going to each department to help organize the records files.

Election

Preclearance request was submitted to the Department of Justice.

The City Clerk's Office is in the processes of lining up election workers for the 2013 Election.

Declaration of Candidacy Packets are prepared and will be available for pickup at the City Clerk's Office or on the City's website on July 29 per BMC Title 7.

The Deadline to register to vote in the October 1st election will be September 1st.

Social Media

The City of Bethel is in the early, early stages of establishing a facebook page. The Social Media Policy is being reworked into an Ordinance for Council's consideration. This is not high on the priority list but is still on the to do list.

Passports

It is the passport season. The City Clerk's Office processes on average 10 passports a month but the next few months it could be as high as 10 a week. The new Assistant to the City Manager is in the process of getting trained and taking the Acceptance Agent test. Once she is approved by the Department of Justice the City will have two acceptance agents available to process passports.

Bethel City Council

Additional Information

