



City of Bethel, Alaska

Public Works Committee Agenda

Wednesday September 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

Delbert Egoak
Committee Member
Term Expires
12/2018

Muzaffar Lakhani
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.** Minutes from the previous regular meeting – August 17, 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.** 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

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: 09/01/2016
TO: Ann Capela, City Manager
FROM: Muzaffar Lakhani, Public Works Director
SUBJECT: Manager's Report –

Programs/Divisions

Public Works Director:

Utility Maintenance:

We have been working on the fence at the lagoon installed a new gate at the entrance and repairing sections on the back side. Removed old sewer line supplying the old prematernal home and installed 800 feet of new arctic pipe. After completing we had a vehicle hit and broke the line and had to go back and repair it. Also working on getting all the required water samples at BHWTP and CSWTP.

Hauled Utilities: In August the water drivers have delivered nearly 3,000,000 gallons of water with an average of 34 stops per driver per day, the sewer drivers have hauled 2.5 million gallons of sewage to the lift station or lagoon, with an average of 39 stops per driver per day, and the garbage trucks have hauled nearly 5000 cu yds of trash to the land fill. The back loader has been out a couple days a week each week trying to keep the dumpster areas clean. I feel we should do some p.s.a.'s for the general public to not deposit their cars, oil, washers, dryers, stoves, refrigerators and freezers and other nefarious items around the dumpsters. If they can haul them to the dumpsters in their trucks they should just continue on to the landfill.

We have also received the new plastic dumpsters, and have been distributing them throughout the community. As well as having ordered a second set. Which may or may not make the last barge this year but we will have them certainly by the first barge in the spring. At which point, I believe the plan will be to have all the restaurants and contractors pay for their own dumpsters to be dumped on at least a once a week basis.

We are also expecting some new water and sewer trucks on the last barge of this year, which should help greatly with the delivery of services.

Property Maintenance:

Public Works boiler was scheduled for major repairs. All plans towards the effort

of the repair halted due to the obsolete parts required for the repair. The teen center boiler had some old plumbing replacements due to leaking fittings. KYKD Generator had loss of power. Repairs were made. Public works soffit repairs are being made before the cold mornings start affecting the plumbing for the building. Ramp behind hospital vehicles were driving over, Boxed barricades were installed to prevent the vehicles from crossing.

Parks and Recreation:

Road Maintenance:

Streets and Roads haul in road sand to build up Napakiak Drive from Akiak Drive to the end of Napakiak Drive. When that was done we capped it off with gravel. So now it will hold up to grading and it will not turn to mud in the spring. Also it will be a smoother road to drive on for the public.

Streets and Roads, hauled in 463 dump truck loads of sand to build a new soccer field in Pinky's Park, to roughly fill in in. We will grade it to grade and compact it, so that it can sit over the winter. This will give it time to settle through this year and into the next year. Then next summer we will come in and haul in more sand to fix the places on the field that sinks or wash out.

Streets and Roads did push a big pile of sand at the city sand pit with the D8 cat dozer before it needed more maintenance work done on it. The harmonic balancer was spinning on the crank shaft, and Gary caught it on time before we had engine damage. So that is fix, and now that we have the D-8 is apart, we are doing other maintenance that will be needing the be done now. We will go back to pushing up sand at the pit when the D-8 in back up a running.

Streets and Roads, has also haul in all D-1 gravel from Knik Construction, that they had on hand, to the gravel pile on the south side of the city shop, and also what we used on capping of Napakiak Drive. We hauled so far is 3,444 tons of D-1 gravel from Knik and will haul a little over 1,000 more tons when they get it in to finish off was budget. We haul it as soon as they get it in, ether this year or next spring, so until then the pile of gravel at the shop will be used for maintaining roads from now through till this coming spring.

Vehicles and Equipment: August, has seen the departure of another mechanic, the position is currently being advertised. We have also been shorthanded due to jury duty. This department needs way more people in it.

Transit System:

In August we only averaged 60 riders per day. The summer activities; travel,

subsistence, vacations, and the **weather** (wind and rain) played a major role in this. Even with this the ridership was about the same as last year. We continue to provide the best service we can. We know that dependability and **reliability** of service plays a key role in maintaining our ridership. Passengers are not willing to wait at the bus stop 5-10 minutes, in the rain/bugs and wind, for the bus that is late or never show up. With our new Bus Stop Shelters hopefully the ridership will pick up during the bad weather times.

The new Bus Stop Shelters arrived on the AML Barge the last part of August and several of the other departments are helping getting them off loaded, stored at the Transit Bus Barn, sand and gravel pads in place, and the installed. I great appreciate all the extra help and effort in getting them installed. They should help in giving the Transit System more identity.

John Sargent, City Grant Manager, and I will be working on the purchase of the new buses the next couple of weeks. We will be using the State of Washington /Alaska DOT RFP so the process shouldn't take as long. This should be done in the next couple of weeks and submitted for approval by the Administration/City Council. John and I will be working on our FY 2017 Transit Grant and should have some preliminary figures by the mid part of October. We know that the grant will require a matching fund and we're in hopes that some of the local business and agencies will help here.

Housing our buses in the Transit Bus Barn has helped us maintain our buses and gives us the opportunity to do some of the minor maintenance ourselves. We purchase a bumper lift jack, 10 tons, and we're able to change our own tires, flats and summer to winter tires, and changing the oil/oil filters. Major repairs will still need to be done by the City Shop.

Bethel Transit System goal for the FY 2016 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:

I Finally got a fellow employee up here to work with me, thank you. His name is Samuel Brink and he has been a big help, he is eager to learn and easy to work with. We have put up a no trespassing sign on the gate and a sign that says "Enter at your own risk" on the fence. We are in the process of putting up seven other signs in the landfill itself designating locations for various items to be placed. The road crew has continued to let me use my friend Gary McElwee when he is not Grading or doing other jobs to run the excavator to bury items. With his help the landfill has not looked better in years.

Staffing Issues/Concerns/Training: