



City of Bethel, Alaska

Public Works Committee- Amended Agenda

Wednesday, June 21, 2017 Regular Meeting 6:30PM City Hall Council Chambers

MEMBERS

Joseph Klejka

Committee Chair

Term Expires

12/2017

Jennifer Dobson

Committee V. Chair

Term Expires

12/2017

Scott Guinn

Committee Member

Term Expires

12/2017

Robert Champagne

Committee Member

Term Expires

12/2017

Naim Shabani

Council Rep.

Term Expires

Bill Arnold

Ex-Officio Member

Pauline Boratko

Committee Recorder

- I. CALL TO ORDER:**
- II. ROLL CALL:**
- III. PEOPLE TO BE HEARD: – (5 Minute Limit)**
- IV. APPROVAL OF AGENDA:**
- V. APPROVAL OF MINUTES:**
 - A. –April 19,2017 Regular Meeting
 - B. –May 17, 2017- no meeting due to lack of quorum
- VI. SPECIAL ORDER OF BUSINESS:**
- VII. UNFINISHED BUSINESS:**
 - A. Institutional Corridor Piped Water Supply Project
 - B. Sewer Lagoon, – PER (Preliminary Engineering Report) & ER (Environmental Report) for Truck Dump Site and other options/Funding strategies for sewer lagoon
 - C. Leveling of the Bethel Heights Water Treatment Plant Building:-----
Scott Guinn
 - D. Clarification of BMC sections on ownership of water/sewer facilities
 - E. Ridgcrest Drive Road Update
 - F. Snow Removal From Neighborhoods:----- Scott Guinn
 - G. Landfill closure study and new landfill site:
- VIII. NEW BUSINESS:**
- IX. DIRECTORS REPORT:**
- X. MEMBER COMMENTS:**
- XI. ADJOURNMENT:**

Public Works Department

Posted: June 15, 2017 - City Hall, Post Office, Swanson's, AC Store

City of Bethel, Alaska

Public Works Committee Minutes

April 19, 2017

Regular Meeting

Bethel, Alaska

I. CALL TO ORDER:

A regular Public Works Committee Meeting was held on April 19, 2017 at the council chambers of the City Hall, Bethel, Alaska. Joseph Klejka called the meeting to order at 6:34 pm.

II. ROLL CALL:

Comprising a quorum of the committee, the following were present: Joseph Klejka, Jennifer Dobson, Byron Maczynski, Scott Guinn, and Robert Champagne.

Excused Absent: Public Works Director, Bill Arnold

Also Present:

Committee Recorder, Pauline Boratko
City Grant Writer, John Sargent

III. PEOPLE TO BE HEARD: none

IV. APPROVAL OF AGENDA:

MOVED BY:	Jennifer Dobson	Motion to approve the agenda.
SECONDED BY:	Robert Champagne	
VOTE ON MOTION	Motion carried by unanimous vote.	

V. APPROVAL OF MINUTES:

MOVED BY:	Jennifer Dobson	Motion to approve minutes for February and March 2017 meetings.
SECONDED BY:	Byron Maczynski	
VOTE ON MOTION	Motion carried by unanimous vote.	

VI. SPECIAL ORDER OF BUSINESS: A short discussion occurred about the 3% inflation increase in water and sewer utilities rates that was approved during Joe Klejka's time as a Council Member. This increase takes place every July 1st and is largely responsible for the water and sewer enterprise fund being in the black over the last two years. The City's current grant/loan with USDA requires the City to maintain the 3% increase until the sewer lagoon rehabilitation project is completed.

One comment on the Water and Sewer Utilities Business Plan concerned the use of baffles to reduce wave action at the lagoon. The waves were responsible for causing erosion to the berms and if baffles were installed, the waves would be reduced.

One committee member asked about the risks associated with the water and sewer system. The risks could be addressed in the plan.

VII. UNFINISHED BUSINESS:

- A.** Institutional Corridor Piped Water Supply Project: The project went out for bid, a company has been selected, and that information will go to the council for review.
- B.** Sewer Lagoon- PER (Preliminary Engineering Report) and ER (Environmental Report) for Truck Dump site and other options: Both the USDA contracts and the dredging contracts has been approved by council and is moving forward.
- C.** Leveling of the Bethel Heights Water Treatment Plant Building: In the past six months, the building has moved about 4 inches. It has been suggested to have an engineer evaluate the extent of damage to determine what should be done.
- D.** Clarification of BMC Codes: Jennifer Dobson will get with Bill Arnold and Patty Burley to discuss, write, and reword the BMC codes.

VIII. NEW BUSINESS:

- A.** Ridgecrest Drive Road Update: The road needs to be repaired as part of the grant agreement and plans are being made to move forward with that.
- B.** Snow Removal from Neighborhoods: Scott Guinn suggested that snow should be dumped in a certain spot instead of the people's driveways and the sides of the roads. This is to avoid excess water and muddy roads during melt up.
- C.** Landfill closure study and new landfill site: It has been suggested that the city look into a backup plan for a landfill and lagoon sites.

IX. DIRECTOR'S REPORT: Director of Public Works, Bill Arnold was unavailable to give report.

X. MEMBER COMMENTS:

- Robert Champagne-** no comment
- Jennifer Dobson-** My YKHC office will be running a water lab for the public to test their water at home.
- Scott Guinn-** no comment
- Byron Maczynski-**no comment
- Joseph Klejka-** Thank you for showing up.

XI. ADJOURNMENT:

MOVED BY:	Scott Guinn	Motion to adjourn.
SECONDED BY:	Byron Maczynski	
VOTE ON MOTION	Motion carried by unanimous vote	

With no further business, meeting adjourned at 7:22 pm

APPROVED THIS _____ DAY OF _____, 2017.

Pauline R. Boratko
Recorder of Minutes

Jospheh Klejka
Chair

DRAFT

City of Bethel, Alaska

Public Works Committee Minutes

May 17, 2017

Regular Meeting

Bethel, Alaska

I. CALL TO ORDER:

Due to the lack of quorum there was no regular meeting held on May 17, 2017

II. ROLL CALL:

The following were present: Joseph Klejka, Robert Champagne,

Excused absence(s): Scott Guinn

Unexcused absent: Jennifer Dobson

Also Present:

Public Works Director, Bill Arnold

Committee Recorder, Pauline Boratko

Meeting adjourned at 6:47 pm due to lack of quorum.

APPROVED THIS _____ DAY OF _____, 2017.

Pauline R. Boratko
Recorder of Minutes

Joseph Klejka
Chair

Public Comment on Water and Sewer Utilities Business Plan

The City's Public Works Committee and general public was provided an opportunity to review and comment on the City of Bethel Water and Sewer Business Plan (2017-2022) at the committee's regular monthly meeting held on April 19, 2017. This section of the Plan addresses the comments and the City's reaction to the comments.

A short discussion occurred about the 3% inflation increase in water and sewer utilities rates that was approved during one Committee Member's time as a Council Member. This increase takes place every July 1st and is largely responsible for the water and sewer enterprise fund being in the black over the last two years. The City's current grant/loan with USDA requires the City to maintain the 3% increase until the sewer lagoon rehabilitation project is completed.

One comment concerned the use of baffles to reduce wave action at the lagoon. The waves are responsible for causing erosion to the berms and if baffles were installed, the waves would be reduced. The two sets of baffles to be installed will be designed to meet a different primary purpose: facilitate the movement of wastewater in and around the lagoon cells to foster decomposition. The floats on top of the baffles would serve to reduce wave action, but that would be an auxiliary benefit.

No special baffles designed to reduce wave action will be installed for three reasons: (1) additional baffles are likely to cause circulation problems and work against the designed purpose of the two sets of baffles planned for the project, (2) additional cost of the baffles are not priced into this project, and (3) wave reduction is accomplished to a certain extent by the planned baffles.

One committee member asked about the risks associated with the water and sewer system. Several major risks to the City current water and sewer system are:

1. Replacement of Long-Term Assets

One of the biggest risks associated with the water and sewer system is that the City does not fund depreciation and therefore does not have money to replace major fixed assets. This plan shows that the City has sufficient funds to cover the replacement of short-lived water and sewer assets, but not long-term assets. Major infrastructure and vehicles in which no costs are set aside for replacement include both water treatment plants, water and sewer pipes, sewer lagoon jetty, water trucks, sewer trucks, utilities maintenance workshop, and lift station wells.

2. Dredging Fund Expiration

The Village Safe Water Program has approximately \$2.2 million available in one appropriation for the City of Bethel to use to pay for dredging, baffle replacement, and minor berm and vault work. This particular capital designation must be obligated and spent by June 30, 2018. Since the bottom of the lagoon is still frozen in June, the summer of 2017 is the only time available for dredging. The City's engineer firm is aware of this construction fund expiration and pledged to work diligently to secure a contractor that can perform dredging services through October 2017.

3. Water Well Production

There is some risk associated with the availability of water in underground aquifers. The City currently has three wells serving its water treatment plants. The City has two wells in the Bethel Heights Water Treatment Plant that meet the minimum 450 gallon/minute pumping requirement. The

City has one qualified well in the City Subdivision Water Treatment Plant. Two well holes were drilled on the property of the City Sub Plant that proved to be unproductive. Each hole was capped after producing a mere 27 gallons/minute.

The fact that both treatment plants operate at 22% capacity means there is sufficient capacity for the future growth of Bethel residents and visitors.

ROAD MAINTENANCE AND SNOW REMOVAL POLICY FOR WINTER CONDITIONS

PURPOSE: It is the purpose of this policy to establish guidelines for the safe, effective and efficient removal of snow accumulation of two inches or more from the roads within Bethel over which the City of Bethel has responsibility.

ORGANIZATION: The Public Works Department has the primary responsibility for snow removal. It is the responsibility of the Public Works Director to organize the applicable crews to best respond to situations which require the removal of snow when appropriate. As a part of this plan it is the responsibility of the Chief of Police to enforce the Bethel Municipal Code with regards to abandoned vehicles on the public right-of-way.

SNOW ROUTES: These streets have been identified as snow routes and will have priority for snow removal as soon as practical during or following a storm event, regardless of the time of day. Ridgecrest Drive from Akakeek to Ptarmigan Street; Fourth Avenue from Willow Street to Main Street; Ptarmigan Street from Ridgecrest Drive to Tundra Ridge Road; East Street (Avenue) between the intersections of Third Avenue; Alex Hatley between Chief Eddie Hoffman Highway and Thimbleberry; Noll Polty Road between Tower Road and Paul John Street; Tundra Ridge Road between BIA Road and Ptarmigan Street. Under no circumstance shall priority roads be cleared at the time when a majority of students, teachers, and parents are traveling to or from the various schools within Bethel. From time to time it may be necessary to identify other streets as a priority for public safety concerns. These streets and concerns would need to be identified by the Fire Chief or the Chief of Police.

SAFETY CONSIDERATIONS: The safety of the traveling public, City emergency services, and City of Bethel personnel and equipment are of paramount importance. Minimizing the window of vulnerability for accidents to individuals and equipment is a primary goal of snow removal. The loss of equipment such as a road grader or dump truck would have profound negative impacts on the ability of the City crews to maintain an acceptable level of service. Consequently, snow removal involving storms which result in a condition of severely limited visibility will take place when conditions permit the safe operation of equipment and vehicles.

OPERATIONS: Road Base Preparation: Prior to the ground freezing, the Public Works Department shall make a concerted effort to insure that all graveled and other unpaved streets are graded and as free of pot holes and wash-board areas as possible. If needed, work schedules may need to be altered and extra time and effort should be allotted to facilitate this effort.

Snow Removal: Snow removal of an accumulation of snow in excess of two inches shall be commenced as quickly as conditions allow either during a snow storm or

when visibility allows. Under normal conditions, snow is to be removed to the right of the road or right-of-way with the snow removal equipment traveling in the same direction as traffic. In the event that snow must all be removed to one side, the operator shall take precautions to temporarily close the street after first notifying residents on the street. On unpaved surfaces, care shall be taken to minimize the removal of gravel and other road surface material when removing snow.

Abrasive Materials: Application of abrasive materials to enhance traction (sanding) shall take place in order to prevent accidents and mishaps. The application of these materials is most effective when roads surfaces become the most slippery; or when ambient air temperatures are between fifteen (15) and thirty-two (32) degrees Fahrenheit. Caution should be exercised when applying an abrasive that it is not done when the wind conditions would blow the material off of the frozen streets.

Removal of Snow Berms: Whenever snow a snow berm is created through the snow removal process the following protocol shall apply:

1. Road intersections: Snow berms created at all cross intersections with other streets shall be removed during the course of snow removal operations.
2. Driveways, and parking lot accesses: Snow berms created at driveways and parking lot entrances will be removed after all snow removal required for general traffic on City roads is accomplished, unless it is more feasible to remove such berm along with regular operations; for example an isolated business or dwelling.
3. Private driveways, service roads, parking areas or other roads which are not part of the generally traveled way will not be plowed unless special authority is given or unless they are necessary for the regular snow removal operations for the streets.
4. Adequate entrance ways which will permit safe access will be opened in the snow berm. Entire frontages will not be plowed.
5. Strictly isolated exits will be given first priority in the snow berm removal program considering the importance of the adjacent property to the safety and welfare of the traveling public.
6. No berm removal will be done to exits and entrances where normal snow removal operations are not the responsibility of the City.

Spring snow removal and culvert thawing: Prior to any accumulation of water along side any roads, snow should be removed from borrow areas and ditches to facilitate water movement in these areas. As soon as water from melting snow or rain begins to accumulate in barrow areas or ditches, the process of thawing the culverts should begin before any flooding events occur. It is probable that some or many culverts will need to be thawed more than once in order to maintain water movement to waterways that do not affect the City's streets or cause water accumulation or flooding on private property . Past experience has identified specific problem areas with drainage. Culverts located in these drainage areas where flooding is most likely to occur and low areas should be thawed first. A practical application would suggest that downstream culverts are to be opened prior to the upstream culverts.