



City of Bethel, Alaska Public Works Committee Agenda

Wednesday, December 21, 2016 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

Byron Maczynski
Council Rep.
Term Expires
10/2016

Scott Guinn
Committee Member
Term Expires
12/2017

Robert Champagne
Committee Member
Term Expires
12/2017

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.** August 17, 2016
 - B.** September 21, 2016-no meeting due to lack of quorum
 - C.** October 19, 2016-no meeting due to lack or quorum
 - D.** November 16, 2016-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.** Preventative maintenance logs and schedule for city trucks----
Byron Maczynski
 - D.** update/discussion on the trail behind the college towards the hospital:---- Joseph Klejka
 - E.** Leveling of the Bethel Heights Water Treatment Plant Building:----
Scott Guinn
 - F.** Recommendation for Ordinance Modification Allowing Composting Toilets:---- John Sargent
 - G.** 2015 Water Quality Reports & customer concerns:----Jennifer Dobson
- VIII. NEW BUSINESS:**
 - A.** Opening a shop foreman position:---- Byron Maczynski
- IX. DIRECTORS REPORT:**
- X. MEMBER COMMENTS:**
- XI. ADJOURNMENT:**

City of Bethel, Alaska

Public Works Committee Minutes

August 17, 2016

Regular Meeting

Bethel, Alaska

I. CALL TO ORDER:

A regular Public Works Committee Meeting was held on August 17, 2016 at the council chambers of the City Hall, Bethel, Alaska. The meeting was called to order at 6:30 pm by Joseph Klejka

II. ROLL CALL:

Comprising a quorum of the committee, the following were present: Joseph Klejka, Delbert Egoak, Jennifer Dobson, and Scott Guinn

Excused absence(s): Robert Champagne

Unexcused absence(s): Byron Maczynski

Also Present:

Public Works Director, Muzaffar Lakhani

Committee Recorder, Pauline Boratko

III. PEOPLE TO BE HEARD: none

IV. APPROVAL OF AGENDA:

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

V. APPROVAL OF MINUTES:

MOVED BY:	Scott Guinn	Motion to approve minutes of July 20, 2016 regular meeting.
SECONDED BY:	Jennifer Dobson	
VOTE ON MOTION	Motion carried by unanimous vote.	

VI. SPECIAL ORDER OF BUSINESS:

VII. UNFINISHED BUSINESS:

- A. Institutional Corridor Piped Water Supply Project: The City Council approved DOWL Engineer's change order # 2 in the amount of \$90,000.00 to obtain the additional 13 easements, update the hydraulic model and change the design route to meet the Department of Transportation directions. It is expected DOWL will complete and submit the 90% design to all stakeholders on August 23.

- B. Sewer Lagoon- PER (Preliminary Engineering Report) and ER (Environmental Report) for Truck Dump site and other options: The RFP (Request for Proposal for Engineering services) is currently being reviewed by the USDA (United States Department of Agriculture), waiting for comments.
- C. Preventative maintenance logs and schedule for City trucks: A copy of the logs for the month of June was provided to the committee via email.
- D. Update on boardwalk/trail behind the college to hospital: The approval of the grant has been received by the grant office of the city of Bethel.
- E. Closure of the dump for salvage: The council has approved a written policy. Anyone who wishes to salvage from the dump will have to sign a waiver and request a permit from the Finance department.
- F. Leveling of the Bethel Heights Water Treatment Plant Building: DOWL Engineers recommended that a log be kept on a month to month bases to monitor measurements of any changes with the floor level of the treatment plant, to monitor if the piles are sinking or heaving?
- G. Recommendation for ordinance modification allowing composting toilets: A motion was sent to the City Council and we will wait until the next meeting to hear from Byron Maczynski.

VIII. NEW BUSINESS:

- A. **2015 Water Quality Reports and customer concerns:** Some community member has brought it to Jennifer Dobson's attention their concern of the rust/color in the piped water in the Bethel Heights Subdivision. The committee requested to post some educational/informational material on the city's social media and web site about the color in the water to address the citizen's concerns.

- IX. **DIRECTOR'S REPORT:** Director of Public Works, Muzaffar Lakhani reports that about 80% of the new multipurpose sports field in the Pinky's Park is completed. The handrails on the boardwalk by the end of the Owl Park has been completed also, and there is a new basketball court being made at the park across the slough. There are two newly hired employees, one in the Parks and Recreation department, and one in the Landfill Department. One mechanic, Nicolaus Madison, resigned this month.

X. MEMBER COMMENTS:

- Delbert Egoak-** no comment.
- Jennifer Dobson-** no comment.
- Scott Guinn-** no comment.
- Joseph Klejka-** no comment.

XI. ADJOURNMENT:

MOVED BY:	Jennifer Dobson	Motion to adjourn.
SECONDED BY:	Delbert Egoak	

VOTE ON MOTION	Motion carried by unanimous vote
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With no further business, meeting adjourned at 7:12 pm

APPROVED THIS _____ DAY OF _____, 2016.

Pauline R. Boratko
Recorder of Minutes

Joseph Klejka
Chair

DRAFT

City of Bethel, Alaska

Public Works Committee Minutes

September 21, 2016

Regular Meeting

Bethel, Alaska

I. CALL TO ORDER:

Due to the lack of quorum there was no regular meeting held on September 21, 2016

II. ROLL CALL:

The following were present: Scott Guinn, Robert Champagne, and Byron Maczynski

Excused absence(s): Delbert Egoak and Jennifer Dobson.

Unexcused absent: Joseph Klejka

Also Present:

Public Works Director, Muzaffar Lakhani

Committee Recorder, Pauline Boratko

Meeting adjourned at 6:45 pm due to lack of quorum.

APPROVED THIS _____ DAY OF _____, 2016.

Pauline R. Boratko
Recorder of Minutes

Byron Maczynski
Council Representative

City of Bethel, Alaska

Public Works Committee Minutes

October 19, 2016

Regular Meeting

Bethel, Alaska

I. CALL TO ORDER:

Due to the lack of quorum there was no regular meeting held on October 19, 2016

II. ROLL CALL:

The following were present: Robert Champagne

Excused absence(s): Jennifer Dobson, Scott Guinn, Byron Maczynski, Josphe Klejka

Unexcused absent: Delbert Egoak

Also Present:

Public Works Director, Muzaffar Lakhani

Committee Recorder, Pauline Boratko

Meeting adjourned at 6:42 pm due to lack of quorum.

APPROVED THIS _____ DAY OF _____, 2016.

Pauline R. Boratko
Recorder of Minutes

Robert Champagne
Committee Member

City of Bethel, Alaska

Public Works Committee Minutes

November 16, 2016

Regular Meeting

Bethel, Alaska

I. CALL TO ORDER:

Due to the lack of quorum there was no regular meeting held on November 16, 2016

II. ROLL CALL:

The following were present: Joseph Klejka, Scott Guinn, Robert Champagne

Excused absence(s): Jennifer Dobson

Unexcused absence: Byron Maczynski

Also Present:

Public Works Director, Muzaffar Lakhani

Committee Recorder, Pauline Boratko

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

APPROVED THIS _____ DAY OF _____, 2016.

Pauline R. Boratko
Recorder of Minutes

Joseph Klejka
Committee Chair

MEMORANDUM

DATE: 12/01/2016
TO: Peter Williams, Acting City Manager
FROM: Bill Arnold, Public Works Director
SUBJECT: Manager's Report –

Programs/Divisions

Public Works Director:

Hauled services issues: In the past the hauled services were working ten hour shifts but for whatever reason the past public works director went to an eight hour shift and it has caused problems with getting routs completed. We are working on going back to ten hour shifts six days a week. We will operate this way for two months and see if this helps elevate some of the problems. The other issue is man power it is hard to hire and retain drivers. We are also finding that the majority of the after hour calls and complaints are from costumers requesting extra water.

Utility Maintenance:

We are currently dealing with excessive sewer lines freezing in Bethel Heights due to the road crossings heaving and the extremely cold weather. We are having power issues at the BHWTP and we are currently trying to find and fix the problem. One of the pumps for the main lift station broke so we are going to have to send it in to be fixed. Some residents in city sub had their water lines freeze due to their circulating pumps not being turned on.

Hauled Utilities: For November, we have lost another couple drives, and the cold snap at the end of the month caused some issues with the timely delivery of water and sewer. Otherwise the garbage truck has hauled nearly 4250 cubic yards of trash to the landfill with an average of 51 stops per day. The water drivers have delivered nearly three million gallons of water, with an average of 31 stops per driver per day. And the sewer drivers have hauled nearly 2.5 million galls of sewage to the lagoon and lift station, with an average of 29 stops per driver per day. The new trucks are very nice and the drivers really like them. It sure would be nice to have a new fleet of these, Santa!!!

Property Maintenance:

On November 4 glycol lines were broken on the north side of the shop, lines were repaired and waste oil heaters were turned on for heat, boiler was back on line the next day. There were three power outages this month, bringing to light the

auto transfer switch for public works backup generator needs to be installed ASAP.

Boilers in all buildings have been turned up and entry ways have been kept clear of snow drifts.

Parks and Recreation:

For the month of November, we have been working under Building Maintenance. We have dealing with issues at City Hall, Court house, and Police Department. November was a busy month at the cemetery for burials. We are on our last three rows on the civilian side. Plans to expand the cemetery should be a discussion. Log Cabin has seen 20 uses the month most consisting of our primary users Sewing group, Strong Woman, and the church. Log Cabin is still in need of leveling, the doors latching has been a constant issue.

Road Maintenance:

Streets and Roads before freezes up we installed a culvert crossing 5th Ave. at the intersection of Willow and 5th Ave... We also dug a ditch from the culverts that we put in on 5th Ave. to the culvert that crosses willow at 4th Ave and Willow Street. So it should keep the area drained from water and not as muddy in the spring, like past years.

Streets and Roads during the freezes up hauled in road sand from the city sand pit, to fill in holes and trenches on the roads that were made out of road sand and do not have gravel on it. By doing this, the roads freeze smoother, so it will be better for the public to drive on.

Streets and Roads had to haul in gravel to fixes up five big dips on the asphalt roads on Ptarmigan Streets, and on 9100 roads in Tundra Ridge Subdivision. We laid gravel on top of the asphalt in those area in order to smooth this out for the traffic. We will rip the asphalt in those area and in other area next summer when we have the gravel to do so.

Streets and Roads, did push a pile of land fill cover at the city sand pit with the D8 cat now that it is running, so that we could keep hauling cover. We have been hauling cover throughout November with the dump truck, to the landfill for Dave, to help, to keep up with the trash.

Vehicles and Equipment: This department has added another mechanic over November, plus a parts/data entry position. Things are beginning to shape up a little on V&E. This is not to say they couldn't use at least one more mechanic and a working supervisor.

Transit System:

There was an electrical brown out on November 8 and our phone and internet service has been down since. The Tec Department has been working on it but there still seems to be a problem. UUI and GCI is a key player in getting it fixed but they're having problems figuring it out.

We were extremely happy to learn that the Bethel City Council approved the FY 18 Transit Grant Application and that John Sargent, City Grant Manager, and I will be submitting it before the deadline. I was in hopes that the City Council would approve the purchase of two new buses but they didn't. My concern is that the three older buses, Bus 436, 437 and 438, purchased in 2008, all have in excess of 125,000 miles and are on the verge of being down for good. Bus 437 is at the City Shop now and they think it'll need a new motor. Four years ago they put a new motor in Bus 436 and if I remember right it cost in excess of \$25,000. I think the City's match for the new buses is in the neighborhood of \$15,000 and it might be the way to go? Our "new" bus, purchased in October of 2014, has about 73,000 miles on it and before we know it it'll have over 100,000 miles. The State's guidelines are that buses that are over 5 years old and /or have in excess of 100,000 are needing to be replaced.

Having the Transit Bus Barn is a GREAT asset when the temperatures drop below zero and the wind, which is often, is blowing 10-25 mph. Even having the buses stored inside, at night, it is still difficult to keep them warm during the day.

The Red Line has been down since August because of the lack of a part-time driver. We've been trying to hire a part-time driver since September and have had no luck so far. We'll keep trying.

Landfill: The manager's main task this month has been working on the new landfill permit that needs to be submitted every five years for approval. This application is not done as yet; however, I am getting close to completion.

Streets and roads continue to haul some cover material when they have time and my guy does also when there is a dump truck to drive.

Staffing Issues/Concerns/Training: