



City of Bethel, Alaska

Public Works Committee Agenda

Wednesday, November 16, 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

Muzaffar Lakhani
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
- 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:**
- IX. DIRECTORS REPORT:**
- X. MEMBER COMMENTS:**
- XI. ADJOURNMENT:**

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, Jospheh 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

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

MEMORANDUM

DATE: 11/01/2016
TO: Pete Williams, Acting City Manager
FROM: Muzaffar Lakhani, Public Works Director
SUBJECT: Manager's Report –

Programs/Divisions

Utility Maintenance:

We have been working on sealing up the water and sewer lines in Bethel Heights. Flushing sewer lines, cleaning the sand and grease out of the main lift stations. Finished the lagoon discharge this month with a total of 130,000,000 gallons.

Hauled Utilities: for October, we finally have a little relief, with the 2 new sewer trucks and 1 new water trucks. It was challenging logistically getting them road ready.

As for the drivers, the garbage truck has hauled nearly 4000 cubic yards of trash to the landfill with an average of 50 stops, per day.

It will come soon, where we need to split the garbage into two separate routes. Then we will need another new garbage truck. Two garbage trucks on the road daily, and a spare. Plus, the back loader to clean up around the dumpster sites weekly as well as “clean up green up”.

The water drivers have hauled nearly 2.5 million gallons of water with an average of 30 stops per driver per day.

And the honey boys have hauled approximately 2 million gallons to the lagoon or lift station with an average of 32 stops per driver per day.

We are also realizing the growing need of a full time welder /fabricator, to do truck repairs, especially the leaking water trucks which lose up to 500 gallons a day /or overnight here in the shop. This is the equivalent of at least two houses per day, not to mention the mess on the shop floor daily. And dumpster repairs as well other broken machinery.

Also with the growing fleet we will also see a need for a full time tire service person in the not too distant future.

Property Maintenance:

Regular winter checks of the city buildings on daily. We have started the winter

schedule of the building checks including week ends. Heating systems, boilers, waste heat oil heat system and general maintenance of all the buildings.

Parks and Recreation: For the month of October Parks has replaced the fencing around the Teen Center building to prevent kids from going under. Park season has ended on the 15th and now completing end of season reports, inventory, winter prep. Currently working on developing maintenance schedules for all parks and fields. As well as planning projects and events for next season for budget 17.

Road Maintenance:

Streets and Roads is now done with the mixing the road salt sand with the bags of salt that we got in on the last barge of the year. This is the pile of roads salt sand that we will use in our road sanding truck this winter when the roads are icy on the north side of the city shop.

Streets and Roads has this month has been replacing some culverts and adding culverts to drive ways and road crossing. This replaces some of the problem culverts that were problems during the spring thaw, and also adds culverts to places that need it so it will drain the water out from the roads and not wash it out during the thaw.

Streets and Roads has been hauling land fill cover from the city sand pit to the landfill with one dump truck throughout the month of October. By keeping up with the hauling now, it is a lot easier for landfill to keep up with cover the trash at the land fill before the hard freeze.

Streets and Roads, pulled out the old rotten stairway that goes over the water and sewer pipes in housing with the excavator. The old stairway was resting on the pipes and this could cause the pipes to brake at any time. So after we pull the stairway out, we hauled in some of the broken asphalt that we took out off Ptarmigan to build a pad so that we could put the other stairway over the pipe on the pad. This will keep the stairway more stable and off the pipes.

Transit System:

The **Green Line** runs for 10.5 hours per day, 6:30am to 10:30am and 11:30am to 6:15pm, Monday through Friday and beginning the first of November the **Red Line** will operate for 5 hours per day, 9:00am to 12:00n and 1:00pm to 3:00pm, Tuesday through Saturday. The Saturday route is the same as the Red Line route during the week and will be operating for a trial period during the month of November (5,12,19,26). To make it worthwhile we'll need 20-25 riders each Saturday, before we decide to operate it on a long term bases. The Red Line has been down since June because the Part-Time Driver position has been difficult to fill.

DOT is helping me complete the Title VI Plan and it should be done soon. Once it's done it'll need to go to the City Council / administration for review and approval. Hopefully we will get it put to bed by the end of November.

We will be mounting the new studded snow tires on the wheels and getting them ready to be installed the week end of November 5. They make a big difference when the roads are covered with a sheet of ice and on the back roads when it snows. Last winter we only had a couple of days when the buses weren't able to run because of the bad roads. Street and Roads does a great job getting out early to maintain them during the bad days.

The week of November 21 will be Thanksgiving Week and we will have several "specials" for that week. On Monday, November 21, for those paying a bus fare, we will give out free trip pass for Tuesday. On Wednesday, November 23, a raffle ticket for a "Day Pass", we'll give out 2 or 3 passes for November 28.

I'm very concerned about the Transit System budget for FY2018. Each year we go through this uncertainty of not knowing whether or not the next year's grant will be approved. It's difficult for the Transit System to make long range commitments not knowing what's coming down the road.

If you have any questions, please feel free to contact me.

Landfill / Recycle Center:

This past month my guy Samuel and road maintenance guy's Johnathan and Gary spent a lot of time hauling cover material and building a new pad for the dumpster truck garbage. We covered the last cell of dumpster truck garbage and started a new cell. We also covered all of the building debris pile and started a new site as well. The water samples were taken on time and sent to SGS's Lab and upon getting their report back, I made my report to DEC in a timely manner. The gas monitoring was done and sent to DEC as required.

Staffing Issues/Concerns/Training: