City of Bethel Police Dept.

PO Box 809
Bethel, AK 99559
Office| 543-3781 Fax| 543-5086

PUBLIC NOTICE

REGULAR MEETING OF THE
PUBLIC SAFETY & TRANSPORTATION COMMISSION

Wednesday, October 3rd, 2018 –6:30 p.m.

300 STATE HIGHWAY – CITY COUNCIL CHAMBERS

AGENDA

Members

Eileen Henrikson
Chair

Jared Karr
Vice Chair

Brian Henry
Council Representative

Julene Webber

Mary Weiss

Joan Dewey

Monroe Tyler

Mary Nanuwak
Alternate

Ex-Officio Members

Burke Waldron
Chief of Police

William Howell III
Fire Chief

Jesslyn McGowan
Recorder

I. CALL TO ORDER

II. ROLL CALL

III. PEOPLE TO BE HEARD

IV. APPROVAL OF AGENDA

V. APPROVAL OF MINUTES FROM THE REGULAR MEETING OF
April 4, May 2, June 6, July 5, August 1, September 5

VI. UNFINISHED BUSINESS

A. Update on Transportation Planning (City Manager)
B. Commissions Acceptance of Resignation and Declaring Seat Vacant per BMC Code 2.52.070 (Weiss, Nanuwak, Henrikson, Webber)
C. Commission Guidelines and Standards for Meeting Conduct (*Chair)*
D. Update on Tracking Cellphone calls to 911 (*Chief Waldron*)
E. Markers around Pinky's Park to Help Solve Problem of Reporting Locations within the Park
F. Ordinance for Addresses (*Chief Howell*)
G. Chair's determination of the excusal/unexcused of the absent members from previous meetings.

VIII. CHIEFS' COMMENTS

Fire Chief
Chief of Police

IX. TRANSPORTATION INSPECTOR'S REPORT

X. COUNCIL REPRESENTATIVE'S COMMENTS

XI. COMMISSION MEMBER'S COMMENTS

XII. ADJOURNMENT

Jesslyn McGowan

Jesslyn McGowan, *Recorder*
POSTED on September 26, 2018
POST OFFICE, AC QUICKSTOP, CORINA'S CASE LOT, CITY HALL, & POLICE DEPT.
Next Public Safety and Transportation Commission Meeting will be ***November 7, 2018***

"Deep Sea Port and Transportation Center of the Kuskokwim"

City of Bethel, Alaska
Public Safety & Transportation Commission

April 4th, 2018 | Regular Meeting | Bethel, Alaska

I. CALL TO ORDER

A regular meeting of the Public Safety and Transportation Commission was held on April 4th, 2018 in the Bethel City Hall Council Chambers.

This meeting was called to order at 6:38 pm.

II. ROLL CALL

Present:
Eileen Henrikson *Chair*
Jared Karr *Vice Chair*
Julene Webber
Joan Dewey
Monroe Tyler

Absent:
Naim Shabani *Council Representative*
Mary Weiss
Mary Nanuwak

Ex-Officio Present:
Burke Waldron *Chief of Police*
William Howell *Fire Chief*
Jesslyn McGowan *Recorder*

III. PEOPLE TO BE HEARD

No one to be heard.

IV. APPROVAL OF AGENDA

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

V. APPROVAL OF MINUTES

MOVED:	Dewey	Motion to approve the minutes from the regular meeting of March 7th, 2018
SECONDED:	Karr	
VOTE ON MAIN MOTION	All in favor.	

DRAFT

VI. UNFINISHED BUSINESS

A. Update on Transportation Planning

City Manager Pete Williams absent.

VII. NEW BUSINESS

A. Update on Taxi Rate Increase

Jared Karr updated the commission on what the council all approved in the ordinance and also what they added in the ordinance.

B. Update on Phase II 911 System

Chief Waldron gave an update on where they are at in the process of Phase II. Chief Howell mentioned a teleconference he will be attending with the Fire Marshall regarding dispatch centers.

C. BMC Code 5.30.100(F) Review

The commission reviewed the ordinance they want to send to council. They fixed what they want to strike out and what they want to add to 5.20.100(F)

MOVED:	Karr	Motion to amend the proposed wording in ordinance 18-XX in packet to new proposed wording.
SECONDED:	Dewey	
VOTE ON MAIN MOTION	All in favor.	

VIII. CHIEF's COMMENTS

Chief Waldron – See Report in Commission Packet

Fire Chief Howell – See Report in Commission Packet

IX. TRANSPORTATION INSPECTOR'S REPORT

See Report in Commission Packet

X. COUNCIL REPRESENTATIVE's COMMENTS

Council Representative absent

XI. COMMISSION MEMBER's COMMENTS

Eileen Henrikson- Stated she has a position open in her department at YK and if anyone knows someone who is looking for a job, to let them know.
Jared Karr- Wanted to state there are two vacancies on the commission and that Mary Nanuwak had resigned from the commission at the City Council meeting.
Julene Webber- Wanted to thank the Chief of Police for getting the Police Department up to staff and it's nice to see how far the department has come.
Joan Dewey- No Comment
Monroe Tyler- No Comment

DRAFT

XII. ADJOURNMENT

MOVED:	Karr	Motion to adjourn.
SECONDED:	Webber	
VOTE ON MAIN MOTION	All in favor.	

Meeting adjourned at 7:34 pm.

APPROVED THIS _____ DAY OF_____, 2018.

_____ _____

Jesslyn McGowan, Recorder Eileen Henrikson, Chair

DRAFT

City of Bethel, Alaska
Public Safety & Transportation Commission

May 2, 2018 Regular Meeting Bethel, Alaska

I. CALL TO ORDER

A regular meeting of the Public Safety and Transportation Commission was held on May 2nd, 2018 in the Bethel City Hall Council Chambers.

This meeting was called to order at 6:45pm.

II. ROLL CALL

Present: Eileen Henrikson *Chair*
Julene Webber

Absent: Jared Karr *Vice Chair*
Naim Shabani *Council Representative*
Mary Weiss
Joan Dewey
Monroe Tyler
William Howell III *Fire Chief*

Ex-Officio Present: Burke Waldron *Police Chief*
Jesslyn McGowan *Recorder*

A quorum was not established of the Commission.

III. ADJOURNMENT

Meeting adjourned at 6:45 pm.

APPROVED THIS _____ DAY OF_____, 2018.

_____ _____
Jesslyn McGowan, Recorder Eileen Henrikson, Chair

DRAFT

City of Bethel, Alaska
Public Safety & Transportation Commission

June 6, 2018 Regular Meeting Bethel, Alaska

I. CALL TO ORDER

A regular meeting of the Public Safety and Transportation Commission was held on June 6th, 2018 in the Bethel City Hall Council Chambers.

This meeting was called to order at 6:41pm.

II. ROLL CALL

Present: Joan Dewey
Brian Henry *Council Representative*

Absent: Eileen Henrikson *Chair*
Jared Karr *Vice Chair*
Mary Weiss
Julene Webber
Monroe Tyler
Mary Nanuwak *Alternate*
Jesslyn McGowan *Recorder*

Ex-Officio Present: Burke Waldron *Police Chief*
William Howell III *Fire Chief*

Others Present: Cindy Sharp
Judy Wasierski
Lori Strickler *City Clerk*

A quorum was not established of the Commission.

III. ADJOURNMENT

Meeting adjourned at 6:42 pm.

APPROVED THIS _____ DAY OF_____, 2018.

_____ _____
Jesslyn McGowan, Recorder Eileen Henrikson, Chair

DRAFT

City of Bethel, Alaska
Public Safety & Transportation Commission

July 5, 2018 Regular Meeting Bethel, Alaska

I. CALL TO ORDER

A regular meeting of the Public Safety and Transportation Commission was held on July 5th, 2018 in the Bethel City Hall Council Chambers.

This meeting was called to order at 6:42pm.

II. ROLL CALL

Present: Jared Karr *Vice Chair*
Joan Dewey
Monroe Tyler

Absent: Eileen Henrikson *Chair*
Brian Henry *Council Representative*
Mary Weiss
Julene Webber
Mary Nanuwak *Alternate*
William Howell III *Fire Chief*

Ex-Officio Present: Burke Waldron *Police Chief*
Jesslyn McGowan *Recorder*

A quorum was not established of the Commission.

III. ADJOURNMENT

Meeting adjourned at 6:43 pm.

APPROVED THIS _____ DAY OF_____, 2018.

_____ _____
Jesslyn McGowan, Recorder Eileen Henrikson, Chair

DRAFT

City of Bethel, Alaska
Public Safety & Transportation Commission

August 1, 2018 Regular Meeting Bethel, Alaska

I. CALL TO ORDER

A regular meeting of the Public Safety and Transportation Commission was held on August 1st, 2018 in the Bethel City Hall Council Chambers.

This meeting was called to order at 6:41pm.

II. ROLL CALL

Present: Monroe Tyler

Absent: Eileen Henrikson *Chair*
Jared Karr *Vice Chair*
Brian Henry *Council Representative*
Mary Weiss
Julene Webber
Joan Dewey
Mary Nanuwak *Alternate*
William Howell III *Fire Chief*
Jesslyn McGowan *Recorder*

Ex-Officio Present: Burke Waldron *Police Chief*

A quorum was not established of the Commission.

III. ADJOURNMENT

Meeting adjourned at 6:41 pm.

APPROVED THIS _____ DAY OF_____, 2018.

_____ _____
Jesslyn McGowan, Recorder Eileen Henrikson, Chair

DRAFT

City of Bethel, Alaska
Public Safety & Transportation Commission

September 5, 2018 Regular Meeting Bethel, Alaska

I. CALL TO ORDER

A regular meeting of the Public Safety and Transportation Commission was held on September 5th, 2018 in the Bethel City Hall Council Chambers.

This meeting was called to order at 6:43pm.

II. ROLL CALL

Present: Jared Karr *Vice Chair*
Joan Dewey
Mary Nanuwak *Alternate*

Absent: Eileen Henrikson *Chair*
Brian Henry *Council Representative*
Monroe Tyler
Mary Weiss
Julene Webber
William Howell III *Fire Chief*

Ex-Officio Present: Amy Davis *Lieutenant (For Police Chief)*
Jesslyn McGowan *Recorder*

Others Present: Pete Williams *City Manager*

A quorum was not established of the Commission.

III. ADJOURNMENT

Meeting adjourned at 6:43 pm.

APPROVED THIS _____ DAY OF_____, 2018.

_____ _____
Jesslyn McGowan, Recorder Eileen Henrikson, Chair

DRAFT

Introduced by: Council Member Williams
Date: August 28, 2018
Public Hearing: September 11, 2018
Action:
Vote:

CITY OF BETHEL, ALASKA

Ordinance #18-21

AN ORDINANCE AMENDING CHAPTER 17.50 OF THE BETHEL MUNICIPAL CODE PROPERTY NUMBERING AND STREET SIGNS

WHEREAS Uniform, legible and visible address numbering is critical to the health, safety and welfare of a community;

WHEREAS Many Bethel homes have no address numbers or have numbers that are not visible from the street;

WHEREAS Bethel homes and businesses often display a multitude of non-standard address numbering;

WHEREAS Bethel Municipal Code sets no standard for size, type, color, reflectivity or location of address numbering;

WHEREAS Bethel Police, Firefighters and Emergency Medical Technicians routinely have difficulty locating a given address during emergencies, especially at night when address numbers are extremely difficult to see;

WHEREAS Bethel residents and visitors also report difficulty, locating addresses, especially at night.

NOW BE IT ORDAINED, the City Council amends Bethel Municipal Code Chapter 17.50 to establish uniform address signage requirements, new penalties and direct the administration to develop a process to provide signs to property owners.

SECTION 1. Classification. This is a Codified Ordinance and shall become part of the Bethel Municipal Code.

SECTION 2. Amendment. Bethel Municipal Code Section 17.50 is amended as follows (new language is underlined and old language is stricken):

Chapter 17.50 PROPERTY NUMBERING AND STREET NAMES

17.50.010 ~~Number map~~ City of Bethel Address Map.
The ~~property numbering~~ map entitled "~~Property Number Map~~ City of Bethel Address Map" is adopted as the official property numbering map of the city. All property numbers assigned shall

be assigned in accordance with the ~~numbering~~ official address map and no other property numbers shall be used or displayed in the city unless in accordance with the official ~~numbering~~ address map. The ~~property numbering~~ City of Bethel Address Map shall be kept on file in the office of the city clerk.

17.50.020 Street names.
Street names shall be determined by planning commission resolution. The planning commission shall review the proposed street names for duplication of names, appropriateness of names, and for overall compliance with the street naming and numbering policy. The planning commission may modify or amend the street name proposed on a plat as it deems necessary in order to bring it into compliance with the street naming and numbering system. The decision of the commission may be appealed to the board of adjustment under the procedures set out in Chapter 18.68 BMC within fifteen (15) days after action by the planning commission.

17.50.030 Final subdivision plats.
The approved street names and property numbers shall be included in all final maps and plats.

17.50.040 Street name signs.
Street name signs will be uniform in appearance.

17.50.050 Numbering blocks.
A. On the official ~~property numbering map~~ City of Bethel Address Map, Ridgecrest Drive, from Ptarmigan Street to Sixth Avenue, is designated the north-south axis. The east-west axis is designated as follows: First Avenue to the east of the State Highway intersection and the State Highway west of the First Avenue intersection.

B. All avenues, streets, and alleys running generally north and south shall be numbered from east-west axis consecutively to the corporate limits of the extremities of such avenues, streets, or alleys. Avenues, streets, or alleys running generally east and west shall be numbered from the north-south axis in the same manner.

C. Whenever possible, one hundred (100) numbers shall be allowed to each block. New blocks shall be numbered each five hundred (500) feet of ground or existing streets shall be assigned the number nearest the five-hundred (500) foot interval.

17.50.060 Numbering individual property.
A. One whole number shall be assigned for every thirty-three (33) feet of ground whether improved property or vacant lot on every street within the corporate limits, excluding U.S.S. 3790 from south of the bridge (East Avenue) ~~(Lousetown)~~ and U.S.S. 870 (Mission Lake), which will be assigned whole numbers every twenty-five (25) feet.

B. Odd numbers shall be assigned to the west side of all north-south streets and even numbers on the east side. On east-west streets, odd numbers shall be assigned on the south side and even numbers on the north side. In the case that a street does not run north-south or east-west, the direction to which a street is closest shall be used for the pure of odd/even numbering.

17.50.070 Exceptions.
Block 9, Northwest Addition of U.S. 3770 (City Subdivision) and the Tundra Ridge Subdivision shall retain their present numbers.

17.50.0~~8~~90 Maintenance of numbers.
Every owner of improved property shall be responsible for displaying in a conspicuous place on said property the number assigned. The owner, occupant or person in charge of a house or building shall affix the number assigned within sixty (60) days of the date of written notice from the city to do so. Within sixty (60) days of the date of written notice from the city to do so, such person shall remove any numbers affixed to the house or building which may be confused with the number assigned.

17.50.090 Address sign requirements
A. New and existing buildings shall have *approved* address numbers, building numbers or *approved* building identification placed in a position that is plainly legible and visible from the street or road fronting the property. These numbers shall be a minimum of 4-inches (101.6 mm) in height, high intensity engineer grade, white retro-reflective affixed to a minimum of a 6–inches in height, high intensity, engineer grade, green retro-reflective background plaque. Background plaques shall provide a minimum 1-inch border around all characters. Numbers and letters shall be shall be Arabic or alphabetic, upper case, plain block font, minimum of 1/2 (12.7 mm) inch stroke. Signs and numbers shall be placed horizontally on buildings.

B. Where access is by means of a private road or driveway and the building (numbers) cannot be viewed from the public way, address numbers meeting the requirements of this section shall be placed on a monument, pole, sign or other means, at the nearest intersection with the public way in addition to the numbers on the building.
Address Numbers shall not be installed on the handrails or guardrails of exterior decks or landings. Address numbers shall be maintained in good condition and replaced when faded, deteriorated or otherwise unreadable

17.50.100 Numbers for future buildings.
Each building in which the principal use of a lot takes place shall be assigned a number in accordance with the property numbering map and the owner of said building or structure shall be responsible for the purchase and display of such numbers as set forth in BMC 17.50.0~~8~~90.

17.50.110 Unlawful to deface number.
It is unlawful for any person to alter, deface, or take down any number placed on any property in accordance with this chapter, except for repair or replacement of such number.

17.50.120 Penalties.
~~In the event that~~ If the owner or occupant or person in charge of any house or building fails to ~~comply with the terms of this chapter by failing to~~ affix the number assigned or to remove any numbers affixed to such house or building which may be confused with other numbers assigned thereto, within sixty (60) days after notification ~~or by failing within said period of sixty (60) days to remove any numbers affixed to such house or building which may be confused with the number assigned thereto, the owner~~ shall be fined ~~subject to denial of utilities~~ $30 dollars per infraction in addition to any other penalty that may be imposed for violation of this chapter. ~~for failure to comply with the numbering Ordinance~~.

17.50.130 Use of Address Fines
The Planning Director shall use fines collected from numbering ordinance violations to purchase and provide compliant address signage for the owner, occupant or person in charge of the house or building.

17.50.140 Notification of number change.
Official notification of any change in property number shall be sent to property owners thirty (30) days before the effective date of the change.

17.50.150 Address Numbering for Large Developments
Educational, Healthcare and other large campus type developments bearing multiple buildings shall submit an address and signage plan to the Planning Director and Fire Chief for review and approval. Each building shall display numbers or other approved signage meeting the requirements of this chapter.

17.50.160 Verification of Numbering
The Planning Director and Police Chief or their designees shall verify that all address numbers issued concur with the Bethel E-911 database and the City of Bethel address map.

17.50.170 Existing or decorative signage
Existing or decorative address signs may be left in place or added as long as they do not conflict with or obscure address numbering required in this chapter.

17.50.180 Deficiency reporting

The Planning Director shall provide a means for City employees and the Public to report missing, incorrect or non-compliant address numbers to the Planning Department. The Planning Director or their designee shall investigate and seek remedy on reported deficiencies within ten business days.

17.50.190 City provided address numbers
The City Manager or their designee shall develop a process whereby the City manages ordering and delivery of address numbers and bills the customer for actual costs.

17.50.200 Address number installation
Installation of numbers are the responsibility of the property or building owner. The City Manager or Planning Director may authorize City Employees or an approved contractor or volunteer to install an address sign(s) on the private residence of a disabled person or elder.

SECTION 3. Effective Date. This ordinance shall become effective ninety (90) days after passage by the Bethel City Council.

ENACTED THIS ___ DAY OF ____ 2018, BY A VOTE OF ___ IN FAVOR AND ___ OPPOSED.

_____

Richard Robb, Mayor

ATTEST:

_____
Lori Strickler, City Clerk

Campsite / Trail Marker Posts

These strong, flexible 66-inch marker posts are available in a variety of colors. They are ideal for marking trails or campsites and can help visitors keep track of their vehicles. Reflective numbering labels sized for these posts will complete your installation. They ship quickly from our plant in the US.

- Use these posts for color coding hiking, biking or ski trails. With our numbering kit, the posts can identify campsites, parking or other areas
- Place posts near recreation areas
- Owners and managers of public and private parks and trails should use these signs

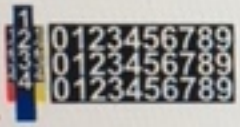
Grid List

Signs Ranked by: Popularity | Language | Color | A-Z

Post-Utility_Brown
Mounting Accessories

Post-Utility_Yellow
Mounting Accessories

Post-Utility_Orange
Mounting Accessories



NHE-NUMKIT
Mounting Accessories

Post-Utility_Red
Mounting Accessories

Post-Utility_Blue
Mounting Accessories

4660
4
6
6
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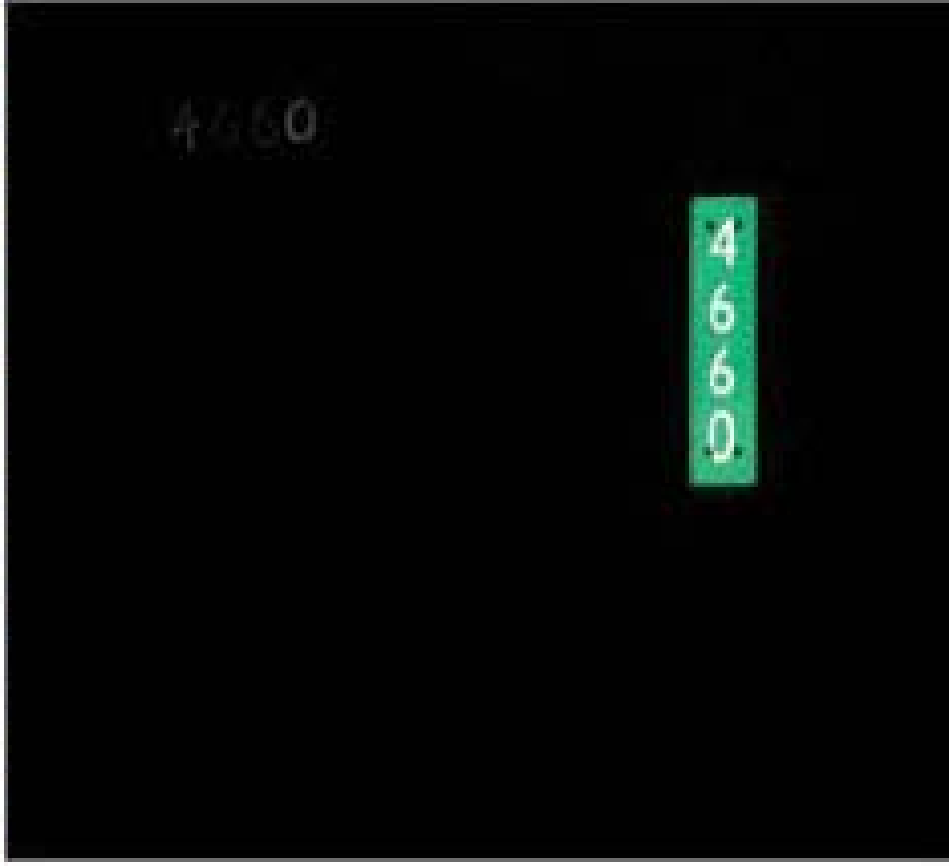
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TRAPPE MARYLAND
TALBOT
STATION 30
COUNTY
VOL. FIRE CO.

WHERE THERE'S AN EMERGENCY

911 REFLECTIVE ADDRESS SIGNS

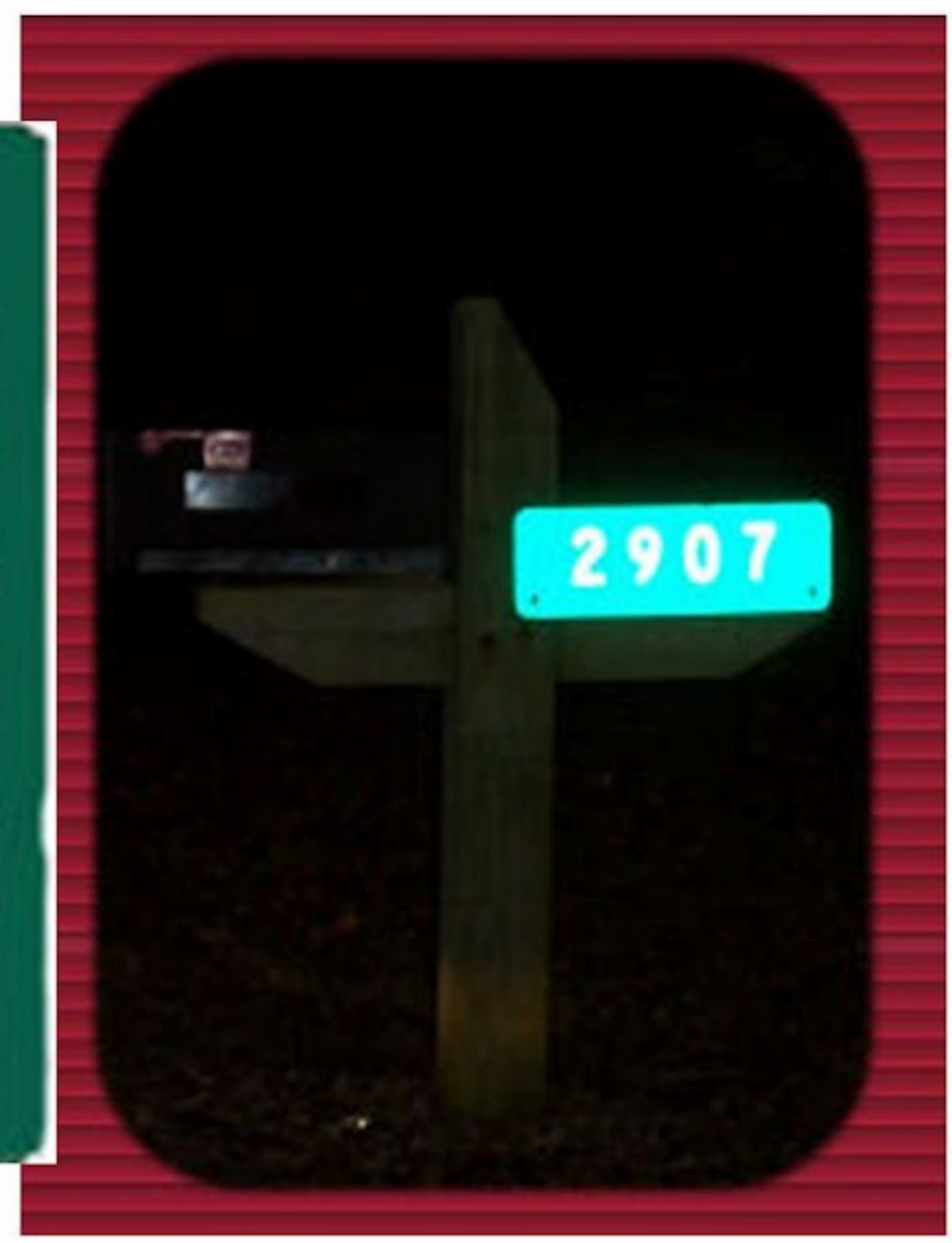
$ 15

ENSURE QUICK RESPONSE

We will come to you - contact us:

trappevfd@verizon.net or 410-476-3535

Mount on your mailbox post or on a metal garden post $5



PS&TC CHAIR'S STANDARDS

ABSENCES

Excused – Advance notice of illness or prior obligation to the recorder.

Unexcused – No advance notice of illness or prior obligation to the recorder. Three unexcused absences w/in 12 months is grounds for being removed from the Commission.

During roll call, the chair will identify if a member is excused or un-excused. A record of excused and unexcused will be recorded in the meeting minutes as such. The Commission may overrule the decision of the chair by a majority vote.

MEETING START TIME/ROLL CALL

All meetings will begin at the set on the agenda, members of the body are expected to be present at the start of the meeting. If a quorum is not established at the time set on the agenda, and the absent members have not previously provided notice to the recorder that they were going to be absent, the chair will recess the meeting for a period of ten minutes unless a shorter time period is necessary to establish a quorum. If a quorum of the body is not established within ten minutes of the meeting being called to order, the chair will adjourn the meeting unless there is significant evidence to show that a quorum of the body will be established timely.

MEMBERS CONDUCT AT THE MEETING

Members shall perform their duties in accordance with the processes and rules established by Statutes, Municipal Law.

Members are expected to be prepared for the public issues; listen courteously and attentively to all public discussion before the body and focus on business at hand. The members will be presented with clear and concise meeting topics to which they are obligated to limit discussion to 5 minutes for discussion per member, in accordance to Alaska Statutes Title 44 and Roberts Rules of Order. Extra time will afforded to members upon direction of the chair, only after all members have had a chance to voice their debate. When possible, the discussions and debates will begin with a motion which is made and seconded. To ensure decorum in debate and parliamentary rule is maintained, the membership will look to the chair to obtain permission to speak on an issue. The Chair will try to allow each person an opportunity to be heard once on each issue prior to permitting anyone from speaking twice. To the extent possible, each person will be limited to speaking twice on any one issue for ten minutes total.

When a brain storming session is appropriate, the Chair will closely monitor the discussion to ensure the discussion is germane to the topic at hand. If during the brainstorming session the group/an individual gets off topic, the chair will bring order back to the discussion by providing a reminder of the topic. If a member continues to be disruptive to the progression of the meeting by not ensuring their comments are germane, the chair may limit that individual's opportunity to speak on the issue.

If the group's brainstorming session progresses to a debate on the possible actions associated with the topic, the chair will ask for a motion to be placed before the body and the merits of the motion may ensue.

The professional and personal conduct of members while exercising their office must be above reproach and avoid even the appearance of impropriety. Members shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of other members.

It is the responsibility of the chair to keep the comments of members on track during public meetings. Members should honor efforts by the chair to focus discussion on current agenda items to help ensure efficiency in public business and the legal requirements are met with the public process.

TRANSPORTATION INSPECTOR REPORT: **September 2018**

2018	September
New Chauffeurs	1
Chauffeur Renewals	3
Chauffeur Transfers	1
Vehicle Permit Renewals	0
Vehicle Transfers	4
Inspections	28
Revocations	0
Temporary Permits	0

- There was no semi-annual inspection for this month.
- Kusko Cab will have their semi-annual inspection in October.
- There were 3 complaints made in the month of September. Two were driving complaints and one was on the mechanics of a car.