



CITY OF BETHEL

PLANNING COMMISSION

THURSDAY, OCTOBER 12, 2023, 6:30 PM

LOCATION: 300 CHIEF EDDIE HOFFMAN HIGHWAY, BETHEL ALASKA

Join Zoom Meeting: <https://us06web.zoom.us/j/86346034837?pwd=K1pRalhlblg0VDBpdGt5b3lRQlcxQT09>

Meeting ID: 863 4603 4837 Passcode: 221221

Phone Toll Free: 888 475 4499 833 548 0276

833 548 0282 877 853 5257

MEMBERS

Kathy Hanson, Chair Lorin Bradbury, Vice Chair
Sophie Swope, Council Rep.
Alex Wasierski Stosh Hoffman
Haley Hanson Greg Morgan, Alternate 1
Shadi Rabi Vacant Seat, Alternate 2

STAFF

Pauline Boratko, Ex Officio Member
planning@cityofbethel.net
907-543-5301

I. CALL TO ORDER

II. ROLL CALL

III. PEOPLE TO BE HEARD – FIVE MINUTES PER PERSON

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

IV. APPROVAL OF AGENDA

V. APPROVAL OF MEETING MINUTES

- A. Meeting Minutes 08/10/2023
B. Meeting Minutes 09/14/2023

VI. UNFINISHED BUSINESS

VII. NEW BUSINESS

VIII. EX OFFICIO REPORT

- A. managers report, attendance log, spp log

IX. MEMBER COMMENTS

X. ADJOURNMENT

Posted <<10/06/2023>> at City Hall, AC Co., Swanson's, and the Post Office.

Name, Ex-Officio Staff

City of Bethel, Alaska

Planning Commission

August 10, 2023

Regular Meeting

Bethel, Alaska

I. CALL TO ORDER:

A regular meeting of the Planning Commission was held virtually via Zoom and in person at the City Hall Council Chambers in Bethel, Alaska on August 10, 2023. The Chair of the Commission, Kathy Hanson called the meeting to order at 6:30 PM.

II. ROLL CALL:

Compromising a quorum of the Commission, the following members were present for roll call: Kathy Hanson, Alex Wasierski, Greg Morgan and Council Rep. Sophie Swope

Excused absence: Shadi Rabi and Lorinn Bradbury Unexcused absence: Stosh Hoffman, and Haley Hanson

Also Present: Pauline Boratko, Recorder, LaQuita Chmielowski, DOWL, and Libby Bakalar, City Attorney.

III. PEOPLE TO BE HEARD:

IV. APPROVAL OF THE AGENDA:

MOVED:	Sophie Swope	Motion to approve the agenda.
SECONDED:	Greg Morgan	
VOTE ON MOTION	Unanimous	

V. APPROVAL OF THE MINUTES:

MOVED:	Sophie Swope	Motion to approve regular meeting minutes for July 13, 2023
SECONDED:	Greg Morgan	
VOTE ON MOTION	Unanimous	

VI. SPECIAL ORDER OF BUSINESS

VII. UNFINISHED BUSINESS:

A. Ordinance review of disposal of property of 161 Atsaq, Block 2, Tract D, Turnkey III to AVCP: Tabled until September meeting for further details.

VIII. NEW BUSINESS:

IX. PLANNER'S REPORT:

X. COMMISSIONER'S COMMENTS:

K.Hanson- no comment.

A. Wasierski-no comment.

S. Swope- Thank you Kathy.

G. Morgan-no comment.

X. ADJOURNMENT:

XI. ADJOURNMENT:		
MOVED:	Sophie Swope	Motion to adjourn the meeting.
SECONDED:	Greg Morgan	
VOTE ON MOTION	Unanimous	

With no further business the meeting adjourned 6:51 pm

APPROVED THIS ____ DAY OF _____, 2023

Kathy Hanson, Chair

ATTEST: Pauline Boratko, Recorder

DRAFT

City of Bethel, Alaska

Planning Commission

September 14, 2023

Regular Meeting

Bethel, Alaska

I. CALL TO ORDER:

A regular meeting of the Planning Commission was held virtually via Zoom and in person at the City Hall Council Chambers in Bethel, Alaska on September 14, 2023. The Vice Chair of the commission, Lorin Bradbury called the meeting to order at 6:30 PM.

II. ROLL CALL:

Compromising a quorum of the Commission, the following members were present for roll call: Kathy Hanson, Lorin Bradbury, Haley Hanson, Greg Morgan and Shadi Rabi.

Excused absence: Sophie Swope and Stosh Hoffman Unexcused absence: Alex Wasierski

Also Present: Pauline Boratko, Recorder, LaQuita Chmielowski, DOWL, and Mark Springer, Council Member.

III. PEOPLE TO BE HEARD:

IV. APPROVAL OF THE AGENDA:

MOVED:	Haley Hanson	Motion to approve the agenda.
SECONDED:	Greg Morgan	
VOTE ON MOTION	Unanimous	

V. APPROVAL OF THE MINUTES:

VI. SPECIAL ORDER OF BUSINESS

VII. UNFINISHED BUSINESS:

- A. Ordinance review of disposal of property of 161 Atsaq, Block 2, Tract D, Turnkey III to AVCP:

MOVED:	Kathy Hanson	Motion to recommend the City Council dispose of the approximately 16,480 square feet of land at 161 Atsaq Street, Block 2, Tract D, Plat 84-17, Turnkey III Housing Development, as shown in Book 17, pages 13-16 as recorded April 11, 1969, to AVCP, Inc. for purposes of continuing the Head Start program. In the event AVCP, Inc. no longer uses said property to provide a necessary public service justifying the original disposal, said property will revert to the City of Bethel pursuant to BMC 4.08.030(B).
SECONDED:	Haley Hanson	
VOTE ON MOTION	5- yes, 0-no: motion passes	

VIII. NEW BUSINESS:

IX. PLANNER'S REPORT:

X. COMMISSIONER'S COMMENTS:

K.Hanson- Thank you Pauline for the site plan permit list.

S. Rabi- Why is the city land not an asset?

G. Morgan- The value of the property is \$65,000.

H. Hanson- no comment.
L. Bradbury- no comment.

X. ADJOURNMENT:

MOVED:	Sophie Swope	Motion to adjourn the meeting.
SECONDED:	Greg Morgan	
VOTE ON MOTION	Unanimous	

With no further business the meeting adjourned 6:51 pm

APPROVED THIS ____ DAY OF _____, 2023

Kathy Hanson, Chair

ATTEST: Pauline Boratko, Recorder

Planning Commission 2023 Attendance

Regular Meetings

Member Name	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
Kathy Hanson, Chair	NO MTG	NO MTG	P	P	P	P	P	P	P			
Lorin Bradbury, Vice Chair	NO MTG	NO MTG	P	P	P	P	E	U	P			
Alex Wasierski	NO MTG	NO MTG	P	P	P	P	P	P	U			
Shadi Rabi	NO MTG	NO MTG	P	P	P	U	E	E	P			
Stanley Hoffman Jr.	NO MTG	NO MTG	E	E	P	U	P	U	E			
Haley Hanson	NO MTG	NO MTG	P	P	P	E	E	U	U			
Jessica Schroeder	NO MTG	NO MTG	U	XX	XX	XX	XX	XX	XX	XX	XX	XX
Greg Morgan	NO MTG	NO MTG	U	P	E	P	E	P	P			
Sophie Swope	NO MTG	NO MTG	P	P	E	P	P	P	E			

Special Meetings

Member Name	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
Kathy Hanson, Chair												
Lorin Bradbury, Co-Chair												
Alex Wasierski												
Shadi Rabi												
Stanley Hoffman Jr.												
Haley Hanson												
Jessica Schroeder												
Greg Morgan												

Vacancy shall be declared by the body when a member:

Fails to attend 3 regular meetings without being excused by the body
 Fails to attend 3 special meetings without being excused by the body
 Fails to attend 65% of regular meetings
 Fails to attend 65% of special meetings.

xx: not yet appointed/left commission

P=Present
E=Excused
U=Unexcused
T= Tardy

Chair determines excused/unexcused during roll call. If a member disagrees with the the chair, a motion to overule the decision of the chair can be made.

2023 SITE PLAN PERMITS ISSUED

Number	Housing Type	Date arrived in Planning	Approval Date	FILL	Lot	Block	Subdivision	Name of Applicant	Land Owner	Address
23-01	24 Unit Apt Building	7/14/05	3/6/23		Tract H2	2	Turnkey III	Bethel Supportive Housing	City of Bethel	127 Atsaq Street
23-02	demo house, clear debris	4/25/23	5/12/23	25 loads	38	6	City Subdivision	Sahmi Pellubi	Sahmi Pellumbi	331 Akiachak
23-03	GCI Infastructure modification	5/5/23	5/19/23		5		US Survey 4117	GCI	GCI	910 Chief Eddie Hoffman Highway
23-04	fill for maitnenace and repair/addition to home	5/5/23	5/26/23	10 loads	9	8	Tundra Ridge	MaryBeth Hessler	MaryBeth Hessler	9141 Ptrarmigan Street
23-05	fill for maintenace and repair	5/23/23	5/26/23	150 cu yds	42	1	Blueberry Fields	Carrie Lambert	Carrie Lambert	126 Cranberry
23-06	fill for maintenace and repair	4/24/23	5/30/23	15 loads	7	1	US Survey 3230AB	Carlos Zelaya	Carlos Zelaya	480 3rd Road
23-07	fill for maintenace and repair	5/23/23	5/30/23	200 cu yds	11A	11	Tundra Ridge	Brian Lefferts/Lori Strickler	Brian Lefferts/Lori Strickler	9119 Ptarmigan
23-08	add fill for maintenance and repair/expand pad	6/6/2023	7/20/2023	87.3 cu yds	18	1	Larson Subdivisin	Jeffrey Evon	Jeffrey Evon	4034 Tunralik Rd
23-09	fill for maintenace and repair	6/6/23	6/9/23	2 loads	48	1	Blueberry Fields	Richard and Kathy Hanson	Richard and Kathy Hanson	162 Cranberry
23-10	fill for maintenace and repair	6/5/23	6/12/23	100 cu yds	14	9	Tundra Ridge	Kyle Kaganak	Kyle Kaganak	233 Kaligtug Road
23-11	fill for maintenace and repair	6/12/23	6/13/23	22 loads	7	24	Plat 97-23	Tania Erickson-Grant	Tania Erickson-Grant	530 Kusko Court
23-12	fill for maintenace and repair	6/12/23	6/19/23	10 loads	3	23	Plat 78-1	Musa Saliu	Musa Saliu	1004 Mallard Lane
23-13	fill for maintenace and repair	6/16/23	6/19/23	32 loads	14	6	US Survey 3230AB	Steven Chung	Steven Chung	230A 2nd Avenue
23-14	construct 4 bedroom house	6/22/23	6/23/23		16	3	Ciulkulek Subdivision	ONC	ONC	1742 Nuqalpiaq
23-15	construct 4 bedroom house	6/22/23	6/23/23		8	3	Ciulkulek Subdivision	ONC	ONC	1726 Qugcuun
23-16	construct 4 bedroom house	6/22/23	6/23/23		15	3	Ciulkulek Subdivision	ONC	ONC	1744 Nuqalpiaq
23-17	construct 4 bedroom house	6/22/23	6/23/23		14	3	Ciulkulek Subdivision	ONC	ONC	1746 Nuqalpiaq
23-18	fill for maintenace and repair	6/26/23	6/28/23	2 loads	30	1	Blueberry Fields	Todd Fredericks	Todd Frederiks	174 Blackberry
23-19	add fill to create pad	4/24/23	7/14/23	1359 cu yds	3	3	Ciulkulek Subdivision	ONC	ONC	
23-20	add fill to create pad	4/24/23	7/14/23	1301 cu yds	4	3	Ciulkulek Subdivision	ONC	ONC	
23-21	add fill to create pad	4/24/23	7/14/23	1867 cu yds	5	3	Ciulkulek Subdivision	ONC	ONC	

2023 SITE PLAN PERMITS ISSUED

Number	Housing Type	Date arrived in Planning	Approval Date	FILL	Lot	Block	Subdivision	Name of Applicant	Land Owner	Address
23-22	add fill to create pad	4/24/23	7/14/23	1541 cu yds	17	3	Ciulkulek Subdivision	ONC	ONC	
23-23	construct 2 story shop/apt	6/27/23	7/17/23		19	4		Spencer Wilson	Spencer Wilsom	680 Setter Drive
23-24	add fill for maintenance and repair	7/13/23	7/17/23	5 loads	23	9	Tundra Ridge	Michael and Nellie Husa	Michael and Nellie Husa	9232 Makqalria
23-25	add fill for maintenance and repair	7/19/23	7/21/23	16 loads	Tract F		Turnkey III	AVCP RHA	AVCP RHA	105 Atsaq
23-26	add fill for maintenance and repair	7/21/23	8/8/23	126 cu yds	4A	18	Blueberry Fields	Joshua & Jennifer Charlie	Joshua & Jennifer Charlie	121 Blackberry Street
23-27	fill for maint. and add 22'x10' building to lot	5/18/23	8/17/23	10 loads	4	8	City Subdivision	Catholic Chruch	Catholic Church	227 Akiak Drive
23-28	add fill for maintenace and repair	8/10/23	8/22/23	10 loads	16	2	Tundra Ridge	William Murdock	William Murdock	9419 Ayaginar Drive
23-29	add fill for maintenace and repair	8/22/23	8/22/23	12	32B		BSC Subdivision	Bethel Community Service	Bethel Community Service	1775 Chief Eddie Hoffman Hwy
23-30	add fill for maintenace and repair	8/10/23	8/23/23	25 loads	1	7	City Subdivision	Carvalena Oster	Carvalena Oster	506 Mission Drive
23-31	add fill to extend pad and repair, demo building	8/23/23	9/6/23	150 loads	7A	6		Kuqo Construction	Kuqo Construction	211 3rd Avenue
23-32	add fencing	8/31/23	9/6/23		2		Martina Oscar	Juan & Beatrice Sosa	Juan & Beatrice Sosa	517 Owl Street
23-33	constuct fire training tower	6/6/23	9/7/23		TRACT E			City of Bethel Fire Dept	City of Bethel Fire Dept	
23-34	demo house, clear debris add fill	8/30/23	9//2023	200 loads	1B	12	Plat 82-12	Prparim Selmani	Pprarim Selmani	352 Tundra Way
23-35	add fill to creat pad	8/25/23	9/21/23	10,700 cu yds	52A		Plat 2017-21	YKHC	YKHC	1320 Chief Eddie Hoffman Highway
23-36	add fill for maintenace and repair	5/9/23	9/25/23	100 loads	16 A&B	15	Plat 84-6	Harry Faulkner Jr	Harry Faulkner Jr	295 Tundra Way
23-37	add fill and constuct church	8/30/33	10/4/23	5 loads	6	13	Plat 98-3	Kuqo Construction	Kuskokwim Congregation of Jehovah's Witness	5303 Noel Polty Blvd
23-38	add fill for maintence and repair	9/25/23	9/26/23	10 loads	4C	5	US Survey 3770	Bethel United Pentacostal Church	Bethel United Pentacostal Church	431 Ridgecrest
23-39	fill, construct steam house, add ramp/deck	6/5/23	9/26/23	1180 cu yds	13	1	Plat 96-18	Kyle/David Kaganak	Kyle/David Kaganak	4024 Tundra Ridge
23-40	add fill to create pad	9/20/23	9/28/23	890 cu yds	12	6	Plat 98-3	Norman Ayagalria	Norman Ayagalri	5912 Nacaullek Street

2023 SITE PLAN PERMITS ISSUED

[illegible]

2023 SITE PLAN PERMITS ISSUED

[illegible]

2023 SITE PLAN PERMITS ISSUED

Number	Housing Type	Date arrived in Planning	Approval Date	FILL	Lot	Block	Subdivision	Name of Applicant	Land Owner	Address



AGENDA ITEM #

City Council Meeting Date: 10/10/2023

CITY COUNCIL COMMUNICATION FORM

FROM: Alan Lanning, Interim City Manager

DATE: 10/10/2023

ITEM: Council Report

Worked on the following issues 9/20-10/3.

Finalized the Collective Bargaining agreement. After some final editing, that agreement should be coming to Council in the near future.

Responded to several inquiries from Council members.

Responded to several citizen issues.

Attended 9/29 Special Council meeting with ONC Board.

Continuing focus on recruiting efforts.

Continue working with Interim Finance Director to prioritize work product and understand appropriate paths forward.

Continue working with Carmen Jackson regarding finance issues.

Continue work on several property abatement letters, including the 410 Owl St. property.

Granted permission by owner of property to remove the hazardous tin roof sections at 9140 Ptarmigan due to their potential as safety hazards. Public Works successfully removed the sections.

Met with Brilliant media in our ongoing informational efforts.

Working on long-term solution to HR position.

Continue reading various documents and files.

Memorandum

Date: October 1, 2023

To: Alan Lanning, Interim City Manager

From: Bo Foley, IT Director

Subject: IT Director's Report



September 2023 Current Events

- **Ticketing Pilot Project:**

This month, my department was able to help assist the Police in getting equipment they needed for installing laptops and printers into two squad vehicles for them to be able to issue citations more easily when in the field. This was meant as a pilot program to test feasibility. We are still unsure if the laptops will be able to get through the harshness of an Alaskan Winter, but so far, the equipment seems to be working. Should this prove to be a viable option, we will likely try to replicate that equipment in more of their vehicles.

- **Caselle Updated to Version 2023.8.79:**

Following last month's major update to version 2023.8.76, a patch was released (progressing the version to 2023.8.79) to address a few problems that arose from the original update. My department was able to allocate the after-hours time to get this patch disseminated.

- **Siklu Expansion:**

Alcan, subcontractors of ACS, managed to make it out and help me work on the wireless network expansion. This is ongoing as I write this report and will likely carry on into October. The expansion will attempt to bring in the small boat harbor which should create a few more loops for data traffic to flow.

- **Replacing City Hall Cameras:**

During the early stages of the COVID-19 pandemic, the City manager at the time instructed my department to procure and install an off-the-shelf camera system to cover City Hall, Public Works, and the Fire Department. We fulfilled this request, but it quickly became apparent that such a purchase was not the best fit for these buildings.

Professionally quoted systems can sometimes be incredibly expensive, so it was easy to see why one might elect a boxed solution that only costs a few hundred dollars. However, I can state that out of the three times we tried to get vital evidence from these systems when incidents occurred at all three buildings, the solution let us down. From extreme difficulty in tracking down an event due to times/dates that inexplicably became wrong over a period to signals not reaching far enough so that a camera could transmit a feed to the centralized controller, we have never been able to rely on these systems.

Memorandum

Date: October 1, 2023

To: Alan Lanning, Interim City Manager

From: Bo Foley, IT Director

Subject: IT Director's Report



My department has, however, had success with another type of camera system over the past year in trying to keep watch over our sensitive equipment and server rooms. It is user-friendly and does not break the bank like a full-blown professional system might. I have decided to try and expand the system throughout City Hall to test if it works better than what we have currently. I will also aim to replace the systems at the Fire Department and Public Works and see how these work for us over time. I will need to add in some additional Internet connections at those locations so that daily bandwidth is not in so much contention (as data is stored in the cloud), but the solution may be a better fit.

- **Normal Business:**

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

Future Plans

- **Vacation Plans for October into November:**

I have decided to take time off next month. I will be out of the office from October 16 through November 13. I will be leaving my technician to handle the day-to-day trouble tickets. During this time, all major projects will be on hold.



William Arnold, Public Works Director
1155 Ridgecrest Drive
PO Box 649 Bethel, AK 99559
P: (907) 543-3110
F: (907) 543-2046
warnold@cityofbethel.net

MEMORANDUM

DATE: 9.30.2023

TO: Alan Lanning, City Manager

FROM: Bill Arnold, Public Works Director

SUBJECT: Manager's Report – Public Works Department

Programs/Divisions

Hauled Utilities: This month has been a much smoother operation. Fewer vehicle breakdowns. When mechanical issues have arisen, the V&E have rectified these mechanical issues promptly. We assisted Utility Maintenance with lift station support. At this time all water and sewer trucks can be put on the road. Issues this month, personnel numbers and attendance.

Utility Maintenance: 3alarms on residential lift stations were responded to. Multiple issues with grinder pumps, and float systems

- Monthly meter reading and service connections were completed.
- Clean up and organization of shops and vehicles.
- 3residential lift station repairs.
- Tundra Center lift station still in dire need of repairs/ replacement. Currently, lift station is not functioning at full capacity/ has required creativity to modify pump to continue to operate.
- Mixing up main lift station by hand with soap to prevent matt build up
- leveling activities on low-flow and plugged sewer lines
- The few flushing activities that have required longer than 16 hours of work have been handled by rotating men on rest.
- Ran lagoon pump for a week then shut down and winterize the pump
- Hook up water and sewer line to 265 Akiachak
- Doing water sample
- Help Bild. Mant with sewer problem at the port office
- Receive chemicals for the the pump house and got them stored for the winter
-

Utility Maintenance has 2 vacant staff workers still short staffed
Got parts order to fix water leak in ASHA

Property Maintenance:

POOL: Remove old Paint. Clean hot water tank. Replace lamps in lights in bathrooms. Repair damaged sheet rock and paint.

COURTHOUSE: Unlock bathroom door. Unclog judge's toilet.

CITY HALL: Unclog City Managers toilet. Move file cabinets for HR. Provide key for Laurie for storage closet.

TRANSIT: Clean boiler chimney. Service boiler.

PUBLIC WORKS: Provide keys for streets and roads. Work on air compressor. Work on boilers.

DOG POUND: Replace fuel lines for boiler. Fix leaks on dog kennel troughs. Add tiger loop for boiler.

TEEN CENTER: Add expansion tank for boiler. Replace coin vent on boiler. Add glycol for boiler.

PARKS: Drain water tank at community garden. Install bird spikes on playground equipment at Owl Park.

CEMETARY: Mark 94 grave sites. Drain water tank.

POLICE DEPARTMENT: Unclog toilets. Repair garage door. Repair second floor door.

BETHEL HEIGHTS WATER PLANT: Insulate opening in back wall. Clean unit heaters. Provide keys to V&E for generator.

CITY SUB WATER PLANT: Replace control module in boiler 2. Service boiler 1 and 2. Change check valve boiler 1. Add ball valve to expansion tank.

PORT: Weld fence post. Replace coin vents on boilers. Replace pressure gauge boiler 2. Repair sewer pickup line.

Road Maintenance: Maintained roads re-applied EK35 on first road and ptarmigan. Installed 36" culvert on Delapp. Cleaned and reestablished ditch and replaced culvert fourth and main. Hauled freight off the dock for piped services and water plant project.

Vehicles and Equipment: Fixed and repaired city vehicles as needed. All but 3 city generators got serviced.

Transit System:

September was a busy month. Ridership was steady throughout. No major breakdowns with both buses. As of 29 SEP 23, Ridership consisted of; 846 Elders, 12 Youth, 111 Adults, 173 Disabled, and 1,101 Pass riders. 100 Day Passes were purchased along with 2 Youth and 8 Adult Month passes. Total bus fares was \$1,357.00.

Bus 439 was used twice and logged 76 miles while Bus 440 logged 2,515 and used 334.666 gallons of fuel.

Landfill & Hauled Refuse: Landfill staff have been preparing for winter and freezing ground. We have been shredding daily and building a working face for winter hauled refuse. We got all the old freon extraction tanks shipped out with Delta Backhaul and continue draining freon from the piles of old freezers and refrigerators. This month the hauled refuse truck brought in 62 loads of dumpster trash. We received 16 loads of misc. city dumps, 162 private citizen loads, 3100 cubic yards of commercial waste, 10 freezers and 4 junk vehicles.

Staffing Issues/Concerns/Training:

Department:	Hauled Utilities	Utility Maint.	Landfill & Refuse	Vehicles & Equipment	Streets & Roads	Bethel Transit	Property Maintenance
Filled Positions:	13	5	3	4	5	3	5
Total Funded Positions:	19	9	6	7	5	3	7
Percentage	68%	56%	50%	57%	100%	100%	71%



September 5, 2023

Bill Arnold
City of Bethel
P.O. Box 1388
Bethel, AK 99559

**Subject: DOWL Term Contract
Planning and Engineering Services
Project Billing Summary Report**

Dear Mr. Arnold:

DOWL appreciates the opportunity to assist the City of Bethel with all your planning and engineering needs. In accordance with the term contract requirements, we are providing a monthly summary of active Task Orders and their Budget Status. See the attached table.

Please let us know if you have any questions or concerns.

Sincerely,
DOWL

Chase A. Nelson, P.E.
Term Contract Project Manager



Project Description	Task Order	GL Code	Total Budget	Billed	Remaining
Lift Station Improvements	TO #15	660-70-6890	\$513,227.10	\$506,147.45	\$7,079.65
Lead and Copper Issues at City Sub	TO #17	510-84-6335	\$49,000.00	\$29,876.06	\$19,123.94
Subdivision Construction Oversight	TO #26	100-54-6320	\$82,340.00	\$64,157.90	\$18,182.10
Yukon Kuskokwim Health and Fitness Center Repairs	TO #28	400-50-9692	\$124,266.00	\$107,700.68	\$16,565.32
CEHH Hydraulics and Hydrology Study	TO #31	100-66-6892	\$93,450.00	\$81,947.00	\$11,503.00
Utility Rate Study	TO #39	100-51-6325	\$94,431.00	\$88,209.03	\$6,221.97
YK Fitness Center Lift Station Replacement	TO #44	400-50-9692	\$89,987.00	\$89,840.46	\$146.54
Chemical Storage Building	TO #45	660-70-6892	\$305,929.00	\$171,919.77	\$134,009.23
Transit Center Boiler Replacement	TO #46	560-50-6890	\$85,320.00	\$59,587.60	\$25,732.40
Comprehensive Plan	TO #47	100-54-9694	\$174,997.00	\$174,997.00	\$0.00
Dog Pound Facility Concept Design	TO #49	100-61-6890	\$10,473.00	\$10,473.00	\$0.00
General Planning Services	TO #52	100-54-9694	\$115,000.00	\$98,773.75	\$16,226.25
Port Wall Inspection	TO #53	520-50-6339	\$37,815.00	\$37,815.00	\$0.00
QFC#2 Lift Station	TO #55	660-70-6320	\$107,855.00	\$72,039.20	\$35,815.80
WTP Automation Study	TO #56	510-84-6890	\$67,630.00	\$25,045.67	\$42,584.33
Wetlands and Hydrologic Modeling	TO #58	100-54-6890	\$95,843.00	\$61,523.09	\$34,319.91
Police Tower Estimate	TO #59	100-61-6890	\$43,523.00	\$12,787.95	\$30,735.05
Well Testing	TO #61	510-83-6335	\$21,697.00	\$0.00	\$21,697.00
Bethel Hts/Martina Oscar W&S	TO #63	631-50-6324	\$233,140.00	\$34,389.00	\$198,751.00
Fire Tower Site Plan	TO #64	100-60-6890	\$13,272.00	\$9,954.00	\$3,318.00
Filter Media Replacement	TO #65	660-70-6892	\$20,000.00	\$6,512.24	\$13,487.76
Lagoon Assessment	TO #66		\$56,101.00	\$0.00	\$56,101.00

Schedule, Events and Programs

Visit ykfitness.org for the most up to date schedules and information.



Swim Clinics
Wednesdays at 5:30pm
Freestyle 8/9
Flip Turns 8/16
Butterfly 8/30

Open to ages 12+
Must be able to swim
50 yards (2 lengths)
without stopping and
be comfortable in deep
water.

\$8 for Members/\$11 Non Members
or use a Group Fitness Class Pass

ykfitness.org or 543-0390

Starting in September the Lifesavers Foundation will again be sponsoring ½ price pool admissions.



Become A Lifeguard

Free Certification Course:
October 29th - Nov 19th
Sundays 3:30pm-6:30pm

Visit ykfitness.org/certifications,
email ykfc@cityofbethel.net,
or call 907-543-0390
for details and to register.

267 Akiachak Dr
Bethel, AK 99559

www.ykfitness.org
907-543-0390



1/2 PRICE POOL ADMISSIONS
SPONSORED BY THE YK DELTA LIFESAVERS FOUNDATION

MONDAYS 9AM-11AM
SATURDAYS 10AM- 8PM

FOR MORE INFORMATION VISIT
YKFITNESS.ORG OR 543-0390

Our next Lifeguard Training class is being offered October/November.

Swim Instructor Training will be offered in October along with our Fall swim lessons. Registration opens in September.



BELLY DANCE CLASSES ARE COMING TO YKFC IN 2023

Come and learn the art of belly dancing in a 6 week beginning belly dance course.

Wednesdays 6pm-7:30pm

Oct 4th - Nov 15th

\$80 for Members
\$10 for non-members

You will learn...

- Basic form and basic Egyptian steps
- How to count and choreograph
- Learn about the many styles of dance
- Zilla and veil will be taught in week 5/6 (finger cymbals)

Great for core strength



Group Swim Lessons
Fall 2023 Session:
September 30th - November 22nd

Visit www.ykfitness.org/aquatics for schedules and information!
Call 907-543-0390 to register.

Beginning Belly Dancing class is being offered in October. This 6 week class is open to all, age 16+.

We continue to offer the Equitable Access Program to provide discounted access to the YK Fitness Center for community members who may not be able to afford the full cost of facility access. We will also offer our annual PFD sale starting October 1st.



YK Fitness Center
HEALTHY ACTIVITIES CLUB
FALL '23/WINTER '24

SEPT 5TH - SEPT 8TH
JAN 2ND - JAN 5TH, 2024
8:00 AM - 5:30 PM

FULL DAY \$210 PER WEEK
HALF DAY \$120 PER WEEK

SCHOLARSHIPS AVAILABLE

WHY PLAY WITH US?

Fun indoor and outdoor sports, games, and activities including:

- Field Games
- Swimming & Water Safety
- Story Telling
- Dance
- Home & Community Safety
- Helping our community

YKFITNESS.ORG
907-543-0390



YK Fitness Center
Now Hiring Swim Instructors

Free Swim Instructor Training:
Sundays 3:30pm-6:30pm
October 1 - 29, 2023

Visit ykfitness.org/certifications for details and to register

Yukon-Kuskokwim Fitness Center
267 Akiachak Dr
Bethel, AK 99559

www.ykfitness.org
(907) 543-0390



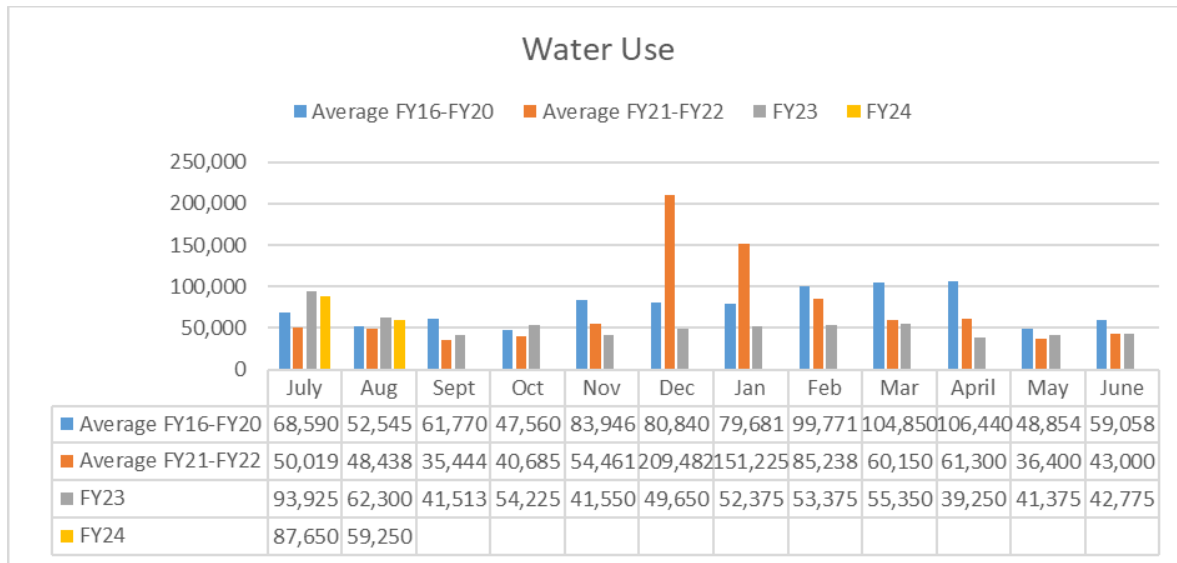

YK Fitness Center

The Equitable Access Program provides discounted access to the YK Fitness Center for community members who may not be able to afford the full cost of facility access.

Equitable Access Program

Visit ykfitness.org or call 907-543-0390 for details and to sign up.

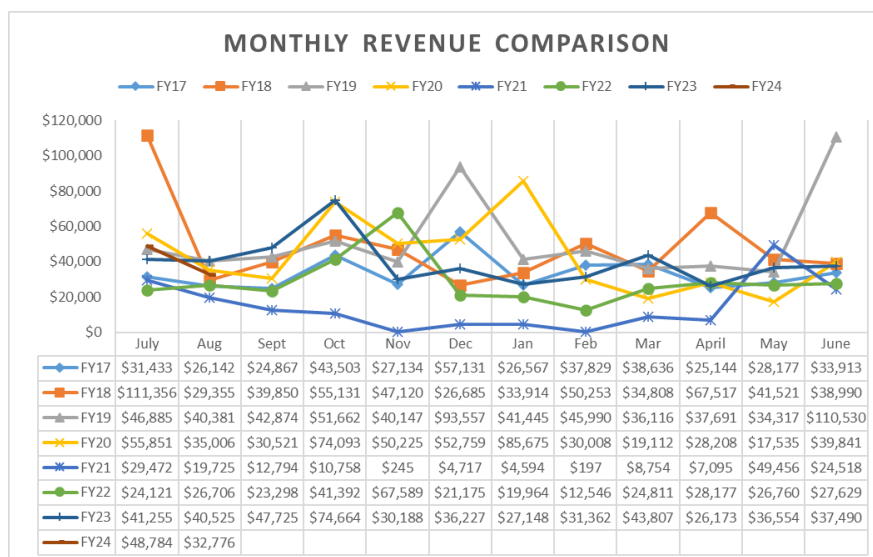
Water Use

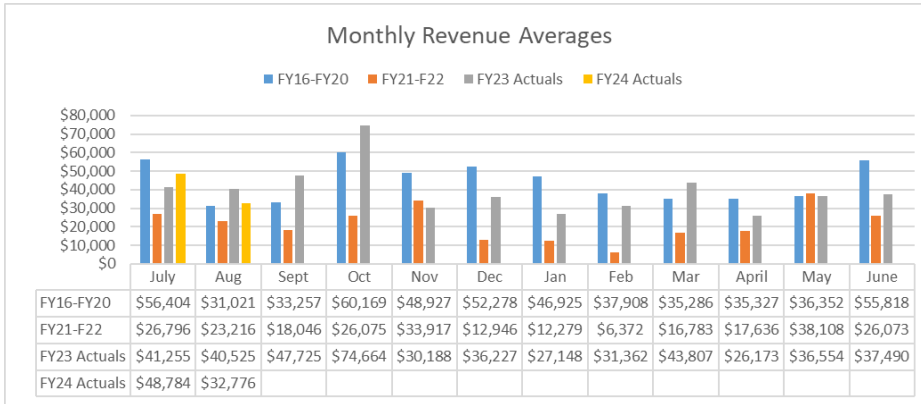


*Note: Facility opened in November of 2014 (FY15). Starting during maintenance closure in Dec 2019/Jan 2020 hot water has been used to keep pipes from freezing resulting in higher-than-normal usage. Water was turned off in late March 2020 once outside temps were consistently above freezing temperatures. Problems again arose in Dec 2020 and water was used to assure there were no freeze ups of facility piping through early March 2021.

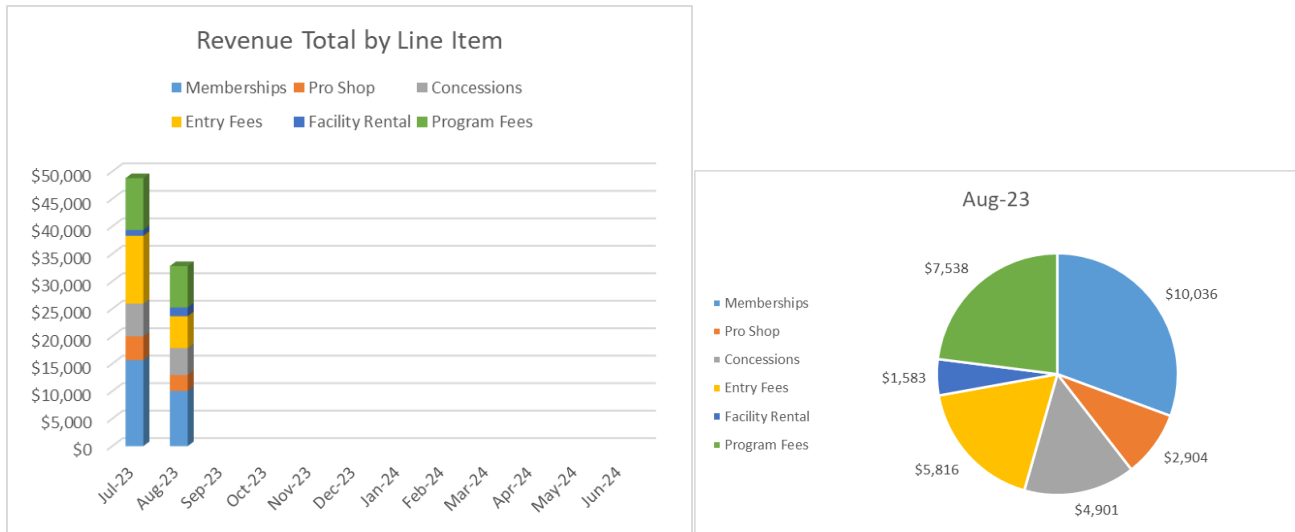
Revenue

Code	Facility Revenue	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Total	FY24 Budgeted	%attained
43-9420	Memberships	\$15,651	\$10,036											\$25,686	\$250,000	10%
43-4360	Pro Shop	\$4,327	\$2,904											\$7,231	\$42,000	17%
43-4361	Concessions	\$5,963	\$4,901											\$10,863	\$60,000	18%
43-4362	Entry Fees	\$12,345	\$5,816											\$18,161	\$115,000	16%
43-4440	Facility Rental	\$1,065	\$1,583											\$2,648	\$26,000	10%
43-4369	Program Fees	\$9,434	\$7,538											\$16,972	\$50,000	34%
Misc (Grants, Donations, Etc.)														\$0	\$0	#DIV/0!
Facility Revenue Total		\$48,784	\$32,776	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$81,561	\$543,000	15%



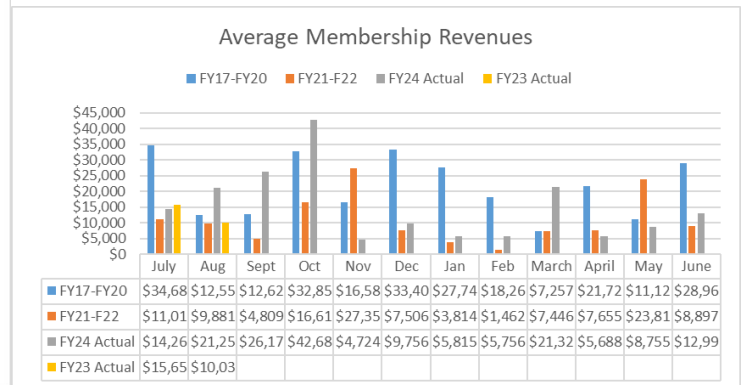
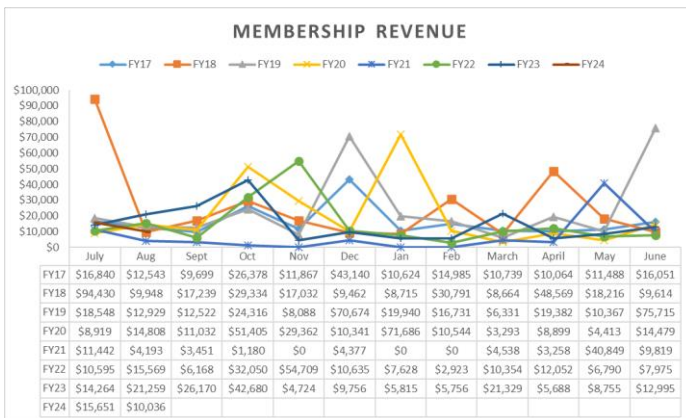


Monthly Revenue viewed by Line Item shows that Memberships, Program fees, and Entry fees are the largest portion of revenue funds for August.

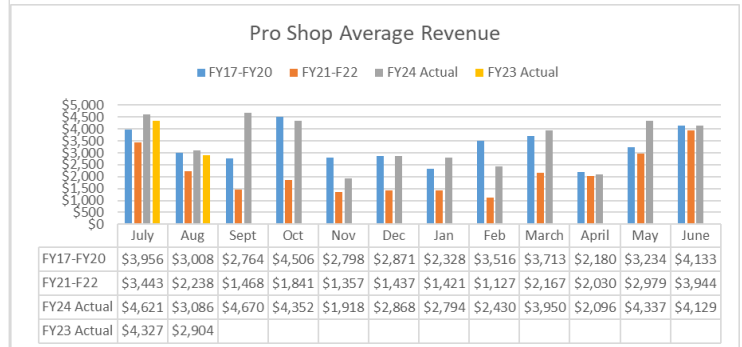
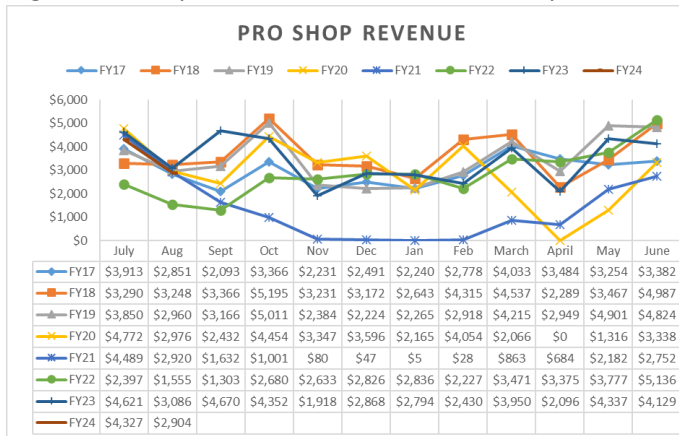


Revenue Comparisons by line Item:

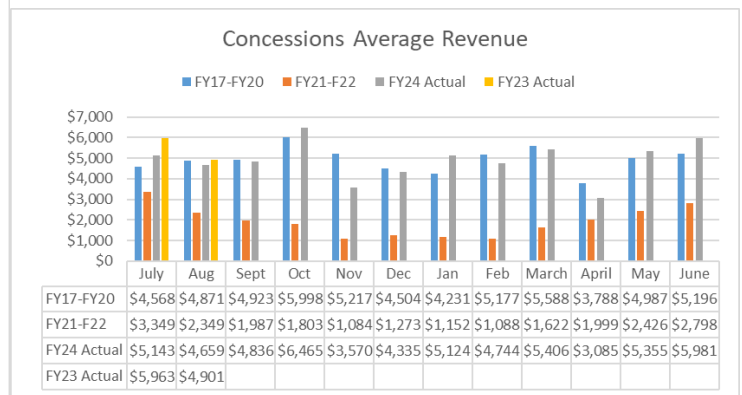
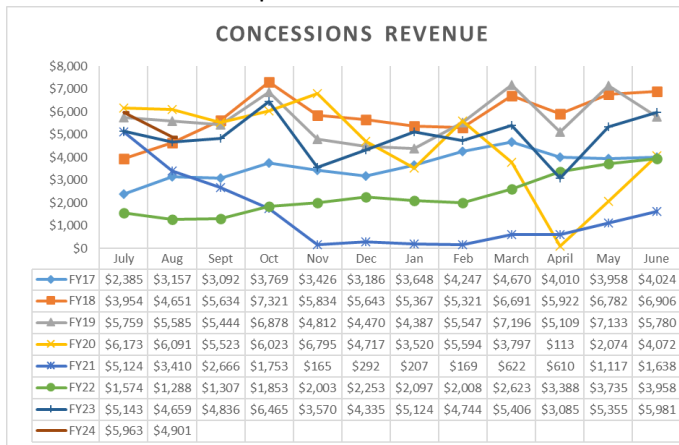
Membership revenue for June passed Covid levels but did not quite reach pre-covid averages.



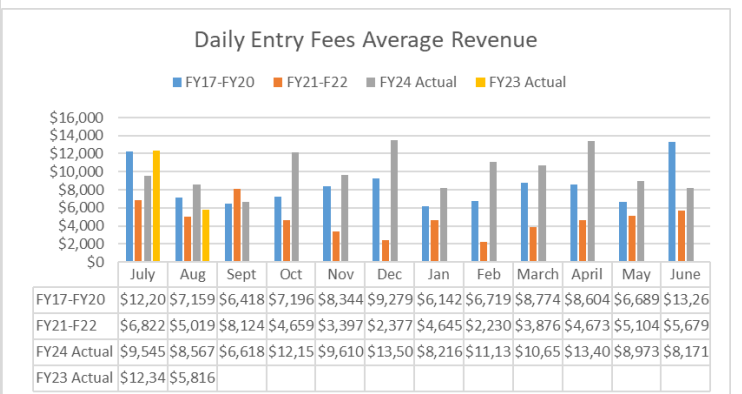
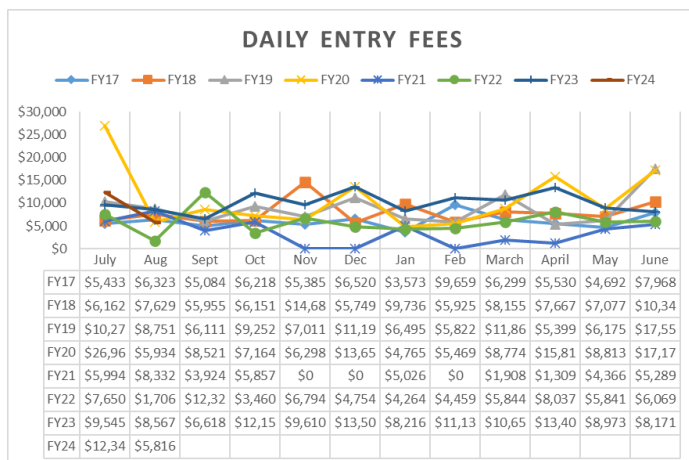
August Pro Shop revenue continues to be comparable to previous years.



Concessions revenues for August are showing a 5% increase over August of last year with the largest sellers continuing to be drinks and hot pretzels.

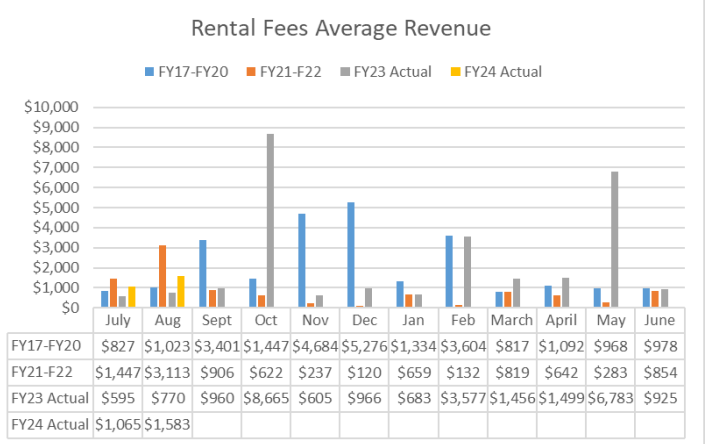
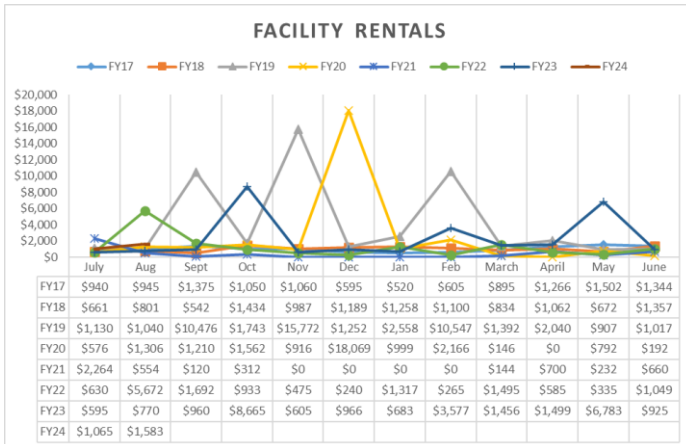


With the start of the new school year, daily entry fees for August are lower than for July.

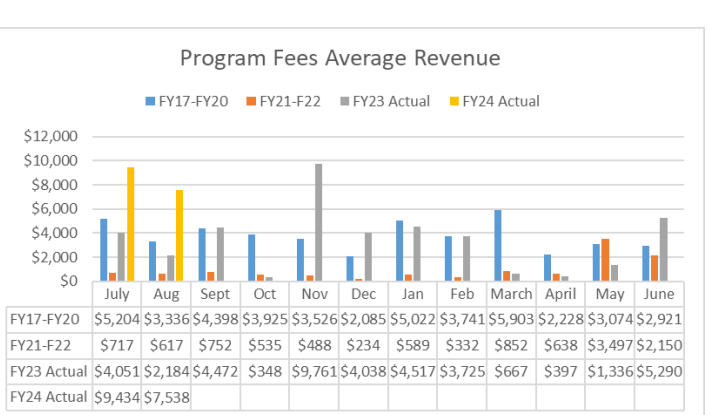
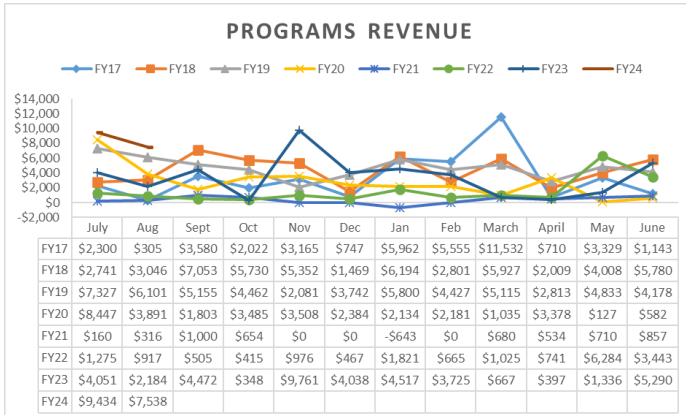


August Rentals were consistent with previous years, though revenues are showing lower as rental fees for the BRHS Swim Team were not yet received.

Spikes shown on the rental fees charts represent checks received for large rentals including BRHS Swim team in the Fall and rentals for school swim classes during the fall and spring.



Program fees for the July and August were higher than normal due to high registration numbers in our Healthy Activities Club.



Expenses

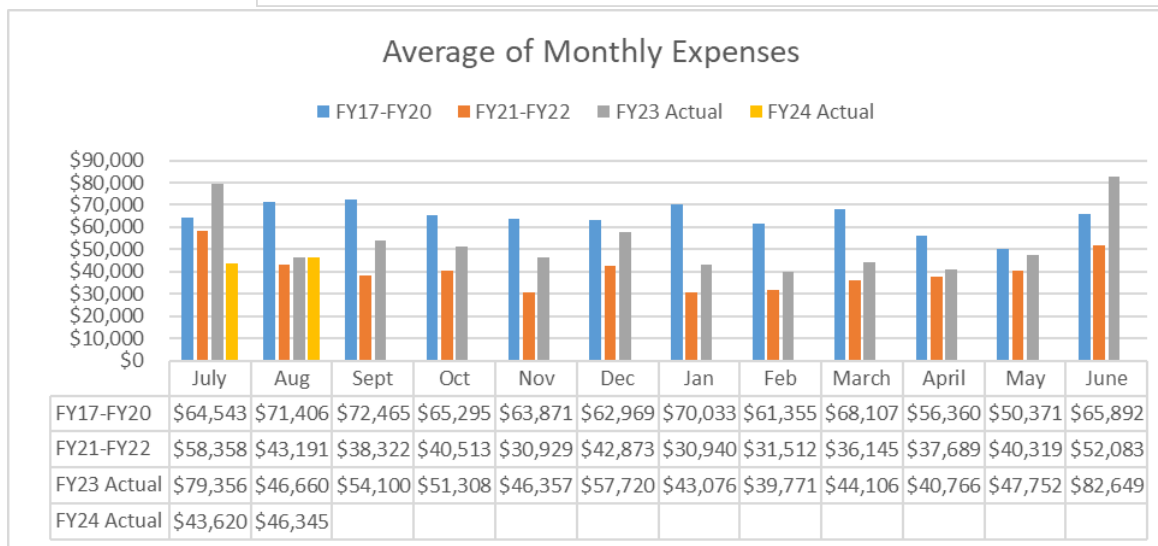
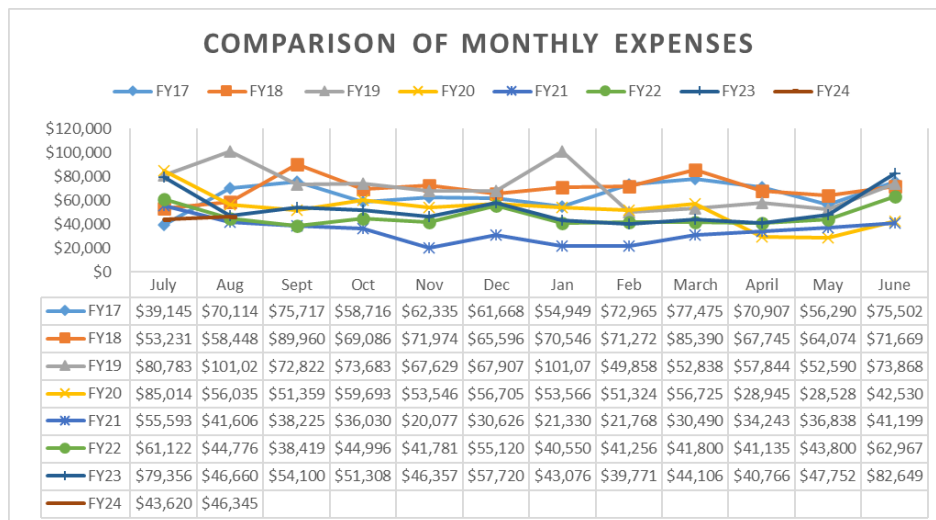
As we return to normal facility operations we are actively working to continue to minimize facility expenses while providing necessary safety and resources.

	Expenses	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Total	Budgeted	% used
	Wages & Benefits	\$37,934	\$37,727											\$75,662	\$609,921	12.41%
6060	Travel/Training	\$0	\$0											\$0	\$2,000	0.00%
6100	Supplies	\$2,408	\$2,695											\$5,103	\$74,000	6.90%
6110	Building Maintenance	\$565	\$705											\$1,270	\$16,100	7.89%
6331	Software Licenses	\$511	\$345											\$856	\$500	171.24%
6200	General Expenses	\$1,559	\$4,296											\$5,854	\$10,300	56.84%
6430	Allowance for Special Events	\$0	\$186											\$186	\$1,000	18.65%
6539	Unforeseen	\$0	\$0											\$0	\$2,000	0.00%
	Non Budgeted/Grant Funded	\$642	\$392											\$1,034		
	TOTAL	\$43,620	\$46,345	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$89,965	\$715,821	12.57%

* Due to our 2 week pay period structure there are 2 months out of each year in which 3 pay periods fall, skewing wages totals upwards for those months.

**Expense totals do not include purchases for the building that have been made by City of Bethel Property Maintenance or other direct city expenses.

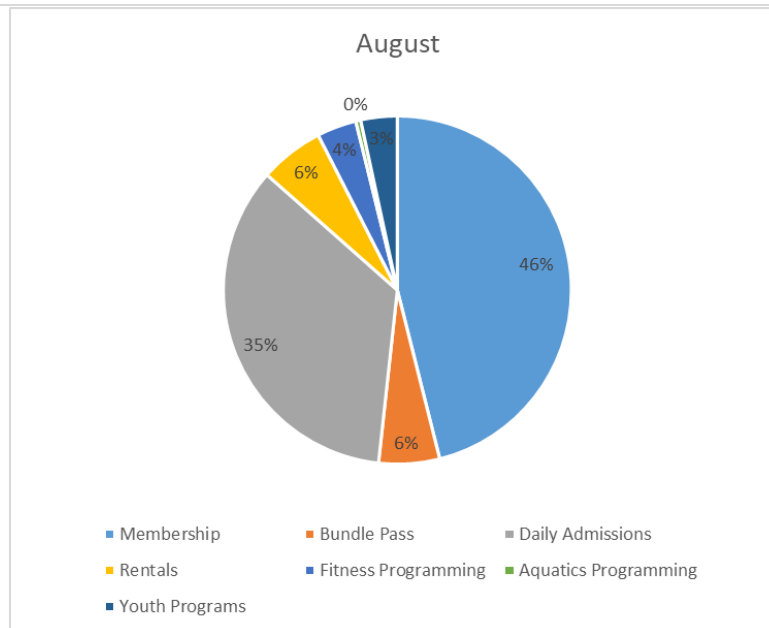
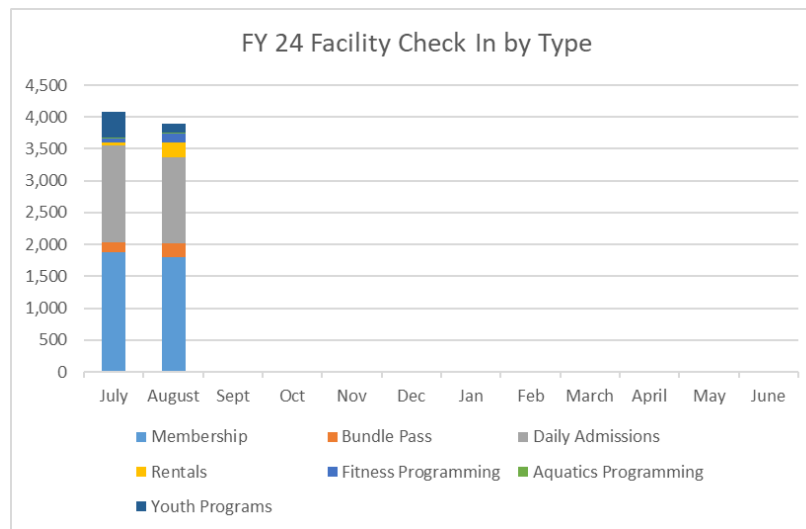
August expenses were kept steady with July expenses and below pre-COVID 19 expenses.



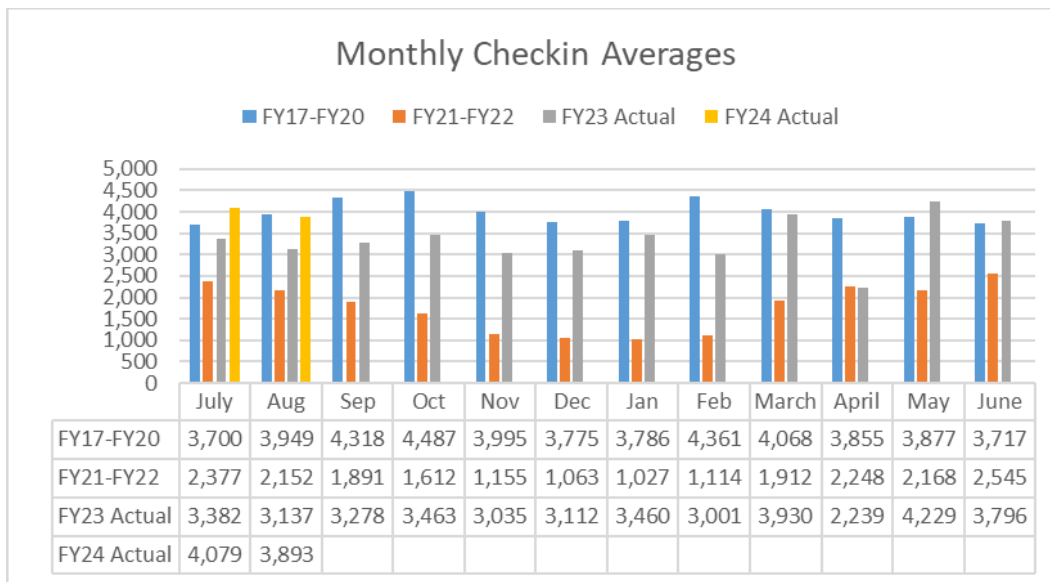
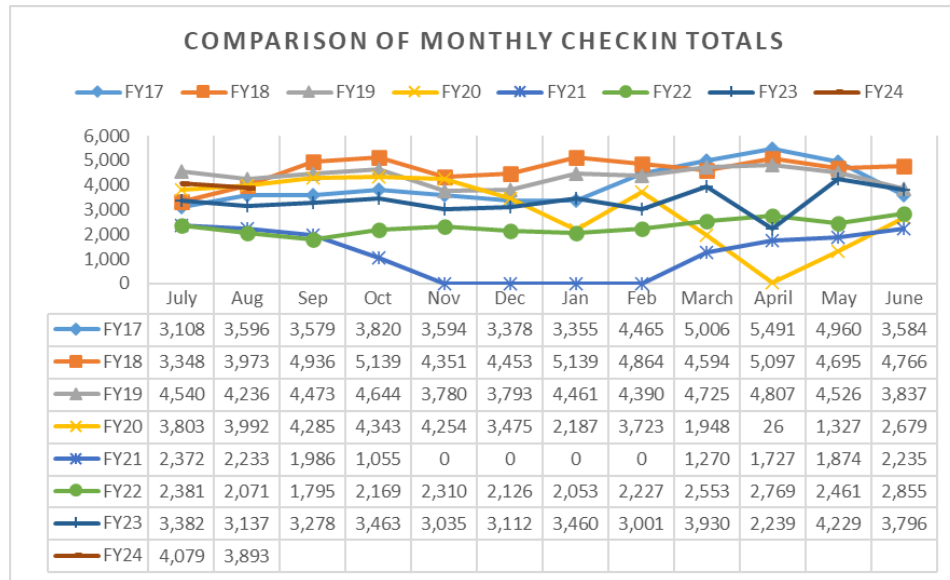
Facility Utilization

Facility Check-In: Facility Check-In numbers represent the total number of patrons who visited the facility and are based on a compilation of the number of members and bundle pass holders who checked-in, the number of daily passes sold and the number of participants in programs, activities, rentals, and special events. These numbers represent facility visits, not individuals as most individuals visit the facility multiple times over the course of the month.

Facility Check-In FY24	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Total
Membership	1,880	1,794											3,674
Bundle Pass	151	220											371
Daily Admissions	1,515	1,354											2,869
Rentals	49	232											281
Fitness Programming	69	143											212
Aquatics Programming	15	18											33
Youth Programs	400	132											532
Monthly Totals	4,079	3,893	0	0	0	0	0	0	0	0	0	0	7,972



August utilization continues to show growth over Covid averages, reaching within 1% of pre-covid averages.



CITY OF BETHEL POLICE DEPARTMENT



September 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	0	1
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				
	September 2023	August 2023	September 2022	2023 Total
Calls Total		1453	1314	9751
Reports Total		111	124	782
Intoxicated Pedestrian Calls		184	236	997
Driving Under Influence Calls		16	16	115
Domestic Violence Reports		24	12	119
Animal Calls		43	14	280
Animal Bite Reports		0	0	2
Sexual Assault Reports		4	8	51
Death Investigation Reports		1	1	6

Detectives Floyd and Bouma attended Child First Forensic Interview Training in Anchorage.

Sgt Charles and his K-9 partner, Zeus officially began patrolling after completion of their training in Alabama.

Chief Hicks and other members of the department met with the DEA regarding working together to combat illegal narcotics in the area.

At the invitation of the Consulate of the Republic of Korea in Anchorage, Chief Hicks attended the 70th Anniversary of the Korea-US Alliance event.

Two additional Public Safety Dispatchers were hired and are scheduled to start the first week of October. This will bring our total number of Dispatchers to 5.

Several officers have volunteered to work extra hours for traffic enforcement.

The police department is currently conducting a background check on two police officer applicants, 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: September 2023 Managers Report

- **Small Boat Harbor**

The Small Boat Harbor activity is starting to slow down as we near the end of the summer season. As usual, we have experienced a slowdown in permit sales as well. Port Crews have been cleaning up and spotting gravel around the banks as needed. We are down to two seasonal workers left. We would like to pick up one to two more hands for the last push of the season. We will still have an attendant at the small boat harbor throughout the fall, but our presence will not be as strong. We will begin taking out buoys from within the harbor and the slough starting mid-October and the floats around the same time. The Small Boat Harbor closes for the season on October 31st.

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

City Dock and Beach 1 are fully operational. The latter half of the season went off to a good start. We have had a few mainline barges in the last month, and we expect the last one in the first week of October. Freight will still be going out on the beach for the last push for the season before companies start to pull up the river tugs for the season. We have had 3 mainline fuel barges this month, and the schedule is starting to fill up to get fuel in and out of Bethel before freezing up.

- **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 did find a crack in our septic tank evac pipe. They were able to fix it, and all is well. Our new admin assistant is learning fast and doing very well. 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 October. The Port Commission did not have a quorum this month. Our next meeting will be at City Hall on October 16, 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. YKHC will have a 5K walk/run for depression awareness on October 1st. the 5k will start on front street. Go across the float plane area then it will go the full length of the lower access to

beach 2, up standard oil road, down the highway to YKHC admin then back to Beach 2 before going back through the lower access. We will be opening the gates to accommodate this request.

- **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. Our new storage area down near beach 2 is up and running, we currently have a company actively storing equipment and connexs at the location. We are working on lighting for the small boat harbor shack, the slough shop, & the warehouse on the municipal dock.

MEMORANDUM

DATE: October 2, 2023

TO: Alan Lanning, City Manager

FROM: Kristi McConnachie, Interim Grant Manager

SUBJECT: Grant Manager's Report for October 10, 2023 Bethel City Council Meeting



Grant Applications Approved

Community Service Patrol Grant

The City's Community Service Patrol grant was approved in the amount of \$323,081 for another year by the Alaska Department of Health and Social Services. The award amount has remained the same from the State since at least FY 2019 while the cost of the program has risen. FY 2024 will be the first year that the city budgeted money to cover cost increases in salaries and gasoline. Funds have been requested for deposit.

Grant Applications to Prepare

Land & Water Conservation Fund Grant Program

The City of Bethel has the opportunity to request a minimum of \$25K to a maximum of \$125K from the LWCF program. This is a 1:1 matching grant program; Therefore, the project budget must be at least \$50K. The city has used this grant in the past to build its community garden. Lori Strickler has gathered a group to brainstorm potential project ideas for the community. The application is due by noon on Tuesday, October 31, 2023.

Community Bridge Investment Program

The City is waiting for the Alaska Department of Transportation and Public Facilities to announce the community bridge investment program funding opportunity. The City hopes to apply for funding for the box culvert to be placed under Ptarmigan Street where Ptarmigan Creek will flow under it and the City will solve its beaver problem that is threatening road stability.

Energy Efficiency and Conservation Block Grant Program

The City of Bethel has a chance to secure \$75,220 in formula grant funding from Energy Efficiency Conservation Block Grant Program. City Administration is considering the purchase of solar panels for city buildings. The pre-award information sheet has been completed and the application is due January 31, 2024.

Purchasing Agent Duties

RFPs

Purchasing Agent:

- Purchase of Bulk Chemicals – Bill has contacted the vendor with draft purchase agreement/contract. Awaiting final negotiations and signatures.
- Pressure Filters – Council approved Budget Mod 9/26; Bill sent out to vendor. Awaiting final negotiations and signatures.
- Bulk Fuel Purchase – Libby made some edits to the draft contract. Crystal to review and finalize then send to Delta Western.
- Track Carrier – Has been ordered.

Current Grants and Loans

Active grants/loans: 15
 Grant amount in play: \$19,063,873 Exp to date: \$1,594,173
 Loan amount in play: \$173,786 Exp to date: \$0
 \$19,237,659

#	Grant	Amount	% Complete	Expiration
1	CSP - DHSS FY 2023	\$323,081	83%	6/30/2024
	Police Department will be responsible for overseeing the hiring of three CSPs to help people who are unable to care for themselves. Most people picked up are taken to the Sobering Center, funded by the same grantor as the city's CSP grant. Police Chief states this program has been instrumental in enabling the Bethel Police Department to provide vital assistance to the citizens of the community.			
2	21SHSP-GY21 - Radios and Training	\$78,500	42%	12/31/2023
	Procurement has been completed for Reid's Interview and Interrogation. Three officers have been signed up for the train and two additional are in the process of being signed up per Lt Christopher Wigner.			
3	22SHSP-GY22 - Police Radios	\$39,000	100%	9/30/2024
	Police Department ordered and received 9 portable radios. To do: Complete Final Report and close grant.			
4	COPS Hiring Program - School Resource Officer (SRO)	\$125,000	28%	6/30/2023
	The City received a one-year extension on the grant. The Finance Manager submitted a report to claim the entire \$125,000 in grant funds.			
	The City must request LKSD to pay for SRO salary not covered by grant.			
5	Yukon-Kuskokwim Health Corporation Diabetes Prevention & Control Program	\$4,738	92%	None
	To do: Complete Final Report and close grant.			

6	FY 23 Alaska Public Entity Insurance Safety Grant		\$5,000	100%	6/30/2022																	
		The Police Department ordered a drone that cost \$6,928.20 that will be used for search and rescue operations in which the Police Department takes part. The City will have to work with FAA officials, the city attorney, and other stakeholders to develop a drone program. To do: Complete Final Report and close grant.																				
7	Coronavirus Local Fiscal Recovery Fund (ARPA)		\$3,357,327	31%	12/31/2024																	
		The City spent the following so far: <table><tr><td><u>Description</u></td><td><u>Spent</u></td><td><u>Budget</u></td></tr><tr><td>Chemical Storage Building</td><td>\$360,196</td><td>\$1,500,000</td></tr><tr><td>Lift Station Repairs</td><td>\$364,661</td><td>\$190,000</td></tr><tr><td>KYUK Radio Tower</td><td>\$250,000</td><td>\$250,000</td></tr><tr><td>Gen. Gov. Services</td><td>\$40,126</td><td></td></tr><tr><td>Minor Equip-Playground</td><td>\$41,604</td><td></td></tr></table>				<u>Description</u>	<u>Spent</u>	<u>Budget</u>	Chemical Storage Building	\$360,196	\$1,500,000	Lift Station Repairs	\$364,661	\$190,000	KYUK Radio Tower	\$250,000	\$250,000	Gen. Gov. Services	\$40,126		Minor Equip-Playground	\$41,604
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Gen. Gov. Services	\$40,126																					
Minor Equip-Playground	\$41,604																					
8	Designated Legislative Grant YK Fitness Center Gym/Track Design		\$500,000	0%	6/30/2026																	
		The City’s Park and Recreation Committee discussed this grant at their meeting held July 10, 2023. The City continues to search and inquire about other grant opportunities that will allow the City to have enough money to complete design & construction of the gym.																				
9	Designated Legislative Grant Public Safety Communication Tower		\$500,000	0%	6/30/2028																	
		No money has been spent on the project thus far. City Administration continues to look for construction funds.																				
10	Justice Assistance Grant (JAG)		\$14,170	100%	9/30/2023																	
		Police Chief purchased one drug dog and sent an officer to training with the dog. To do: Complete Final Report and close grant.																				
11	Healthy & Equitable Funding		\$242,057	33%	5/31/2023																	
		The City received playground equipment for installation in Pinky’s Park. The City will pay the playground company to install it.																				
12	Camp Initiative Grant 2023		\$15,000	0%	TBD																	
		The City was awarded a \$15,000 Camp Initiative grant from the Alaska Community Foundation. YK Fitness Center Director Stacey Reardon is coordinating the camp again this year. The grant funding will be used as scholarship funds for those that have difficulty paying camp fees for their children.																				
13	VSW Capital Improvement Project Grant – W&S Improvements		\$13,860,000	0%	6/30/2027																	
		The City signed the grant agreement with the State of Alaska, Department of Environmental Conservation, Village Safe Water Program in the amount of \$13,860,000. The funding will pay for design, bid documents, right-of-way acquisitions, and construction of the Bethel																				

		Heights Water and Sewer Improvements project. DOWL estimates that it will take at least one year to acquire the easements and right-of-ways. DOWL stated they were awarded the contract in June and have currently worked on negotiating the Scope of Work and their Contract.		
14	State Revolving Fund Loan – Drinking Water	\$86,893	0%	6/29/2027
		All invoices have been uploaded. The City should be receiving this money and returning \$11,893 to close out the loan.		
15	State Revolving Fund Loan – Clean Water	\$86,893	0%	6/29/2027
		All invoices have been uploaded. The City should be receiving this money and returning \$11,893 to close out the loan.		



**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

Celebrating 50 Years of Service

DATE: October 2, 2023

TO: Alan Lanning, Interim City Manager

FROM: Daron Solesbee, Fire Chief

SUBJECT: Management Report, September 2023

Current Events

- The department is planning a “Wet Down and Push Back” Ceremony to commemorate Engine 5 being placed into service.
- The department is planning a dedication ceremony and open house at the new *BFD Firefighter Training Tower Facility*, located at 1215 Ridgecrest Drive. This is being tentatively scheduled for mid-October, after construction and staff training is completed.
- The department is continually recruiting new volunteer responders and administrative support. If anyone is interested, please fill out a BFD Volunteer Application Packet today!

Community Planning/Preparedness/Prevention

- The department conducted multiple plan reviews for new commercial structures. These plans were reviewed for compliance with requirements stated in the 2021 International Fire Code (IFC), Chapter 5 - Fire Service Features.
- The department will be completing hydrant flow testing soon, due to low staffing and high incident call volume. Areas which will be affected include City Subdivision, FAA Housing, and the Industrial Corridor.
- The department has attended several project meetings which have been to coordinate the shipping, arrival, construction, and upcoming instructor training for the new Draeger Swede Survival Phase II Fire Training Facility. The materials

have been shipped to Alaska Marine Lines in Seattle, WA, and will arrive in Bethel sometime between October 10-18.

- The department attended a Bethel Emergency Preparedness Meeting at the YKHC Elder's Home Meeting Room. Participants discussed planning of an upcoming tabletop exercise in October, and full-scale exercise in May 2024.
- The department started utilizing PSTrax, a fire department vehicle, facility, and asset management program. This program streamlined daily duties, vehicle and equipment maintenance checks, and allows for better communication between all department members.
- 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 training sessions 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.
- Personnel attended the 2023 Alaska Fire Conference in Valdez from September 25-29. The 40 hours of instruction covered topics such as fire officer leadership, fire service instruction, confined space rescue, and stress management.

Responses

- Between 09/01/2023 and 09/30/2023, the Bethel Fire Department responded to 125 EMS and 12 Fire incidents.
- See attached reports for Fire and EMS response breakdowns.

Budget/Financial

- The department is operating within its FY2024 budget.

Grants

- The department will continue to seek grant funding for fire and EMS equipment, additional staffing, replacement fire apparatus and ambulances, and other equipment.

Property Maintenance

- The fire station foundation will be repaired and improved to allow for increased ventilation to preserve the position of the foundation piles.
- 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 department will seek an RFP for chain-link fencing to surround the department's new firefighter skills training facility, which will be constructed in October at 1215 Ridgecrest Drive.

Staffing/Recruitment

- The department is recruiting one Fire Lieutenant (PS4A, Base Pay is \$67,336/yr + DOE).
- The department is recruiting four Firefighter/EMT's (PS2A, Base Pay is \$52,373/yr + DOE).
- The department is recruiting four Temporary Firefighters (non-benefitted, up to 6 months, 40 hours/week, not eligible for overtime, \$25/hour).
- Due to low staffing and coverage concerns, firefighters will be working a 48-on/48-off shift schedule until further notice. This will ensure that employees receive much-needed days off.
- 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 Alaska and the lower 48 states. Department leadership will attend career fairs around the state to recruit personnel.
- The department is continually recruiting volunteer members to serve as firefighters, ETT/EMT's, and support personnel. Become a volunteer today!

Vehicles & Equipment

- The department's new Class-A Pumper Tender Apparatus (Fire Engine) from Pierce Manufacturing, Inc. was completed in August. Hughes Fire Equipment transported the pumper to Alaska Marine Lines in Seattle/Tacoma, WA, where it was 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!
- 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 ¾" 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.

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	Specification is under review by department.
Engine 5	Pumper	2022	Will arrive on AML Voyage W3009.
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.
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 4 MONTHS ENDING OCTOBER 31, 2023

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FIRE DEPARTMENT</u>					
100-60-6000 SALARIES	47,136.31	140,117.51	792,237.00	652,119.49	17.7
100-60-6004 LONGEVITY BONUS	.00	.00	10,000.00	10,000.00	.0
100-60-6010 FLSA OVERTIME	15,476.39	35,085.10	120,000.00	84,914.90	29.2
100-60-6011 CALL BACK OVERTIME	3,490.28	18,179.34	50,000.00	31,820.66	36.4
100-60-6022 HOLIDAY PAY	3,170.05	6,484.20	15,000.00	8,515.80	43.2
100-60-6023 LEAVE CASHOUT	2,750.10	2,750.10	45,789.00	43,038.90	6.0
100-60-6030 SOCIAL SECURITY EXPENSE	.00	167.40	.00	(167.40)	.0
100-60-6031 PAYABLE MEDICARE FICA	1,078.99	3,041.89	14,532.00	11,490.11	20.9
100-60-6032 UNEMPLOYMENT	.00	.00	17,840.00	17,840.00	.0
100-60-6033 WORKERS' COMPENSATION	2,499.76	7,499.28	25,891.00	18,391.72	29.0
100-60-6034 PERS	15,240.07	43,376.58	220,492.00	177,115.42	19.7
100-60-6040 EMPLOYEE GROUP BENEFITS	11,941.21	36,633.38	305,136.00	268,502.62	12.0
100-60-6041 UTILITY BENEFIT	.00	6,758.62	54,720.00	47,961.38	12.4
100-60-6061 TRAVEL/TRAINING	.00	12,946.86	42,900.00	29,953.14	30.2
100-60-6100 SUPPLIES	.00	16,503.06	77,800.00	61,296.94	21.2
100-60-6103 WEARING APPAREL	.00	1,676.39	16,700.00	15,023.61	10.0
100-60-6150 GASOLINE/DIESEL/OIL	222.88	3,157.42	16,400.00	13,242.58	19.3
100-60-6153 HEATING FUEL	.00	377.96	40,000.00	39,622.04	.9
100-60-6155 WATER/SEWER/GARBAGE	.00	.00	11,600.00	11,600.00	.0
100-60-6160 ELECTRICITY	.00	3,169.47	21,200.00	18,030.53	15.0
100-60-6170 TELEPHONE	240.56	722.17	2,400.00	1,677.83	30.1
100-60-6171 STAFF CELLULAR PHONES	227.99	683.97	4,000.00	3,316.03	17.1
100-60-6200 MINOR EQUIPMENT	.00	599.48	22,000.00	21,400.52	2.7
100-60-6230 VEHICLE MAINT/REPAIR	.00	2,200.21	18,000.00	15,799.79	12.2
100-60-6231 VEHICLE PARTS & TOOLS	.00	3,115.07	28,000.00	24,884.93	11.1
100-60-6240 PROPERTY MAINT	.00	2,783.59	30,000.00	27,216.41	9.3
100-60-6335 OTHER PURCHASED SERVICES	1,195.33	7,781.99	31,000.00	23,218.01	25.1
100-60-6400 INSURANCE	10,805.13	32,415.39	108,000.00	75,584.61	30.0
100-60-6502 ADVERTISING	.00	1,610.48	3,000.00	1,389.52	53.7
100-60-6503 DUES & SUBSCRIPTIONS	.00	135.00	12,500.00	12,365.00	1.1
100-60-6530 FINANCE CHARGES/PENALTIES	.00	.00	500.00	500.00	.0
100-60-6534 COLLECTION/SMALL CLAIMS	.00	886.88	31,200.00	30,313.12	2.8
100-60-6537 FIRE PREVENTION PROGRAM	.00	2,930.69	7,500.00	4,569.31	39.1
100-60-6539 MISCELLANEOUS EXPENSES	.00	.00	1,500.00	1,500.00	.0
100-60-6660 XFER TO F-58 FLEET REPLACEMENT	.00	169,807.04	.00	(169,807.04)	.0
100-60-6711 ADMIN OVERHEAD-IT SVCS	.00	4,820.29	22,800.00	17,979.71	21.1
100-60-6890 CAPITAL EXPENDITURES	6,826.74	15,142.44	388,524.00	373,381.56	3.9
100-60-9649 VOLUNTEER STIPEND	.00	.00	15,000.00	15,000.00	.0
TOTAL FIRE DEPARTMENT	122,301.79	583,559.25	2,624,161.00	2,040,601.75	22.2
TOTAL FUND EXPENDITURES	122,301.79	583,559.25	2,624,161.00	2,040,601.75	22.2
NET REVENUE OVER EXPENDITURES	(122,301.79)	(583,559.25)	(2,624,161.00)	(2,040,601.75)	(22.2)

Search Parameters

Data Types: Emergency Medical Services

Agencies: Bethel Fire Department

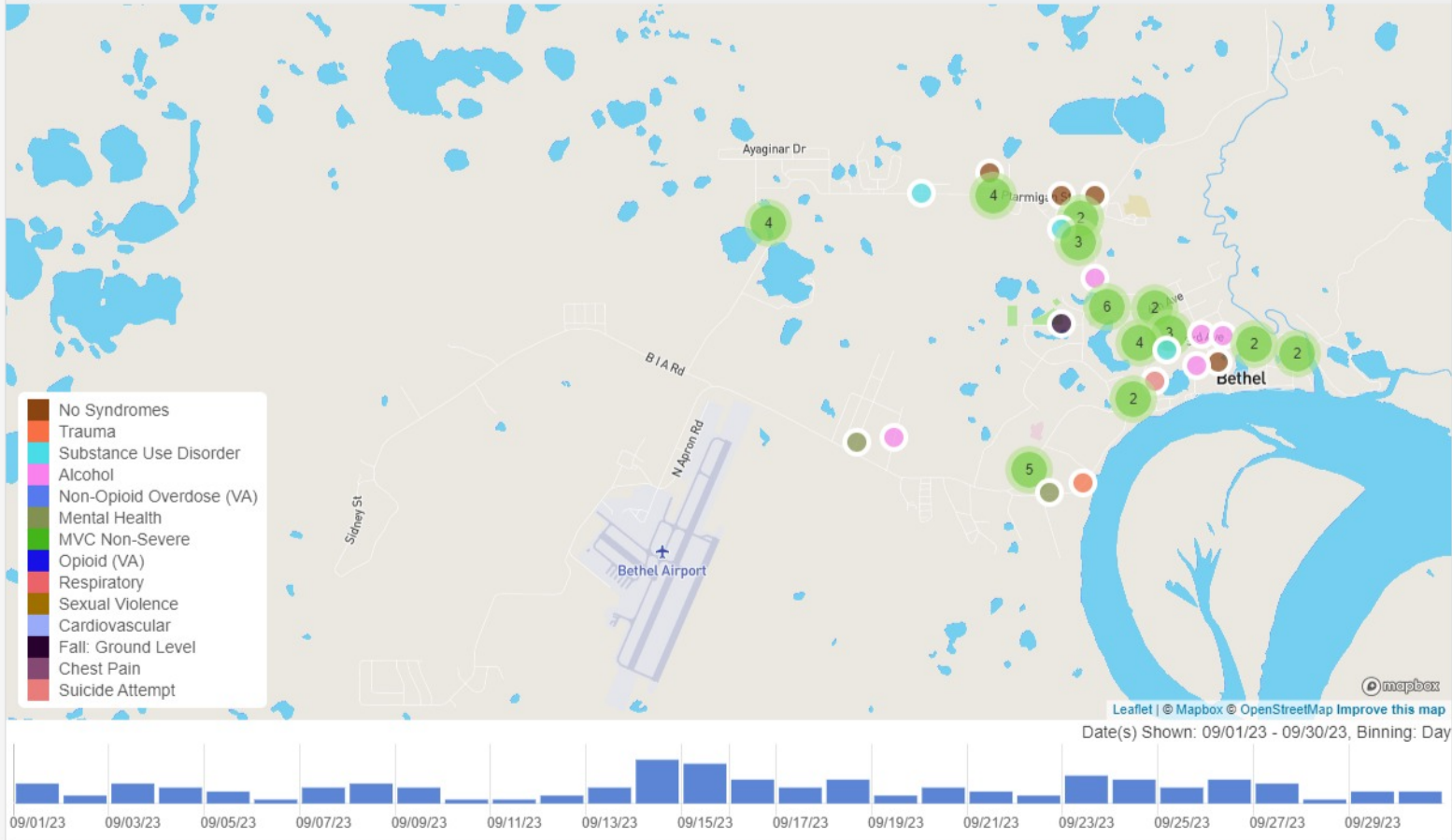
Date Range: Previous Month (09/01/2023 to 09/30/2023)

Date Bin: Day

Minimum Alert Threshold: ● Moderate

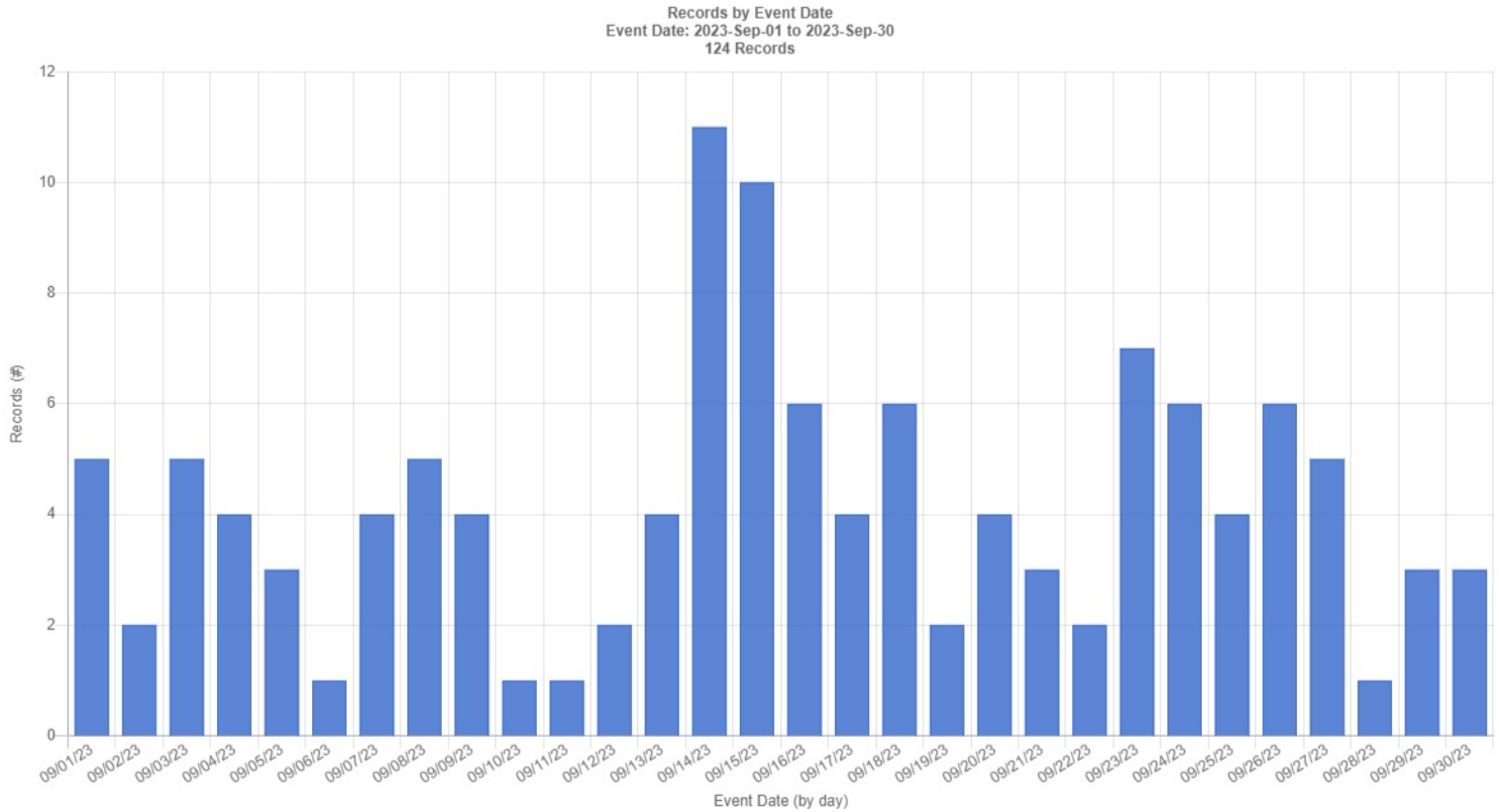
Map

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

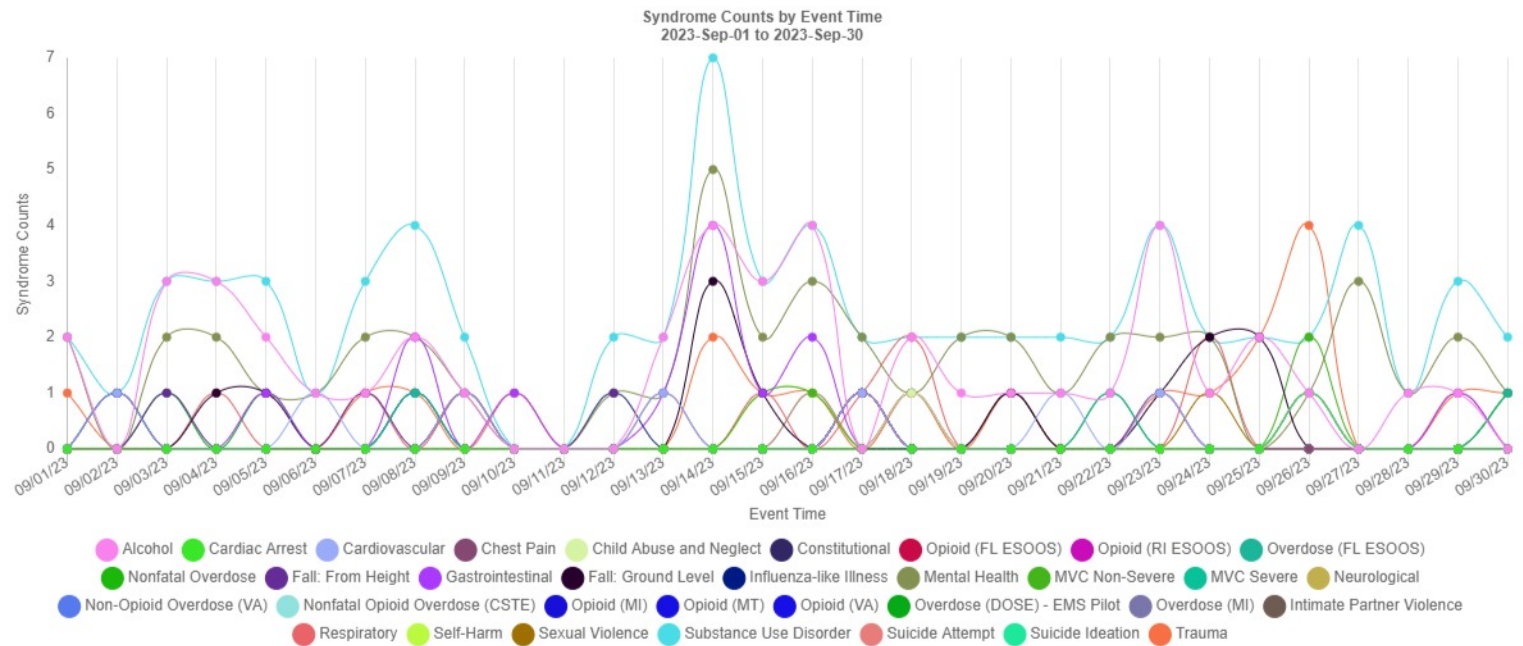


Data Explorer: Records by Event Date

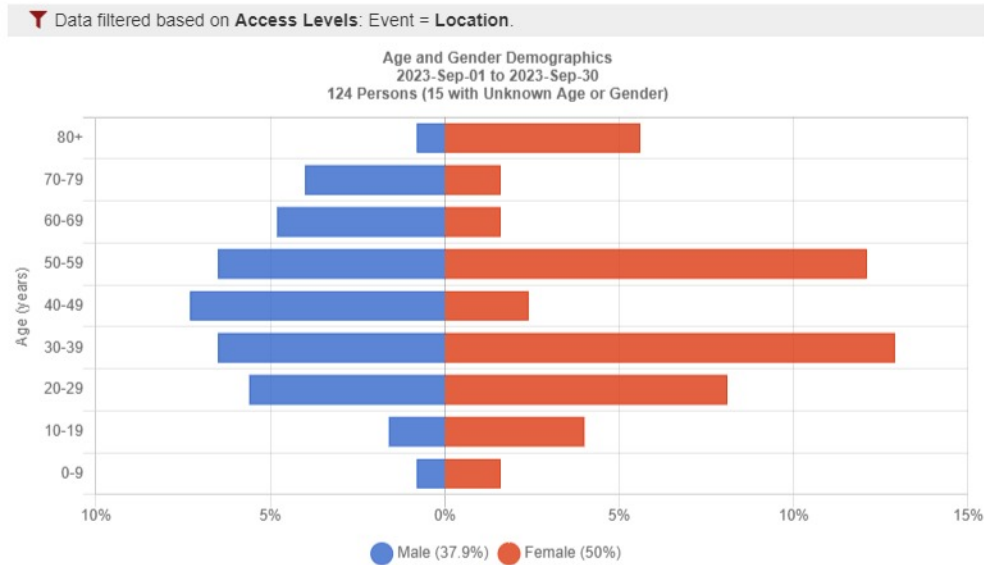
Data filtered based on Access Levels: Event = Location. Operational = Full.



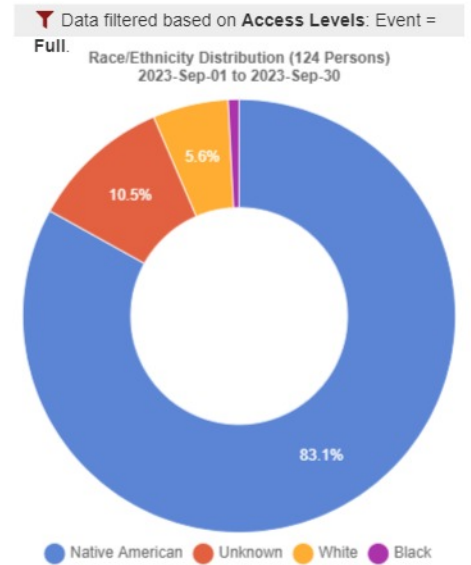
Syndrome Counts by Time



Age and Gender Distribution



Race/Ethnicity



Bethel Fire Department

Bethel, AK

This report was generated on 10/2/2023 2:23:27 PM



Incident Type per Zone for Incident Status for Date Range

Incident Status(s): All Incident Statuses | Start Date: 09/01/2023 | End Date: 09/30/2023

INCIDENT TYPE	INCIDENT STATUS	# INCIDENTS
Zone: 1 - 1st Ave (River Access) to Alder Street		
511 - Lock-out	Reviewed	1
Zone: 13 - Larson Subdivision and B.I.A.		
511 - Lock-out	Completed	1
Zone: 3 - 3rd Ave, 4th Ave, 5th Ave, 6th Ave, and 7th Ave		
511 - Lock-out	Completed	2
745 - Alarm system activation, no fire - unintentional	Reviewed	1
Zone: 4 - Ridgecrest Dr. (at Brown's Slough), City Landfill to Haroldson's Subdivision		
711 - Municipal alarm system, malicious false alarm	Completed	1
Zone: 5 - City Subdivision		
511 - Lock-out	Reviewed	1
611 - Dispatched & cancelled en route	Completed	1
710 - Malicious, mischievous false call, other	Completed	1
743 - Smoke detector activation, no fire - unintentional	Completed	1
Zone: 6 - ASHA Housing (Bethel Heights)		
511 - Lock-out	Reviewed	1
Zone: 7 - Airport Road to Blueberry Subdivision		
611 - Dispatched & cancelled en route	Reviewed	1

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



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Doc Id: 384

Page # 1 of 1

City of Bethel, Alaska

City Clerk's Office

Council Meetings

October 10, 2023, Regular City Council Meeting

October 16, 2023, Special City Council Meeting

October 24, 2023, Regular City Council Meeting

General

- Prepared a Landfill Use Permit for Commercial users and sent it and a request for procedure draft to Administration and utilities. Researched the code for compliance and fees and provided recommendations to administration for implementation of the unenforced code provision.
- Arranged travel and accommodations for interim city manager.
- Continued to review the utility rate study which only evaluated the hauled utility. Continued to work through a prepared spreadsheet showing revenue and expense actuals for the utility and reviewed the presentation from contractors.
- Assisted the Ex officio members with committee/commission meetings.
- Reviewed/prepared for/attended the joint meeting summary of the topics and associated documents.
- Prepared amendment to University of Alaska 4H and Library contracts, prepared associated AM, and reviewed the payment history.
- Met with attorney and provided information to administration on the community action grant funding.
- Connected with legal, administration and DOWL on the Comp Plan adoption and final review/amendment based off ONC joint meeting conversation.
- Started review of three ordinances from the finance committee. Talked with administration and finance and decided to meet to go over a comprehensive amendment to title 4 to include the amendments the city clerk's office drafted last month, and the one from the committee to ensure the title is clear and the amendments are consistent.
- Continue to work through website redesign options. Will be meeting with the last vendor next week for a demonstration and cost breakdown. We plan to have a website solution finalized and a budget amendment presented to the council by December. Our previous website host was bought by another company. We are working through the procurement process and obtaining quotes for service, and evaluating the services associated with those quotes and will present options to the city's departments for input.
- Reviewed nuisance property complaints x 2. Sent to city manager.
- Coordinated speakers for the Alaska Association of Municipal Clerks Conference.
- Processed one burial permit.

Election

Organized election officials and the election supplies/equipment ect. for the election day and canvass board.

Delivered equipment and supplies/setup/takedown of election precincts.

Prepared check requests for election officials.

Prepared documents/supplies and supported the Canvass Board's Certification of the Election.

Prepared the Certification of the Election.

Provided notification to the newly elected officials and candidates.

Provided basic assistance to the State of Alaska Division of Elections. Hosted absentee voting, provided transport of election supplies.

Prepared a summary of the percent of voter turnout:

2023 9.76+%
2022 18.69 %
2021 18.69 %
2020 11.72 %
2019 33.67 %
2018 33.15 %
2017 15.99 %

2016 15.47 %
2015 24.31 %
2014 15.85 %
2013 12.71 %
2012 7.49 %
2011 18.27 %
2010 14.66 %

Marijuana License Renewal Timelines

Doing Business As	License Type	Name of Applicant
Kusko Kush License 21227	Retail Marijuana Store	Essenkay, LLC, Jared Karr
Mailing Address P.O. Box 2343 Bethel, AK 99559	Location of Premises 781 3 rd Avenue, Bethel	Business Telephone Number 907-545-4977
Date Notice Received by City Clerk's Office		08/22/2023
Date City Manager Sends Application Notice to Directors		08/22/2023
Deadline for Department Head Reports (14 days from Notice from City Manager)		09/05/2023
Date Written Report Sent to City Council from City Manager (20 days from Date Notice received by the City Clerk's Office)		09/11/2023
Date of Council Review (30-40 calendar days from Date Notice received by City Clerk)		09/26/2023
Deadline for Protest (60 days from the date of notice to the City Clerk's Office)		10/21/2023

Doing Business As	License Type	Name of Applicant
Good Vibes Bethel #30563	Retail Marijuana Store #30563	Brian Glasheen JR
Mailing Address 1853 Buccaneer Pl Anchorage, AK 995 01 UNITED STATES	Location of Premises 323 Chief Eddie Hoffman Hwy Bethel, AK 99559	Business Telephone Number 907-545-1144
Date Notice Received by City Clerk's Office		08/28/2023
Date City Manager Sends Application Notice to Directors		08/28/2023
Deadline for Department Head Reports (14 days from Notice from City Manager)		09/11/2023

Date Written Report Sent to City Council from City Manager (20 days from Date Notice received by the City Clerk's Office)	09/17/2023
Date of Council Review (30-40 calendar days from Date Notice received by City Clerk)	09/26/2023
Deadline for Protest (60 days from the date of notice to the City Clerk's Office)	10/27/2023

Doing Business As	License Type	Name of Applicant
ALASKABUDS, LLC	Retail Marijuana Store #18735	Nick Miller
Mailing Address PO Box 241521 Anchorage, AK 9 9524 UNITED STATES	Location of Premises 660 Third Ave, Suite B Bethel, AK 99559	Business Telephone Number 907-244-2125
Date Notice Received by City Clerk's Office		9/5/2023
Date City Manager Sends Application Notice to Directors		9/6/2023
Deadline for Department Head Reports (14 days from Notice from City Manager)		9/20/2023
Date Written Report Sent to City Council from City Manager (20 days from Date Notice received by the City Clerk's Office)		8/25/2023
Date of Council Review (30-40 calendar days from Date Notice received by City Clerk)		10/10/2023
Deadline for Protest (60 days from the date of notice to the City Clerk's Office)		11/4/2023

Human Resource Support

Continue to receive applications for employment. We log the applications, and email the associated department head a copy of the application.

Since 9/16/2023:

Position	Applications Received
Hauled Utility Driver	2
Police Officer	1
Community Service Patrol Officers	1
Human Resources	3
Firefighter / EMT	1
Account Specialist 1	2

Committee/Commission Vacancies	Regular	Alternate
Community Parks and Recreation Committee	full	1
Planning Commission	full	1
Port Commission	2	2
Public Safety and Transportation Commission	2	2
Community Action Grant Technical Review Board	full	1
Public Works Committee	3	2
Finance Committee	2	2
Ethics Board	full	1