



CITY OF BETHEL

PLANNING COMMISSION

THURSDAY, APRIL 10, 2025, 6:30 PM

LOCATION: 300 CHIEF EDDIE HOFFMAN HIGHWAY, BETHEL ALASKA

JOIN MEETING AT ZOOM.US:

[HTTPS://US06WEB.ZOOM.US/J/3350154000?PWD=HYFLQJB5BBF9IUAXHBN9SOZQAFWPLS.1&OMN=81314125060](https://us06web.zoom.us/j/3350154000?pwd=HYFLQJB5BBF9IUAXHBN9SOZQAFWPLS.1&OMN=81314125060)

MEETING ID: 335 015 4000

PASSCODE: 140569

US TOLL-FREE PHONE NUMBERS: 888 475 4499; 833 548 0276; 833 548 0282; 877 853 5257

MEMBERS

Kathy Hanson, Chair Lorin Bradbury, Vice Chair
Rose Henderson, Council Rep.
Alex Wasierski Shadi Rabi
Haley Hanson Sundi Scott
Jody Brand, Alternate 1
Vacant Seat, Alternate 2

STAFF

Pauline Boratko, Ex Officio Member
Lee Foley, City Planner
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. march 13, 2025 regular meeting minutes

VI. UNFINISHED BUSINESS

- A. update discussion on nuisance properties

VII. NEW BUSINESS

VIII. EX OFFICIO REPORT

IX. MEMBER COMMENTS

X. ADJOURNMENT

Posted <<04/04/2025>> at City Hall, AC Co., Swanson's, and the Post Office.

Ex-Officio Staff

City of Bethel, Alaska

Planning Commission

March 13, 2025

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 March 13, 2025. The recorder of the Commission, Pauline Boratko called the meeting to order at 6:36 PM.

II. ROLL CALL:

Compromising a quorum of the Commission, the following members were present for roll call: Shadi Rabi, Haley Hanson, Sundi Scott, Jody Brand and Council Rep. Rose Henderson

Excused absence: Kathy Hanson, Lorin Bradbury, and Alex Wasierski

Also Present: Pauline Boratko, recorder

MOVED:	Rose Henderson	Motion to nominate Shadi Rabi as the Chair Pro Tem, in the absence of the chair and co-chair.
SECONDED:	Haley Hanson	
VOTE ON MOTION	Unanimous	

III. PEOPLE TO BE HEARD: no one wished to be heard

IV. APPROVAL OF THE AGENDA:

MOVED:	Rose Henderson	Motion to approve the agenda
SECONDED:	Haley Hanson	
VOTE ON MOTION	Unanimous	

V. APPROVAL OF THE MINUTES:

MOVED:	Rose Henderson	Motion to approve regular meeting minutes from February 2025
SECONDED:	Haley Hanson	
VOTE ON MOTION	Unanimous	

VI. UNFINISHED BUSINESS:

- A. Update discussion on nuisance properties: Commissioners discussed the updates on nuisance properties.

VIII: EX OFFICIO REPORT: Pauline Boratko gave the department report

VII. COMMISSIONER'S COMMENTS:

- S. Rabi- Welcome Jody!
S. Scott- Thank you!
H. Hanson- Thank you Mr. Erikson for showing up.

R. Henderson- Sorry I was late.
J. Brand- no comment

X. ADJOURNMENT:

MOVED:	Rose Henderson	Motion to adjourn the meeting.
SECONDED:	Jody Brand	
VOTE ON MOTION	Unanimous	

With no further business the meeting adjourned 6:54 pm

APPROVED THIS ____ DAY OF _____, 2025

Shadi Rabi, Chari Pro-Tem

ATTEST: Pauline Boratko, Recorder

6	1119 Uivik		Plat 83-40 Block 2 Lot 16	abandoned falling house	cert mail sent out 03/07/2024	cert mail receipt 3/18/25			emailed 3/19 they will get that demolished emailed 3/28 and stated that they are not the owners, title search pending.
7	120 Oscar Way		US Survey 3230 AB Block 18 Lot 12	old rusted junk yard					tbd
8	121 CEH Hwy			garbage/broken down items around yard	5/28/2024	owners of the property cleaned up property but left garbage on side of road	6/14/2024	11/18/24 everything clean and trash thrown	CASE CLOSED
9	140 Torgerson		Plat 70-444 Block 3 lot 11	abandoned building attracting inebriated people	10/31/20234	11/7 certified mail receipt received	11/15/2024		no improvements made
10	145 Oscar Way		US Survey 3230AB Block 18 Lot 1	old rusted metal junk yard					tbd

				Unclaimed			Returned Unclaimed	
20	6th Avenue next to sorg rentals			21-Nov	11/22 cert letter received receipt: owners repsoned via email and will board it up with signs.	5-Dec	1/7/25 all boarded with no trespassing signs	
21	800 A Tundra Ridge Road		Plat 84-11 Tract A	burned down house and garbage	10/31/2024	11/14/2024	11/18/24 nothing done	no clean up progress has been done

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	physical address	gis photo	legal description	type of violation	date of letter sent	letter response	deadline date	day of inspection	correspondance	status
1	1021 2nd Avenue		US Survey 3230AB Block 18 Lot 4	old rusted junk yard/burnt debris						tbd
2	102A East Avenue		US Survey 3290 Block 11 Lot 1	unstable home						not sure if anyone is living there or not
3	1051 2nd Avenue		US Survey AB Block 18 Lot 2	old rusted junk yard						tbd
4	106 Slough		US Survey 3790 Block 10 Lot 1	abandoned building, falling floors, unsafe						identifying owners and addresses
5	1111 Uivik		Plat83-40 Block 2 Lot 12	garbage/junk yard	5/17/2024 to anthony spangler 11/19/24 to chris hickman	mail came back unclaimed no response/new owner found second letter sent , anthone spangler is nto owner chris hickman is, and letter	12/3/2024			certified letter return received 11/21. no clean

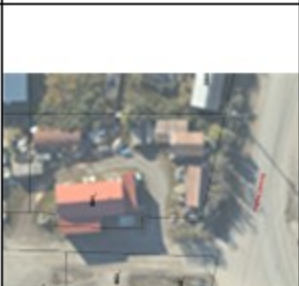
10	145 Oscar Way		US Survey 3230AB Block 18 Lot 1	old rusted metal junk yard					tbd
11	17 Kwethluk		Plat 71-425 Block 1 Lot 3	abandoned house and junk yard	11/20/24 first letter sent address from harris				12/16/24 returned undelivered, search for owner contact has been unsuccessful
12	229 Akiak		Plat 71-425 Block 8 Lot 3	junk cars/ trash	1st Letter 5/24/2024 2nd letter 10/30/2024	stopped by the office and said they will be cleaning their property-	6/14/2024	11/19/2024- progress has been made but not finished	little progress made, but still needs work
13	236 Akiak		Plat 71-425 Block 7 Lot 13	abandoned house	1st letter 5/29/2024 2nd Letter 10/30/2024	called and said he will have that house boarded up. 11/07/24 letter received from owner stating he will get that house boarded up and fixed	11/13/2024		property owner lives in toksook bay, no progress made
14	244 Akiak		Plat 71-425 Block 6 Lot 6	garbage/junk yard	5/30/2024 second letter sent 11/19/24 also hand delivered with harris	no response letter returned/hand delivered mail via harris 10.11.24	12/8/2024		gave 2nd notice 20 days to clean up, no clean up has been done

15	381/407/513 main street		US Survey 3230 AB Block 10 Lots 1,2,3	burnt down house and rubbish	many emails, cert. letters and calls made with little to no response , 3/28, 5/23,7/1					BCS is the official owner as of 3/7/25 getting clean up crew set up 4/4 clean up in progress
16	410 Owl		Plat 81-10 Block 1 Lot 46	junk cars/debris	10/30/2024	11/8 certified mail receipt received	11/13/2024			no clean up has been done, owner is trying to sell property
17	455 Ridgcrest		Plat 2002-3	excessive amount of trash						spring inspection pending
18	552 Akula		Plat 97-23 Block 2 Lot 36	garbage/junk car						tbd
19	621 Setter		Plat 78-4 Block 4 Lot 25	junk yard/garbage	11/21/2024	01/07/25 returned to sender unclaimed	12/5/2024			no clean up progress has been done, letter returned unclaimed

22	800 Tundra Ridge Road		Plat 84-11 Tract A	burned down house	10/31/2024	11/4 cert letter received recipt	11/14/2024	11/18/24 nothing done		no clean up progress has been done
23	834 Ptarmigan		Plat 81-10 Block 1 Lot 23	junk vehicles/garbage	10/30/2024	11/4 cert letter received recipt	11/13/2024	11/18/24 nothing done		no clean up progress has been done
24	9223 Tundra Ridge		Plat 81-3 Block 10 Lot 5	junk yard and garbage						thd
25	9316 Tundra Ridge		Plat 81-17 Block 2 Lot 20	abandoned house						no owner has been idenitied
26	9330 Tundra Ridge		Plat 81-17 Block 2 Lot 29	junk yard garbage	10/30/2024	11/4 cert letter received recipt	11/13/2024	11/18/24 nothing done		owner is in contact with city and informs clean up will take place this spring

27	lot between 1021 and 1051 2nd ave		US Survey AB Block 18 Lot 3	old rusted junk yard							cannot find owner contact info
28	834 A Ptamrigan		Plat 81 - 10 Block 1 Lot 23	junk yard	3/7/2025 cert letter sent	3/15/25 cert letter receipt received					3/17/25 Frank stopped by the planning office and said he would start cleaning up this yard
29	2nd Avenue		US Survey 3230 AB Block 14 Lot 8	junk vehicles							owner contact information pending
30	1082 2nd avenue		US Survey 3230 AB Block 14 Lot 7	junk yard/abandoned building							owner contact information pending
31	155. 181 6th Avenue		US Survey 3770 Block 3 Lots 4 and 5	junk yard/squatters/abandoned vehicles							owner contact information pending

32	330 Schwalbe Street								
			abanonded house/garbage/old rusted vehicle						owner contact information pending

6	1119 Uivik		Plat 83-40 Block 2 Lot 16	abandoned falling house	cert mail sent out 03/07/2024	cert mail receipt 3/18/25				emailed 3/19 they will get that demolished emailed 3/28 and stated that they are not the owners, title search pending.
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10	145 Oscar Way		US Survey 3230AB Block 18 Lot 1	old rusted metal junk yard						tbd

2025 Site Permits

Number	improvements:	Date arrived in Planning	Approval Date	FILL	Lot	Block	Subdivision	Name of Applicant	Land Owner (if different from applicant)	Physical Address
25-01	consturct a 8 bdrm 3 story single family dwelling	12/27/25	1/13/25		28	9	Tundra Ridge	Travis Dostert		9226 Makqalria Road
25-02	move structure and add deck	3/6/25	3/7/25		6	4	US Survey 3230AB	Eddie Fenn/Tiffany Belfrey	Steven Chung	230 Tundra Way
25-03										
25-04										
25-05										

Planning Commission 2025 Attendance

Regular Meetings

Member Name	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
Kathy Hanson, Chair	P	E	E									
Lorin Bradbury, Vice Chair	P	P	E									
Alex Wasierski	P	P	E									
Shadi Rabi	P	P	P									
Haley Hanson	U	P	P									
Sundi Scott	P	P	P									
Jody Brand, alt 1	xx	E	P									
Rose Henderson, Council Rep	P	P	P									

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												
Haley Hanson												
Sundi Scott,												
Jody Brand, Alt 1												
Rose Henderson, Council Rep												

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.	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.
xx: not yet appointed/left commission		

City of Bethel, Alaska

City Manager's Office

March 20, 2025-April 2, 2025

Personnel

New Hires

We are excited to welcome to the team:

Tore Signstad, Fire Fighter

Todd Henderson, Hauled Services Driver

Nelson Anaver, Finance Accounting Specialist

Kylee Henderson, Finance Accounting Clerk

Nikki Zaukar, Police Officer

Jonathan Devries, Police Officer

Odilia Robb, Part Time Accounting Specialist

Resignations

We want to wish the following team members who have resigned the best of luck:

Daniel Watson, Police Sergeant

Patty Watson, Police Evidence Custodian

Frank Bayer, Vehicle and Equipment Parts Clerk

Report of Business Interests and Ethics

As suggested by the Ethics Board a few years back, Administration requires all employees to complete a Report of Business Interest, and acknowledgment of their understanding of the City's conflict of interest provisions. This form was distributed to team members on March 31st.

Summer Internship Programs

We hope to roll out the summer internship program information the week of the 7th. We have to update the forms for employment and evaluate which of the positions may be issued that don't require a driver's license.

Request for Proposals

Pending Contracts:

- Bethel Port Floating Docks (Small Boat Harbor Capital Project) – Contract initiated
- Bulk Fuel Services (General Fund) – Contract will be initiated 4/7/25

Upcoming RFPs:

- Pedestrian Bridge (Pinky's Park Boardwalk to Akakee) – Should be issued 4/4/2025
- Janitorial Services – Should be issued 4/11/25

General Operations

- Administration issued a proposed FY26 Operating budget to the City Council with the following fund balances:
 - General Fund \$2,200,170
 - Solid Waste Enterprise Fund \$1,491,498
 - Water & Sewer Enterprise Fund \$2,923,236
 - Municipal Dock Fund \$717,257

- Leased Properties Fund \$150,138
- Transit System Fund \$0

We will hold a planning/review meeting to go over changes to the budget and goals for the coming years.

Hauled Utility Vehicles Out for Auction

We are working with an auction company to sell two of our hauled utility vehicles. They will be shipped into Anchorage for the final sale. We anticipate getting over \$200,000 for the sales.

Solid Waste Services Audit

- Staff is reviewing over 100 accounts that may not be in compliance.
- Current actions:
 - Cross-checking reported noncompliant accounts for accuracy.
 - Notifying commercial users of required billing changes.
 - Developing an action plan for correction and next steps.

Leases

- University of Alaska Lease & Contract – The City has not heard back from the University following our intent to terminate the lease and operating contract due to noncompliance.
- Lions Club Lease – The leaseholders responded to our notice of intent to terminate. They are working on obtaining nonprofit status with the City. The Lions member representative said their nonprofit status was processed. We are awaiting documentation confirming this is the case. The new lease will not be signed until compliance is confirmed.
- City-Owned Lot Appraisals – Updates received regarding two City-owned lots in City Subdivision. The next step is to present the

Hazard Mitigation Plan

The last Hazard Mitigation Plan update was in 2017. Public Safety, Planning, and Administration are working on an update of the plan with the State of Alaska.

City Walkability Action Plan

The City was encouraged to create a Walkability Action Plan through participation in the Walkability Action Institute, hosted by the State of Alaska Department of Health. The working group for the plan is suggested to be:

- 1 public health staff -YKHC
- 1 public transportation staff Dalton Perry (will need to find out who that is)
- 1 staff from a local or regional planning department Lee Foley, City Planner
- 1 elected official Rose Henderson, Mayor

It will feature interactive seminars and activities with national experts to help Alaskan communities implement policy, systems, and environmental (PSE) change interventions that support community design to improve health. The goal will be to improve our ability to qualify for grants related to walking trails and pedestrian safety.

Safe Streets 4 All

The Grant Manager, John Sargent, and Administration, attended a Peer Exchange meeting hosted by AML on the Safe Streets 4 All grant. We are awaiting the grant agreement before we proceed with the contractor on the program, but the Peer Exchange meeting was helpful overview.

T Mobile Homegrown Grant

The Grant Manager, and Community Parks and Recreation Director collaborated on a grant application for computer lab equipment. This is a nationally competitive grant so will be difficult to obtain but fingers crossed.

Regional Resource Coordination Meeting

Administration attended the Regional Resource Coordination meeting on March 21st with the partnering agencies to discuss planning for potential community and regional emergencies.

YKHC Emergency Coordination Meeting-Mount Spurr

Administration, and the Chief of Public Safety attended a meeting with many divisions within YKHC to discuss potential impacts and responses to an expected eruption of Mount Spurr. While the potential is unlikely the conversation ensures we are more prepared for an event.

Port Approaches

The Streets and Roads and Port Team continued to work on the approaches.



Ptarmigan Road Project

We are nearly ready to go out to bid for construction of/installation of the culverts but are waiting on confirmation of our ability to obtain a temporary construction easement for a property. We will need to work with BIA for a full easement which will take some time to complete.

Community Center Expansion

The team provided DOWL with our final design elements to get us to 95% design. We look forward to getting the 95% design updates and estimates within the next few weeks.

MEMORANDUM

DATE: April 1, 2025

TO: Lori Strickler, Acting City Manager

FROM: John Sargent, Grant Manager

SUBJECT: Grant Manager's Report for April 8, 2025 Bethel City Council Meeting



Grant Applications Submitted

Congressional Directed Spending

I requested funding for these four congressional directed spending projects:

1. Expansion of Bethel Community Center - \$3,000,000
2. Planning, permitting, and design of Cargo Dock East Wall - \$3,000,000
3. Planning, permitting, and design of new Public Works building - \$3,000,000
4. Port of Bethel security cameras - \$300,000

Congressional Appropriations

I requested funding for these three congressional appropriation projects:

1. Bethel Heights Water Treatment Plant Automation - \$1,418,000
2. Solar Energy - \$150,000
3. Police Station security cameras and access control system - \$70,000

VSW CIP Planning Grant Application

I prepared and submitted a Capital Improvement Project grant application to the Village Safe Water Program. I requested \$45,000 for DOWL to prepare a technical memorandum describing a new water and sewer utility facility that would house water trucks and sewer trucks in separate bays and have a full mechanics' shop where only work on water and sewer trucks and equipment would take place. Piped utilities and hauled utilities dispatch would occupy space in the building. The new building would be located north of the current Public Works building.

T-Mobile Hometown Grant Application

I prepared and submitted a Hometown grant application by the March 31, 2025 quarterly deadline to request \$50,000, the maximum that could be requested, to cover costs associated with the renovation of the break room at the YK Fitness Center to the Computer Room / Telehealth Center. The grant would cover renovation, installation of CAT-6 cable, and the purchase of a telehealth pod, health monitoring equipment, computers, furniture, and supplies.

Grant Applications in Preparation

EPA Grant for Removal of Derelict Vessels

On February 26, 2025, City administrators met with EPA staff members in a Teams call. The staff laid out the application process and grant responsibilities. The City must apply for a grant from the Environmental Protection Agency in order to secure the \$5.018 million appropriation from Senator Murkowski's Office to remove derelict vessels from Steamboat Slough.

Grant Administration

Current Grants

See list on following pages.

City of Bethel Current Grants

#	Grant	Amount	Expiration
1	Coronavirus Capital Project Fund	\$ 9,000,000	12/31/2026
	Design and construction of Bethel Multiuse Community Center (gym, computer facilities). This fund is now being tapped for design/construction costs. Design at 95% nearly done.		
2	Denali Commission Grant	\$ 500,000	9/30/2026
	Design and construction of Bethel Multiuse Community Center (gym, computer facilities). City still waiting on a grant agreement from grantor.		
3	CSP - DHSS FY 2025	\$ 323,081	6/30/2025
	One CSP recently promoted to police officer. Vacancy to fill. Applied for FY 26 CSP grant for same amount.		
4	23SHSP-GY23 – Virtual Simulator & Fencing	\$ 268,000	9/30/2025
	The City must complete the Environmental, Historical and Preservation documents necessary for		
5	Coronavirus Local Fiscal Recovery Fund (ARPA)	\$ 3,361,604	12/31/2024
	The performance period closed December 31, 2024. The City expects to claim the remaining balance of \$1,242,895 on the Final Report, which is due April 30, 2025.		
6	Designated Legislative Grant > YK Fitness Ctr. Gym Design	\$ 500,000	6/30/2026
	This grant is fully expended. Final report will be completed in April 2025.		
7	Designated Legislative Grant > Public Safety Communication Tower	\$ 500,000	6/30/2028
	STG, Inc. completed the installation of the Public Safety Communications Tower. Final report to be completed in April 2025.		
8	Designated Legislative Grant> Dust Control	\$ 1,200,000	6/30/2029
	Finance Dept. assigned GL# combination so that purchases can be credited correctly.		
9	State and Local Cybersecurity Grant Program (SLCGP)	\$ 75,000	9/30/2026
	The City of Bethel plans to hire a consultant to conduct a cybersecurity review of the City's IT network, equipment, software, and physical layout. The City plans to use recommendations in the plan as grant requests next year.		
10	VSW Capital Improvement Project Grant	\$ 13,860,000	
	Sturgeon Electric nearly completed the water treatment plant improvements. DOWL is now working on the design to run water pipes from the Bethel Heights Water Treatment Plant to the Martina Oscar Subdivision.		

11	Last Frontier Housing Initiative	\$ 5,000,000	12/31/2026
Alaska Housing Finance Corporation is the grantor. City hired Urban KNKT to construct and operate three rental units to serve low-income residents. The City hired Kuqo Construction to construct three professional housing two-bedroom units.			
12	State Homeland Security Program Grant - SFY 25	\$ 9,000	9/30/2026
This grant will cover the cost of paying a trainer to come to Bethel to teach ICS-300, an Incident Command System course for first responders and municipal administrators who may play a role in a major emergency situation.			
13	Safe Streets 4 All Grant	\$ 52,800	TBD
The City is waiting on grantor to obtain federal agency approval and then produce a grant agreement. Infrastructure, equipment, road signs, and other hardware recommended in the safety plan become eligible for funding in the next Safe Streets 4 All grant opportunity.			
14	Justice Assistance Grant (JAG)	\$ 11,116	9/30/2025
Security cameras and access control system installation at Police Station. The City is applying for Homeland Security grant funds to match this grant for the full purchase of cameras and card reader equipment.			
15	Energy Efficiency and Conservation Block Grant (EEBG)	\$ 75,220	9/30/2026
Solar panel installation on YK Fitness Center. Project likely to begin once UIC begins construction of Bethel Community Center (gymnasium). Parks and Rec. Director assumed role of Project Manager.			
16	Rasmuson Foundation Grant	\$ 250,000	1/31/2026
This grant will cover part of the cost of constructing a new animal shelter in Bethel.			
17	Community Transit Operating Grant	\$ 184,131	6/30/2025
Transit Manager Evon Fox manages the daily operation of the transit system, handles all purchases, and completes monthly billing summaries and quarterly reports.			
18	Community Transit Capital Grant	\$ 853,563	6/30/2026
This grant covers the capital cost of a new boiler in the transit center and the purchase of two new buses. Two buses purchased and in use.			

Total \$ 36,023,515



City of Bethel

Finance Department

Manager's Report for March 2025

Date: 4/2/2025

To: Lori Strickler, City Manager

From: Cynthia Sharp, Deputy Finance Director

Subject: Management Report

Current Events within the Finance Department

The Finance Department has a few new employees we would like to welcome.

Kylee Henderson is our new Front Desk person.

Nathaniel Ayuluk is our new Accounting Specialist I-Sales tax.

Jim Chevigny is our new Finance Director.

The FY23 Audit is almost complete.

The FY26 Budget has been submitted to City Council.

Finance Committee

The Finance Committee did not have a quorum.

Personnel/Open positions: Accounting Specialist I



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: 03.31.2025
TO: City Manager
FROM: Bill Arnold, Public Works Director
SUBJECT: Manager's Report – Public Works Department
Programs/Divisions

Chemical Storage Building is about 90% complete, Work at the Bethel Heights Water Treatment Plant is about 95% complete.

Hauled Utilities: We have had one or two claims this month. There has been a claim this month. Two of our water trucks have been damaged in the shop. Road Maintenance has provided towing services several times this month. Vehicle maintenance has repaired every mechanical issue we have brought to their attention. Building Maintenance is waiting on the contractor and the new garage door to arrive. Once this happens the repairs will be made. We will finish the month with our water and sewer routes on time.

Utility Maintenance:

3/2	931 Ridgecrest lower exit line coming from home.
3/5	Took out pump on highway lift station and sent for repairs
3/10	Used grinder pump on Ridgecrest lift station
3/11	Akakeek lift station electrical issues. Electrician investigated issue- issue resolved
3/12	160 Ptarmigan reports of sewage leakage from pipe
3/14	409 Napakiak Dr - New Customer water meter reading
3/17	216 Akiak evac lift station
3/27	225 City Sub pump change
3/31	Shop door issue
	7 alarms on residential lift stations-3 repair pumps changed
	Monthly meter reading and service connection/shutoff complete
	Sewer line leveling at Boardwalk needed when Ice melts. Causing backup issues
	Highway lift station pump repair underway, currently using one pump.
	2 vacant positions for Utility Maintenance Dept.

Property Maintenance:

Pool Building	
	3/14 Work on door lock switches for family bathroom
	3/18 Repair mag locks on family bathroom
	3/20 Work on mixing valves mens showers
	3/20 Work on eye boiler 2
	3/27 Work on mixing valve mens shower
	3/27 Work on sump pump in pool pump room
Public Works Building	
	3/5 Build door for Q2 lift station
	3/6 Install new door for Q2 lift station
	3/6 Work on shipping crate for Utilitie Maintenance
	3/7 Work on shipping crate for Utilitie Maintenance
	3/19 Refill waste oil burners
	3/24 Get measurements for spings on southside overhead door
	3/25 Filter waste oil
	3/25 Work on Northside waste oil burner
	3/26 Replace bay light on southside
	3/27 Replace bay light on southside
City Hall	
	3/4 Make key to IT room for Cindy
	3/15 Work on zone valve finance office
	3/17 Replaced zone valve in finance office
	3/25 Look at stopped up toilet unclog toilet
	2/28 Move furniture for finance
Police Department	
	3/1 Reset waterpump
	3/2 Prime clean water water pump
	3/3 Replace pressure switch for water pump
	3/6 Repaired overhead door in shop
	3/7 Replace handle on main floor toilet
Utilities Maintenance	
	03/21 Clean TOYO stove
	3/24 Work on Toyo stove
Bethel Heights Water Plant	
	3/7 Work on boiler 2
	3/10 Clean boiler 2
	3/11 Replace control module and fuel pump Boiler 2
	3/12 Replace nozzle and ignitors boiler 2

	3/13 Replace nozzle boiler 1
	3/26 Seal building where someone pulled back siding to break inside
Courthouse Building	
	3/5 Add glycol to heating system
	3/7 Boiler in lockout instructed to set boiler temperature controls as listed on controls
	3/24 Reset tripped breaker due to space heater being plugged
	3/24 Replace ballast in fixture near security door
	3/27 Unclog toilet
Transit Bus Building	
	3/7 Empty fuel from fuel leak
	3/14 Empty fuel from fuel leak
	3/21 Empty fuel from fuel leak
	3/28 Empty fuel from fuel leak
	3/28 Replace lamps in light fixtures in storage room
Port Office Building	
	3/25 Repair power to receptacles in conex
Play Parks in General	
x10 Parks	
	3/4 Check parks for trash and damage
	3/11 Check for trash and damage
	3/18 Check for trash and damage
	3/25 Check for trash and damage
All City Buildings	
	03/01/2025 Building checks and rounds
	03/02/2025 Building checks and rounds
	03/03/2025 Building checks and rounds
	03/04/2025 Building checks and rounds
	03/05/2025 Building checks and rounds, Salt entrances to buildings
	03/06/2025 Building checks and rounds
	03/07/2025 Building checks and rounds
	03/08/2025 Building checks and rounds
	03/09/2025 Building checks and rounds
	03/10/2025 Building checks and rounds
	03/11/2025 Building checks and rounds
	03/12/2025 Building checks and rounds
	03/13/2025 Building checks and rounds
	03/14/2025 Building checks and rounds
	03/15/2025 Building checks and rounds
	03/16/2025 Building checks and rounds

	03/17/2025 Building checks and rounds
	03/18/2025 Building checks and rounds
	03/19/2025 Building checks and rounds
	03/20/2025 Building checks and rounds
	03/21/2025 Building checks and rounds
	03/22/2025 Building checks and rounds
	03/23/2025 Building checks and rounds
	03/24/2025 Building checks and rounds shovel snow at entrances
	03/25/2025 Building checks and rounds
	03/26/2025 Building checks and rounds
	03/27/2025 Building checks and rounds
	03/28/2025 Building checks and rounds
	03/29/2025 Building checks and rounds
	03/30/2025 Building checks and rounds
	03/31/2025 Building checks and rounds

Road Maintenance: Business as usual aside from working with Port to level the approaches for the floats.

Vehicles and Equipment: fixing repairing and servicing vehicles and equipment as needed

Transit System:

Another busy month of ridership. No unusual happenings to report. Riders consisted of 926 Elders, 17 Youth, 102 Adults, 128 Disabled, and 1,237 Pass riders. 103 Day & 19 Month passes were purchased. Total fares for the month came out to \$1,035.00.

Landfill & Hauled Refuse:

Thanks to Robbie and his crew for the repairs to the compactor. For the month of March the dumpster truck brought 78 loads of trash to the landfill, the landfill received 10 loads of trash from other city trucks, private citizens brought 119 load of trash to the landfill and the landfill received 862 cubic yards of trash from commercial accounts, the landfill received 6 refrigerators to drain freon from before we disposed of them, and there were 7 cars brought to the landfill.

Staffing Issues/Concerns/Training:



CITY OF BETHEL
OFFICE OF
JAMES C. HARRIS
CHIEF OF PUBLIC SAFETY
harrisjc@cityofbethel.net



January 2025 Monthly Report
Police Department

Personnel:

Current Staffing			
Position	Allocated	Staffed	Vacant
Safety Patrol (three grant funded)	3	2	1
Community Service Officer	2	2	0
Evidence and Record Custodian	1	0	0
Administrative Assistant/Taxi Inspector	1	0	1
Public Safety Dispatcher (one E911 funded)	5	3	2
Public Safety Dispatch Supervisor	1	1	0
Peace Officers (one grant funded/reimbursed SRO)	20	18	2

Operations:

Operations Tempo				
	March 2025	February 2025	March 2024	2025 Total
Calls Total	827	910	2702	2932
Reports Total	81	109	104	315
Intoxicated Pedestrian Calls	167	157	152	527
Driving Under Influence Calls	14	14	18	40
Domestic Violence Reports	16	12	42	46
Disturbance Calls	69	58	60	221
Subject Removal Calls	70	70	90	234
Animal Calls	28	22	26	83
Animal Bite Reports	0	1	1	3
Sexual Assault Reports	3	4	1	7
Death Investigation Reports	0	0	0	0

Dispatch: (907) 543-3781 FAX: (907) 543-5086



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PERSONNEL:

Officer Saulter and Lt. Poole attended homicide investigation class.

Officer Devries, Officer Wilkinson, and Officer Aycok, all certified from Georgia have started work.

Jeffrey Kirkham has accepted the Position as Deputy Director of Public Safety and will begin work on April 14

Background on Alexis Tracy has been completed and an offer of employment is pending.

Madison Abolafia has been hired as Admin Assistant and will begin work on 04/02/2025

Bethel Fire Department March Report

March Calls

Total calls: 94

Fire Calls: 15

EMS Calls: 79

Most fire calls were lockouts both car and house and false alarms made up most fire calls.

Notable Fire Call

On 3-23-25 at 10:02 p.m. firefighters were dispatched to a steam house on fire. Medic 5 was enroute to a high acuity EMS call at the same time, so they toned out for staff and volunteers to go to the fire. Crews extinguished the fire. Total firefighters on scene volunteer and staff 12. Total apparatuses 3. This is a good sign that our recruiting efforts for volunteers are paying off

Notable EMS Calls

On 3-5-25 at 4:54 p.m. medics responded to a person having an allergic reaction. Medics responded and found a person in anaphylaxis shock and had to administer an epi-pen to help the patient breathe again. Patient transported to the hospital without incident.

On 3-19-25 at 9:12 a.m. medics responded to the report of a person that was found right above bethel in Church Slough and was extremely hypothermic and the troopers were bringing her to EMS. Patient feet were frozen solid and was barely alive. Patient transported to the hospital without incident.

Sobering Center calls: 1 total

Dispatch: (907) 543-3781 FAX: (907) 543-5086



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Most other calls were alcohol related.

Staffing

Career Staffing. 12 out of 12 positions. Added two career staff. That made the Fire Department fully staffed for the first time in almost 10 years.

Volunteering staffing. volunteers 38

The EMT class has started with 13 students and that added 11 more volunteers to the department.

PORT OF BETHEL

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



To: Lori Strickler, City Manager
From: Edward Flores, Port Director
Subject: March 2025 Managers Report

- **Small Boat Harbor**

March was another slow month for the Small Boat Harbor. However, I expect the Boat Harbor to start ramping up in the next couple of months. Napaimute will be storing equipment for the remainder of the winter season in the southside parking lot for the harbor. Our project in the harbor to lower the approaches has taken off! After the first test approach was done, the port crew set up and dug around the pilings, as well as removed armor rock from beneath the approaches on the north side. Starting with the D float approach and the help of the Streets & Roads crew. The approaches for D & C were cut in the first week of March. As well as welded back down to the pilings. To close off the month of March, Approaches A & B were slated to get cut and welded back down. Once those are complete, we will have all of our approaches at, if not close to, level. One of the biggest complaints that we were getting was the level of the approaches, especially at low tide. This fix, paired with the new floats, should alleviate the problem we were seeing with the steepness of the ramps.

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

The Dock is starting to come back to life with representatives from the different marine companies. We were able to get the Dock Warehouse set up with a dozen high bay LED lights. This should provide adequate lighting for our tenants. Pre-construction meetings for the repair of the City Dock have been happening. H Construction won the bid to repair the west wing wall as well as the impact point on the face of the dock. I expect H Construction to be on ground the last day of this month to start the project. We are shooting to have the repair done well before the first barge of the year is due in to Bethel.

- **Port Office**

The port office is running well. We have no issues with connectivity or heat. Building Maintenance continues to do their morning checks on the building with no problems..

- **Admin**

Our monthly storage is prepared and will leave the Port office this first week of April. The Port Commission did not meet in March. Our next scheduled meeting will be at 7 p.m. on April 21, 2025. At City Council Chambers. We currently have an opening for an Administrative Assistant; we would like to fill that position before summer.

- **Misc.**

We are close to being done with an RFP for the purchase and installation of new floats for the small boat harbor. We are contemplating holding off on deploying the old floats so that way port crews do not have to deploy them and then take them out a month or so later to make way for the new ones. I think this would affect our revenue on moorage, but I don't think it would be anything substantial.

Community Parks & Recreation Report – March 2025

By: Dept. Director, Shane Iverson

Project Tasks

Completed & delivered Telehealth **Computer Center Project Package** including grant budget for furthering grant application to T-Mobile.

Gym Expansion

Assisted in further development of the Gym Expansion Project as we wrapped up **35% and 65% design plans**, and will conclude **95% plan** first week of April.

- Site visits & research
- Community discussion
- Regular design meetings

YKFC Transition

- Obtained, analyzed, and shared facility **payroll information**
- Continued on-site training
 - Front desk operations
 - Essential applications
 - Routine pool maintenance.
- Added to **Transition Plan documents** for review:
 - Transition Comprehensive Plan, Summary Plan, Transition Timeline
- Begin self-training for **Pool Operators Certificate**
 - CDC – Model Aquatic Health Code
 - OSHA _ Chemical Handling
 -

New Projects

- Reviewed and familiarized myself with the following projects:
 - Solar project
 - Energy Efficiency projects (YKFC energy audit & waste heat delivery)

END REPORT



CITY OF BETHEL

Post Office Box 1388

Bethel, Alaska 99559

Phone: 907- 543- 2047

TO: City Manager
FROM: Human Resources
SUBJECT: Monthly Manager Report

DATE: A 1, 2025

The following identifies significant projects that were in addition to general personnel action-based activities during the week (hiring, terminations, benefits review, employee support, etc):

Position Update

Department	Budgeted FY25	Apps Received Mar 25	Vacancies As of 3/31/25	<u>Change Since Last Report</u>		
				Pending	Hired	Separated
Administration	4		0			
City Clerk	2		1		1	
Finance	9	4	1		3	1
Planning	2		0			
Attorney	1		0			
Public Safety						
<i>Admin</i>	4	4	1	1		1
<i>Fire</i>	10	1	0		2	
<i>Police Officers</i>	18	3	2		4	2
<i>Non-Sworn Patrol</i>	5	1	0			1
<i>Dispatch</i>	6	5	0			2
Public Works						
<i>Admin</i>	2		0			
<i>Streets/Roads</i>	6		0		1	
<i>Prop Maintenance</i>	5		0			
<i>Refuse/Landfill</i>	3		0			
<i>Hauled Services</i>	19	5 (incl temps)	13*		1	
<i>Util Maint/Water</i>	9	6	1		1	1
<i>Vehicles & Equip</i>	7	1	1	1	1	
Transit	2.5		0			1
Port and Harbor	3		1			
Parks and Rec	1		0			
Total	118.5	30	37.5	* Supported with 8 temps		

Recruitment and Hiring

No update. Hauled Services continue to be the most challenging vacancy. HR will be working with the City Manager and various Departments to refine and advertise for internship positions.

NeoGOV Activity

Employees will begin completing their annual policy reviews on NeoGov during April. This includes the City Vehicle policy and prompts HR to complete motor vehicle record reviews for those using City vehicles.

Workplace Safety, Injuries and OSHA Notifications

Two injuries were reported during the month of March. Non were OSHA-reportable.

Ongoing and Future Projects

- Updating classification and compensation data.
- Job Description review and updates.
- Presentation and acknowledgment of City Drug and Alcohol Policies.
- Updating the Employee Handbook, last adopted by City Council in 2015.



City of Bethel

April 1, 2025

FROM: Planning Director

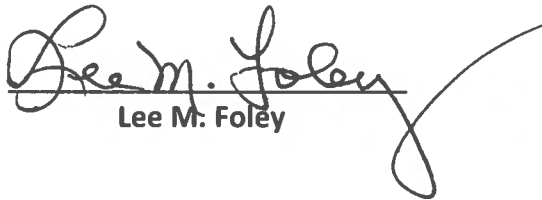
TO: Lori Strickler, City Manager

SUBJ: Planning Director's March 2025 Report

March 2025 Events

- **Planning Commission:** The Chair and Vice Chair were excused absences. The monthly update on public nuisances was provided.
- **YK Fitness Center Gym Expansion:** The parking issues with respect to the gym to be built have been resolved. Both Planning and Public Works have indicated their acceptance and DOWL will now finalize the Commercial Site Plan Permit
- **Residential Site Plan Permits Submitted and Approved: 1**
- **Commercial Site Plan Permits Submitted and Approved: 1**
- **Conditional Use Permits Submitted and Approved by The Planning Commission: None**
- **Variances Requested and Disposition: None**
- **Zoning Amendments Submitted and Approved: None**
- **Plats Submitted for Review and Disposition: 1.** Final mylar for KYUK's Tall Tower Project was approved and signed. Planning will be notified when it is recorded so a report can be made to the Planning Commission that their condition for CUP approval has been satisfied.
- **Summary Statement:** There are no major Planning projects under review.
- **Abandoned and/or Junk Vehicles:**
 1. On March 7, 2025, a certified letter was sent to the owner of the property located at 834A Ptarmigan stating that the sheer number of junk vehicles on his property presented a public nuisance. Subsequently, the owner visited the Planning Department, discussed the issue, and stated he would initiate steps to start the process of removing the junk vehicles within the thirty (30) day window that the letter provided.
 2. On March 27, 2025, Planning sent a certified letter to the Chairman/President of Sea Lion Native Corporation, with respect to the plethora of junk and derelict vehicles on their property at the Bethel Trailer Park, U.S. Survey 4117, Lot 37, located at the end of ***Our Own Road***. Sea Lion was given thirty (30) calendar days to initiate immediate steps to remove the junk vehicles from the property. A copy of the letter to Sea Lion was also provided to the Bethel Trailer Park manager by certified mail
- **Vacancies:** Fully staffed.

- **Other Events:** None
- **Large Projects:**
 1. **Ptarmigan Street Encroachments** – No updates.
 2. **City of Bethel Professional Housing Project** – Internal progress photos
 3. **AC Store Construction** – Entrance to the store is now through the vestibule. It appears this project is now completed and will no longer be reported monthly unless there is a change.



Lee M. Foley









City of Bethel, Alaska

City Clerk's Office

Meetings

April 8, 2025 Regular City Council Meeting
April 22, 2025 Regular City Council Meeting
April 29, 2025 Nuisance Abatement Hearings
April 30, 2025 Nuisance Abatement Hearings

City Clerk's Office

- The City Manager sent a report to Council Identifying seven properties for Nuisance Abatement. The City Council will hold hearings on April 29th, 30th, 2025 to determine the report's accuracy and if the Council declares a property a fire hazard, health hazard, or public nuisance, it may order the owner or their agent to correct the issue, remove the structure, or demolish it. If the order is not followed, the City may take corrective action—including demolition and removal, the cost of which constitutes a lien on the property, chargeable to the proceeds of its sale. The abatement process is found in BMC 15.04. The Clerk's Office created the record for each Nuisance Abatement Hearing and will serve the record and notice of the Hearings to the property owners. Although the City Council will hold the Hearings, they will be serving in a Quasi-judicial capacity.

- Sent out the yearly financial disclosure statements. Our code requires the City Council, Planning Commission and City Manager to file a Financial Disclosure Statement Annually. The deadline to fill out the form is April 15th, 2025.

Task	Period Total	Year to Date Total
Passport Appointments	6	47
Burial Permits/Reservations	2	4
Notary Services	2	22
Meeting Minutes Drafted	1	9
Resolutions Drafted	-	-
Ordinances Drafted	-	2
AM/IM/Proclamation Drafted	1	7

Committee/Commission Vacancies	Regular	Alternate
Community Parks and Recreation Committee	full	full
Planning Commission	full	1
Port Commission	1	2
Public Safety and Transportation Commission	1	2
Community Action Grant Technical Review Board	2	2
Public Works Committee	4	2
Finance Committee	3	2
Ethics Board	4	1