



City of Bethel, Alaska

Public Works Committee Agenda

Wednesday, February 15, 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

- 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
 - B. January 18, 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. 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: February 09, 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

City of Bethel, Alaska

Public Works Committee Minutes

January 18, 2017

Regular Meeting

Bethel, Alaska

I. CALL TO ORDER:

Due to the lack of quorum there was no regular meeting held on January 18, 2017.

II. ROLL CALL:

The following were present: Jennifer Dobson, Scott Guinn and Robert Champagne.

Excused absence(s): Byron Maczynski

Unexcused absence(s): Joseph Klejka

Also Present:

Public Works Director, Bill Arnold

Committee Recorder, Pauline Boratko

Meeting adjourned at 6:46 pm due to lack of quorum.

APPROVED THIS _____ DAY OF _____, 2017.

Pauline R. Boratko
Recorder of Minutes

Jennifer Dobson
Co-Chair

MEMORANDUM

DATE: 02.01.2017
TO: Peter Williams, Acting City Manager
FROM: Bill Arnold, Public Works Director
SUBJECT: Manager's Report –

Programs/Divisions

Public Works Director:

Some of the issues we are encountering in CS.

- The city maintains the two circulating pumps inside of the homes and at times they air lock and they fail causing either the water line or the sewer line to freeze.
- The city also maintains the grinder pump in there lift station.
- There system also has an electric heat trace which is used when there system does freeze the city has access to this witch is located in the panel mounted to the side of the house.
- The lift stations are starting to lean and are creating flow issues and causing the gravity part of the system to freeze.

Hauled Utilities: For January we have hired a couple new drivers and lost a couple drivers, so we are where we were a couple months ago.

The water drivers, have hauled nearly 3,000,000 gallons of water, the honey boys have hauled nearly 2.8 million gallons of sewage and the dumpster driver has hauled a record 4500 cubic yards of trash to the dump.

And at the last few days of the month our new Mack water truck rolled up on it's side. So, this truck will be out of commission for at least the first week of February. We are experiencing higher than normal requests for extra water and sewer the last few weeks due to the cold weather. And many people are having frozen water pipes and sewer tanks, and have been falling behind on delivery of services, I try to make it a rolling situation, but it seems that the same places get skipped no matter how I plan.

Utility Maintenance:

For the month of January, in Bethel Heights we are continuing to flush frozen sewer lines and also leveling the sewer lines around the road crossings. The road crossings are heaving causing the majority of the frozen sewer lines. In City Sub. We are continuing to replace grinder pumps for the lift stations that fail.

There are a couple residents that their water and/or sewer lines froze due to lack of usage, the length of their service lines, and the weather. The water and glycol circulating pumps inside the homes are maintained and replaced by the city.

Property Maintenance:

For the month of January: Daily duties of clearing pathways to the main entryways, Courthouse replacing t8 bulbs and upgrading to L.E.D'S in the main hallways and entryways and all lights that are on all night. Holding cells for troopers has been cleaned and recoated with new mud and paint. Public works building is in the process of getting L.E.D's installed also, all night-lights have been replaced and we are in the process of changing high bay lights with replacement L.E.D Bulbs. Boiler inspections were done to priority buildings a few code violations will be corrected and sent to the inspector for final approval.

Parks and Recreation:

Parks and Recreation is closed for the season.

Road Maintenance:

Streets and Roads did run two grader when it started to freeze late at the night of January 2, when it stated to freezes, from the last thaw we had. The two grader were out until it was to frozen to grade anything, this did most of Bethel, and what was left we did the next day with gravel or sand so that that the roads would freezes smooth.

Street and Roads also had to go out at the night of the 19th to plow out snowdrifts, during the big storm that were drifting in the subdivisions. We came in earlier on the 20th so that that we would have most of the roads plow out before the school buses started to run.

Streets and Roads has been helping out at the landfill with the 324E excavator at the steel pile in compacting and covering it so there will be more room. Also for more room for the steel that will be hauled there from the school.

Streets and Roads has been digging the ices at both pump house, from the water trucks over flowing with water at the fills. We have to use the grader or 420 backhoe to dig the ices out, and then we would use the loader to haul the ice away. This would make it easily for the water truck driver to get under the fills, easily and safer.

Streets and Roads, had also did the paper work to renew the 5 year water permit that I did 5 years ago, but now it up for renewal. This is what we use in our road watering truck, for dust control, calcium roads, and to grade the roads when the roads are dry.

Vehicles and Equipment: : For V&E in January, we have lost another member of

our repair team. And the rest of the crew is working to get trucks up and running. There has seemed to be a parts glitch this month. And a lack of attendance due to personal issues away from work for most of the V&E crew.

Transit System:

The last part of January was on the cold side, -30+, and had an impact on the buses. Bus 439 was down for a week with bad brakes, Bus 436 was down with no heat, and Bus 438 was down with an electrical problem. Unfortunately, they were all three down at the same time and we had to cancel the bus service for a day and half. The brakes were fixed on Bus 439 and it's back on the road, Buses 436 and 438 are still being worked on and should be ready this week. The Transit System, City of Bethel, has/had two Transportation Grants for new buses and I was in hopes they could have been ordered this spring and arrive on this coming summer barge. Buses 436 and 438 are old buses, 2008, with lots of "Bethel" miles, 140,000, and have a limited life left.

We've currently recruited a temporary Part-Time bus driver and when the test results come back he'll be driving the Red Line. We'll be starting the Red Line on February 1, maybe. The Red Line will run Tuesday through Saturday, five hours per day. We've had several community members ask us to have a Saturday bus schedule. The Red Line serves the City Sub Division /Swimming Pool and it might help people to get to and from the swimming pool.

Bethel Transit System goal for the FY 2017 will be to show a 15-20 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:

Snow removal daily leading to the landfill. Local citizens continue to drop off small loads of garbage and wood debris and are charged accordingly. Also commercial debris consisting of construction material such as wood, metal. The landfill has taken on the dumpster truck department to the landfill department. A landline has been hooked up to the landfill to receive calls and send and receive fax. The landfill department has taken on the duty of picking up big debris such as freezers, couches, mattresses. The dumpster garbage continues to be spread and compacted. The metal pile has been moved and crushed and covered with top soil.

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.