



City of Bethel, Alaska Public Works Committee Agenda

Wednesday, January 18, 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

Byron Maczynski
Council Rep.
Term Expires
10/2018

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

Pauline Boratko

- I. CALL TO ORDER:**
- II. ROLL CALL:**
- III. PEOPLE TO BE HEARD: – (5 Minute Limit)**
- IV. APPROVAL OF AGENDA:**
- V. APPROVAL OF MINUTES:**
 - A.** December 21, 2016
- 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.** update/discussion on the trail behind the college towards the hospital:---- Joseph Klejka
 - D.** Leveling of the Bethel Heights Water Treatment Plant Building:---- Scott Guinn
 - E.** 2015 Water Quality Reports & customer concerns:----Jennifer Dobson
 - F.** Opening a shop foreman position:---- Byron Maczynski
- VIII. NEW BUSINESS:**
 - A.** Public Works Capital Project list
- IX. DIRECTORS REPORT:**
- X. MEMBER COMMENTS:**
- XI. ADJOURNMENT:**

Public Works Department

Posted: January 12, 2017 - City Hall, Post Office, Corina's Case-lot, AC Store

City of Bethel, Alaska

Public Works Committee Minutes

December 21, 2016

Regular Meeting

Bethel, Alaska

I. CALL TO ORDER:

A regular Public Works Committee Meeting was held on December 21, 2016 at the council chambers of the City Hall, Bethel, Alaska. The meeting was called to order at 6:32 pm by Jennifer Dobson.

II. ROLL CALL:

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

Excused absence(s): Joseph Klejka

Also Present:

Public Works Director, Bill Arnold

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:	Robert Champagne	
VOTE ON MOTION	Motion carried by unanimous vote.	

V. APPROVAL OF MINUTES:

MOVED BY:	Robert Champagne	Motion to approve minutes for August 17, 2016; September 21, 2016; October 19, 2016; November 16, 2016.
SECONDED BY:	Byron Maczynski	
VOTE ON MOTION	Motion carried by unanimous vote.	

VI. SPECIAL ORDER OF BUSINESS:

VII. UNFINISHED BUSINESS:

- A. Institutional Corridor Piped Water Supply Project: Project has been rerouted adding about 500 for feet of pipe around the Yukon Kuskokwim Health Corporation (YKHC), and are currently renegotiating.
- B. Sewer Lagoon- PER (Preliminary Engineering Report) and ER (Environmental Report) for Truck Dump site and other options: Still working on contract with the engineers, and still negotiating.
- C. Preventative maintenance logs and schedule for City trucks: tabled

- D. Update on boardwalk/trail behind the college to hospital: The grant is good for 2 years. The Yukon Kuskokwim Health Corporation has a construction site that may interfere with the trail.
- E. Leveling of the Bethel Heights Water Treatment Plant Building: There has been 1 check in 5 months and it has moved about 6 inches, which concerns the committee.
- F. Recommendation for ordinance modification allowing composting toilets: Council Representative Bryon Maczynski reported that this ordinance was not approved by council.
- G. 2015 Water Quality Reports and customer concerns: Our water meets standards according to Alaska Rural Safe Water. Administration is currently looking into a company that could print and mail the water reports instead of having the city do it manually.

VIII. NEW BUSINESS:

- A. Opening a shop foreman position:

MOVED BY:	Scott Guinn	Motion to recommend to council to open a vehicles and equipment foreman position
SECONDED BY:	Byron Maczynski	
VOTE ON MOTION	Motion carried by unanimous vote	

- IX. **DIRECTOR'S REPORT:** Director of Public Works, Bill Arnold shared with the committee a capital project list he has come up with addressing all issues with the City's buildings, equipment, and properties which are in need of replacement or repairs.

X. **MEMBER COMMENTS:**

- Robert Champagne-** Welcome Bill.
- Jennifer Dobson-** Welcome Aboard Bill.
- Scott Guinn-** Welcome Bill.
- Byron Maczynski-** Welcome Bill.

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 _____, 2016.

Pauline R. Boratko
Recorder of Minutes

Jennifer Dobson
Co-Chair

MEMORANDUM

DATE: 01.01.2017
TO: Peter Williams, Acting City Manager
FROM: Bill Arnold, Public Works Director
SUBJECT: Manager's Report –

Programs/Divisions

Public Works Director:

Capital Project List: see last page

Hauled Utilities: For December, the new trucks have certainly helped considerably. Now all we need is to have the missing positions re-funded and have some new drivers added to the roster. Services this month were definitely troublesome due to the sudden cold snap which no one was prepared for, and caused problems with the trucks as well. With all that being said, the water crew has hauled nearly 3 million gallons of water with an average of 34 stops per driver per day. The honey crew has hauled approximately 2.5 million gallons of sewage to either the lift station or sewer lagoon, with an average of 29 stops per driver per day. And the garbage truck has hauled well over 4000 cubic yards of trash to the landfill, with an average of 50 stops per day. Due to the manpower crunch, and the foul weather, we have only had the back loader out once this month. And this truck has hauled about 100 cubic yards of trash from around the dumpster areas, to the landfill.

HAPPY NEW YEAR!!!!

Utility Maintenance: For the month of December, we are still having to flush Bethel Heights gravity sewer mains do to the road crossings heaving. We had an issue at the Bethel Heights Water Treatment Plant on the 24th of Dec. which was caused by a valve malfunction, causing the discoloration of the water, we fixed the problem with the valve and began to flush the water system to remove the discoloration. The residents in City Sub. that had their water freeze, are all thawed out and their circulating pumps are on and working. We are still working on pulling the one bad pump at the Main lift station to get sent out to be fixed.

Property Maintenance:

Property Maintenance has been busy with a few problems. A broken water line at BHWTP which has been fixed. At the Police station a main glycol line had a pin

hole leak. System was drained and temporary heat was installed with help from Utilities Maintenance, very much appreciated. Fire suppression at Public Works failed and has been fixed by Frontier Fire. Shoveling snow and clearing entry ways is a daily duty. Paper work for finance is being hauled over to the senior centers shop, as time permits.

Parks and Recreation:

Has been closed for the winter season

Road Maintenance:

Streets and Roads has been scarifying the roads with the grader to keep the roads from being as slippery. By doing this we cut grove in the ice for better traction, and also it helps to keep the roads smoother if the temp stay frozen.

Streets and Roads has also been sanding the intersections on the roads almost every day in order to keep the intersections on the roads from being to slippery. By doing the intersections it helps traffics in starting and stopping at the stop sighs at the intersection.

Streets and Roads had been digging graves when requested, but now the permafrost is now over 2 feet it takes a lot longer to dig. Bethel Utilities has been helping out in the winter, when there is permafrost, by drilling holes first with the drill, before we come in with the 420D backhoe to dig out the grave.

Streets and Roads, has been plowing out the snow berms with the loader in front of drive way, and at the bus stops shelters after scarifying or plowing snow with grader. After we are done with plowing parking lots with the loader, then we go to plowing snow berms left from the grader.

Streets and Roads drive the D8N dozer in from H-Marker Lake to the city shop to have some work done to it. We with planning to do this when the ices were thick enough to hold the D8N and now it is. We will drive it back when the work is done before the spring thaw.

Vehicles and Equipment: This department was effected with the cold snap at the beginning of the month as well. Many of the systems on several trucks became frozen, and inoperable. Taking mechanics out to the field to service the vehicles. The addition of another mechanic has certainly helped with productivity, the only area that could still use some more help is a second heavy equipment mechanic.

Transit System:

The Bethel Transit System is appreciative of the Bethel City Council decision in approving the FY 18 Federal Transportation Grant. We were in hopes that they

would also approve the match money for the two new buses, which we badly need, but they didn't. The Department of Transportation, DOT, has said they would extend the grants for the new buses up to June 30,2017 and if need be they would consider extending it for another six months after that. I'm in hopes that the City Manager and City Council will consider this extension as it doesn't cost the City anything to leave the Grant on the table for that period of time. The purchase of new buses has been simplified with the State of Alaska partnering with the State of Washington who has approved RFP's for them.

We're in need of hiring two Part-Time Drivers. It is difficult to maintain the bus schedules when a driver is on leave. We have cancelled the Red Line since August because we don't have a part-time driver to drive it.

The roads have been very slick and I was thankful for the new studded tires that we put on Bus 439. Buses 438 is using older studded tires and they will need to be replaced before next winter. I have them on hand and will have them mounted this coming summer for next winter.

Ridership has been down the past couple of months, Thanksgiving, Christmas, and warm weather may be the cause. People are busy with family activities, and during the warm weather people would rather walk than ride the bumpy bus. Currently we're averaging 70-90 rides per day.

We have submitted the July, August, September and October Billing Summaries to DOT. They've approved the July, August and September and are reviewing the October ones. I'm working on the November Billing Summary. With the holidays it's difficult to get the information I need from the Finance Department because staff are gone. But we're working on it.

Bethel Transit System goal for the FY 2017 will be to show a 20-25 percent increase in ridership / revenue. I think we can do this by providing better and more dependable / reliable service for our passengers.

Landfill / Recycle Center:

The City of Bethel Landfill has been occasionally receiving some garbage from the local public. Landfill has been receiving cover soil. The garbage truck continues to collect garbage from dumpsters on selected routes.

Staffing Issues/Concerns/Training:

Public Works Capital Project Lists

Bus Barn

- Foundation is rotten and needs to be replaced
- Floor and floor joints needs to be repaired or taken out

City Hall

- Roof has needed repairs since 2005 and no action has been taken up to this point

Senior Center

- Due to vandalism windows need to be repaired
- Flooring needs to be replaced
- Window shutters needs to be installed
- Some siding needs to be replaced

Public Works Boilers

- Due to the age of the boilers they out lived their life span, and are leaking, and need to be replaced

Public Works Transfer Switch

- When the generator is running power feeds back to the transfer switch and is a major hazard, need to be replaced with an automatic transfer switch

Streets and Roads

- Removal of pavement on Ptarmigan, replace with gravel
- 1st Road Tundra Ridge removal of pavement, replace with gravel
- 5th Avenue, raise the road and top with gravel

Piped Water and Sewer

- Road crossings heaving, they need to be lowered

B. The city shall not be liable for damage resulting from interruption in service. Temporary suspension of service by the department for improvements and repairs may be necessary. Whenever possible, and when time permits, all customers affected by such suspension will be notified prior thereto by notice through news media or otherwise.

C. The city shall own or operate and maintain a facility to be used for the treatment of sewage deposited in the sewer system. [Prior code § 11.12.030(1), (2).]

13.08.050 Ownership of facilities.

All interceptors, pump stations, valves, fittings, outfall pipes, aeration equipment, and related facilities and appurtenances, except customer service lines, shall be the property of the city, unless otherwise provided by the council by written contract. [Prior code § 11.12.030(3).]

13.08.060 Classes of service.

The classes of service shall be residential or commercial. Residential services shall consist of all services where sewer service is supplied for domestic purposes to a single-family dwelling unit. Commercial services shall consist of all services where sewer service is supplied for a commercial or business establishment, or multidwelling units. If sewer service is supplied to a customer for use in both a single or a multidwelling unit and a commercial or business establishment, or a multidwelling unit, the rate for commercial services shall apply for the combined usage. [Prior code § 11.12.030(4).]

13.08.070 Obedience to rules and regulations.

Each person required to subscribe to sewer collection service shall sign a service form provided by the department, giving the date, location of the premises to be served, class of service, the address for mailing bills and such other information as the department may reasonably require. All persons required to subscribe to sewer collection services shall abide by the rules and regulations established by the city and by the requirements set forth in this

chapter, including alterations and amendments which may be made from time to time. [Ord. 94-12S § 6; prior code § 11.12.040(1).]

13.08.080 Credit – Deposits – Assistance.

Each person required to subscribe to sewer collection service shall establish credit with the finance department.

A. Establishment of Credit. A utility deposit will be required. A deposit equal to the estimated bill for two (2) months' service, but not less than one hundred dollars (\$100), shall be required.

B. Deposits. The deposit is not a payment on account. In the event the person making the deposit is no longer required to subscribe to sewer collection service, the deposit will be applied to the closing bill, and any amount in excess of the closing bill will be refunded to such person.

C. Forfeiture of Deposit. If a customer's account becomes delinquent, the deposit shall be applied to the unpaid balance and an additional deposit equal to the estimated bill for two (2) months' service shall be paid within thirty (30) days of the date the original deposit was applied to the delinquent balance.

D. Assistance. The city shall provide assistance to any subscriber proving financial need. [Ord. 09-38 § 2; Ord. 07-03 § 2; Ord. 94-12S § 7; Amds. 10 and 12, § 2 to Ord. 85; prior code § 11.12.040(2).]

13.08.090 Changes in service.

A. Increased Level of Service. Existing customers in good standing may increase their level of service without an additional deposit due providing the original deposit equals two (2) months of service. Customers who are not in good standing shall be required to pay all outstanding balances before an increased level of service will be provided.

B. Decreased Level of Service. Existing customers may decrease their level of service. A reduction in deposit will not be given.

C. Fees for Changes in Level of Service.

1. Two (2) changes in level of service per calendar year shall be allowed to a customer in good standing at no charge. Thereafter, a fee of twenty-five dollars (\$25) will be due for any additional changes made. Customers not in good standing will be required to pay twenty-five dollars (\$25) for each change in level of service.

2. Per calendar year, two (2) reconnections after a disconnection shall be given to a customer in good standing at no charge. All reconnections thereafter will be charged a twenty-five dollar (\$25) reconnection fee. Customers not in good standing will be required to pay fifty dollars (\$50) for each reconnection after a disconnection. [Ord. 09-13 § 2; Ord. 02-31 § 3; Amd. 10 to Ord. 85; prior code § 11.12.040(3).]

13.08.100 Extension of service.

A. Within the City. Sewer service to areas within the city not presently served with sewers shall be provided only upon authorization of the council.

B. Outside the City. Sewer service to areas outside the city shall be provided only at the expense of the customers served. [Prior code § 11.12.050(1), (2).]

13.08.110 Interceptors and appurtenances.

A. Ownership. All interceptors and other appurtenances of every kind constituting and used for the sewer system, except customer service lines, shall be the property of the city, and shall be installed by the department or the applicants, in accordance with plans and specifications approved by the department.

B. Location. All interceptors and appurtenances constituting and used for the sewer system, except the customer service lines, shall be on rights-of-way, easements or public property. All easements or right-of-way permits secured for the sewer system shall be obtained in the name of the city. [Prior code § 11.12.050(3), (4).]

13.08.120 Service lines.

Customer service lines shall be owned, installed and maintained by the applicant for sewer services. [Prior code § 11.12.060(1).]

13.08.125 Service lines – Charges.

The city will perform maintenance on grinder pumps used for the piped sewer system. The charges will only be assessed if repair is attributed to negligence, as determined by the public works utilities maintenance foreman. At the time the customer receives service to rebuild, repair or replace a grinder pump, the customer will be billed for the

following charges in relation to the annual frequency with which a grinder pump is rebuilt, repaired or replaced: If the property that receives the repair or replacement is a multi-dwelling unit, then the person whom the water account's name is in is responsible for the expense.

- A. First rebuild/repair/replacement per \$50.00 twelve (12) month period
- B. Second rebuild/repair/replacement \$225.00 per twelve (12) month period
- C. Third and all subsequent rebuilds/repairs/replacements per \$450.00 twelve (12) month period

[Ord. 13-07 § 2; Ord. 09-46 § 2; Ord. 09-36 § 2.]

13.08.130 Service connection – Charge.

At the time the applicant files for sewer service where service has previously existed, or if the applicant is filing for a change in service, class, size, or location, the applicant shall submit with his application a service connection charge which will cover the actual cost to the department of the connection, plus twenty-five (25) percent. [Prior code § 11.12.060(2).]

13.08.140 Service connection – Installation.

Regulations, orders or procedures governing installation of customer service lines shall be promulgated by the department, subject to approval of the council by resolution. All customer service lines and repairs, modifications or disconnections thereof shall be made only on the terms and conditions set forth in the Uniform Plumbing Code (current edition) and such further regulations, orders, or procedures as the council may approve by resolution. [Prior code § 11.12.060(3).]

13.08.150 Multiple service on one (1) line.

A. The department may, at its option, serve two (2) or more premises or customers with one (1) customer service line; provided, that such joint service customer service lines shall be of such a size to provide a capacity of not less than the combined capacity of individual customer service lines. No customer service line shall be permitted to serve other customers except under written contract approved by the council.