

CITY OF BETHEL

City Council Meeting Agenda, August 8, 2023 – 6:30 PM

Website: <https://www.cityofbethel.org/council>

Location: Council Chambers, City Hall, 300 Chief Eddie Hoffman Highway, Bethel

Council Members: Mayor Rose Henderson, Vice-Mayor Henry Batchelor, Mark Springer, Eric Whitney, Beth Hessler, Sophie Swope, Patrick Snow

Zoom Meeting Link: <https://us06web.zoom.us/j/4888456188?pwd=bkN1dGI4MHpGZ1kwOUVYWU5kd0xhZz09>

Zoom Meeting ID: 488 845 6188

Zoom Meeting Passcode: 13871

Zoom Meeting Conference Line Numbers: 833 548 0276 US Toll-free

833 548 0282 US Toll-free

877 853 5257 US Toll-free

888 475 4499 US Toll-free



1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. PEOPLE TO BE HEARD – FIVE MINUTES PER PERSON

4.1.



Written Public Comments can be submitted by opening your phone camera and hovering over this URL code. The link to the submission form will appear. You may also go to www.cityofbethel.org.

5. APPROVAL OF CONSENT AGENDA AND REGULAR AGENDA

6. APPROVAL OF MEETING MINUTES

6.1. *7-18-2023 Special City Council Meeting

6.2. *7-25-2023 Regular City Council Meeting

7. REPORTS OF STANDING COMMITTEES

7.1. Committee/Commission Agendas And Draft Meeting Minutes

8. SPECIAL ORDER OF BUSINESS

9. UNFINISHED BUSINESS

9.1. Public Hearing Of Ordinance 23-03(c): Fiscal Year 2024 Capital Improvement Program Amendment (Interim City Manager Lanning)

10. NEW BUSINESS

10.1. AM 23-18 Directing City Manager to Pay Off Balance of Utility Revenue Bond (Interim City Manager Lanning)

10.2. *IM 23-12: Waiver Of Formal Bidding Procedures For Interim Finance Director Contract Services In Accordance With Bethel Municipal Code 4.20.150 (Interim City Manager Lanning)

Posted August 2, 2023 at AC Co., Swanson's, City Hall, and the Post Office.

Kevin Morgan, Deputy City Clerk

City Clerk's Office Contact Information: Email cityclerk@cityofbethel.net Phone 907-543-1384

Items noted with an asterisk (*) are consent agenda items, unless removed from the consent agenda they are approved upon the approval of the agenda. Ordinances introduced at this meeting may be set for public hearing at the next regular meeting.

The Council may by unanimous consent, after 12:00 AM Fix the Time to Which To Adjourn until the following day at 6:30 PM

11. REPORTS

11.1. Mayor's Report

11.2. City Manager's Report

11.3. Clerk's Report

12. COUNCIL MEMBER COMMENTS

13. EXECUTIVE SESSION

14. ADJOURNMENT

Posted August 2, 2023 at AC Co., Swanson's, City Hall, and the Post Office.

Kevin Morgan, Deputy City Clerk

City Clerk's Office Contact Information: Email cityclerk@cityofbethel.net Phone 907-543-1384

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The Council may by unanimous consent, after 12:00 AM Fix the Time to Which To Adjourn until the following day at 6:30 PM

1. CALL TO ORDER

A Special Meeting of the Bethel City Council was held on July 18, 2023 at 6:00 p.m., in the Council Chambers, Bethel, Alaska.
Mayor Henderson called the meeting to order at 6:00 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Comprising a quorum of the Council, the following members were present:
City Council Member Mark Springer (telephonically) City Council Member Patrick Snow (telephonically) City Council Member Beth Hessler City Council Member Sophie Swope Vice-Mayor Henry Batchelor Mayor Rose Henderson
Members Absent:
City Council Member Eric Whitney
Also in attendance were the following:
Interim City Manager Alan Lanning, City Clerk Lori Strickler, City Attorney Libby Bakalar (telephonically)

4. PEOPLE TO BE HEARD – Five minutes per person

No one present to be heard.

5. APPROVAL OF AGENDA

Main Motion: Approve the Agenda.

Moved by: Sophie Swope

Seconded by: Henry Batchelor

In favor:	Mark Springer, Rose Henderson, Beth Hessler, Henry Batchelor, Patrick Snow, Sophie Swope
Opposed:	None
Results:	Motion Carries

6. UNFINISHED BUSINESS

7. NEW BUSINESS

Item 7.1. - Provide Administration With Direction On Filling Vacant City Positions (Interim City Manager Lanning)

Motion to move into committee of the whole.

Moved by:	Mark Springer
Seconded by:	Sophie Swope
In favor:	Mark Springer, Rose Henderson, Beth Hessler, Henry Batchelor, Patrick Snow, Sophie Swope
Opposed:	None
Results:	Motion Carries

8. ADJOURNMENT

Motion to adjourn.

Moved by:	Mark Springer
Seconded by:	Sophie Swope
In favor:	Mark Springer, Rose Henderson, Beth Hessler, Henry Batchelor, Patrick Snow, Sophie Swope
Opposed:	None
Results:	Motion Carries

Meeting ended at 7:01 p.m.

Rose Henderson, Mayor

ATTEST:

Lori Strickler, City Clerk

1. CALL TO ORDER

A Regular Meeting of the Bethel City Council was held on July 25, 2023 at 6:30 p.m., in the Council Chambers, Bethel, Alaska.

Mayor Henderson called the meeting to order at 6:30 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Comprising a quorum of the Council, the following members were present:
City Council Member Mark Springer (telephonically) City Council Member Beth Hessler City Council Member Patrick Snow Vice-Mayor Henry Batchelor City Council Member Sophie Swope Mayor Rose Henderson
Members Absent:
Council Member Eric Whitney
Also in attendance were the following:
Interim City Manager Alan Lanning, City Clerk Lori Strickler, City Attorney Libby Bakalar (telephonically)

4. PEOPLE TO BE HEARD – Five minutes per person

No one present to be heard.

Item 4.1. - Written Public Comments

No written comments were submitted.

5. APPROVAL OF CONSENT AGENDA AND REGULAR AGENDA

Main Motion: Approve the Consent and Regular Agenda.

Moved by: Patrick Snow

Seconded by: Sophie Swope

In favor: Mark Springer, Rose Henderson, Beth Hessler, Henry Batchelor, Patrick Snow,
Sophie Swope

Opposed: None

Results: Motion Carries

6. APPROVAL OF MEETING MINUTES

Item 6.1. - *7-11-2023 Regular City Council Meeting

Passed on the consent agenda.

7. REPORTS OF STANDING COMMITTEES

Item 7.1. - Committee/Commission Agendas And Draft Meeting Minutes

Port Commission, Council Member Hessler- A meeting was not held because the meeting was not properly posted to the public.

Planning Commission, Council Member Swope- A meeting was held on the 7th of July and they discussed the property transfer to AVCP for Headstart.

Community Action Grant Committee, Vice-Mayor Batchelor- A meeting has not been held.

Finance Committee, Council Member Henderson- A meeting was not held because the meeting was not properly posted to the public.

Public Works Committee, Council Member Springer- A quorum of the body was not established.

Public Safety and Transportation Commission, Council Member Snow- A meeting has not been held since the last city council meeting.

8. SPECIAL ORDER OF BUSINESS

9. UNFINISHED BUSINESS

Item 9.1. - Public Hearing Of Ordinance 23-03(b): Amending The City Of Bethel Fiscal Year 2024 Capital Improvement Plan And Operating Budget (City Manager Williams)

Mayor Henderson opened the Public Hearing.

No one present to be heard.

Mayor Henderson closed the Public Hearing.

Main Motion: Adopt Ordinance 23-03(b).

Moved by:	Beth Hessler
Seconded by:	Henry Batchelor
In favor:	Mark Springer, Rose Henderson, Beth Hessler, Henry Batchelor, Patrick Snow, Sophie Swope
Opposed:	None
Results:	Motion Carries

10. NEW BUSINESS

Item 10.1. - *Introduction Of Ordinance 23-03(c): Fiscal Year 2024 Capital Improvement Program Amendment (Interim City Manager Lanning)

Passed on the consent agenda.

Item 10.2. - AM 23-17: Authorize And Direct City Administration To Issue Checks Totaling \$12,540 To Year 6, Quarter 2 Community Action Grant (CAG) Awardees Based On The Recommendation Of The Community Action Grant Committee (Interim City Manager Lanning)

Main Motion: Approve AM 23-17.

Moved by:	Henry Batchelor
Seconded by:	Sophie Swope
In favor:	Mark Springer, Rose Henderson, Beth Hessler, Henry Batchelor, Patrick Snow, Sophie Swope
Opposed:	None
Results:	Motion Carries

11. REPORTS

Item 11.1. - Mayor's Report

Item 11.2. - City Manager's Report

Item 11.3. - Clerk's Report

12. COUNCIL MEMBER COMMENTS

Mayor Henderson- Encouraged people to participate in civic leadership through city council volunteerism. Excited for berry season; be considerate of the land, and be safe.

Vice-Mayor Batchelor- Be safe out there.

Council Member Springer- Hoped for some sun. Good to see a number of city projects going on. School season is getting closer; remember to wear reflective clothing as it gets darker this fall.

Council Member Hessler- Have a good evening.

Council Member Swope- No comment.

Council Member Snow- No comment.

13. EXECUTIVE SESSION

14. ADJOURNMENT

Main Motion: Adjournment.

Moved by:	Mark Springer
Seconded by:	Sophie Swope
In favor:	Mark Springer, Rose Henderson, Beth Hessler, Henry Batchelor, Patrick Snow, Sophie Swope
Opposed:	None
Results:	Motion Carries

Meeting ended at 6:58 p.m.

Rose Henderson, Mayor

ATTEST:

Lori Strickler, City Clerk



CITY OF BETHEL
PUBLIC SAFETY AND TRANSPORTATION COMMISSION
WEDNESDAY, AUGUST 2, 2023, 6:30 PM

LOCATION:

JOIN ZOOM MEETING
<https://us06web.zoom.us/j/88274684692?pwd=Z3N4VFJ4T24ZSFCWM0MRSPAA3LZUT09>
MEETING ID: 882 7468 4692
PASSCODE: 773554
• 833 548 0276 US TOLL-FREE
• 833 548 0282 US TOLL-FREE
• 877 853 5257 US TOLL-FREE
• 888 475 4499 US TOLL-FREE

MEMBERS	STAFF
Theresa Quiner, Chair	Peter Hicks, Ex Officio Member
Melanie Fredericks	Daron Solesbee, Ex Officio Member
Farah Sears	Salina Tom, Ex Officio Member
Patrick Snow, Council Rep.	police@cityofbethel.net
Musa Saliu	907-543-3814

I. CALL TO ORDER

II. ROLL CALL

III. PEOPLE TO BE HEARD – FIVE MINUTES PER PERSON

- A. Please submit written public comments to police@cityofbethel.net by 4:00 p.m. the day of the meeting.

IV. APPROVAL OF AGENDA

V. APPROVAL OF MEETING MINUTES

- A. July 05, 2023 Public Safety & Transportation Commission Meeting

VI. UNFINISHED BUSINESS

- A. Implement of Ordinance Pertaining to Misuse of Emergency Services (Chief Hicks)
B. Educating Younger Children on Law Enforcement (Theresa Quiner)
C. Discussion for BPD Recruitment, Retention, Hiring, Longevity Bonuses, Housing and Travel (Chief Hicks)

VII. NEW BUSINESS

- A. Ordinance on Misuse of 911

VIII. EX OFFICIO REPORT

- A. June 2023

IX. MEMBER COMMENTS

X. ADJOURNMENT

Posted July 27, 2023 at City Hall, AC Co., Swanson’s, and the Post Office.

Name, Ex-Officio Staff

Posted July 27, 2023 at City Hall, AC Co., Swanson's, and the Post Office.

Name, Ex-Officio Staff

Introduced by: Interim City Manager Lanning
Introduction Date: July 25, 2023
Public Hearing Date: August 8, 2023
Action:
Vote:

CITY OF BETHEL, ALASKA

Ordinance 23-03(c)

AN ORDINANCE AMENDING THE CITY OF BETHEL FISCAL YEAR 2024 CAPITAL IMPROVEMENT PLAN

THEREFORE BE IT ORDAINED by the City Council of Bethel, Alaska, as follows:

SECTION 1. Classification. This is a non-codified Ordinance and shall not become part of the Bethel Municipal Code.

SECTION 2. Fiscal Year Budget Amendments. The following estimated revenues and expenditures are hereby appropriated for the corporate purposes and objects of the City of Bethel Fiscal Year 2024 Capital Improvement Plan and Fiscal Year 2024 Operating Budget.

WHEREAS, the Bethel City Council passed Resolution #23-01 on January 10, 2023 that identified City of Bethel priorities for the SFY 2024 Alaska Capital Budget;

WHEREAS, the second priority of five was the public safety communication tower at an expected cost of \$500,000, which later increased to \$1,200,000 soon after the resolution was produced;

WHEREAS, the city prepared and submitted a capital grant request for \$500,000 to the State of Alaska for the purchase and installation of the public safety communications tower—and this request was met in June 2023 with a FY 2024 Designated Legislative Grant to the city;

WHEREAS, the City of Bethel's FY 2024 Capital Improvement Plan contains \$1,200,000 for the purchase and installation of a public safety communications tower;

WHEREAS, typical grant parameters prohibit the use of a grant award that supplants funds already budgeted;

WHEREAS, therefore, by removing \$500,000 from the city's FY 24 Capital Improvement Plan before signing the grant agreement, the city will be in a position to accept the State grant in the amount of \$500,000 and not be guilty of supplantation;

Introduced by: Interim City Manager Lanning
Introduction Date: July 25, 2023
Public Hearing Date: August 8, 2023
Action:
Vote:

C-1 FY 2024 Capital Improvement Plan General Fund – Police Department				
Line Item	Description	Approved Appropriations	Proposed Amendment	Proposed Total Appropriations
100-61-6890	Public Safety Communications Tower	\$1,200,000	(\$500,000)	\$700,000
100-10100	General Fund (Cash in Combined Fund)	\$8,745,021	\$500,000 Total Increase	\$9,245,021

WHEREAS, the City of Bethel is obligated under a United State Department of Agriculture – Rural Development loan to appropriate \$365,650 into a sewer short-lived asset fund annually;

WHEREAS, the city’s FY 2023 Capital Improvement Plan, Water & Sewer Utility Enterprise Fund, Approved Capital Expenditures, contains \$182,825 in a hauled sewer fund and \$182,825 in a piped sewer fund;

WHEREAS, this budget amendment is meant to add short-lived asset fund appropriations to the city’s FY 2024 Capital Improvement Plan because the appropriations were inadvertently left out of the Plan;

C-2 FY 2024 Capital Improvement Plan General Fund – Hauled Sewer Department				
Line Item	Description	Approved Appropriations	Proposed Amendment	Proposed Total Appropriations
510-85-9699	Hauled Sewer – Short Lived Assets	\$0	\$182,825	\$182,825
100-10100	General Fund (Cash in Combined Fund)	\$9,245,021	(\$182,825) Total Decrease	\$9,062,196

C-3 FY 2024 Capital Improvement Plan General Fund – Piped Sewer Department				
Line Item	Description	Approved Appropriations	Proposed Amendment	Proposed Total Appropriations
510-86-9699	Piped Sewer – Short Lived Assets	\$0	\$182,825	\$182,825
100-10100	General Fund (Cash in Combined Fund)	\$9,062,196	(\$182,825) Total Decrease	\$8,879,371

SECTION 3. Effective Date. This Ordinance shall become effective upon the passage by the Bethel City Council.

Introduced by: Interim City Manager Lanning
Introduction Date: July 25, 2023
Public Hearing Date: August 8, 2023
Action:
Vote:

**ENACTED THIS 8TH DAY OF AUGUST 2023 BY A VOTE OF _ IN FAVOR AND _
OPPOSED.**

Rose Henderson, Mayor

ATTEST:

Lori Strickler, City Clerk

Introduced by: Pete Williams, City Manager
Date: January 10, 2023
Action: Passed
Vote: 7-0

CITY OF BETHEL

Resolution # 23-01

CITY OF BETHEL PRIORITIES FOR THE SFY 2024 STATE OF ALASKA CAPITAL BUDGET

- WHEREAS,** the City of Bethel is proactively pursuing funds from Federal and State agencies, as well as private funding sources;
- WHEREAS,** the City partners with other entities, such as the local tribe, Orutsararmiut Native Council, to work collaboratively to meet resident and visitor needs;
- WHEREAS,** Bethel City government relies on various taxes and interest, charges for services, and licenses/permit fees to pay for major maintenance needs;
- WHEREAS,** City of Bethel water and sewer systems have been in the black for eight years due to the annual 3% rate increase required by ordinance, water and sewer subscription rate fee collections, and short-lived asset funds set aside for repairs;
- WHEREAS,** as a hub community for 30,000 people living in the Yukon-Kuskokwim Delta region, the City of Bethel often supports projects and expenditures that benefit tens of thousands of Alaskans who do not reside in Bethel City limits;
- WHEREAS,** the Bethel City Council is a seven-member body elected by resident voters of Bethel to act in the best interest of the community and intends to exhibit transparency, oversight, and accountability for all funds awarded through this request;
- WHEREAS,** the priorities established herein are rank-ordered and vital to the well-being of the community and municipality of Bethel;
- WHEREAS,** a summary of the City of Bethel's priorities and requested funding amounts are listed in the following table:

Introduced by: Pete Williams, City Manager
Date: January 10, 2023
Action: Passed
Vote: 7-0

City of Bethel Priorities	Request
1. New Public Works Building	\$38,000,000
2. Public Safety Communication Tower	\$500,000
3. Yukon Kuskokwim Fitness Center Gym and Track	\$10,500,000
4. Water Main Extension and Water Distribution Center	\$15,548,000
5. Dust Control Road Stabilization Measures	\$2,450,000
TOTAL	\$66,998,000

#1	New Public Works Building	\$38,000,000
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WHEREAS, the City of Bethel relies on its 29,000 square foot Public Works Building to house 12 water and sewer haul trucks, provide a full-service mechanic shop for the repair of gasoline and diesel vehicles (heavy equipment), storage and mechanic space for the Streets and Roads Division, a Property Maintenance Shop and storage area, and administrative offices;

WHEREAS, the Public Works Building was constructed in 1982 on creosote-soaked wood pilings and has exceeded its 30-year life expectancy;

WHEREAS, the 29,000 square foot building was constructed for a community of Bethel that contained 3,595 people living in 1,000 households on 15 miles of road;

WHEREAS, today, the City serves 6,362 people living in 1,920 households on 36 miles of roads--almost double the conditions found in 1983;

WHEREAS, BBFM Engineers, Inc. performed a structural and condition assessment on the Public Works Building in July 2019 and determined that some of the beam-to-girder connectors under the building have failed and "can no longer be relied upon to safely support vehicle loads;"

WHEREAS, after the glulam beams and girders supporting the floor were tested for rot and decay, BBFM engineers Troy Feller and Greg Latreille, concluded that 120 metal hangers, 12 glulam beams, and 5 girders should be repaired, replaced, or reinforced in the next 1-2 years;

WHEREAS, the cost of the fixes recommended in the BBFM report could be as high as \$7 million and not fix everything long-term;

Introduced by: Pete Williams, City Manager
Date: January 10, 2023
Action: Passed
Vote: 7-0

WHEREAS, the City has poured a vast amount of funding into the building over the last ten years, including a \$1.5 million floor repair, a \$1 million boiler purchase and installation, and \$1.2 million in summer 2021 to purchase and install a new backup generator and performed the immediate fixes recommended in the BBFM report;

WHEREAS, City municipal engineer Chase Nelson recommends in a memorandum dated October 4, 2019, that the City go forward with its plans to spend \$1.5 million to replace the failed connectors, glulam beams, and girders, but points out that "the City eventually will need to replace the full facility, and needs to consider this as a long-term priority;"

WHEREAS, the City needs a new 52,000 square foot Public Works Building to effectively and efficiently deliver hauled water and sewer services to a growing population, maintain its water and sewer piped infrastructure that serves 420 properties, maintain and repair 18 miles of gravel road, maintain its 28 City-owned buildings, and repair/maintain its fleet of heavy equipment, SUVs, and pickup trucks;

NOW, THEREFORE, BE IT RESOLVED the Bethel City Council hereby requests that the State of Alaska provide \$38,000,000 in its FY 2024 Capital Budget to fund a new Public Works Building for the City of Bethel;

#2	Public Safety Communication Tower	\$500,000
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WHEREAS, the City of Bethel rents tower space from the KYUK radio station for its public safety radio communication antennas attached to the KYUK Radio Station tower and houses its base station equipment inside a GCI communication shack at the base of the tower;

WHEREAS, the City pays \$1,700 a month to KYUK Radio Station for tower space and over \$400 a month to GCI to provide power and store its base station equipment in a heated shack;

WHEREAS, the City of Bethel believes that constructing a new communication tower on city police station property is the preferred option in order to be able to control, protect, and fully utilize the tower strictly for public safety communications;

Introduced by: Pete Williams, City Manager
Date: January 10, 2023
Action: Passed
Vote: 7-0

WHEREAS, in 2017, the City paid DOWL engineer firm to determine the best location for a communication tower on Bethel Police Station property and to design it;

WHEREAS, DOWL has since completed the design for a 90-foot-tall lattice tower supported by three pilings, as they recommended, and this design is ready for construction;

WHEREAS, the expected cost of constructing a new communication tower on police station property is estimated to be \$500,000;

NOW, THEREFORE, BE IT RESOLVED the Bethel City Council hereby requests that the State of Alaska provide \$500,000 in its FY 2024 Capital Budget to fund a new Public Works Building for the City of Bethel;

#3	Yukon Kuskokwim Fitness Center Gym and Track	\$10,500,000
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WHEREAS, the City of Bethel Multi-Use Recreation Facility Plan completed in 2005 identified a pool and full size gymnasium as the first and second most popular functions desired in a planned recreation facility;

WHEREAS, the City obtained Alaska State legislative capital funding in FY 2012 and constructed the Yukon Kuskokwim Fitness Center, a multipurpose recreational and training facility with a six-lane swimming pool, kiddie pool and slide, fitness center, exercise room, locker rooms, and concession area;

WHEREAS, the citizens of Bethel voted to increase sales taxes by one-half percent to generate approximately \$500,000 and recommended that the City use the money to operate and maintain the facility, which it has done since inception;

WHEREAS, the YK Fitness Center was constructed with boilers, air handling system, and other features conducive to the addition of a gymnasium;

WHEREAS, the gymnasiums in the high school and Gladys Jung Elementary school are used almost exclusively for student activities, leaving no gym time for adults, children, and families in the community;

WHEREAS, the City of Bethel paid DOWL to develop the YK Fitness Center Expansion Feasibility Study, which they completed in July 2022;

Introduced by: Pete Williams, City Manager
Date: January 10, 2023
Action: Passed
Vote: 7-0

WHEREAS, the feasibility study describes a competition size gymnasium with a running track on the second floor, sauna, two weight/game rooms, utility rooms, offices, and bathrooms at a cost of \$17.5 million;

WHEREAS, in light of the recent inflationary environment, DOWL engineer firm raised the estimated cost of the facility in 2025 dollars to \$20.5 million;

WHEREAS, in summer 2022, the City assisted the State of Alaska, Office of Management and Budget, to prepare a federal coronavirus infrastructure grant application that requested \$10 million for design and construction of the gymnasium expansion;

WHEREAS, the people of Bethel desperately need a gymnasium the whole community can use to play indoor sports like basketball, volleyball, soccer, field hockey, and ultimate frisbee and use the running track and rock climbing walls for fitness, recreation, and family fun time;

NOW, THEREFORE, BE IT RESOLVED the Bethel City Council hereby requests that the State of Alaska provide \$10,500,000 in its FY 2024 Capital Budget to fund a new gymnasium with a running track for the community of Bethel;

#4	Water Main Extension and Water Distribution Center	\$15,548,000
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WHEREAS, the City of Bethel truck drivers use six water haul trucks and six sewer haul trucks to carry water and evacuate sewage for 1,600 residential, commercial, and organizational facilities in Bethel six days a week;

WHEREAS, the City must fill its water haul trucks at one of two fill stations: Bethel Heights Water Treatment Plant or City Subdivision Water Treatment Plant;

WHEREAS, the City's two water treatment plants are located within a mile of each other, which makes the service less expensive to nearby subdivisions (City Subdivision, Hoffman Subdivision, Bethel Heights, and The Avenues), but exorbitant to serve far away subdivisions like Kasayuli, Larsen, Tundra Ridge, Ouivaq, and Ptarmigan Street;

WHEREAS, the cost to deliver water in Bethel is very high at \$29/1,000 gallons/mile;

WHEREAS, the high cost for water delivery is due to the limited amount of water that trucks can carry, the number of miles the trucks need to traverse to make deliveries and return to the water plant to refill, the time it takes for filling

Introduced by: Pete Williams, City Manager
Date: January 10, 2023
Action: Passed
Vote: 7-0

one truck at a time at City Subdivision Water Plant, the cost of diesel fuel for each vehicle, and the cost of wear and tear on each vehicle;

WHEREAS, on November 21, 2022, DOWL engineer firm completed a 90% preliminary engineering report (PER) to provide a community-wide piped water and wastewater system that would pipe the 1,600 households;

Whereas, "Transitioning customers from haul to pipe services will enhance water and sanitation availability and reduce customer service fees and City maintenance costs" (90% complete PER, Page 1);

WHEREAS, Phase 1 described in the PER is the development of a water distribution center (tank) along Chief Eddie Hoffman Highway near the State Public Health building to create storage, pressure, and heat necessary to provide piped water to the Ciulkulek Subdivision in Phase 2, and to serve as a water truck fill center to reduce round-trip delivery distance to the western subdivisions;

WHEREAS, the site to be developed will include a 500,000 gallon water tank and a 2,000 square foot building containing pumps, filling equipment, and a boiler system;

WHEREAS, this project includes a 4,350 linear foot extension of the water main from the city's institutional corridor water line that is fed by the City Subdivision Water Treatment Plant;

WHEREAS, this project is a crucial primary step to provide residents of Bethel clean, unlimited water at a reduced monthly rate and at the same time, saving the city money in hauled water delivery and system maintenance costs;

NOW, THEREFORE, BE IT RESOLVED the Bethel City Council hereby requests that the State of Alaska provide \$15,548,000 in its FY 2024 Capital Budget to fund the Water Main Extension and Water Distribution Center project;

#5	Dust Control Road Stabilization Measures	\$2,450,000
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WHEREAS, the community of Bethel is plagued by airborne dust from its gravel roads, which cause harm to individuals through inhalation, ingestion, and contact with eyes, ears, and skin;

Introduced by: Pete Williams, City Manager
Date: January 10, 2023
Action: Passed
Vote: 7-0

WHEREAS, purchasing and applying several inches of D1 sharp-edged gravel to roads in Bethel helps compact dust and provide a conducive surface for motor vehicles;

WHEREAS, applications of calcium chloride and water to gravel roadways have proven to be effective dust control measures for Bethel, Alaska;

WHEREAS, the City wishes to purchase one new water spray truck to apply water to the dusty streets throughout the summer;

WHEREAS, the City must purchase and apply gravel and other emulsifiers in bulk quantities on its subdivision roads, which are currently underserved because the City has had to focus on its thoroughfares;

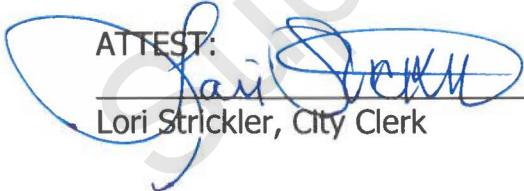
WHEREAS, the City has the heavy equipment, trained personnel, and operating costs in its budget to apply gravel, calcium chloride and other emulsifiers, and water to the City's roads, as needed;

WHEREAS, this project requires the purchase of \$2,000,000 of gravel, a \$190,000 water spray truck, \$150,000 to purchase several emulsifiers as part of a demonstration project, and \$100,000 worth of calcium chloride;

NOW, THEREFORE, BE IT RESOLVED the Bethel City Council hereby requests that the State of Alaska provide \$2,450,000 in its FY 2024 Capital Budget to fund the Dust Control Measures project;

ENACTED THIS 10th DAY OF JANUARY 2023 BY A VOTE OF 7 IN FAVOR AND 0 OPPOSED.

ATTEST:


Lori Strickler, City Clerk




Rose Henderson, Mayor



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community, and Economic Development

DIVISION OF COMMUNITY AND REGIONAL AFFAIRS
Anchorage Office

550 West Seventh Avenue, Suite 1650
Anchorage, Alaska 99501
Main: 907.269.7906
Fax: 907.269.4539

VIA Email

June 28, 2023

Peter Williams, City Manager
City of Bethel
PO Box 1388
Bethel, Alaska 99559

RE: FY 24 Designated Legislative Grant

Dear Mr. Williams:

I am pleased to notify you the City of Bethel has been appropriated a FY 2024 Designated Legislative Grant per 37.05.315 Grants to Municipalities for the purpose of **Public Safety Communication Tower**. The amount of state funding appropriated for this grant is **\$500,000.00**.

In order to receive grant funds, a grant agreement must be executed. Please provide the following information within 30 days:

- A scope of work for this project which includes a detailed project description, proposed timeline and budget narrative.
- Completed Signatory Authority Form (enclosed).
- Site Control Documents such as a Lease, Deed, Right-of-Way, or Easement.

Upon receipt of the requested information, I will prepare and send the grant agreement for signature.

I have included a copy of the latest Designated Legislative Handbook, which is also available online at: <https://www.commerce.alaska.gov/web/dcra/GrantsSection/DLGrants.aspx>. The handbook should answer any questions you have regarding management and use of grant funds.

Congratulations on this award. I look forward to working with you to ensure the success of this project. If you have any additional questions, contact me at (907)269-7906 or lindsay.reese@alaska.gov.

Sincerely,

A handwritten signature in cursive script that reads "Lindsay Reese".

Lindsay Reese
Grants Administrator 2

Enclosures: Signatory Authority Form;
Designated Legislative Grantee Handbook

**GENERAL FUND CAPITAL EXPENDITURES SUPPLEMENTAL DOCUMENTATION
(100-61)**

100-61-6890 Police Department - Public Safety Communications Tower - \$1,200,000

		Summary of Motion
Moved By:		Motion to approve Capital Expenditure, Public Safety Communications Tower for \$1,200,000
Seconded By:		Designated Fund Balance (Account 100-10-100) Before Purchase:
		\$6,632,054
		Designated Fund Balance (Account 100-10-100) After Purchase:
		\$5,432,054
Vote on Motion:		

*This image is for illustrative purposes only

City of Bethel Action Memorandum

Action memorandum No.	23-18		
Date action introduced:	August 8, 2023	Introduced by:	Alan D. Lanning, Interim City Manager
Date action taken:		Approved	Denied
Confirmed by:			

Action Title: Direct City Manager to pay off the balance of the Utility Revenue Refunding Bond sold to the United States of America, Acting Through the Department of Agriculture, Rural Utility Services, in the amount of \$913,000.

Attachment(s): (1) City of Bethel Resolution #18-15: A Resolution of the City of Bethel, Alaska, Authorizing the Issuance of a Utility Revenue Refunding Bond of the City in a Principal Amount Not to Exceed \$913,000 for Purposes of Refunding its Utility Revenue Bond, 2017; Creating a Lien on Net Revenues of the City's Water and Wastewater Utility System for Payment of the Bond; Providing for the Date, Terms and Covenants of the Bond; and Authorizing the Sale of the Bond to the United States of America, Acting Through the Department of Agriculture, Rural Utility Services, Pursuant to the Terms and Conditions Provided in this Resolution; and Related Matters.

Amount of fiscal impact:	Source	Account information:
Less than \$913,000	Water and Sewer Enterprise Fund - Cash in Combined Fund	510-10100

Summary Statement

The City of Bethel completed the sewer lagoon jetty rehabilitation project with grant/loan funding from the United States Department of Agriculture, Rural Development, Rural Utility Services. The loan from USDA-RD was a revenue bond in the amount of \$913,000.

There is sufficient funding in the City of Bethel's Water and Sewer Enterprise Fund to pay off the revenue bond and no longer be held to the terms and conditions of the bond. One of the terms is the requirement to appropriate \$365,650 every year to a sewer short-lived asset fund for the 40-year life of the bond. The City has accumulated more than enough in this short-lived asset fund to reimburse the water and sewer fund for the bond payoff.

By paying off the bond in full, the USDA-RD will no longer have a lien on net revenues of the City's Water and Wastewater Utility System for payment of the bond. The debt-free Water and Sewer Enterprise Fund will reflect positively on any future grant/loan applications put forward by the City of Bethel.

Introduced by: City Manager Williams
Date: October 23, 2018
Action: Passed
Vote: 5-0

RESOLUTION # 18-15

A RESOLUTION OF THE CITY OF BETHEL, ALASKA, AUTHORIZING THE ISSUANCE OF A UTILITY REVENUE REFUNDING BOND OF THE CITY IN A PRINCIPAL AMOUNT NOT TO EXCEED \$913,000 FOR PURPOSES OF REFUNDING ITS UTILITY REVENUE BOND, 2017; CREATING A LIEN ON NET REVENUES OF THE CITY'S WATER AND WASTEWATER UTILITY SYSTEM FOR PAYMENT OF THE BOND; PROVIDING FOR THE DATE, TERMS AND COVENANTS OF THE BOND; AND AUTHORIZING THE SALE OF THE BOND TO THE UNITED STATES OF AMERICA, ACTING THROUGH THE DEPARTMENT OF AGRICULTURE, RURAL UTILITY SERVICES, PURSUANT TO THE TERMS AND CONDITIONS PROVIDED IN THIS RESOLUTION; AND RELATED MATTERS.

WHEREAS, the City of Bethel, Alaska (the "City"), a second class city organized under the Constitution and laws of the State, owns and operates a water and wastewater utility as a revenue producing enterprise (the "Municipal Utility"); and

WHEREAS, monthly facility charges assessed for Municipal Utility services is segregated from all other funds of the City and may be used as matching funds for grants, loans or used as needed for capital improvements to the Municipal Utility subject to a majority vote of the City Council (the "Council"); and

WHEREAS, the Council wishes to authorize the issuance of a utility revenue refunding bond (the "Bond") in a principal amount not to exceed \$913,000 to refund its outstanding Utility Revenue Bond, 2017, the proceeds of which were used to finance needed capital improvements to the Municipal Utility; and

WHEREAS, the City, under Section 29.47.420 of the Alaska Statutes, may issue revenue refunding bonds for a public enterprise of the municipality where the only security is the revenue of the public enterprise; and

WHEREAS, the City, under Section 29.47.310 of the Alaska Statutes, may issue revenue refunding bonds by resolution or ordinance approved by a majority vote of the Council; and

WHEREAS, it is necessary, financially advantageous, and in the best interest of the City and its residents that the City provide for the issuance of the Bond to refinance capital improvements to the Municipal Utility.

Introduced by: City Manager Williams
Date: October 23, 2018
Action: Passed
Vote: 5-0

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bethel, Alaska, as follows:

Section 1. Definitions. As used in this resolution, the following words have the following meanings, unless a different meaning clearly appears from the context:

"Authorized Denomination(s)" means \$250,000 or any greater amount in \$5,000 multiples thereof, or if the principal amount is at any time less than \$250,000, the principal amount of the outstanding Bond.

"Bond" means the City of Bethel, Alaska, Utility Revenue Refunding Bond, 2018, in a principal amount not to exceed \$913,000.

"Bondholder" means the Person who owns the Bond.

"Bond Fund" means the City of Bethel Utility Revenue Bond Fund created pursuant to Section 6 of this resolution to pay and secure the payment of the Bond.

"Bond Register" means the registration books for the Bond maintained by the Registrar, for the purpose of complying with the requirements of Section 149 of the Code and listing, inter alia, the names and addresses of the Registered Owner of the Bond.

"City" means the City of Bethel, Alaska, a second class municipal corporation duly organized and existing under the Constitution and laws of the State of Alaska.

"Code" means the Internal Revenue Code of 1986, as amended.

"Costs of Maintenance and Operation" means all necessary operating expenses, current maintenance expenses, expenses of reasonable upkeep and repairs, and insurance and reasonable administrative expense with respect to the Municipal Utility, but excludes depreciation, payments for debt service or into reserve accounts, costs of capital additions to or replacements of the Municipal Utility, municipal taxes, or payments to the City in lieu of taxes.

"Council" means the City Council of the City, the general legislative authority of the City, as duly constituted from time to time, or any successor body.

"Debt Service Account" means the account of that name created within the Bond Fund pursuant to Section 6 of this resolution.

"Debt Service Reserve Account" means the Debt Service Reserve Account

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established by Section 5 hereof.

"Debt Service Reserve Requirement" means an amount equal to Thirty-Four Thousand Eight Hundred Fifty-Eight and 34/100 Dollars (\$34,858.34).

"Finance Director" means the Finance Director, or acting Finance Director, of the City or the successor to the duties of that office.

"Fiscal Year" means the Fiscal Year used by the City at any time. At the time of the passage of this resolution, the Fiscal Year is the twelve-month period beginning on July 1 and ending on June 30 of each year.

"Future Parity Bonds" means any revenue bonds of the City, other than the Bond, the principal of and interest on which are payable out of money in the Municipal Utility Revenue Fund on a parity with the payments required to be made from that Fund for the principal of and interest on the Bond.

"Government Obligations" means any bonds or other obligations that, as to principal and interest, constitute direct obligations of, or are unconditionally guaranteed by, the United States of America.

"Letter of Conditions" means that certain letter setting forth terms and conditions relating to the purchase of the Bond, dated May 9, 2016, as amended and modified.

"Loan Resolution" means that certain loan resolution authorized and approved by the City on October 23, 2018.

"Municipal Utility" means the existing water and wastewater system of the City, as the same may be added to, improved and extended for as long as the Bond is outstanding.

"Municipal Utility Revenue Fund" means the fund of the City created by Section 5 of this resolution, into which fund all Revenues of the Municipal Utility must be paid.

"Net Revenues" means all Revenues less the Costs of Maintenance and Operations.

"Parity Bonds" means the Bond and any Future Parity Bonds.

"Person" means an individual, corporation, firm, association, partnership, limited liability company, trust, or other legal entity or group of entities, including a governmental entity or any agency or political subdivision thereof.

Introduced by: City Manager Williams
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"Principal Installment" means, as of any date of calculation and with respect to any series of Parity Bonds, the principal amount of such bonds due on a certain future date.

"Purchaser" means, initially, the United States of America, acting through the Department of Agriculture, Rural Utility Services.

"Refunded Bond" means the outstanding principal amount of the City's Utility Revenue Bond, 2017, authorized and issued pursuant to the Resolution No. 17-89, approved by the Council on October 24, 2017.

"Registrar" means the Finance Director, or her/his designee, for the purposes of registering and authenticating the Bond, maintaining the Bond Register, and paying principal of and interest on the Bond.

"Registered Owner" means the person in whose name the Bond is registered on the Bond Register, initially United States of America, acting through the Department of Agriculture, Rural Utility Services.

"Revenues" means all gross earnings, revenue and money received from or on account of the operation of the Municipal Utility, including income from the investment of any funds of the Municipal Utility (but excluding income from investments irrevocably pledged to the payment of revenue bonds pursuant to a plan of defeasance or refunding).

"Short-Lived Asset Reserve Account" means the Short-Lived Asset Reserve Account established by Section 6 hereof.

"Short-Lived Asset Reserve Requirement" means an annual amount equal to Three Hundred Sixty-Five Thousand Six Hundred Fifty Dollars and No/100 (\$365,550.00).

Words of the masculine gender shall be deemed and construed to include correlative words of the feminine and neuter genders. Words imparting the singular number shall include the plural numbers and vice versa unless the context shall otherwise indicate. Reference to sections and other subdivisions of this resolution are to the sections and other subdivisions of this resolution as originally adopted unless expressly stated to the contrary. The headings or titles of the sections hereof, and the table of contents appended hereto, are for convenience of reference only and shall not define or limit the provisions hereof.

Section 2. Authorization of the Bond. The City shall now issue and sell the Bond in an amount not to exceed \$913,000 principal amount for purposes of refunding the Refunded

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Bond. The Bond shall be issued and sold to the Purchaser as a single bond, designated as the "City of Bethel, Alaska, Utility Revenue Refunding Bond, 2018." The Bond shall be sold to the Purchaser pursuant to the terms of this resolution, the Loan Resolution and the Letter of Conditions. The Bond will be dated as of the date of delivery of the Bond to the Purchaser, will mature on a date no later than December 31, 2058, will be fully registered as to both principal and interest, will be identified in such manner as the Registrar shall determine, will bear interest at the rate or rates and be payable on the dates as established by the City Manager in accordance with Section 17 hereof.

The Bond shall bear interest from the date of issuance at a fixed rate of interest determined by the City Manager pursuant to Section 17 hereof; provided, however, in no event shall the fixed rate of interest exceed three percent (3%). Interest on the Bond will be computed on the basis of a 365-day year consisting of twelve 30-day months.

Principal of, and interest on, the Bond, and all other amounts which may be payable in connection with the Bond, are payable solely from Net Revenues of the Municipal Utility and neither the full faith and credit or taxing power of the City are pledged for their payment.

Section 3. Registration, Payment and Transfer. The Finance Director, or her/his designee, shall act as authenticating agent, transfer agent, paying agent and registrar for the Bond (collectively, the "Registrar"). Both principal of and interest on the Bond shall be payable in lawful money of the United States of America. Interest on the Bond shall be paid by check or draft of the Registrar mailed (on the date such interest is due) to the Registered Owner or nominee at the addresses appearing on the Bond Register on the fifteenth day of the month preceding each interest payment date. Principal of the Bond shall be payable upon presentation and surrender of the Bond to the Registrar by the Registered Owner or nominee at the office of the Registrar in Bethel, Alaska.

The Bond may be transferred only on the Bond Register maintained by the Registrar for that purpose upon the surrender thereof by the Registered Owner or nominee or its duly authorized agent and only if endorsed in the manner provided thereon, and thereupon a new fully registered Bond of Authorized Denomination, of equal principal amount, maturity and interest rate shall be issued to the transferee in exchange therefor. Upon surrender thereof to the Registrar, the Bond is interchangeable for a bond or bonds of Authorized Denominations, of an equal aggregate principal amount and of the same interest rates and principal payment amounts as the Bond. Such transfer or exchange shall be without cost to the Registered Owner or transferee.

Notwithstanding the foregoing, the Bond may only be transferred in Authorized Denominations and must be in compliance with the securities laws of the United States of America and only to (i) an affiliate of the Purchaser, (ii) a trust or other custodial

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arrangement established by the Purchaser, the owners of the beneficial interests in which are limited to "qualified institutional buyers" as defined in Rule 144A promulgated under the Securities Act of 1933, as amended, or (iii) a person that is a qualified institutional buyer and a commercial bank having capital and surplus, determined as of the date of any transfer, of \$5,000,000,000 or more that has executed and delivered to the Purchaser and City an investor letter in the form of Exhibit A hereto. The persons and entities identified in clauses (i) and (ii) of the foregoing sentence shall be referred to as the "Eligible Transferee(s)." Notwithstanding the foregoing, if the principal amount of the outstanding Bond is less than \$250,000.00, the Bond may not be transferred to any Eligible Transferee without the prior written consent of City.

The City may deem the person in whose name the Bond is registered to be the absolute owner thereof for the purpose of receiving payment of the principal of and interest on the Bond and for any and all other purposes whatsoever.

Section 4. Redemption Provisions.

(a) Optional Redemption. The Bond shall be subject to optional redemption by the City, in whole or in part, at any time, without penalty. If the Bond is redeemed in part, the portion of the Bond to be redeemed shall be in an Authorized Denomination or any multiple thereof.

(b) Notice of Redemption. Notice of redemption shall be given by the City not less than thirty (30) nor more than sixty (60) days prior to the date fixed for redemption by first class mail, postage prepaid, to the Registered Owner of the Bond at the address appearing on the Bond Register. The requirements of this section shall be deemed complied with when notice is mailed as herein provided, regardless of whether it is actually received by the owner of the Bond. Each official notice of redemption shall be dated and shall state: (i) the redemption date, (ii) the redemption price payable upon such optional redemption; (iii) if less than all of the principal amount outstanding is to be redeemed, the principal amount to be redeemed; (iv) that the interest on the Bond, or on the principal amount thereof to be redeemed, designated for redemption in such notice, shall cease to accrue from and after such redemption date; and (v) that on such date there will become due and payable on the Bond the principal amount thereof to be redeemed and the interest accrued on such principal amount to the redemption date. In the event of a partial redemption of the Bond, the Bondholder shall reflect the principal amount of the Bond being redeemed in the Table of Partial Redemptions attached to the Bond without further action.

Section 5. Municipal Utility Revenue Fund. There is hereby created and established a special fund of the City known as the "Municipal Utility Revenue Fund," which fund is hereby authorized to be continued so long as the Bond remains outstanding, into which

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fund is deposited as collected all Revenues of the Municipal Utility, except the interest earned and income derived from investments of money in bond redemption fund and the accounts therein. The Municipal Utility Revenue Fund shall be held separate and apart from all other funds and accounts of the City, and the Revenues deposited in the Municipal Utility Revenue Fund shall be used only for the following purposes and in the following order of priority; provided, however, that any payments in lieu of taxes shall be subordinate to the payments required to be made into the Bond Fund out of the Municipal Utility Revenue Fund:

First, to pay the Costs of Maintenance and Operation;

Second, to make all payments required to be made into the Debt Service Account to pay interest on any Parity Bonds;

Third, to make all payments required to be made into the Debt Service Account to pay the principal of any Parity Bonds;

Fourth, to make all payments required to be made into the Debt Service Reserve Account;

Fifth, to make all payments required to be made into the Short Lived Asset Reserve Account;

Sixth, to make all payments required to be made into any revenue bond redemption fund, revenue warrant redemption fund, debt service account, reserve account or sinking fund account created to pay and secure the payment of the principal of and interest on any revenue bonds, or revenue warrants or other revenue obligations of the City having a lien upon the Revenue junior and inferior to the lien thereon for the payment of the principal of and interest on the Parity Bonds; and

Seventh, to retire by redemption or purchase in the open market any outstanding revenue bonds or revenue warrants of the City, to make necessary additions, betterments, improvements and repairs to or extensions and replacements of the Municipal Utility, or for any other lawful City purposes.

Section 6. Bond Fund.

(a) *Bond Fund and Accounts Therein.* A special fund of the City known as the "City of Bethel Municipal Utility Revenue Bond Fund" (the "Bond Fund"), is hereby authorized to be created in the office of the Finance Director and is hereby authorized to be continued so long as the Bond or Future Parity Bonds remain outstanding. The Bond Fund shall be drawn upon for the sole purpose of paying the principal of, premium, if

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any, and interest on Parity Bonds as the same shall become due and payable. The Debt Service Account has been established within the Bond Fund.

(b) *Payments into Debt Service Account.* The City hereby obligates and binds itself to set aside and pay into the Debt Service Account Net Revenues, on or before the date due, the amounts necessary to pay the principal of, premium, if any, and interest on the Bond as the same become due and payable.

Whenever and so long as the assets of the Debt Service Account are sufficient to provide money to pay when due the principal of, and interest on the Bond in full, no payments need be made into the Debt Service Account pursuant to this resolution during any period in which such excess continues.

Money in the Debt Service Account shall be held for the benefit of the owners of all Parity Bonds then outstanding and payable equally and ratably and without preference or distinction as between different series, installments or maturities.

(c) *Lien of Bond.* The amounts pledged by this resolution to be paid out of the Municipal Utility Revenue Fund into the Bond Fund and the Debt Service Account are hereby declared to be a prior lien and charge upon all the money in the Municipal Utility Revenue Fund superior to all other charges of any kind or nature, except the charges required to pay the Costs of Maintenance and Operation.

(d) *Due Regard.* The City, in fixing the amounts to be paid into the Bond Fund, has exercised due regard to the Costs of Maintenance and Operation of the Municipal Utility and the amounts necessary to pay the principal of and interest on the Bonds.

Section 7. Establishment of Reserve Fund and Accounts. A special fund of the City known as the "City of Bethel Municipal Reserve Fund" (the "Reserve Fund") is hereby authorized to be created in the office of the Finance Director and is hereby authorized to be continued so long as the Bond remains outstanding. There is hereby established within the Reserve Fund the Debt Service Reserve Account (the "Debt Service Reserve Account") and Short Lived Asset Reserve Account (the "Short Live Asset Reserve Account").

(a) *Debt Service Reserve Account.* If the amount on deposit in the Debt Service Account shall be less than the amount required to pay principal of, or interest on, the Bond on any payment date, the City shall apply amounts held in the Debt Service Reserve Account to the extent necessary to make good the deficiency subject to the written approval of the Purchaser so long as the United States of America is the Registered Owner of the Bond. If the United States of America is no longer the Registered Owner of the

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Bond, no such written approval shall be required to apply amounts held in the Debt Reserve Account for payment of principal of, and interest on, the Bond when due.

(b) *Funding of the Debt Service Reserve Account.* The City shall make annual payments, from Net Revenues, into the Debt Service Reserve Account, in an amount equal to Three Thousand Four Hundred Eighty-Five and 83/100 Dollars (\$3,485.83). Payments into the Debt Service Reserve Account shall be made annually until amounts held in the Debt Service Reserve Account satisfy the Debt Service Reserve Requirement.

At such time as amounts held in the Debt Service Reserve Account satisfy the Debt Service Reserve Requirement monthly payments may be temporarily discontinued. However, annual payments to the Debt Service Reserve Account (as described in the immediately preceding paragraph) shall resume at any time the amount held in the Debt Service Reserve Account is reduced below the Debt Service Reserve Requirement.

Amounts remaining in the Debt Service Reserve Account on the final principal installment payment date of the Bond may be used to pay the principal of and interest on the Bond or such amounts may be released to the City free and clear of any lien created by this resolution.

(c) *Short Lived Asset Reserve Account.* Amounts held in the Short-Lived Asset Reserve Fund may be used to pay for repair and or replacement of short-lived assets of the Municipal Utility.

Funding of the Short-Lived Asset Reserve Account. On an annual basis, the City shall annually deposit into the Short-Lived Asset Reserve Account, from Net Revenues, the amount of Three Hundred Sixty-Five Thousand Six Hundred Fifty and No/100 Dollars (\$365,650.00).

Amounts remaining in the Short-Lived Asset Reserve Account on the final principal installment payment date of the Bond, or earlier if the United States of America shall no longer be the Registered Owner of the Bond, shall be released to the City free and clear of any lien created by this resolution.

Section 8. Municipality Utility Covenants. The City hereby covenants with the registered owner of the Bond as follows:

(a) *Maintain in Good Order.* That it will at all times maintain and keep the Municipal Utility and all additions and improvements thereto and extensions thereof in good repair, working order and condition, and will from time to time make or cause to be made all necessary and proper repairs, renewals and replacements thereto so that the

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business carried on in connection therewith may be properly conducted. In addition, that it will at all times operate the Municipal Utility and the business in connection therewith in an efficient manner and at a reasonable cost.

(b) *Sale or Disposition.* That, so long as the Bond remains outstanding, it will not sell or otherwise dispose of all of the properties of the Municipal Utility unless provision is made for payment into the Bond Fund of a sum sufficient to pay the principal and interest of the outstanding Bond in accordance with the terms hereof.

(c) *Insurance.* That the City will at all times carry fire and extended coverage, commercial general liability and property damage and such other forms of insurance with responsible insurers and with policies payable to the City on such of the buildings, equipment, works, plants, facilities and properties of the Municipal Utility as are ordinarily carried by municipal or privately owned utilities engaged in the operation of like systems, and against such claims for damages as are ordinarily carried by municipal or privately owned utilities engaged in the operation of like systems, or it will self-insure or will participate in an insurance pool or pools with reserves adequate, in the reasonable judgment of the City, to protect the Municipal Utility and the owners of the Parity Bonds against loss.

(d) *No Free Service.* That it will not furnish Municipal Utility service to any customer whatsoever free of charge.

(e) *Use of funds held in the Utility Revenue Fund.* That the City will not expend amounts held in the Municipal Utility Revenue Fund for an extensions or betterments which are not economically sound and which will not contribute to the operation of the Municipal Utility in an efficient and economical manner unless such extensions or betterments are required by law or regulatory body having valid jurisdiction.

(f) *Books and Accounts.* That the City will keep and maintain proper books and accounts with respect to the operation of the Municipal Utility and that it will cause its books and accounts to be audited annually by a certified public accounts.

(g) *Litigation.* The City shall give notice to the Bondholder of any default under the terms of this resolution and material litigation or governmental proceedings relating to the Municipal Utility within thirty (30) days following notification of the City.

Section 9. Future Parity Bonds. The City hereby covenants and agrees with the owner of the Bond for as long as it remains outstanding that the City will not create any special fund or funds for the payment of any other utility revenue bonds that will rank on a parity with or have any priority over the payments out of the Municipal Utility Revenue Fund into the Bond Fund; except that it hereby reserves the right, for the purpose of refunding

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any outstanding bonds that have a lien upon the Revenues of the Municipal Utility and/or the money in the Municipal Utility Revenue Fund, or for the purpose of acquiring, constructing and installing additions and improvements to and extensions of and making necessary replacements or other capital improvements to the Municipal Utility or any of them, to issue Future Parity Bonds and to pay into the Bond Fund amounts from the Municipal Utility Revenue Fund sufficient to pay the principal of, premium, if any, and interest on such bonds, and to maintain an adequate reserve therefor, which payments may rank equally with the payments out of the Municipal Utility Revenue Fund into the Bond Fund, upon compliance with the following conditions:

(1) That at the time of the issuance of such Future Parity Bonds there is no deficiency in the Bond Fund or any accounts therein.

(2) The City may issue Future Parity Bonds if, at or prior to the delivery of such Future Parity Bonds, the Finance Director shall have certified that the Net Revenues for a period of any 12 consecutive months out of the 24 months immediately preceding the date of delivery of such proposed Future Parity Bonds equals at least 1.1 times maximum annual Debt Service on all Parity Bonds then outstanding, including the Future Parity Bonds proposed to be issued.

(3) Notwithstanding the foregoing requirements, if Future Parity Bonds are to be issued for the purpose of refunding at or prior to their maturity any part or all of the then outstanding Parity Bonds and the issuance of such refunding bonds results in a debt service savings, the certificate or certificates required by subsection (2) of this section need not be obtained.

Section 10. Junior Lien Bond. Other than as set forth in Section 11 below, nothing contained in this resolution shall prevent the City from issuing utility revenue bonds or warrants that are a charge upon the Revenues of the Municipal Utility or the money in the Municipal Utility Revenue Fund junior, subordinate or inferior to the payments to be made into the Bond Fund, or from issuing such bonds or warrants to refund maturing bonds or warrants for the payment of which money is not otherwise available.

Section 11. Additional Debt. Notwithstanding anything contrary set forth in this resolution, for so long as the Bond is outstanding, the City shall not incur any additional debt or debt or obligation (other than in the ordinary course of business and consistent with past practice) or issue bonds or warrants that are secured by a pledge of or a charge upon Net Revenues, the Municipal Utility or the Municipal Utility Revenue Fund without the prior written consent of the Bondholder. Notwithstanding the foregoing, refunding bonds may be issued without the prior written consent of the Bondholder so long as proceeds of such refunding bond are applied to redeem such bond in full.

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Section 12. Defeasance. If money and/or Government Obligations, maturing at such time or times and bearing interest to be earned thereon in amounts sufficient to redeem and retire the Bond or a portion thereof (in Authorized Denominations) in accordance with its terms, are set aside in a special account to effect such prepayment and retirement, and such money and the principal of and interest on such obligations are irrevocably set aside and pledged for such purpose, then no further payments need be made into the Bond Fund for the payment of the principal of and interest on the Bond or portion thereof so provided for, and the Bond or portion thereof shall cease to be entitled to any lien, benefit or security of this resolution except the right to receive the money so set aside and pledged, and the Bond or portion thereof shall be deemed not to be outstanding hereunder. Notwithstanding the foregoing, the Bond may not be defeased so long as the United States of America is the Registered Owner of the Bond.

Section 13. Lost or Destroyed Bond. If the Bond is lost, stolen or destroyed, the Registrar may authenticate and deliver a new Bond of like amount, date, and tenor to the Registered Owner upon such owner's paying the expenses and charges of the City in connection with preparation and authentication of the replacement Bond and upon his or her filing with the Registrar evidence satisfactory to the Registrar that the Bond was actually lost, stolen or destroyed and of his or her ownership, and upon furnishing the City with indemnity satisfactory to the Registrar.

Section 14. Form of the Bond. The Bond shall be in substantially the following form:

NO. R-1		\$913,000
UNITED STATES OF AMERICA		
STATE OF ALASKA		
CITY OF BETHEL		
UTILITY REVENUE REFUNDING BOND, 2018		
(Taxable)		
(referred to herein as the "Bond")		

INTEREST RATE: FINAL MATURITY DATE:

SEE BELOW

REGISTERED OWNER: United States of America

PRINCIPAL AMOUNT: Nine Hundred Thirteen Thousand and No/100 Dollars (\$913,000)

The City of Bethel, Alaska (the "City"), a municipal corporation organized and existing under and by the laws and Constitution of the State of Alaska, hereby acknowledges itself to owe and for value received promises to pay (but only out of the Revenues, as defined in the Bond Resolution hereinafter mentioned) to the Registered

City of Bethel, Alaska

Resolution #18-15

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Owner, or registered assigns, the principal amount specified above (subject to terms and conditions herein described), together with accrued interest thereon. Principal amounts outstanding under the terms this Bond shall bear interest at a fixed rate of interest equal to _____ percent per annum (the "Applicable Rate"). Interest shall be computed on the basis of a 365-day year consisting of twelve 30-day months.

Principal of, and interest on, this Bond shall be payable annually on _____ of each year commencing _____, 20____, and continuing through _____, 2058, when the remaining principal of this Bond, plus accrued and unpaid interest, shall be due and payable. Schedule A attached hereto, and incorporated herein, sets for payment amounts and dates.

Principal of, interest, and premium, if any, on this Bond are payable solely out of the special fund of the City known as the "Municipal Utility Revenue Bond Fund" (the "Bond Fund") created and established by Resolution No. 18-15 of the City. Both principal of and interest on this Bond are payable in lawful money of the United States of America by check or draft of the Finance Director of the City as registrar and paying agent for this Bond (the "Registrar"). Upon final payment of all principal of and interest on this Bond, this Bond shall be submitted to the Registrar for cancellation and surrender.

THIS BOND IS A SPECIAL AND LIMITED OBLIGATION OF THE CITY PAYABLE SOLELY FROM AND SECURED BY A LIEN ON REVENUES DERIVED FROM THE CITY'S MUNICIPAL UTILITY. NEITHER THE FAITH AND CREDIT NOR THE TAXING POWER OF THE CITY IS PLEDGED TO THE PAYMENT OF THE PRINCIPAL OF, PREMIUM, IF ANY, OR INTEREST ON THIS BOND.

This Bond is issued pursuant to Resolution No. 18-15, passed by the City Council on _____, 2018 (the "Bond Resolution"), to refund its Utility Revenue Bond, 2017 the proceeds of which financed capital costs of the City's Municipal Utility delivery system and related costs. Capitalized terms used in this Bond and not otherwise defined herein shall have the meanings assigned those terms in the Bond Resolution.

The City does hereby pledge and bind itself to set aside from the Municipal Utility Revenue Fund of the City, and to pay into the Bond Fund and the Accounts therein, the various amounts required by the Bond Resolution to be paid into and maintained in said Fund and Accounts, all within the times provided by the Bond Resolution. The City has further pledged and bound itself to pay into the Municipal Utility Revenue Fund as collected, all Revenues of the Municipal Utility.

The amounts so pledged to be paid out of the Municipal Utility Revenue Fund into the Bond Fund and Accounts are hereby declared to be a prior lien and charge upon the money in the Municipal Utility Revenue Fund superior to all other charges of any kind or

Introduced by: City Manager Williams
Date: October 23, 2018
Action: Passed
Vote: 5-0

nature except the Costs of Maintenance and Operation of the Municipal Utility and equal in rank to the charges on the money in the Bond Fund to pay and secure the payment of the Bond.

This Bond is subject to optional redemption as set forth in the Bond Resolution.

This Bond shall not be valid or become obligatory for any purpose or be entitled to any security or benefit under the Bond Resolution until the Certificate of Authentication hereon shall have been manually signed by the Registrar.

THIS BOND MAY ONLY BE TRANSFERRED IN AUTHORIZED DENOMINATIONS TO (I) AN AFFILIATE OF PURCHASER, (II) A TRUST OR OTHER CUSTODIAL ARRANGEMENT ESTABLISHED BY PURCHASER OR ONE OF ITS AFFILIATES, THE OWNERS OF THE BENEFICIAL INTERESTS IN WHICH ARE LIMITED TO "QUALIFIED INSTITUTIONAL BUYERS" AS DEFINED IN RULE 144A PROMULGATED UNDER THE SECURITIES ACT OF 1933, AS AMENDED, OR (III) A PERSON THAT IS A QUALIFIED INSTITUTIONAL BUYER AND A COMMERCIAL BANK HAVING CAPITAL AND SURPLUS, DETERMINED AS OF THE DATE OF ANY TRANSFER, OF \$50,000,000 OR MORE THAT HAS EXECUTED AND DELIVERED TO PURCHASER AND CITY INVESTOR LETTERS IN THE FORM OF EXHIBIT A TO THE BOND RESOLUTION. THE PERSONS AND ENTITIES IDENTIFIED IN CLAUSES (I) AND (II) OF THE FOREGOING SENTENCE SHALL BE REFERRED TO AS THE "ELIGIBLE TRANSFEREE(S)." NOTWITHSTANDING THE FOREGOING, IF THE PRINCIPAL AMOUNT OF THE OUTSTANDING BOND IS LESS THAN \$250,000, THE BOND MAY NOT BE TRANSFERRED TO ANY ELIGIBLE TRANSFEREE WITHOUT THE PRIOR WRITTEN CONSENT OF THE CITY.

It is hereby certified and declared that this Bond is issued pursuant to and in strict compliance with the Constitution and laws of the State of Alaska and ordinances and resolutions of the City, that all acts, conditions and things required to be done precedent to and in the issuance of this Bond have happened, been done and performed, and that this Bond does not exceed any Constitutional or statutory limitations.

Introduced by: City Manager Williams
Date: October 23, 2018
Action: Passed
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IN WITNESS WHEREOF, the City of Bethel, Alaska, has caused this Bond to be signed on behalf of the City with the manual or facsimile signature of the City Manager, to be attested by the manual or facsimile signature of the Clerk, and the seal of the City to be imprinted or impressed hereon, as of this ____ day of _____, 2018.

CITY OF BETHEL, ALASKA

By _____/s/_____
City Manager

[SEAL]

ATTEST:

_____/s/_____
Clerk

CERTIFICATE OF AUTHENTICATION

Date of Authentication: _____

This is the City of Bethel, Alaska, Utility Revenue Refunding Bond, 2018 dated _____, 2018, as described in the Bond Resolution.

_____/

City of Bethel, Alaska, as Registrar

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned hereby sells, assigns and transfers unto _____

PLEASE INSERT SOCIAL SECURITY OR TAXPAYER IDENTIFICATION NUMBER OF TRANSFEREE

(Please print or typewrite name and address, including zip code of Transferee)

Introduced by: City Manager Williams
Date: October 23, 2018
Action: Passed
Vote: 5-0

the within bond and all rights thereunder and does hereby irrevocably constitute and appoint _____ of _____, or its successor, as agent to transfer said bond on the books kept by the Registrar for registration thereof, with full power of substitution in the premises.

DATED: _____, _____.

SIGNATURE GUARANTEED:

NOTE: The signature of this Assignment must correspond with the name of the Registered Owner as it appears upon the face of the within bond in every particular, without alteration or enlargement or any change whatever.

Introduced by: City Manager Williams
Date: October 23, 2018
Action: Passed
Vote: 5-0

SCHEDULE A

PAYMENT SCHEDULE

[END OF FORM OF BOND]

Section 15. Execution of the Bond. The Bond shall be signed on behalf of the City by the manual or facsimile signature of the City Manager, shall be attested by the manual or facsimile signature of the City Clerk, and the seal of the City shall be impressed or imprinted thereon. The Bond shall be delivered in physical form to the Bondholder.

Only a Bond that bears a Certificate of Authentication in the form set forth in Section 14 hereof, manually executed by the Registrar, shall be valid or obligatory for any purpose or entitled to the benefits of this resolution. The executed Certificate of Authentication shall be conclusive evidence that the Bond so authenticated has been duly executed, authenticated, registered, and delivered hereunder and is entitled to the benefits of this resolution.

In case any of the officers of the City who have signed, attested, authenticated, registered or sealed the Bond cease to be such officers before the Bond so signed, attested, authenticated, registered or sealed has been actually issued and delivered, that Bond shall be valid nevertheless and may be issued by the City with the same effect as though the persons who had signed, attested, authenticated, registered or sealed that Bond had not ceased to be such officers. The Bond may also be signed, attested, authenticated, registered or sealed on behalf of the City by such persons as at the actual date of execution of the Bond shall be the proper officers of the City although at the original date of the Bond any such person was not such officer.

Section 16. Covenants and Agreements of the City.

(a) In addition to any other covenants and agreements of the City contained in this resolution, the City further covenants and agrees that no placement agent shall be involved in the sale of the Bond and that the Bond shall not be (i) assigned a rating by any credit rating agency, (ii) registered with The Depository Trust Company or any other securities depository, (iii) offered for sell pursuant to any type of offering document or official statement, or (iv) assigned a CUSIP number by Standard & Poor's CUSIP Service.

(b) The City agrees that, for the term of the Bond, the Bondholder shall receive the benefit of all existing and subsequent covenants, defaults and remedies made by the City with respect to Parity Bonds.

Introduced by: City Manager Williams
Date: October 23, 2018
Action: Passed
Vote: 5-0

Section 17. Sale of the Bond. The City Manager and Finance Director are each authorized to complete the sale of the Bond to the Purchaser on terms and conditions consistent with this resolution, the Loan Resolution and the Letter of Conditions.

The City Manager and Finance Director are each hereby authorized to approve the final maturity date and interest rate on the Bond; provided, however, the true interest rate on the Bond shall not exceed 4.00 percent.

Section 18. General Authorization; Prior Acts. The Mayor, City Manager, Finance Director, City Attorney, City Clerk, and other appropriate officers of the City are each hereby authorized and directed to take such steps, to do such other acts and things, and to execute such letters, certificates, agreements, papers, financing statements, assignments or instruments as in their judgment may be necessary, appropriate or desirable to carry out the terms and provisions of, and complete the transactions contemplated by, this resolution. The City Manager is hereby authorized to execute the Bond on behalf of the City. All acts taken pursuant to the authority of this resolution but prior to its effective date are hereby ratified and confirmed.

Section 19. Severability. If any one or more of the covenants or agreements provided in this resolution to be performed on the part of the City shall be declared by any court of competent jurisdiction to be contrary to law, then such covenant or covenants, agreement or agreements, shall be null and void and shall be deemed separable from the remaining covenants and agreements of this resolution and shall in no way affect the validity of the other provisions of this resolution or of the Bond.

Section 20. Effective Date. This resolution shall be in full force and effect immediately upon passage by the Council and publication.

PASSED AND APPROVED by the City Council of the City of Bethel, Alaska, at a regular meeting of the Council held on October 23, 2018.



Fred Watson, Mayor

ATTEST:



Lori Strickler
City Clerk

Introduced by: City Manager Williams
Date: October 23, 2018
Action: Passed
Vote: 5-0

EXHIBIT A
FORM OF INVESTOR LETTER

The undersigned, an authorized representative of the Purchaser, hereby represents to the City of Bethel, Alaska ("Issuer"):

1. The Purchaser has sufficient knowledge and experience in financial and business matters, including purchase and ownership of municipal obligations, to be able to evaluate the risks and merits of the investment represented by the purchase of the Issuer's Utility Revenue Refunding Bond, 2018 ("Bond").
2. The Purchaser has authority to purchase the Bond and to execute this letter and any other instruments and documents required to be executed by the Purchaser in connection with the purchase of the Bond.
3. The undersigned is a duly appointed, qualified and acting representative of the Purchaser and is authorized to cause the Purchaser to make the certifications, representations and warranties contained herein by execution of this letter on behalf of the Purchaser.
4. The Purchaser understands that no official statement, prospectus, offering circular, or other comprehensive offering statement is being provided with respect to the Bond. The Purchaser has made its own inquiry and analysis with respect to the Issuer, the Bond and the security therefor, and other material factors affecting the security for and payment of the Bond.
5. The Purchaser acknowledges that it has either been supplied with or been given access to information, including financial statements and other financial information, regarding the Issuer, to which a reasonable investor would attach significance in making investment decisions, and has had the opportunity to ask questions and receive answers from knowledgeable individuals concerning the Issuer, the Bond and the security therefor, so that as a reasonable investor, it has been able to make its decision to purchase the Bond.
6. The Purchaser understands that the Bond (i) is not registered under the 1933 Act and is not registered or otherwise qualified for sale under the "Blue Sky" laws and regulations of any state, (ii) is not listed on any stock or other securities exchange, and (iii) carries no rating from any credit rating agency.
7. The Bond is being acquired by the Purchaser for investment for its own account and not with a present view toward resale or distribution.
8. The Bond may not be transferred to any eligible transferee if the outstanding principal is less than \$250,000 without the prior written consent of the Issuer.

By _____
Name _____
Title _____

Introduced by: City Manager Williams
Date: October 23, 2018
Action: Passed
Vote: 5-0

CERTIFICATE

I, the undersigned, duly chosen, qualified and acting City Clerk of the City of Bethel, Alaska (the "City") and keeper of the records of the City Council of the City (the "Council"), DO HEREBY CERTIFY:

1. That the attached is a true and correct copy of Resolution No. 18-15 of the Council (the "Resolution"), as adopted at a regular meeting of the Council held on October __, 2018, and duly recorded in my office.

2. That said meeting was duly convened and held in all respects in accordance with law, and to the extent required by law, due and proper notice of such meeting was given; that a legal quorum of the Council was present throughout the meeting and a legally sufficient number of members of the Council voted in the proper manner for the passage of the Resolution; that all other requirements and proceedings incident to the proper passage of said Resolution have been duly fulfilled, carried out and otherwise observed, and that I am authorized to execute this certificate.

IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of _____, 2018.

City Clerk, City of Bethel

Introduced by: City Manager Williams
Date: October 23, 2018
Action: Passed
Vote: 5-0

CITY OF BETHEL, ALASKA

RESOLUTION NO. 18-15

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* Neither this table of contents nor the preceding cover page is a part of this Resolution.

City of Bethel Information Memorandum

Information Memo No.	IM 23-12		
Date introduced:	8/8/2023	Introduced by:	Interim City Manager Lanning
Amended actions:			
Confirmed by:			

Title: Waiver of Formal Bidding Procedures For Interim Finance Director Contract Services
In accordance with Bethel Municipal Code 4.20.150

Attachment(s): Wavier Letter from Interim City Manager Lanning

Department/Individual:	Initials:	Remarks:
Finance	ADL	Interim Finance Director

Amount of fiscal impact:		Account information:
	No fiscal impact at this time.	
\$60,000	Funds in City Budget.	100-53-6335
	Funds not in City Budget.	

Summary Statement

In accordance with Bethel Municipal Code 4.20.150, the city manager may waive formal bidding procedures if it is in the best interest of the city. This waiver is for contractual services with GovHR to hire an Interim Finance Director. Our contract is with GovHR to provide this staff person on an interim basis and work during the remaining term of the Interim City Manager.

Waiver of Formal Bidding Procedures
Interim Finance Director Contract Services
From GovHR
By: Alan D. Lanning, Interim City Manager

As City Manager, I choose to waive the City of Bethel's formal bidding procedures in order to implement a contract with GovHR for an Interim Finance Director contract. According to Bethel Municipal Code 4.20.150, the city manager may waive formal bidding procedures if it is in the best interest of the city.

The City of Bethel Finance Department is critically short of staff. The Finance Director, Assistant Finance Director, Payroll/AP, Accounting Specialist I/Utility Billing, Accounting Specialist I/Sales Tax are all vacant or will be vacant within days. We are currently utilizing Carmen Jackson staff to provide assistance and coverage to keep the department operating. The Finance Department is in critical need of leadership staff.

The City has retained GovHR to conduct the City Manager recruitment. GovHR has staff that specializes in Interim Placements. Through that staff, GovHR provided an experienced candidate, the City conducted interviews and determined the candidate could provide the necessary expertise and support required in the Finance Department. Interim Services are a separate contractual agreement.

Interim Finance Director

While the City of Bethel continues to recruit, for a permanent Finance Director, the City Manager has determined a qualified Interim Finance Director can fill the immediate and pressing needs of the City and Finance Department. A more formal and lengthy process will be detrimental to the ongoing Finance Department operations. Hiring an Interim Finance Director, through GovHR is in the best interest of the City of Bethel.

I hereby authorize the contractual services of GovHR for an Interim Finance Director contract..

Alan D. Lanning, Interim City Manager

Date

Memorandum

Date: August 1, 2023

To: Alan Lanning, Interim City Manager

From: Bo Foley, IT Director

Subject: IT Director's Report



July 2023 Current Events

- **End-User Equipment:**

All equipment that will be rotated in has finally arrived and will be on-hand when my department is ready to proceed. We will likely handle the rotation in phases, starting with office printers. There has been a question as to what can be done with the old equipment. Because sensitive information is stored in the hard drives of all the devices we are getting rid of (even if hard drives are formatted), we cannot sell or give away the equipment in a turnkey state. Hard drives and memory must be removed from the system and physically destroyed, which leaves most equipment unusable.

There is also the logistical nightmare of gathering all that equipment in one place, possibly storing it long-term, and fielding the bids and communication. This would take a tremendous amount of time and effort only to sell the equipment on the cheap and barely see any significant returns. It is far easier and quicker to transport the equipment to be e-recycled.

- **Finance Assistance:**

Since I've been with the City, the responsibility of the City mail run has always been in the Finance Dept.'s court. Throughout the year, unfortunately, that department has had a continual hemorrhaging of employees to the point where it is now very troublesome for those few that remain to continue the task. Since my department spends most of our time running around to different buildings to help employees with technical matters, my department has volunteered to take over not only the mail pickup, but also Finance's daily bank deposit to help alleviate them of those tasks that would take them away from the building for a chunk of their work day.

We have been doing the job for the better part of two months, but we officially took the task over at the beginning of this month. It has not caused much trouble for my department, and we are happy to help until they are able to get back on their feet.

- **Procurement Assistance:**

Another task that has fallen to my department this month is that of procurement. Procurement and purchasing are typically jobs left to the City's finance director or their designee per the BMC, but with the absence of so many finance employees, this is impossible. The City's grant manager has helped with this task for many years, but he is also leaving as well at the end of the month, which leaves almost no one left who is familiar with the process.

Memorandum

Date: August 1, 2023

To: Alan Lanning, Interim City Manager

From: Bo Foley, IT Director

Subject: IT Director's Report



Before his departure, former City manager Peter Williams managed to strike an agreement with DOWL, the City's engineering firm, to assist with this task, but he also asked if I could at least be a point of contact for vendors sending questions and bid packages to the City. I agreed to help with this until the City's ranks can be replenished.

Our contractor, Carmen Jackson CPA, is going to dedicate an employee to picking up grants and purchasing and so I will assist this person with the transition and show them the ropes of doing procurement, if needed. I got stuck with the task for about a year and a half a few years back and so I was able to learn enough about doing the job.

- **Carmen Jackson Remote Access:**

For many years, Carmen Jackson CPA has assisted the City with audit prep and other financial tasks, but with the exodus of more than half of the Finance dept's staff, we have had to pull in a lot more of the Carmen Jackson team to help out. My department has worked this month to set up each new person with remote access so that they can interface with Caselle, our financial management software.

- **Office Printers Swapped:**

I met with contractors that helped my department work on getting all office printers swapped out and settings migrated over. The new office printers will be monitored by Konica Minolta and will be covered for repairs, service, and supplies. Supplies should be sent out automatically when the printer reports a need, however I plan to also pick up some replacements to have on stand-by in the case the supplies run into shipping delays in getting out to Bethel.

Task completion will likely carry over into the next month as we have found several units so far that were damaged in shipping and the onsite contractors will not have time enough to finish assisting us and will need to plan a return trip in the first weeks of August. Replacements will be sent out for the broken units.

- **Normal Business:**

The rest of the month has been filled with normal daily trouble-ticket response for issues regarding printing, scanning, file access, and employee management.

Memorandum

Date: August 1, 2023

To: Alan Lanning, Interim City Manager

From: Bo Foley, IT Director

Subject: IT Director's Report



Future Plans

- **Wireless Network Expansion:**

My original intention for a project this year was to expand the City's wireless network out so that further redundancies and contingencies could be built into it. I was hoping to make progress on this project during these Summer months but have learned that the installers for the project will likely not be available until closer to October. It is a delay, but not game-breaking. Sometimes Bethel's snowfall is delayed until late October and even November and so we still might be able to beat the coming Winter. This expansion will allow City data an alternate path to travel in the instance that one of the wireless nodes fails on a given building. The goal is to reduce, if not eliminate, downtime.



AGENDA ITEM

City Council Meeting Date: 7/25/2023

CITY COUNCIL COMMUNICATION FORM

FROM: Alan Lanning, Interim City Manager

DATE: 8/7/2023

ITEM: Council Report

NEXT STEP: No Action Required

☐ ORDINANCE
☐ MOTION
☒ INFORMATION
☐ RESOLUTION

I. REQUEST OR ISSUE:

I have worked on the following issues.

Meetings regarding Union negotiations.

Meeting with USDA.

Held staff meeting regarding recruiting and documentation of staff issues.

Attended 7/25/2023 Council meeting.

Hired Interim Finance Director to begin on 8/14/2023 through GovHR.

Responded to questions from Council regarding EK-35 application and detention pond.

Participated in KYUK spot regarding the EK-35 application.

Responded to several citizen issues.

Participated in recruiting efforts and several candidate interviews.

Investigated potential employee housing units and provided preliminary information to Council regarding those units and costs. That information will require further development.

Preparing RFP for recruiting services to recruit several positions. Further information will be provided to Council.

Toured Police Department.

Worked with Carmen Jackson to hand off grant responsibilities from Mr. Sargeant.

Continue reading various documents and files.

II. RECOMMENDED ACTION / NEXT STEP:

None.

III. FISCAL IMPACTS:

None.

IV. BACKGROUND INFORMATION:

This is the required City Manager's written report.

V. LEGAL ISSUES:

None.

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

None.

VII. SUMMARY AND ALTERNATIVES:

Additional questions/direction is always welcome.



Celebrating 50 Years of Service

**CITY OF BETHEL
Fire Department**

Daron R. Solesbee, Fire Chief

P.O. Box 3231, Bethel, Alaska 99559

Phone: (907)-543-2131

Fax: (907)-543-2702

dsolesbee@cityofbethel.net

DATE: July 31, 2023
TO: Alan Lanning, Interim City Manager
FROM: Daron Solesbee, Fire Chief
SUBJECT: Management Report, July 2023

**Daron
Solesbee**

Digitally signed
by Daron
Solesbee

Date: 2023.07.31
16:05:31 -08'00'

Current Events

- The department is continually recruiting for new volunteer responders and administrative support. If anyone is interested, please fill out a BFD Volunteer Application Packet today!
- Chief Solesbee was interviewed by KYUK Reporter, Sunni Beans, regarding the department's recruitment and retention efforts, upcoming training, new fire engine, and new training center. The story can be found at: <https://www.kyuk.org/alaska-state-news/2023-07-24/bethel-fire-department-offers-free-firefighter-certification-education>.
- Chief Solesbee was interviewed by Your Alaska Link (Fox/ABC) Reporter, Ian Stewart, regarding the department's new fire engine and training center. The story was aired on Fox 4 KTBV on Friday, July 28th. The story can be found at: https://www.youralaskalink.com/news/bethels-blaze-busters-receiving-new-equipment/article_fb5728e4-2daf-11ee-8a16-dfef5ea2eec9.html
- The department will be conducting a Firefighter-1 course from July 31 – November 18, 2023. If interested in attending this training to become a Volunteer Firefighter, please call the fire station or go to www.cityofbethel.org/fire to complete an ONLINE application.

Community Planning/Preparedness/Prevention

- The department is hosting a Child Passenger Seat Technician course at the fire station on August 15th – 17th. This training is provided free of charge through grant funds obtained by the Fairbanks Safe Rider Program. Participants will gain

a two-year Child Passenger Seat Technician certification. At the completion of this course, there will be a FREE Car Seat Check-Up event held at the fire station parking lot on Thursday, August 17th, from 2:00 – 5:00 p.m. Come out to the fire station to receive a car seat check-up. If you are in need of one, our program can provide one to you FREE! Call the fire station at (907) 543-2131 for more information.

- The department will be completing fire hydrant flow testing by August 11, 2023. The affected areas will be City Subdivision C-Loop, FAA Housing, and the Industrial Corridor.
- On July 5th and 26th, the department held a project meeting with Draeger Safety, Inc. on the progress status of the new Swede Survival Phase II Firefighter Training System Project. The project is on track, except for a small delay due to the availability of chains that will be installed in the burn rooms. The system is scheduled to arrive in Bethel on the last barge around September 28th.
- The department obtained its user agreement to utilize Blazestack, a fire investigation reporting and management software. The program will enhance the department's ability to adhere to the Bethel Arson Investigation Task Force's task of improving fire investigation documentation by aligning it with NFPA standards. We are excited to see this program in use by our Certified Fire Investigators!
- As the weather has been warmer, please take this opportunity to clean your chimneys. Bethel residents may come by the fire station and borrow a chimney brush and rods free of charge, but must return them **within three days**.

Training

- New staff and volunteers are receiving continuous Driver/Operator training on the handling characteristics, operation of specialty equipment, care and maintenance, and emergency operational procedures of the department's ambulances and fire apparatus.
- Staff have completed several online, classroom, and skill drill trainings covering various topics including firefighting, emergency medical treatment, fire inspection, fire investigation, and fire prevention.
- Staff have conducted several drills on firefighting and EMS knowledge and skills during each shift.
- On 07/13/2023 at 7:00 p.m., a Fire Meeting was held at the fire station. Responders reviewed the responsibilities of first responders during fire investigations.

- On 07/18/2023 at 7:00 p.m., an EMT Meeting was held at the fire station. Responders reviewed and practiced procedures for gaining intravenous access and administering medications via that route.
- On 07/19-20/2023, all career staff participated in the MSA Certified Airmask Repair Education (CARE) G1 Self-Contained Breathing Apparatus course. This course provided instruction on the full disassembly and reassembly, troubleshooting, repair, and flow testing of the department's fleet of SCBA's. All staff obtained a 6-year CARE Technician certification that will allow for a more efficient management of the department's SCBA Program.
- On 07/21/2023, firefighters conducted water supply drills and Aircraft Rescue Fire Fighting (ARFF) equipment familiarization training with the State of Alaska DOT Fire Department at the Bethel Airport. This training helped BFD personnel understand their mutual aid responsibilities during aircraft incidents. A Full-Scale Exercise is being planned to meet the DHS, FAA, and State of Alaska's requirements for emergency operations plan training.

Responses

- Between 07/01/2023 and 07/31/2023, the Bethel Fire Department responded to 129 EMS and 13 Fire incidents.
- See attached reports for Fire and EMS response breakdowns.

Budget/Financial

- The department is operating within its FY2024 budget.
- The department's new Class-A Pumper Tender Apparatus (Fire Engine) from Pierce Manufacturing, Inc. is scheduled for completion on August 4, 2023. Chief Solesbee and V&E Foreman, Rob Lindsey, will be flying to the Pierce Manufacturing plant in Appleton, WI at that time for the final apparatus inspection. Once completed, Hughes Fire Equipment will transport the pumper to Alaska Marine Lines in Seattle/Tacoma, WA, where it will be heat-shrink wrapped prior to being placed onto the barge to Bethel. We are looking forward to receiving, stocking, and placing our new pumper into service!

Grants

- The department will continue to seek grant funding for fire and EMS equipment, additional staffing, replacement fire apparatus and ambulances, and other equipment.
- Chief Solesbee will be attending the Grant Writing USA Workshop at the State of Alaska Fire Marshal's Office from August 9-12, 2023. This training will cover the grant management process and provide more resources for department leaders.

Property Maintenance

- The fire station's front office and classroom need to be updated and remodeled, as the original (circa 1980) cabinets, shelving, and counter tops are very worn and in poor condition. The department will explore options and possibly create an RFP for this project.
- The Draeger Swede Survival Phase II firefighter training system is scheduled to arrive to Bethel on the last barge. Once arrived, personnel from Draeger Safety and local contractors will construct the structure within three days. Once completed, an instructor training course will be provided to Fire Department personnel.

Staffing/Recruitment

- The department promoted Firefighter/EMT Blaine O'Brien to the rank of Fire Lieutenant for A-Shift. Congratulations, Lieutenant O'Brien!
- The department is recruiting one Fire Lieutenant (PS4A, \$67,336/yr + DOE) position.
- The department is recruiting four Firefighter/EMT (PS2A, \$52,373/yr + DOE) positions.
- The department is advertising for these positions nationally through multiple job advertisement services, Fire and EMS magazines, firefighter recruitment organizations, and various fire academies throughout the lower 48 states.
- The department hired Benjamin Wassilie as the Summer Firefighter Intern. Welcome to our team, Ben!
- The department is continually recruiting for volunteer members to serve as firefighters, ETT/EMT's, and support personnel. Become a volunteer today!

Vehicles & Equipment

- The department has started the process of developing a specification with Braun Northwest, Inc. for a new Advanced Life Support Type-1 Ambulance to replace Medic-4, the 1999 Ford ALS Type-1 ambulance. The department will utilize a cooperative bid purchasing contract to acquire and purchase this vehicle.
- We have received the parts for the Class-A Foam system for Engine-4. Staff determined that a 1" valve was required, upon finding the 3/4" valve shipped was too small for the current foam system plumbing. This project was put on hold to allow for the receipt of Engine-5 this summer to allow this apparatus to be taken out of service for modifications.

- The department's 2021 Ford Expedition, "Command 1", has an open recall (**Ford Recall #22S36**) for possible under-hood fires, even when the engine is off. V&E has ordered the parts and they have been shipped by the dealership.

FIRE DEPARTMENT VEHICLE STATUS			
Vehicle	Type	Year	Status
Medic 4	Ambulance	1999	(Reserve Ambulance) In service. Slated for replacement in FY24.
Medic 5	Ambulance, Light Rescue	2019	(Frontline Ambulance) In service. MARSARS placed in service, reflected on inventory sheet.
Medic 6	Ambulance	2017	(Second-Out Ambulance) In service.
Medic 7	Ambulance	2024	In planning stage. Due to chassis production delays, there will be production delays.
Engine 5	Pumper	2022	Purchasing contract executed on 08/02/2021 with Hughes Fire Equipment, Inc. (Pierce Mfg, Inc.). This vehicle was PAID IN FULL on 10/04/2021. The apparatus will arrive in Bethel this summer.
Engine 4	Pumper	2013	(Frontline Pumper) In service. Pump packing rings need to be tightened and/or replaced. Generator issues.
Engine 3	Pumper	1986	Out of Service (Temporarily). (Poor overall condition; needs replacement). Starter inoperable, work order sent to V&E in May 2023. The pump transmission was received and reinstalled by a local heavy equipment/diesel mechanic.
Truck 1	Ladder Truck	2017	In service.
Com 1	SUV	2021	In service. Open Ford Recall #22S36.
Com 2	Pickup	2014	In service.
Com 3	Pickup	2004	In service. Fair condition.
Honda 1	ATV	2004	In service.
Honda 2	ATV	2004	In service.
Fire Boat	Public Safety Boat	2004	Needs new outboard motor (obsolete/frequent breakdowns). Needs a replacement steering system, preferably hydraulic. Intermittent fuel starvation issue (fuel pump) that causes sputtering.

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FIRE DEPARTMENT</u>					
100-60-6000 SALARIES	23,268.33	23,268.33	792,237.00	768,968.67	2.9
100-60-6004 LONGEVITY BONUS	.00	.00	10,000.00	10,000.00	.0
100-60-6010 FLSA OVERTIME	4,486.50	4,486.50	120,000.00	115,513.50	3.7
100-60-6011 CALL BACK OVERTIME	1,697.29	1,697.29	50,000.00	48,302.71	3.4
100-60-6022 HOLIDAY PAY	.00	.00	15,000.00	15,000.00	.0
100-60-6023 LEAVE CASHOUT	.00	.00	45,789.00	45,789.00	.0
100-60-6030 SOCIAL SECURITY EXPENSE	78.12	78.12	.00	(78.12)	.0
100-60-6031 PAYABLE MEDICARE FICA	427.06	427.06	14,532.00	14,104.94	2.9
100-60-6032 UNEMPLOYMENT	.00	.00	17,840.00	17,840.00	.0
100-60-6033 WORKERS' COMPENSATION	.00	.00	25,891.00	25,891.00	.0
100-60-6034 PERS	6,202.27	6,202.27	220,492.00	214,289.73	2.8
100-60-6040 EMPLOYEE GROUP BENEFITS	.00	.00	305,136.00	305,136.00	.0
100-60-6041 UTILITY BENEFIT	.00	.00	54,720.00	54,720.00	.0
100-60-6061 TRAVEL/TRAINING	9,900.00	9,900.00	42,900.00	33,000.00	23.1
100-60-6100 SUPPLIES	1,487.77	1,487.77	77,800.00	76,312.23	1.9
100-60-6103 WEARING APPAREL	.00	.00	16,700.00	16,700.00	.0
100-60-6150 GASOLINE/DIESEL/OIL	267.81	267.81	16,400.00	16,132.19	1.6
100-60-6153 HEATING FUEL	(1,213.07)	(1,213.07)	40,000.00	41,213.07	(3.0)
100-60-6155 WATER/SEWER/GARBAGE	.00	.00	11,600.00	11,600.00	.0
100-60-6160 ELECTRICITY	.00	.00	21,200.00	21,200.00	.0
100-60-6170 TELEPHONE	241.05	241.05	2,400.00	2,158.95	10.0
100-60-6171 STAFF CELLULAR PHONES	227.99	227.99	4,000.00	3,772.01	5.7
100-60-6200 MINOR EQUIPMENT	.00	.00	22,000.00	22,000.00	.0
100-60-6230 VEHICLE MAINT/REPAIR	.00	.00	18,000.00	18,000.00	.0
100-60-6231 VEHICLE PARTS & TOOLS	.00	.00	28,000.00	28,000.00	.0
100-60-6240 PROPERTY MAINT	.00	.00	30,000.00	30,000.00	.0
100-60-6335 OTHER PURCHASED SERVICES	.00	.00	31,000.00	31,000.00	.0
100-60-6400 INSURANCE	.00	.00	108,000.00	108,000.00	.0
100-60-6502 ADVERTISING	.00	.00	3,000.00	3,000.00	.0
100-60-6503 DUES & SUBSCRIPTIONS	.00	.00	12,500.00	12,500.00	.0
100-60-6530 FINANCE CHARGES/PENALTIES	.00	.00	500.00	500.00	.0
100-60-6534 COLLECTION/SMALL CLAIMS	.00	.00	31,200.00	31,200.00	.0
100-60-6537 FIRE PREVENTION PROGRAM	.00	.00	7,500.00	7,500.00	.0
100-60-6539 MISCELLANEOUS EXPENSES	.00	.00	1,500.00	1,500.00	.0
100-60-6711 ADMIN OVERHEAD-IT SVCS	.00	.00	22,800.00	22,800.00	.0
100-60-6890 CAPITAL EXPENDITURES	1,155.70	1,155.70	388,524.00	387,368.30	.3
100-60-9649 VOLUNTEER STIPEND	.00	.00	15,000.00	15,000.00	.0
TOTAL FIRE DEPARTMENT	48,226.82	48,226.82	2,624,161.00	2,575,934.18	1.8
TOTAL FUND EXPENDITURES	48,226.82	48,226.82	2,624,161.00	2,575,934.18	1.8
NET REVENUE OVER EXPENDITURES	(48,226.82)	(48,226.82)	(2,624,161.00)	(2,575,934.18)	(1.8)

Search Parameters

Data Types: Emergency Medical Services

Agencies: Bethel Fire Department

Date Range: Current Month (07/01/2023 to 07/31/2023)

States: Alaska

Counties: Bethel Census Area

Syndromes:
Matches **ANY** of the following: Alcohol, Burns, COVID-19, Cardiac Arrest, Cardiovascular, Chest Pain, Child Abuse and Neglect, Constitutional, Drowning, Fall: From Height, Fall: Ground Level, Firearm Assault, Firearm Injury, Firearm Injury - Intentional, Firearm Injury - Unintentional, Gastrointestinal, Heat-related Illness, Heroin (RI ESOOS), Heroin (VA), Heroin Overdose (DOSE) - EMS Pilot, Influenza-like Illness, Intimate Partner Violence, MIS-C, MVC Fatal, MVC Likely Fatal, MVC Non-Severe, MVC Severe, MVC Unknown Severity, Mental Health, Methamphetamine, Monkeypox, Neurological, Non-Opioid Overdose (VA), Nonfatal Opioid Overdose (CSTE), Opioid (FL ESOOS), Opioid (MI), Opioid (MT), Opioid (RI ESOOS), Opioid (VA), Overdose (DOSE) - EMS Pilot, Overdose (FL ESOOS), Overdose (MI), Overdose (RI ESOOS), Respiratory, STEMI, Self-Harm, Sepsis, Sexual Violence, Stimulant Overdose (DOSE) - EMS Pilot, Stroke, Substance Use Disorder, Suicide Attempt, Suicide Ideation, Trauma

biospatial Symptoms (match at least 1):
Abdominal pain, Abuse or Neglect, Agitation, Alcohol, Altered consciousness, Anorexia, Anosmia, Apnea, Assault, Benzodiazepine, Blisters, Blurred vision, Body aches, Bronchiolitis, Bronchitis, Chills, Cocaine, Conjunctivitis, COPD, Cough, COVID-19, Crack, Dehydration, Diaphoresis, Diarrhea, Domestic Violence, Drooling, Drug, Drunk, Dyspnea, Earache, Epiglottitis, Fentanyl, Eye pain, Faintness, Fever, Food poisoning, Gastroenteritis, Gastrointestinal, Generalized weakness, Heat-related Illness, Hemoptysis, Hoarseness, Hypertension, Hypoglycemia, Hypoxia, Influenza, Injure, Intentional, Intoxication, Irritable, Lacrimation, Lethargy, Local paralysis, Lower respiratory infection, LSD, Lymphadenopathy, Malaise, Marijuana, MDMA, Melena, Methadone, Methamphetamine, Miosis, Monkeypox, Narcan, Nausea, Opioid treatment, Oral mucosal changes, Overdose, Oxycodone, Painkiller, Pale, PCP, Pinpoint, Pleural effusion, Pleuritic pain, Pneumonia, Poison, Pregnant, Psilocybin, Psych, Psychiatric, Pulmonary edema, Rash, Respiratory distress, Rhinitis, Seizure, Sinusitis, Slur, Sore throat, Stridor, Suboxone, Suicide, Suicide attempt, Suicide ideation, Tachypnea, Travel/Contact - Asia, Travel/Contact - China, Travel/Contact - Europe, Travel/Contact - Iran, Travel/Contact - Italy, Twitching, Unconscious, Unresponsive, Upper respiratory congestion, Upper respiratory infection, Violence, Viral symptoms, Vomiting, Wheezing, Xylazine

Types of Service Requested:
Emergency Response (Primary Response Area); Emergency Response (Intercept); Emergency Response (Mutual Aid); Hospital to Hospital Transfer; Hospital to Non-Hospital Transfer; Non-Hospital to Hospital Transfer; Non-Hospital to Non-Hospital Transfer; Administrative Operations; Crew Transport Only; Mobile Integrated Health Care Encounter; Mortuary Services; Non-Patient Care Rescue/Extrication; Other Routine Medical Transport; Public Assistance; Transport of Organs or Body Parts; Evaluation for Special Referral/Intake Programs; Standby; Support Services

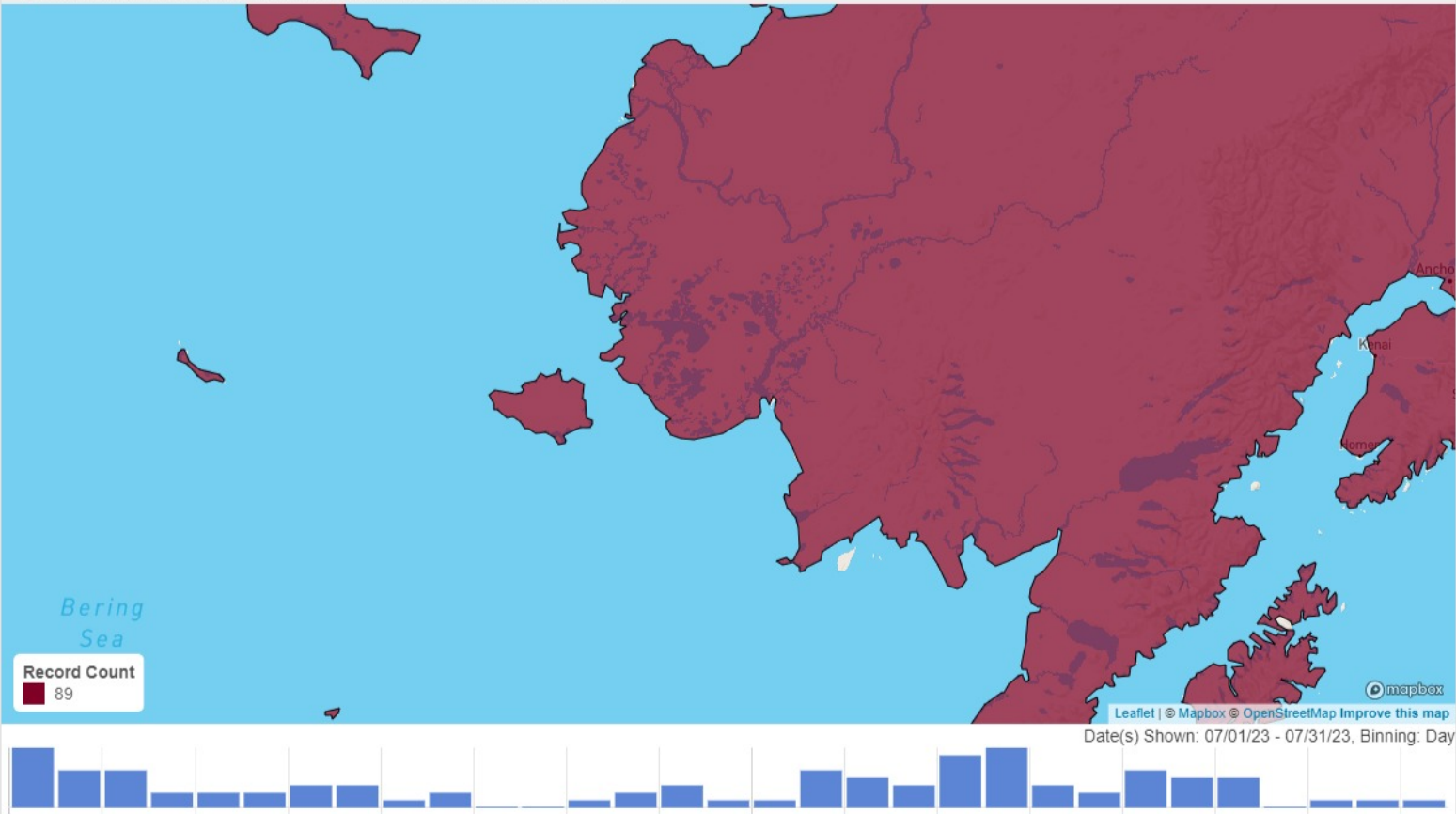
Minimum Alert Threshold: ● Moderate

Source Versions: NEMSIS v2.2.1; NEMSIS v3.3.4; NEMSIS v3.4.0; NEMSIS v3.5.0

Date Bin: Day

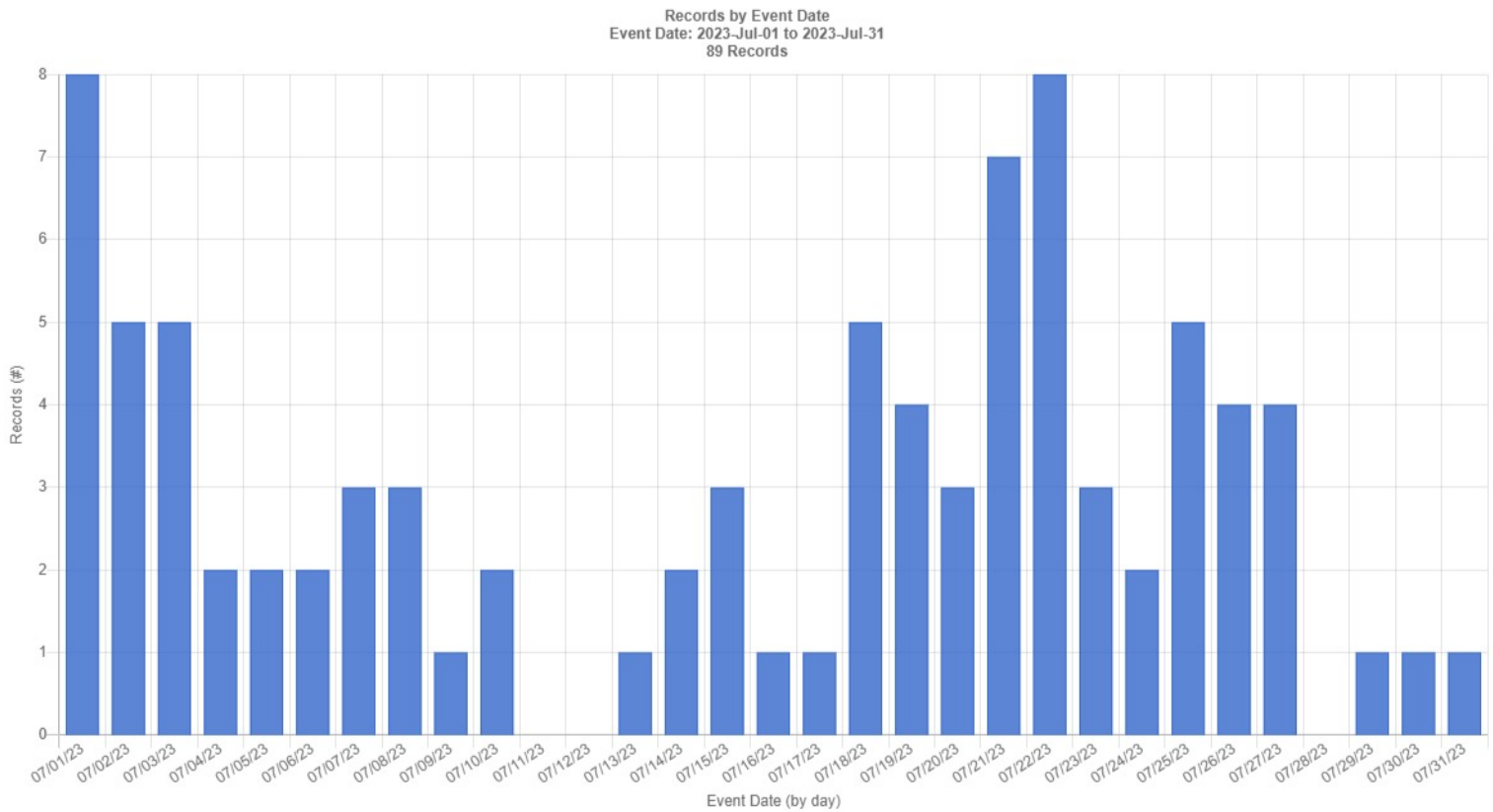
Map

⚑ Data filtered based on **Access Levels:** Event = **Location**. Operational = **Full**.

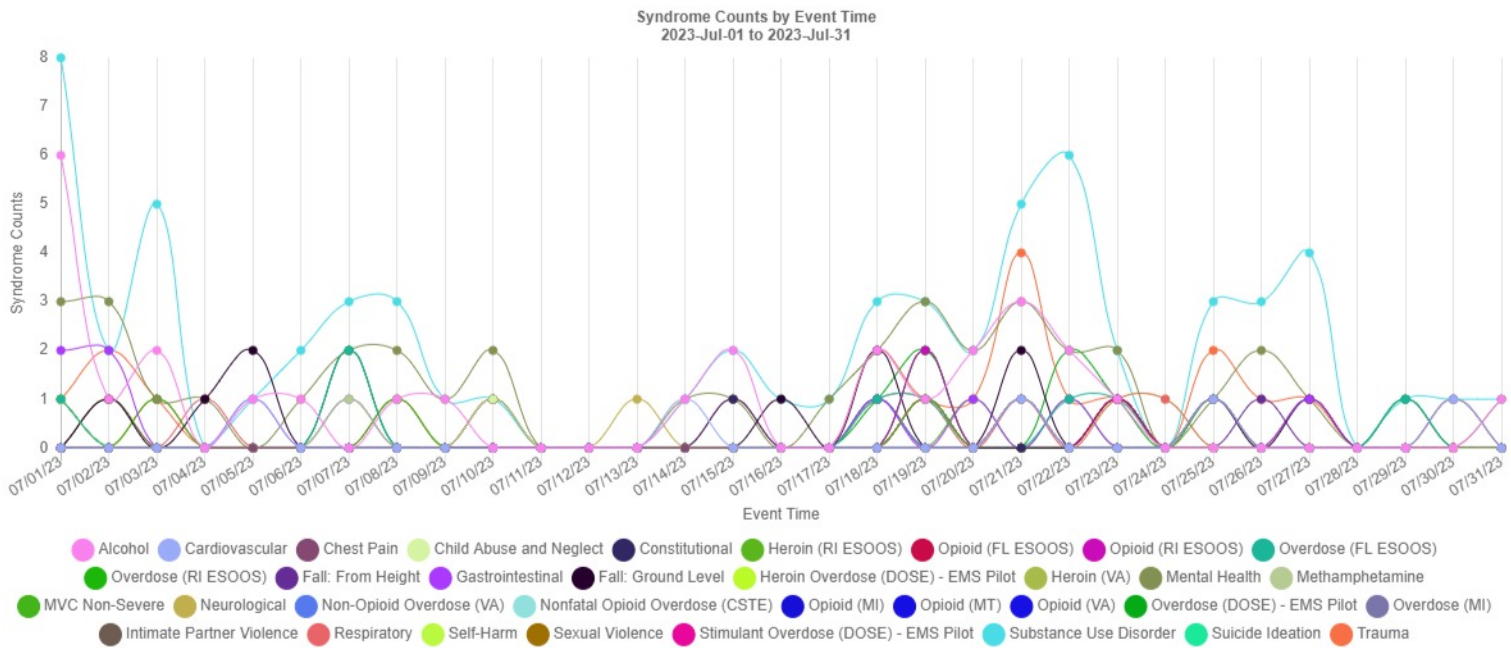


Data Explorer: Records by Event Date

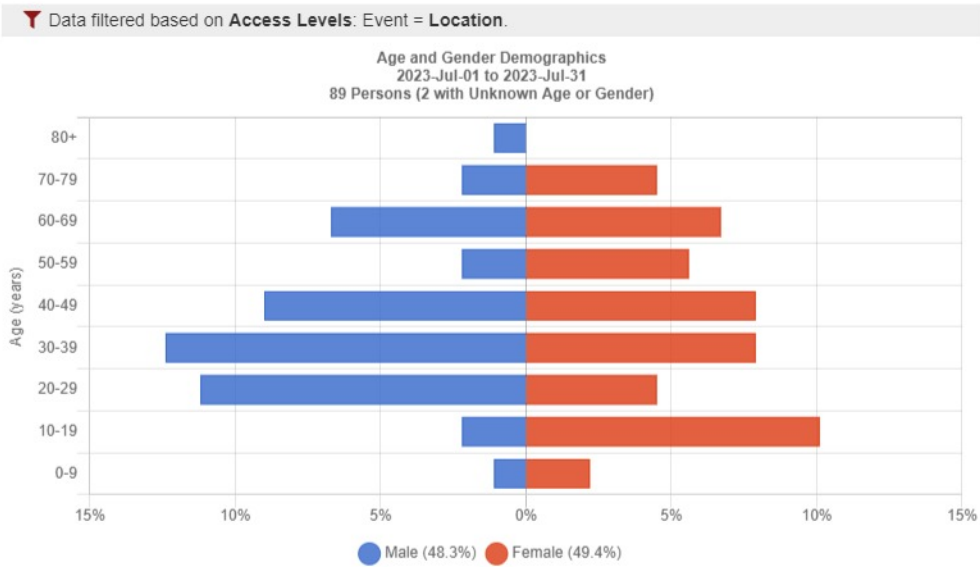
Data filtered based on **Access Levels**: Event = **Location**. Operational = **Full**.



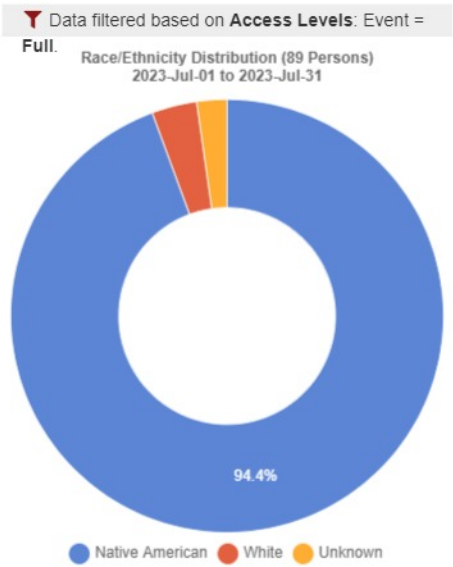
Syndrome Counts by Time



Age and Gender Distribution



Race/Ethnicity



Bethel Fire Department

Bethel, AK

This report was generated on 7/31/2023 10:28:08 AM



Incident Type per Zone for Incident Status for Date Range

Incident Status(s): All Incident Statuses | Start Date: 07/01/2023 | End Date: 07/31/2023

INCIDENT TYPE	INCIDENT STATUS	# INCIDENTS
Zone: 10 - Airport		
511 - Lock-out	Completed	1
Zone: 12 - Tundra Ridge Subdivision		
461 - Building or structure weakened or collapsed	Completed	1
Zone: 3 - 3rd Ave, 4th Ave, 5th Ave, 6th Ave, and 7th Ave		
600 - Good intent call, other	Completed	1
622 - No incident found on arrival at dispatch address	Reviewed	1
Zone: 4 - Ridgecrest Dr. (at Brown's Slough), City Landfill to Haroldson's Subdivision		
112 - Fires in structure other than in a building	Completed	1
651 - Smoke scare, odor of smoke	Completed	1
745 - Alarm system activation, no fire - unintentional	Completed	1
Zone: 6 - ASHA Housing (Bethel Heights)		
111 - Building fire	Incomplete	1
511 - Lock-out	Completed	3
733 - Smoke detector activation due to malfunction	Completed	1
Zone: 7 - Airport Road to Blueberry Subdivision		
412 - Gas leak (natural gas or LPG)	Completed	1

This report gives a count of each incident type for the Incident Status or Statuses selected.



emergencyreporting.com

Doc Id: 384

Page # 1 of 1

Memorandum

Date: August 1, 2023

To: Alan Lanning, Interim City Manager

From: Bo Foley, IT Director

Subject: IT Director's Report



July 2023 Current Events

- **End-User Equipment:**

All equipment that will be rotated in has finally arrived and will be on-hand when my department is ready to proceed. We will likely handle the rotation in phases, starting with office printers. There has been a question as to what can be done with the old equipment. Because sensitive information is stored in the hard drives of all the devices we are getting rid of (even if hard drives are formatted), we cannot sell or give away the equipment in a turnkey state. Hard drives and memory must be removed from the system and physically destroyed, which leaves most equipment unusable.

There is also the logistical nightmare of gathering all that equipment in one place, possibly storing it long-term, and fielding the bids and communication. This would take a tremendous amount of time and effort only to sell the equipment on the cheap and barely see any significant returns. It is far easier and quicker to transport the equipment to be e-recycled.

- **Finance Assistance:**

Since I've been with the City, the responsibility of the City mail run has always been in the Finance Dept.'s court. Throughout the year, unfortunately, that department has had a continual hemorrhaging of employees to the point where it is now very troublesome for those few that remain to continue the task. Since my department spends most of our time running around to different buildings to help employees with technical matters, my department has volunteered to take over not only the mail pickup, but also Finance's daily bank deposit to help alleviate them of those tasks that would take them away from the building for a chunk of their work day.

We have been doing the job for the better part of two months, but we officially took the task over at the beginning of this month. It has not caused much trouble for my department, and we are happy to help until they are able to get back on their feet.

- **Procurement Assistance:**

Another task that has fallen to my department this month is that of procurement. Procurement and purchasing are typically jobs left to the City's finance director or their designee per the BMC, but with the absence of so many finance employees, this is impossible. The City's grant manager has helped with this task for many years, but he is also leaving as well at the end of the month, which leaves almost no one left who is familiar with the process.

Memorandum

Date: August 1, 2023

To: Alan Lanning, Interim City Manager

From: Bo Foley, IT Director

Subject: IT Director's Report



Before his departure, former City manager Peter Williams managed to strike an agreement with DOWL, the City's engineering firm, to assist with this task, but he also asked if I could at least be a point of contact for vendors sending questions and bid packages to the City. I agreed to help with this until the City's ranks can be replenished.

Our contractor, Carmen Jackson CPA, is going to dedicate an employee to picking up grants and purchasing and so I will assist this person with the transition and show them the ropes of doing procurement, if needed. I got stuck with the task for about a year and a half a few years back and so I was able to learn enough about doing the job.

- **Carmen Jackson Remote Access:**

For many years, Carmen Jackson CPA has assisted the City with audit prep and other financial tasks, but with the exodus of more than half of the Finance dept's staff, we have had to pull in a lot more of the Carmen Jackson team to help out. My department has worked this month to set up each new person with remote access so that they can interface with Caselle, our financial management software.

- **Office Printers Swapped:**

I met with contractors that helped my department work on getting all office printers swapped out and settings migrated over. The new office printers will be monitored by Konica Minolta and will be covered for repairs, service, and supplies. Supplies should be sent out automatically when the printer reports a need, however I plan to also pick up some replacements to have on stand-by in the case the supplies run into shipping delays in getting out to Bethel.

Task completion will likely carry over into the next month as we have found several units so far that were damaged in shipping and the onsite contractors will not have time enough to finish assisting us and will need to plan a return trip in the first weeks of August. Replacements will be sent out for the broken units.

- **Normal Business:**

The rest of the month has been filled with normal daily trouble-ticket response for issues regarding printing, scanning, file access, and employee management.

Memorandum

Date: August 1, 2023

To: Alan Lanning, Interim City Manager

From: Bo Foley, IT Director

Subject: IT Director's Report



Future Plans

- **Wireless Network Expansion:**

My original intention for a project this year was to expand the City's wireless network out so that further redundancies and contingencies could be built into it. I was hoping to make progress on this project during these Summer months but have learned that the installers for the project will likely not be available until closer to October. It is a delay, but not game-breaking. Sometimes Bethel's snowfall is delayed until late October and even November and so we still might be able to beat the coming Winter. This expansion will allow City data an alternate path to travel in the instance that one of the wireless nodes fails on a given building. The goal is to reduce, if not eliminate, downtime.

CITY OF BETHEL POLICE DEPARTMENT



July 2023 Monthly Report

Personnel:

Current Staffing			
Position	Allocated	Staffed	Vacant
Safety Patrol (three grant funded)	3	1	2
Community Service Officer	2	1	1
Evidence and Record Custodian	1	1	0
Administrative Assistant/Taxi Inspector	1	1	0
Public Safety Dispatcher (one E911 funded)	5	3	2
Public Safety Dispatch Supervisor	1	1	0
Peace Officers (one grant funded/reimbursed SRO)	20	17	3

Operations:

Operations Tempo				
	July 2023	June 2023	July 2022	2023 Total
Calls Total	1049	1143	1117	8298
Reports Total	123	72	88	671
Intoxicated Pedestrian Calls	120	136	125	813
Driving Under Influence Calls	23	17	12	99
Domestic Violence Reports	16	12	20	95
Animal Calls	24	31	30	237
Animal Bite Reports	0	0	2	2
Sexual Assault Reports	5	3	4	47
Death Investigation Reports	1	0	0	5

Lt Wigner attended a grant writing course. Officers Watson and Jackson attended a narcotics investigation training course, improving skills and knowledge in combating narcotics crimes.

The police department received final approval for a \$200K Rural Violent Crimes Reduction grant, which can be utilized to address and reduce violent crimes in rural areas. Some of the programs planned for this grant include increased educational material and community engagement, CIT training to improve our ability to effectively respond to people in crisis, and the installation of CCTV cameras in high-crime areas.

Police Officers Sullivan, Cohen, and Neal were hired and have already started working with the police department, helping to fill vacant positions and strengthen the department's workforce.

PD officers joined staff from AC Main and were sponsored by several local businesses in distributing information and T-shirts to raise awareness for the 988 Crisis Line, a hotline for individuals in crisis situations.

The police department is currently conducting a background check on one police officer applicant, which indicates an ongoing hiring process.

The department continues to recruit for all vacancies, highlighting the ongoing efforts to hire new personnel and maintain a fully staffed and efficient police force.

PORT OF BETHEL

Post Office Box 1388
Bethel, Alaska 99559
Voice: 907-543-2310
Fax: 907-543-2311



To: Alan Lanning, City Manager
From: Edward Flores, Port Director
Subject: July 2023 Managers Report

- **Small Boat Harbor**

The Harbor is in full swing. As usual, we have experienced a slowdown in permit sales. Port Crews have been cleaning up and spotting gravel around the banks as needed. We will be graveling the south harbor parking area this late summer. And if we have time, we will look at the North Harbor parking area. Both need attention. We will still have an attendant at the small boat harbor throughout the fall. Permits can be purchased from the small boat harbor attendant. We currently accept checks and credit cards but no cash. Current permits sales are. Attendants have been cutting grass and trees around the harbor this month.

Ramp Permits – 130 permits
General Permits – 90 permits
Float Space Permits – 70 permits

- **City Dock/Beach 1/Petro Port**

City Dock and Beach 1 are fully operational. We have been busy in the month of July. Much like in previous years, we are currently in a slow period of the season. During this time were able to weld one of the main bollards at the face of the dock. Lay down gravel on low areas of the dock. We want to repaint the bollards but must see if the weather will work for us.

- **Port Office**

There are no issues to report for the Port Office, and it still operates well. Building Maintenance is doing daily checks on the building. Building maintenance has the office on one boiler for the summertime so that we will have hot water. We did hire an Administrative Assistant. And they will be starting this first week of August.

The office is open Monday through Friday from 8 to 4.

- **Admin**

Our monthly storage is prepped and will head out the door this first week of August. The Port Commission did not have a quorum this month. Our next meeting will be at City Hall on August 21, 2023, at 7 p.m.

- **Seawall**

The Port crew is doing daily checks along the seawall. Constant clean-up, as needed. The lower access was washed out a little bit. We will be going through and cleaning up and adding gravel where needed.

- **Misc.**

We are maintaining the cleanliness around the waterfront as much as we safely can.

We have purchased new grass trimmers and are putting them to work around the waterfront. The Port of Bethel ended up helping out the Bethel mud volleyball tournament; we provided one six-yard dumpster, one port-o-potty, and six loads of water. This is our second year helping with the tournament, and we are more efficient than last year. We will see if we can help out next year.



CITY OF BETHEL

Post Office Box 1388
Bethel, Alaska 99559
Phone: 907-543-1371

TO: City Manager
FROM: Human Resources
SUBJECT: February Managers Report
AUTHOR: Larisa Bogunovic

DATE: 8/1/2023

Position	Number of New Applications	Number Hired During Period	Number of Vacancies Remaining	Applicants in Review
Finance Director	2	1	1	2
Temporary Finance Position	1	1	1	0
Fire Fighter/EMT	2	1	Open	0
Administrative Assistant PD	1	1	0	0
Administrative Assistant FD	1	1	0	0
Police Officer	OPEN	3	Open	1
City Planner	0	0	1	0
City Port Summer Help	3	3	Open	1
Grants Manager	1	0	1	0
Heavy Equip Mech	0	0	1	0
Temporary Utility Maintenance	Open	0	Open	0
Mechanic	1	1	1	0
Police Dispatcher	Open	0	Open	0
Heavy Equipment Operator	1	0	1	0
Facility Maintenance Tech	1	0	1	0
Utility Maintenance Foreman	1	0	1	0
Utility Hauled Driver	5	1	1	0
TOTALS	19	14	9	4

Applications and Hiring:

HR received a total of 8 **Applications** for July 2023.

Hard to fill positions:

1. City Planner: Candidate interview in process.
2. Finance Director: Candidate scheduled for interview on 8/1/2023.
3. Interim Finance Director scheduled to start 8/14/2023.

4. Grant Manager: Position Vacant.

HR Director working with recruitment agency AKHIRE for both positions.

Finance Department Current Structure:

1. Finance Director: Vacant.
2. Deputy Finance Director: Xavier Mason: Resigned effective 6/30/2023.
3. General Ledger: Sam Amik
4. Accounting Specialist 1 (Sales Tax): Starla Solem
5. Accounting Specialist 1 (Sales Tax):
6. Accounting Specialist 1 (Front Desk): Martha Jacobs
7. Accounting Specialist 1 (Utility Billing): Sharmin Shompa (Employee moving to Port as Administrative Assistant effective 8/2/2023).
8. Accounting Specialist 1 (Payroll): Dolly Ann Trefon
9. Accounting Specialist 11: Alexandra Batchelor (Acting Finance Director)

Carmen Jackson onsite until 8/2/2023, assisting the Finance Department.

Reports of Injury:

1 Report of Injury, no medical care.

Administrative Actions:

Multiple routine PAR actions were executed.

Multiple yearly performance evaluations were submitted and processed. HR Director generating an excel spreadsheet with full employee roster to be sent to Supervisor's to execute annual evaluations.

The Employee Safety Committee has been implemented with meetings scheduled bi-weekly. Safety training modules in the pipeline.

Open Enrollment has concluded for 2023.

HR implemented a new hire 30-60-90-day review. A 30-60-90-day plan is a set of objectives for new employees to achieve in their first 30, 60, and 90 days on the job. When managers utilize a 30-60-90-day plan for onboarding new employees, they help identify the key goals for the employee in the early days of employment. Not only does it set the parameters for success, but it also empowers employees to manage their own work to a large degree.

City has received counterproposals from the Union. Four articles remaining to be TA'd.

No grievances filed for the month of July.

One Resignation for the month of July.
Two retirements: John Sargent and James Flemings.

Sites Positions posted:

Planning:

<https://www.planning.org/>

<https://www.planning.org/chapters/alaska/>

<https://www.washington-apa.org/>

<https://oregon.planning.org/>

Finance:

<https://www.gfoa.org/>

<https://agfoa.com/>

<https://www.wfoa.org/>

<https://ogfoa.org/>

And all of our executive level positions should be listed on AML:

<https://www.akml.org/member-services/jobs/>

HR Director and City Manager will be meeting with David White, Workforce Development for the City of Bethel on 8/4/2023 to further discuss recruitment as well as proposing an inhouse job fair.

Larisa Bogunovic
HR Director

City of Bethel, Alaska

City Clerk's Office

Council Meetings

August 8, 2023, Regular City Council Meeting

August 22, 2023, Regular City Council Meeting

City Manager Recruitment

Application period closed on August 8.

General

Updated the City's website to include the 2023 In the Loop newsletters.

Updated the website with 2023 Declaration of Candidacy information.

Assisted Planning with the processing of a Minor Replat Notice.

Reviewed passed correspondence on Yukon Lodge and Line Lane. The city demoed the building as a result of a nuisance abatement which caused a first right of refusal of the sale of the property. BIA reached out with notice of intent to sale. Provided historical communications to Interim City Manager.

Working through Action Memorandum for Council's consideration of an alternative layout for council chambers which will assist the Clerk's Office in purchasing new furniture and finalizing a request for proposal for audio video improvements.

Reviewed Alaska Rural Utility Cooperative operations and forwarded a summary of possible utility billing support solutions to the City Manager and Finance Department.

Our website contract will expire soon, we are looking at other website solutions to determine what features offered by our current contractor and others will best fit the City's need.

Sat through a demo of Archive Social, a company that provides records management solutions for websites and social media accounts. We currently use Pagefreezer however have a 30 day free trial with Archive Social and will compare the two archival tools at the end of the 30 days to ensure our current provider is able to capture all content required.

Processed a burial permit and burial reservation.

Processed six passports.

Finalized the document processing for the lease with YKHC for the Bautista House.

Reviewed the union negotiation documents and attended a meeting with negotiating team.

Attended two Alaska Association of Municipal Clerk's meetings.

Worked through year-to-date actuals on the Water/Sewer Enterprise fund and reviewed the water/sewer rate study slides.

Provided information/explanation to KYUK on the history and funding of the Community Action Grant Program.

Finalized travel arrangements for Mayor Henderson, and Council Member, AML Board President Mark Springer, to attend the AML Summer Conference in August.

Finalized the Bethel City Council Primer for distribution following the Election.

Attended an ICMA webinar, 10 Ways to a Sound Council-Manager Relationship.

Met with State of Alaska Department of Transportation Commissioner, Ryan Anderson, Change Management Director, Adison Spafford, and Bethel Airport Operations Specialist, Joe Laroux. Re-reviewed the [2018 Long Range Transportation Plan](#) in preparation for the meeting.



DEPARTMENT OF THE ARMY
U.S. ARMY CORPS OF ENGINEERS, ALASKA DISTRICT
P.O. BOX 6898
JBER, AK 99506-0898

JULY 19, 2023

CEPOA-PME

Lori Strickler
CMC, City Clerk
City of Bethel
P.O. Box 1388
Bethel, AK 99559

Dear Ms. Strickler:

The U.S. Army Corps of Engineers, Alaska District (USACE), under the Formerly Used Defense Sites (FUDS) program, is planning to conduct a remedial investigation at the Bethel Aircraft Control and Warning (AC&W) site in Bethel, Alaska. In compliance with Section 106 of the National Historic Preservation Act of 1966 and its implementing regulations [36 CFR § 800.2(a)(4)], the purpose of this letter is to notify you of a Federal undertaking and to invite consultation on an assessment of effect.

You are receiving this letter because we believe that the City of Bethel may have an interest in cultural resources in the general project area. A letter addressed to the Alaska State Historic Preservation Officer (SHPO), which assesses the proposed undertaking, is enclosed. It describes the present state of identification and evaluation of cultural resources in the area, and the impact that the proposed undertaking may have on those resources. Per Section 101(b)(3) of the NHPA, the SHPO advises and assists Federal agencies in carrying out their Section 106 responsibilities. The SHPO cooperates with agencies, local governments, organizations, and individuals to ensure that historic properties in Alaska are taken into consideration at all levels of Federal planning and development. Per 36 CFR § 800.3(c)(4), the SHPO has 30 days to respond to the USACE's notification, we invite you to bring any cultural resources concerns or information to our attention.

If you have questions or concerns about this project, or would like to share information with us, please email Forrest Kranda at forrest.j.kranda@usace.army.mil or call at 907-753-2736.

Sincerely,

Forrest J. Kranda
Archaeologist
Environmental and Special Programs



DEPARTMENT OF THE ARMY
U.S. ARMY CORPS OF ENGINEERS, ALASKA DISTRICT
P.O. BOX 6898
JBER, AK 99506-0898

July 19, 2023

CEPOA-PME

Ms. Judith Bittner
State Historic Preservation Officer
Office of History and Archaeology
550 West 7th Avenue, Suite 1310
Anchorage, AK 99501-3565

Dear Ms. Bittner:

The U.S. Army Corps of Engineers, Alaska District (USACE), under the Formerly Used Defense Sites (FUDS) program, is planning to conduct a remedial investigation at the Bethel Aircraft Control and Warning (AC&W) site in Bethel, Alaska (Section 14, T8N, R72W, USGS Quad Bethel D-8, Seward Meridian; Figure 1). In compliance with Section 106 of the National Historic Preservation Act of 1966, the purpose of this letter is to notify you of a Federal undertaking [36 CFR § 800.3(c)(3)] and to seek your concurrence on an assessment of effect [36 CFR § 800.4(d)(1)].

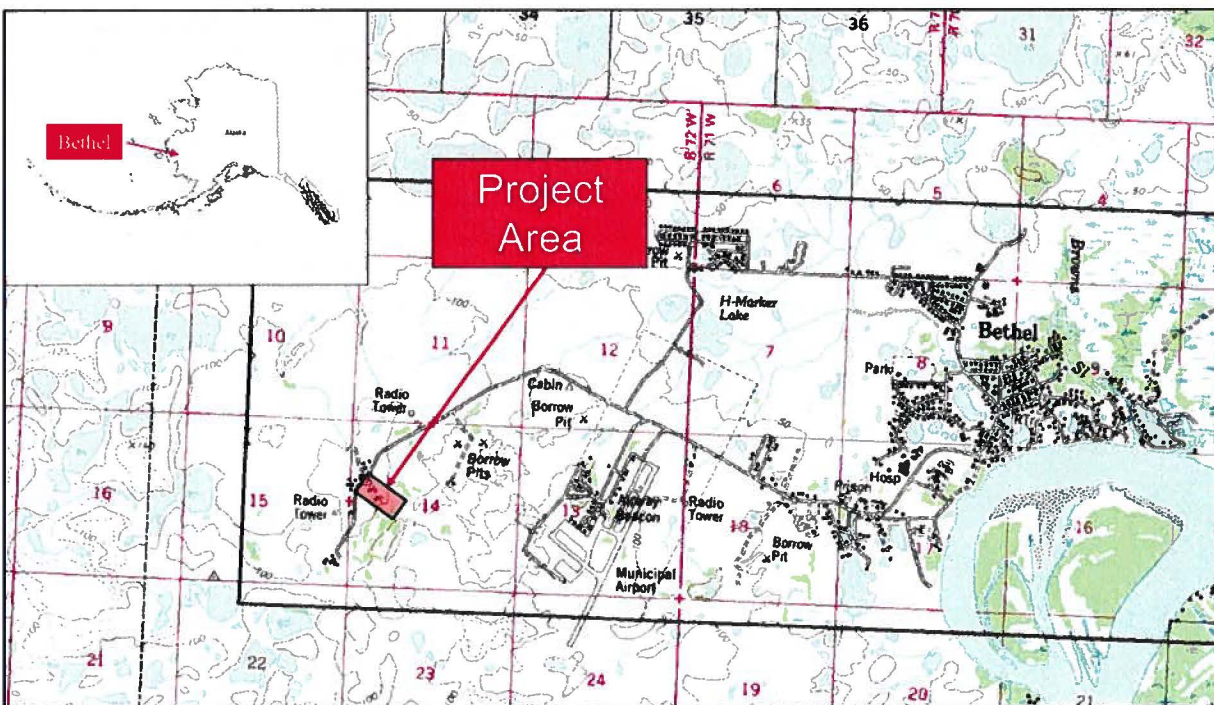


Figure 1. General project location.

Background

The Yukon-Kuskokwim (Y-K) River Delta is a large and complex geographical landmass in southwestern Alaska. The predominant areas of the region are comprised of unconsolidated Quaternary-age silts and sands which overlay natural basalt, with the highest ground below 30 meters (Shaw 1982). The low elevation and silt matrix of the land is easily eroded by significant rivers such as the Kuskokwim River, which can change their physical location through erosion over time. Shaw (1998) identifies the Y-K Delta, Nunivak Island, and northern Bristol Bay areas as a single region for the purposes of archaeological discussion. Dumond (1984) characterizes the cultural history of southwestern Alaska into five separate traditions: the Paleoarctic, Northern Archaic, Arctic Small Tool, Norton, and Western Thule traditions. At the time of Russian contact the region was inhabited by Yup'ik and Cup'ik populations.

The Paleoarctic tradition is marked by blade and core technology. Microblades, cores, and core tablets have been recovered from archaeological sites along with large blades, transverse burins, and scrapers. The radiocarbon data suggest that the Paleoarctic Tradition existed from approximately 10,000–8,000 BP. The Paleoarctic tradition was followed by the Northern Archaic tradition, which dates to approximately 6,000–3,000 BP. Chipped lanceolate projectile points, knives, heavy chopper-like semilunar scrapers, and small endscrapers are representative of this tradition. In southwestern Alaska, the Brooks River Beach Ridge phase from the upper Naknek River drainage is associated with the Northern Archaic. Based on recovered tool types, Dumond (1984) suggested that subsistence strategies focused on land-based resources.

The Arctic Small Tool tradition appeared in the Naknek River drainage around 4,000 BP (Britton *et al.* 2013; Dumond 1984, 2005; Tremayne and Rasic 2016). The average tool assemblage consists of microblades, small burins, small bifacially chipped sideblades and endblades, unifacially flaked knives, triangular bifacial harpoon endblades, adze blades with polished bits, and an occasional lance or double-edged knife blade (Oswalt & VanStone 1967). Artifacts recovered from ancient village and camp sites indicate that some winter and most summer occupations focused on salmon and other riverine resources (Dumond 1984).

In southwestern Alaska, the Norton tradition is represented by three phases that date between 3,400–950 BP. The earliest phase, the Smelt Creek phase, has plain and impressed fiber-tempered pottery, small non-stemmed projectile points, and large stemmed projectile points. During the second period, the Brooks River Weir phase, the endblades, sideblades, and ground slate ulu forms changed shape. Pottery also changed shape, increased in size, and was more often check-stamped than plain. New styles of projectile points mark the third phase, the Brooks River Falls phase. During this time period, sideblades declined while ground slate ulus increased in popularity, and large, double-edged, ground slate knives and lance blades became common. The pottery became primarily plain and very thick (Dumond 1984, 2000). Subsistence in the Norton Tradition period focused largely on salmon, caribou, seals, and shellfish (Britton *et al.* 2013; Harritt 2010).

The Western Thule tradition dates from approximately 950–150 BP; the Thule people are thought to be the direct ancestors of modern Yup'ik, Cup'ik, and Iñupiaq peoples. Three distinct phases have been identified in southwestern Alaska – the Brooks River Camp, Brooks River Bluffs, and Pavik phases (Dumond 1984, 2016). Dumond (2016:410) notes that change between late Norton Culture and early Western Thule was relatively sudden with the majority of artifact types in the new Western Thule toolkit reflecting almost a complete change from the earlier Norton tradition. Large barbed and stemmed ground slate lance, ground slate knife blades, and thick plain pottery dominate the Brooks River Camp phase. The Brooks River Bluffs phase shows fewer large lance blades; also, the style of projectile inset blades and adze blades changed and relatively thin plain pottery appeared. The last phase, the Pavik phase, contains Russian and American trade goods. Metal trade goods replaced most stone implements with the exception of ground slate inset blades (Dumond 1984). Across all three phases, osseous tools included non-toggling harpoon heads, occasional toggling harpoon heads, dart heads with inset endblades, and other arrow forms designed for birds and land mammals (Britton *et al.* 2013). Settlements of significant size began to appear on the coast, and a dichotomy between interior and coastal subsistence focuses became apparent in the archaeological record during this time period (Dumond 1984).

The region experienced significant change during the seventeenth century, during a time known as the Bow and Arrow Wars, when much of the region experienced intertribal raiding and the destruction of villages (Frink 2016; Funk 2010). This extended period of violence may have been due in part to the Little Ice Age, which would have stressed local economies and subsistence resources. Another possibility is recorded in oral histories, which tell a story of an eye-poking incident between two children which escalated quickly within the village, and spread throughout the region (Nelson 1899). Regardless of its origins, this period of conflict redefined the lifestyle out on the Y-K River Delta, from tool creation to the construction of house structures. This period ended soon before the arrival of Russian fur traders and missionaries who saw no evidence of the conflict (Funk 2007, 2010; Pratt 2013).

Russian and American Periods

The first known map of western Alaska was produced during Mikhail Gvozdev's Kamchatka Expedition in 1732 (Goldenberg 1990). James Cook more thoroughly explored Alaska's western coast in 1778, when he traveled as far north as Icy Cape. The next expedition into the region did not take place until 1818, when Russian explorer Eremai Rodionov traveled up the Nushagak River, portaged, and then sailed down the Kuskokwim River. Between 1818 and 1841, the Russian-American Company built several posts in southwest Alaska and began exploring and trading more regularly in the region. However, little information about southwest Alaska's Yup'ik residents was recorded until Lavrentiy Zagoskin was sent to travel the region's river systems in 1848 to collect ethnographic samples and information on traditional trade routes between Alaska and Siberia. Lieutenant Zagoskin noted that the *Qaluyaarmiut* (erroneously calling them the *Agulmyut*) conducted fairly profitable trade activities with Russian trading posts. Beaver, otter, fox, and seal furs were traded with noted success. Most

Russian-American fur trading activities at the time concentrated on the upper Kuskokwim River (Oswalt 1999). During his travels in the area between 1877 and 1881, Edward Nelson delineated five cultural groups in the Yukon-Kuskokwim Delta area (Barnette 2009:47).

The initial expansion of Russian fur traders and missionaries into the Y-K River Delta was superficial, with little infrastructure or religious conversion (VanStone 1984a). The difficult terrain and lack of large numbers of fur-bearing animals led the Russians to limit their investment in the region when compared to the Aleutian Islands or Kodiak Island. Missionaries often complained that their work was hampered by the Yup'ik people's insistence on continuing their seasonal movements associated with subsistence hunting and gathering.

During this transitional time, multiple epidemics hit the region, including a devastating small pox epidemic in 1838 and an influenza pandemic (the 'Great Sickness') in 1918. These diseases caused a massive population decline (Oswalt and VanStone 1967; VanStone 1984b). After this period the missionaries were more successful at converting local populations as they began consolidating into larger villages; by the end of the Russian Period most Alaska Natives in the Y-K River Delta region considered themselves Christian. With the increase in churches and populations becoming less spread out, religious groups begin establishing boarding schools. However, even with the increase in missions and boarding schools, residents continued their subsistence lifestyle (VanStone 1984b).

In 1880, the Yup'ik village of Mumtrekhlogamute consisted of 41 people, and had an Alaska Commercial Company trading post. In 1884, Henry Hartmann and W. H. Weinland traveled to the village and developed a Moravian church; they renamed the community "Bethel" based off of a biblical passage from the Book of Genesis. From then, Bethel increased in population by each census count. Bethel's Post Office was established in 1905 (Orth 1971; Oswalt 1980).

World War II

Bethel experienced a military buildup in 1943 when the U.S. Army acquired 1,588.26 acres of land and constructed 289 buildings; these buildings were all temporary, consisting of several "Theatre of Operations" buildings also known as TO buildings and huts (Quonset, Pacific, Cowin, and Yakutat types). A dock was constructed and used as a river transshipment point for supplies. The commercial airstrip that was constructed in Bethel in 1937 was commandeered, and water facilities, sewer facilities, and power lines were established. This construction included the development of the Infantry Area and Staging Field, which was approximately two miles southeast of the main airport, across the Kuskokwim River. The area included an airstrip, an Alaska Communication Systems (ACS) facility, and a Signal-Radio Intelligence facility (ONC 2018).

During World War II, Bethel was also the location of one of the Alaska Territorial Guard units. These units, also known as "Eskimo Scouts," were one of the first responding units to possible invasion of Alaska (USACE 1988). Many of the temporary military structures in Bethel were removed after the war ended. The Civil Aeronautics Administration (CAA) assumed ownership and use of the Bethel Staging Field and 43 of the remaining structures in 1947. This area remained in use until 1955.

Cold War

During the Cold War, additional military infrastructure was constructed at Bethel, including a White Alice Communication Systems (WACS) and an Aircraft Control and Warning (AC&W) system. The WACS in Bethel was constructed in 1957, activated in January of 1958, and deactivated in January of 1979 (Reynolds 1988; USAF 1985:179). After 1979, the U.S. Congress signed the Alaska Communications Disposal Act, removing it from Federal use and causing the state-wide WACS to become the first privately-owned network in Alaska (Hummel 2005). The Morrison-Knudsen Company was awarded a contract to construct the AC&W in 1955. The 713th AC&W Squadron was activated in February 1957 to operate and maintain the installation (ANL 2013). The Bethel AC&W began its operations in 1958, it operated until the facility was closed in 1963 and transferred to the Bureau of Indian Affairs (BIA) for use as their local headquarters (USACE 1994). The BIA stopped using the facility in 1990. It has been vandalized several times, and the central portion of the structure was destroyed in a fire in 2001.

In 1955, the U.S. Air Force had withdrawn 1,482 acres of land for the Bethel Air Force Station. In the 1960s, the Bethel Air Force Station was declared excess, and 275 acres were transferred to the Bureau of Indian Affairs (BIA). In 1980 the BIA transferred 45 acres to the U.S. Fish and Wildlife Service (USFWS), and in 1985 the BIA declared the remaining 230 acres excess and transferred the land to the Bethel Native Corporation.

Project Description

USACE proposes to conduct a remedial investigation to evaluate potential subsurface soil and groundwater contamination at the two areas: Pit 3 and the Kerosene Buried Drum at the former Bethel AC&W site (Figure 2). This work will be completed by advancing soil borings and monitoring wells into the ground via a direct push GeoProbe or similar drilling method. The project area is approximately 0.2 miles south of the former Bethel BIA building (BTH-00197). Aspects of this project include:

- Sample existing groundwater monitoring wells
- Install, develop, and sample up to four monitoring wells at the Pit 3 Area
- Install, develop, and sample one monitoring well at the Kerosene Drum Area
- Advance and sample up to 30 soil borings
- Clear and grub trees and brush as necessary to access boring locations

The project area, which is spread out across approximately 18 acres, was historically an open storage area for equipment and fuel used at the Bethel AC&W. Former military features in this area included two buildings near the open storage for drums and equipment (Figure 2).

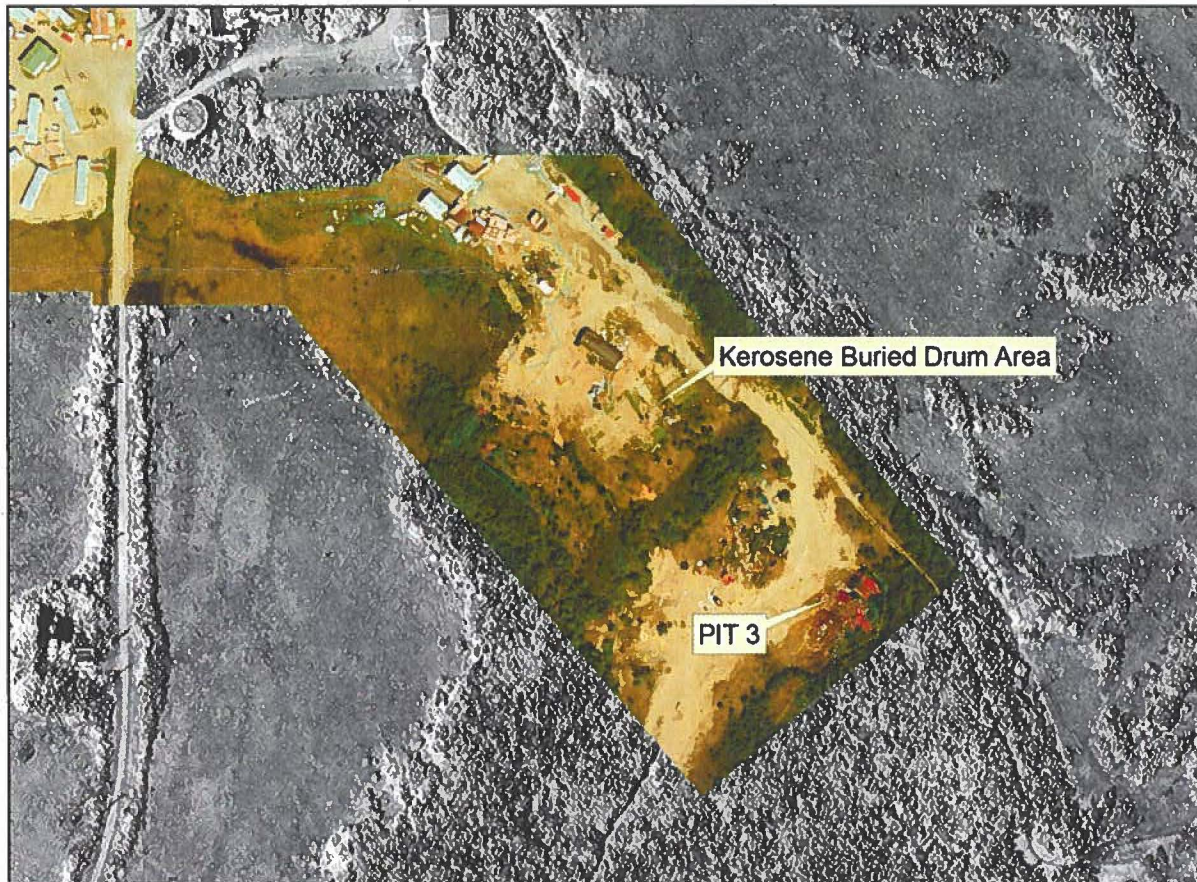


Figure 2. Pit 3 and Kerosene Drum project locations overlaid on 1982 aerial.

Pit 3 Area

The Pit 3 Area was used for open storage of drums and equipment in the 1960s. After reviewing aerial imagery from the 1960s, both full and discarded drums appear to have been stored in the area. By the 1980s only drums and some miscellaneous equipment remained. In the 1990s the U.S. Air Force completed some remediation in the project area by removing hundreds of drums.

Kerosene Drum Area

Historically the Kerosene Drum Area was used for open storage of drums and equipment. The Maintenance Shop building was on the northern boundary of the area and was dismantled some time after 1979. In the 1980s the area was used for garden plots associated with the BIA use of the area.

Area of Potential Effect

The proposed undertaking's Area of Potential Effect (APE) is limited to the access routes and the immediate vicinity surrounding the project area. The project is on land managed by the U.S. Fish and Wildlife Service and is within the Yukon Delta National Wildlife Refuge. The APE is shown in Figure 3 and includes the area contained within the orange hash marks (BIA FUDS General Project Area on the map legend).

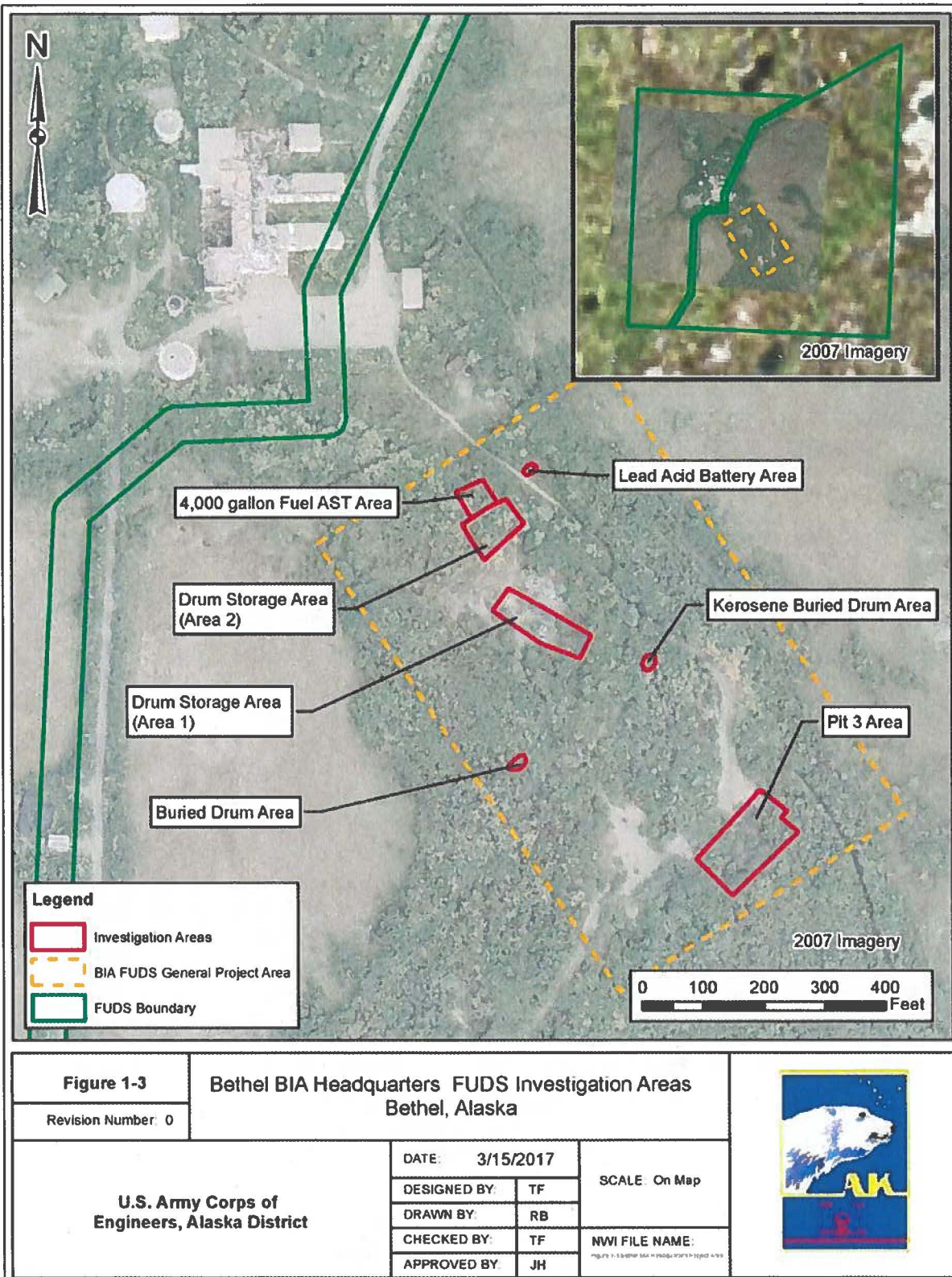


Figure 3. Map showing the APE boundaries in orange and two investigation locations Kerosene Drum and Pit 3 areas.

Assessment of Effect

A review of the Alaska Heritage Resources Survey (AHRS) shows 8 known cultural resources in the general area surrounding the project APE (Table 1). AHRS Site BTH-00197 marks the former Bethel AC&W Facility and former BIA Headquarters building; the project is south of BTH-00197.

Table 1. Known cultural resources in the general vicinity of APE (AHRS 2023).

AHRS No.	Site Name	NRHP Status	In APE
BTH-00121	NWS Bethel Upper Atmosphere Facility	Not Eligible	No
BTH-00122	NWS Bethel Warehouse Building	Not Eligible	No
BTH-00124	Building 601, Fire Hose Storage Building CAA/FAA	Not Eligible	No
BTH-00126	Building 603, Fire Hose Storage Building CAA/FAA	Not Eligible	No
BTH-00127	Bethel CAA/FAA Historic District	Not Eligible	No
BTH-00142	Bethel White Alice Communication System	Eligible	No
BTH-00197	Bethel Air Force Station/BIA Bethel HQ	Unevaluated	No
BTH-00202	Tundra Ridge Road; Polk Road; Uamuralria Drive	Unevaluated	No

In the 1980s, the area just north of the Kerosene Buried Drum Area was used for garden plots. Most of the drums, structures, and equipment that were historically in the two project areas were removed by the Air Force in the 1990s. Today the project area consists of some out-of-context structural debris and is mostly overgrown with brush. There are no known historic properties within the APE of the proposed undertaking.

Conclusion

The proposed undertaking has low potential to impact any unknown cultural resources. Historically the area was used for open storage, disposal, and maintenance by first the Air Force and then the BIA. Subsequent environmental remediation efforts by the Air Force removed most of the remaining drums and other equipment that had been associated with the Bethel AC&W operations. USACE has made a reasonable and good faith effort to identify historic properties within the APE and has determined that the proposed undertaking will not affect any historic properties. Therefore, following 36 CFR § 800.4(d)(1), USACE seeks your concurrence on the assessment that the proposed undertaking will result in **no historic properties affected**. If you have any questions about this project, please contact me by phone at 907-753-2736 or by email at forrest.j.kranda@usace.army.mil.

Sincerely,



Forrest J. Kranda
Archaeologist
Environmental and Special Programs

cc:

Jeremy Karchut, Regional Archaeologist & Regional Historic Preservation Officer,
USFWS

Peter Evon, Executive Director, Orutsaramiut Native Council (ONC)

Mary Matthias, NALEMP Coordinator/Tribal Liaison, ONC

Ana Hoffman, President and CEO, Bethel Native Corporation

Steven Street, Archaeologist, AVCP

Andrew Guy, President and CEO, Calista Corporation

Lori Strickler, CMC and City Clerk, City of Bethel

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