

CITY OF BETHEL

City Council Meeting Agenda, January 5, 2021 – 6:30 PM

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

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

Council Members: Mayor Michelle DeWitt, Vice-Mayor Haley Hanson, Perry Barr, Alyssa Leary, Mark Springer, Rose Henderson, Conrad McCormick



ALL PUBLIC MEETINGS OF THE CITY OF BETHEL WILL BE HELD VIRTUALLY

Join Zoom Meeting

<https://zoom.us/j/93583710580?pwd=SFNqTFVlbnRtZzl1enJ4Vm1mSWxtQT09>

Dial by your location

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington D.C)

+1 312 626 6799 US (Chicago)

833 548 0276 US Toll-free

833 548 0282 US Toll-free

877 853 5257 US Toll-free

888 475 4499 US Toll-free

Meeting ID: 935 8371 0580

Passcode: 693138

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. PEOPLE TO BE HEARD – FIVE MINUTES PER PERSON

4.1. Notice: Public Testimony By Email Will Be Accepted.

Too Qualify, It Must:

1) Be Emailed To cityclerk@cityofbethel.net By 4pm The Day Of The Meeting.

2) Specifically Request That It Is To Be Read At People To Be Heard.

3) Contain The Full, Real Name Of The Person Sending It.

Note: Depending On The Amount Of Emails Received, The Mayor May Summarize The Content Of The Email.

5. APPROVAL OF AGENDA

Posted December 30, 2020. at City Hall, AC Co., Swanson's, and the Post Office.

Kevin Morgan, Deputy City Clerk

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

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

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

6. UNFINISHED BUSINESS

7. NEW BUSINESS

- 7.1. City Manager Recruitment And Candidate Interviews (Mayor DeWitt)

8. EXECUTIVE SESSION

- 8.1. In Accordance With AS 44.62.310(C) (2) Subjects That Tend To Prejudice The Reputation And Character Of Any Person, Provided The Person May Request A Public Discussion; (3) Matters Which By Law, Municipal Charter, Or Ordinance Are Required To Be Confidential; (4) Matters Involving Consideration Of Government Records That By Law Are Not Subject To Public Disclosure.

Filling The Vacancy Of City Manager, Review Of Applications, Discussion Of Qualifications, And Interview Questions (Mayor Dewitt)

9. ADJOURNMENT

Posted December 30, 2020. at City Hall, AC Co., Swanson's, and the Post Office.

Kevin Morgan, Deputy City Clerk

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

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

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

J. Bower

Janette M. Bower

Contact Information

[REDACTED] [REDACTED] [REDACTED] [REDACTED]
[REDACTED]
[REDACTED] [REDACTED]
[REDACTED] [REDACTED]

Work History

2018 to Present	<u>City of Wadena, Minnesota (population 4,100)</u> City Administrator
2016 to 2018	<u>City of Menahga, Minnesota (population 1,300)</u> City Administrator
2003 to 2016	<u>City of Palmer, Alaska (population 6,700)</u> City Clerk
2002 to 2003	<u>City of Bethel, Alaska (population 6,500)</u> City Clerk

Data Summary:

Candidate:	Janette M. Bower
Organization:	City of Wadena, Minnesota
Position:	City Administrator
Organization Budget:	\$52 million
Total Number of Employees in Organization:	150
Expected Salary:	As Advertised
Reporting Relationship:	Mayor and City Council
Years of Experience:	18

Professional Affiliations:

- International City/County Management Association
- International Institute of Municipal Clerks



October 28, 2020

City of Bethel
Mayor and Council Members
PO Box 1388
Bethel, AK 9959

Thank you for the opportunity to introduce myself and for taking the time to review my qualifications for the position of City Manager. I currently serve as the Wadena City Administrator and believe I possess the knowledge and expertise to serve as the City Manager.

I have served in local government for 20 years, 16 of those years in Alaska. I started my local government career in Bethel and look forward to continuing my career in Bethel.

I am a well-rounded individual that truly loves local government and I possess an approachable leadership style that fosters teamwork to accomplish goals.

In each of the communities I have made it my goal to be a part of the community. By immersing myself in the community I am not only able to learn the needs but to experience them as well. I also believe this immersion has created a sense of community trust and awareness that I know and understand what is going on.

Throughout my career I have demonstrated my ability to maintain a neutral political stance. I believe everyone has a right to their stance and it is my duty to remain neutral and to complete my work according to the established policies, procedures, municipal code, statutes, and council directives.

Although I am currently in Minnesota, my husband and I desire to return to Alaska. Six of our 8 children live in Alaska. Fourteen of our 18 grandchildren live in Alaska. Relocating to Alaska will not be an issue. Both my husband and I have lived in Bethel and understand the intricacies of Bethel. We look forward to embracing the sense of community that we are familiar with and desire to be a part of.

Thank you for your time. I look forward to meeting with you to further discuss my experience and qualifications.

Sincerely,

A handwritten signature in blue ink, appearing to read "Janette M. Bower".

Janette M. Bower

Fundamental Strengths and Principles

Highly skilled individual with over 20 years of local government experience, 16 of those years in Alaska. Passionate about creating a collaborative atmosphere that is inclusive and accomplishes the organization's goals. Proficient and responsive to change. Natural leader with an approachable leadership style.

- ✓ **Passion for public service**
- ✓ **Communicate and collaborate**
- ✓ **Ability to create and work within a team environment**
- ✓ **Critical thinker**
- ✓ **Budget Management**
- ✓ **Responsible and responsive**
- ✓ **Accurate work product**
- ✓ **Organized**
- ✓ **Progressive and visionary**
- ✓ **Skilled negotiator**
- ✓ **Approachable with a good sense of humor**
- ✓ **Highly ethical**

Professional Work Experience

City Administrator, City of Wadena, Minnesota

May 2018 to present

- Direct and perform the actual day-to-day supervision and control of the administrative affairs of the city.
- Coordinate enforcement of all laws of the State of Minnesota and City of Wadena Municipal Code provisions.
- Prepare all city council legislation (legal documents) for city council adoption to ensure compliance with federal, state, and local laws.
- Prepare for City Council adoption, a single, consolidated budget including statements related to projected revenue, proposed sources of revenue and all expenditures and obligations incurred by the City in the upcoming fiscal year.
- Exercise control over the fiscal expenditures of all departments and divisions of the City. Monitor the expenditures and receipts of all departments against approved budgets and takes any needed remedial action.
- Ensure effective systems are implemented for cash flow management and appropriate investment of surplus funds.
- Prepare and monitor all capital improvement plans.
- Oversee all capital improvement projects and service programs, from inception to completion ensuring the project is within budget and all contracts are in order.
- Manage and oversee all grant projects including writing grant applications and submitting required reports.
- Manage and supervise all City departments and operations.
- Write and establish administrative policies and procedures necessary to ensure the proper and efficient operation of all departments and divisions of the City.
- Issue administrative orders consistent with state law, city code provisions, and council policy.
- Supervise and manage local elections in accordance with prescribed laws and regulations.

- Serve as the City's personnel officer and administers personnel functions within established policies and procedures. Direct the evaluation of employee performance and recommends hiring, promoting, demoting, and discharging employees.
- Serve as the City's representative for all negotiations with the City's recognized bargaining units and oversee contract administration.

City Administrator, City of Menahga, Minnesota

April 2016 to May 2018

- Directed and performed the actual day-to-day supervision and control of the administrative affairs of the city.
- Coordinated enforcement of all laws of the State of Minnesota and City of Wadena Municipal Code provisions.
- Prepared all city council legislation for city council adoption to ensure compliance with federal, state, and local laws.
- Prepared for City Council adoption, a single, consolidated budget including statements related to projected revenue, proposed sources of revenue and all expenditures and obligations incurred by the City in the upcoming fiscal year.
- Exercised control over the fiscal expenditures of all departments and divisions of the City. Monitored the expenditures and receipts of all departments against approved budgets and took any needed remedial action.
- Ensured effective systems were implemented for cash flow management and appropriate investment of surplus funds.
- Prepared and monitored all capital improvement plans.
- Oversaw all capital improvement projects and service programs from inception to completion ensuring the project were within budget and all contracts were in order.
- Managed and supervised City departments and operations.
- Wrote and established administrative policies and procedures necessary to ensure the proper and efficient operation of all departments and divisions of the City.
- Issued administrative orders consistent with state law, city code provisions, and council policy.
- Supervised and managed local elections in accordance with prescribed laws and regulations.
- Served as the City's personnel officer and administered personnel functions within established policies and procedures. Directed the evaluation of employee performance and recommends hiring, promoting, demoting, and discharging employees.

City Clerk, City of Palmer, Alaska

July 2003 to April 2016

- Served as staff to the city council.
- Served as the City's Records Manager which consisted of development of the City's retention schedule, provided training for department records coordinators, and ensure compliance with the retention schedule.
- Prepared and reviewed council legislation for accuracy and content prior to council action.
- Maintained the Palmer Municipal Code.
- Wrote and proposed amendments to the City Charter for council adoption and voter ratification.
- Supervised and managed local elections in accordance with prescribed laws and regulations.
- Prepared and defended the city council and city clerk's budgets.
- Prepared agendas and council packets.
- Ensured compliance with the Open Meetings Act.
- Developed and maintained database of council legislation.
- Served as parliamentarian.
- Responded to public information requests.
- Developed and maintained the City's website.
- Developed and maintained the City's social media sites.

City Clerk, City of Bethel, Alaska

May 2002 to June 2003

- Served as staff to the city council.
- Served as the City's Records Manager which consisted of development of the City's retention schedule, provided training for department records coordinators, and ensure compliance with the retention schedule.
- Prepared and reviewed council legislation for accuracy and content prior to council action.
- Maintained the Bethel Municipal Code.
- Supervised and managed local elections in accordance with prescribed laws and regulations.
- Prepared and defended the city council and city clerk's budgets.
- Prepared agendas and council packets.
- Ensured compliance with the Open Meetings Act.
- Developed and maintained database of council legislation.
- Served as parliamentarian.
- Responded to public information requests.
- Developed and maintained the City's website.
- Served as passport agent.

Education

Graduated from Magic City High School, Minot, ND – 1983

Griffin Business College – 1985-1987

Eighteen years of continuing education courses to obtain Master Municipal Clerk (MMC) and International Institute of City Managers – Credential Manager (IIMC-CM). These course include, but not limited to, federal, state, and local laws, human resources, management, and contract and budget management.

Janette Bower



Questionnaire name: Release of Information Candidate Questionnaire BethelAK CM 11-2020

Questionnaire taken on: 2020-11-06

Job applied for: Bethel, AK - City Manager (October 30, 2020) - Bethel, AK

Question	Answer
NOTE: Any false response, misrepresentation, or omission of relevant information submitted by you to the questions below may disqualify you from eligibility, selection, or appointment. Misleading or inaccurate information may result in our client withdrawing any conditional or final job offer, or in litigation against you.	Yes, I agree with these terms and conditions.
First Name:	Janette
Middle Name:	Marie
Last Name:	Bower
Alias Names: Other names by which you've been known by. Ex. Nicknames, Legal Names, Maiden Names etc.	Persinger, Rahe, Nieman
Preferred Pronoun (ex. He/She/They etc.)	She
How did you learn about this position?	Email
	
	
	
	
Male or Female (Optional):	Female

REFERENCES: Whether you have submitted references previously as part of your original submission or as an attachment to this form, please clearly indicate to us which references we can now contact without jeopardizing your present employment.

GovHR USA may contact all references that I have submitted. (*In checking this box you authorize GovHR USA to contact your references.)

Additional Reference Information:

EDUCATION: Highest Degree Earned: High school

College/University & Location(city): Griffin Business College Tacoma Washington

Additional Degree Earned:

College/University & Location(City):

Additional Degree Earned:

College/University & Location (City):

CURRENT EMPLOYMENT INFORMATION: 1. Total # of full time employees in your current or most recent overall organization (if applicable): 150

2. Total # of full time employees in your current or most recent department (if applicable):

3. Total budget in your current or most recent overall organization (if applicable): \$52,000,000

4. Total budget of your department or areas of responsibility (if applicable):

5. Expected compensation for this position: Within the posted range

6. Who do you (or did you) report to (title only): Mayor and City Council

7. Related professional affiliations: ICMA, IIMC

8. Please confirm that you agree to immediately advise the GovHR USA consultant assigned to your recruitment if you accept another position or your employment circumstances change at any

Yes, I agree to immediately advise the GovHR consultant and provide all necessary information.

point during the recruitment and selection process for this position.

9. At any time in the last seven (7) years, have you been convicted of any offenses relating to your operation of a motor vehicle, or has your drivers license been suspended for any reason? If yes, please provide all information and applicable dates. Yes or No (If yes, please explain).	No
---	----

10. At any time in the last seven (7) years, have you been a party to a lawsuit in any court or administrative proceeding, personally or professionally? If yes, please provide general information and applicable dates. Additionally, please identify the applicable venue or jurisdiction of any applicable court or administrative proceeding, and if known, the current status and/or disposition of such court or administrative proceeding. Yes or No (If yes, please list and briefly explain).	No
--	----

11. At any time in the last seven (7) years, have you been disciplined by your employer, for any reason? If yes, please provide all information and applicable dates. Yes or No (If yes, please explain).	No
--	----

12. At any time in the last seven (7) years, have you been investigated by a professional association or other organization, including but not limited to a governmental entity with investigative authority, for any reason? If yes, please provide all information and applicable dates. Yes or No (If yes, please explain).	No
---	----

13. At any time in the last seven (7) years, has anyone made a complaint against you to a professional association regarding your professional status or certification? If yes, please provide all information and applicable dates. Yes or No (If yes, please explain).	No
---	----

14. At any time, have you been asked to resign, or have you been terminated from employment? If yes, please provide applicable dates and please indicate if a severance agreement and/or release of	No
--	----

claims was executed by you regarding such resignation/termination.

15. At any time, has anyone made a complaint against you to a professional organization or your employer for alleged violations of state or federal civil rights or sexual harassment laws? If yes, please provide all information and applicable dates. Yes or No (If yes, please explain).	No
---	----

P. Williams

Peter A. Williams

Contact Information

[REDACTED] [REDACTED]
[REDACTED]
[REDACTED] [REDACTED]
[REDACTED] [REDACTED]

Work History

2020	<u>City of Bethel, Alaska (population 6,500)</u> Acting City Manager
2007 to 2019	<u>City of Bethel, Alaska (population 6,500)</u>
2017 to 2019	City Manager
2016 to 2017	Acting City Manager
5/2014 to 2014	Acting City Manager
2007 to 2017	Port Director

Data Summary:

Candidate:	Peter A. Williams
Organization:	City of Bethel, Alaska
Position:	Acting City Manager
Organization Budget:	\$20 million +
Total Number of Employees in Organization:	90+
Expected Salary:	\$130,000
Reporting Relationship:	City Council
Years of Experience:	13

Professional Affiliations:

- Alaska Municipal League

Peter A. Williams

[REDACTED]

[REDACTED]

October 17, 2020

Mayor Perry Barr, City of Bethel
C/o Sarah McKee, Senior Vice President
GovHRUSA
630 Dundee Road, Suite 130
Northbrook, IL 60062

Dear Mayor Barr and Members of the Bethel City Council,

I formally request to be considered for the Bethel City Manager position. I have been serving as the Acting Bethel City Manager since September and have served in this capacity on three prior occasions. I had the honor of being the Bethel City Manager for 27 months in 2017, 2018 and into the spring of 2019. I have worked for the City of Bethel, in various capacities since 2004.

While serving as the Bethel Port Director (2007-2016) I made substantial improvements on every aspect of Port Infrastructure and maintenance- from the marine barge landing to the small boat harbor. I worked in concert with the U.S. Army Corps of Engineers and various contractors to oversee the dredging of the small boat harbor. I developed a Feasibility Study to expand the Port. I served on the Y-K Transportation Board, sponsored by the State D.O.T.P.F. Most notably, I was instrumental in the re-write of the City of Bethel's Terminal Tariff and Chapter 14, Ports & Harbors, within the Bethel Municipal Code. I secured end of session emergency funding from the State Legislature when the Port's barge landing seawall and old office were in danger of eroding.

The 15 years I have been working for the City of Bethel has provided me with considerable institutional knowledge and a large network of positive relationships throughout Bethel and the YK Delta. As City Manager, I oversaw four audits, and despite chronic challenges with the Finance Department, steady improvements were made. Utilizing a collaborative approach, my team and I completed several multi-million dollar projects, the opening of the YK Aquatic and Fitness Center, a complex rewrite of the sales tax code and updated a section of the Bethel Municipal Code regarding the development of new subdivisions to address Bethel's housing issues. I also oversaw the development of a Long-Range Transportation Plan, critical to securing funding and support for streets and roads under the State Transportation Improvement Plan (STIP)

I reestablished positive working relationships with the City of Bethel's banks (Wells Fargo and Key Bank), the health insurance broker, the broker for Alaska Public Entities Insurance Company, Alaska Court System, various contractors as well as State and Federal agency contacts.

2020 has brought new challenges I look forward to addressing with the Bethel City Council, City Clerk and City Attorney.

My wife, family and I enjoy Bethel and the Kuskokwim River. I am at home here and I am invested in this community's quality of life and standard of living. I am proud of the work I have accomplished for the City of Bethel and look forward to continuing to serve our town.

Sincerely,

Peter A. Williams

PETER A. WILLIAMS

I am uniquely qualified to serve as Bethel City Manager. I have called Bethel home for 36 years and I have worked for the City of Bethel for 16 years. I have led one of the Departments that generated revenue, which provided funding to many other departments in the City. I have shown competence in developing, maintaining, and amending operating and capital budgets. I have shown outstanding leadership in competing for capital project funding, seeing those projects to completion, and maintaining and operating the projects. I have displayed my ability to oversee a workforce of 90 employees by utilizing a team approach with the City Council, Department Heads, the City Clerk, and the City Attorney. I take constructive criticism well and benefit from community feedback.

EXPERIENCE

PRESENT

ACTING CITY MANAGER, CITY OF BETHEL

JANUARY 2017 – APRIL 2019

CITY MANAGER, CITY OF BETHEL

- Oversaw the hiring of two Finance Directors, Police Chief, Human Resources Manager, Risk Manager and Public Works Director.
- Within the Finance Department, improvements were made to payroll, collecting sales tax, utility billing & general ledger; bank accounts were sorted out, two audits were completed, one readied and a fourth audit was forthcoming. The Finance Dept. provided accurate and transparent expenditures. I bird-dogged Revenues and Fund Balances on a weekly basis.
- Yearly fiscal budgets were consistently turned in on time.
- Hired an outside firm to handle the duties of a Finance Director which oversaw the Finance Department. They also oversaw the work of accounting firm Carmen Jackson and worked with auditors, Altman Rodgers.
- Directed the IT Department to upgrade the City's network and internet capabilities with emphasis on the Public Works Building, Police Department, Landfill and YK Fitness Center.
- Worked with Bethel Builders and sub-contractors to resolve problems at the YK Fitness Center after its completion. Integrated Property Maintenance to oversee mechanical spaces.
- Oversaw the adoption of Terminal Tariff/ Ordinance #005. It allowed reconciliation of billing and provided the ground rules for the Bethel waterfront. This generated substantial funding to the City of Bethel. It was the first reorganization of this kind in Western Alaska. Alaska Harbormasters and Port Administrators Association shared it as a model of best practices.
- Introduced General Service Administration contracts. These contracts resulted in substantial savings to the City of Bethel for purchases ranging from office paper to heavy equipment.

- Worked with health insurance brokers and general insurance broker services.
- Directed the Finance Dept and Fire Dept to work together to collect ambulance service fees.
- Developed lease agreement with the State of Alaska Department of Law for the lease of the Nora Guinn Court Complex.
- Amended Chapter 14, Ports and Harbors.
- At the direction of the City Council to “pursue development of one or more roads through or around the donut hole”, plans are pending for minor adjustments before it is published in the State of Alaska DOT-PF’s Long-Range Transportation Plan.
- Tundra Ridge Road Realignment Project listed in 2018-2021 Draft Statewide Transportation Improvement Plan. (Resolution 18-04).
- Pursued the acquisition of surveys and titles for all property the City of Bethel owns, including roads. Numerous easements were created for various reasons.
- Pursued partnership with Orutsararmuit Native Council to develop grant agreements for Tribal Transportation Funds as well as lighting in Pinky’s Park. This is ongoing.
- Completed the design, permitting, funding and completion of Port Operations Center.
- Completed the Institutional Corridor, which provides piped water and sewer to multiple regional facilities including the Fish and Wildlife Service, YKHC Complex, the YK Correctional Center, YK Youth Detention Facility, the Assisted Living Home, Prematernal Home.
- Sewer Lagoon Project was completed, and six new water and sewer trucks were bought to replace fleet trucks so aged parts could no longer be found to replace them.
- Bethel Bank Stabilization Project (a 30-year project) was completed.
- A new dumpster truck was purchased.
- A manlift for the pool was purchased.
- Directed the Fire Department to find alternative funding for a ladder truck. (Legislative request likely not to be funded due to lack of State Capital funding) A Lease to Own agreement was secured.
- Capital Improvement Project List for 2019: First ever Bethel capital budget introduced and passed. It includes \$4.9 million in heavy equipment and new construction.
- Preliminary Engineer Report developed for Bethel Heights water and sewer. Repairs are needed to address long standing multifaceted problems. This is a 3-4-year project with potential to provide water and sewer to 25 homes not currently receiving service. (Public Notice IM 18-54). Amendments have been made in my absence, and this is an ongoing project.
- Began the Avenues Project. When completed this project will provide for piped water and sewer services for 4th, 5th, 6th and 7th Avenues. Six additional water and sewer trucks have already been provided through this project.
- Collaborated with Friends of Canines to establish a new facility.

OCTOBER 2016 – JANUARY 2017/ MAY 2014 – FALL 2014

ACTING CITY MANAGER, CITY OF BETHEL

- Maintained the City’s insurance coverage by arranging a face to face meeting with the Insurance carrier and broker and City Department heads to mutually agree on Department follow through. Insurance coverage was nearly dropped by the carrier.
- I salvaged the Institutional Corridor project. Critical timing issues were resolved. The prescribed route was chosen directed by the 2005 Water & Sewer Master Plan. I secured easements from Bethel Native Corp. and YKHC. I also worked with DOT to trench the highway for the pipeline to cross. (Trenching was also completed for the Avenues Project

including next to Nicholson's Auto for the neighborhood adjacent to the Longhouse) Trenching before pavement completion saved the City hundreds of thousands of dollars.

- Human Resource Manager's duties were returned to the HR Manager.
- Updated the City's Procurement Code with the City Attorney.
- Worked with Pro-Dev to complete the Aquatic Center, despite the Aquatic Center Project Manager's unexpected departure. I implemented a communication process between Pro-Dev and all City Departments (in addition to the Fire Department).
- I worked intensively with the Finance Department. Accounts Receivables and Payables was in arrears, the City had no credit and was working on a cash only basis with vendors. I directed the Finance Department to resolve some sales tax issues and begin addressing ambulance billing.
- I worked with the City Police Department to receive payment for a discovered box of billings for Protective Custody cases.
- I promoted Bill Howell to Bethel Fire Chief.

2007 – 2017

PORT DIRECTOR, CITY OF BETHEL

- Began a concerted effort to document revenues and ensure correct recording by the Finance Department.
- Created position for and hired an Administrative Assistant to track revenues.
- Established an ordinance to create a funding source for the Small Boat Harbor. With correct accounting these funds provide a source of maintenance & operating cost funds for the Small Boat Harbor as well as a source of matching funds for capital projects.
- Secured funding through the US Army Corps of Engineers, Denali Commission and the City Administration for dredging and installing new boat ramps and stabilizing the embankments in the Small Boat Harbor.
- I oversaw the installation of new piers for the floats at the Small Boat Harbor.
- Upgraded embankments from Kilbuck Street to the Petro Dock, which were in disrepair.
- Constructed a new Port Office.
- A rock tow was installed from the Small Boat Harbor entrance channel to the City Cargo Dock.
- I oversaw a dredge/excavation project in a small portion of Brown's Slough during the winter to demonstrate the City can improve water depth in this area using equipment the City of Bethel owns.
- I volunteered Port staff to maintain and water East Avenue and Front Street.
- I purchased heavy equipment for the Port facilities to reduce Public Works Dept. burden.
- I initiated an effort to survey and purchase property under the Port's jurisdiction. Three purchases concerned East Ave. where the City has trespass issues on Native restrictive land. Two of the parcels are resolved, one is pending (Yukon Lodge).
- The Cargo Dock has an approximately \$11 million repair yet unresolved. 30% of dock will be lost during construction, and Northern Economics was commissioned to provide a study of the feasibility of a new dock.
- Initiated a concept plan for a new dock upriver of the Petro Dock with PND Engineers.

EDUCATION



SKILLS

- Open minded
- Team Oriented
- Results Oriented
- Hands on
- Comfortable with diversity
- Punctual
- Willing to be creative
- Diplomatic
- Open to constructive criticism
- Strong work ethic

ACTIVITIES

I enjoy reading and keeping up on current events. I play chess and board games with my grandchildren. My wife, family and I enjoy Bethel and the Kuskokwim River. I am at home here and invested in this region's quality of life and standard of living.

Peter Williams



Questionnaire name: Release of Information Candidate Questionnaire BethelAK CM 11-2020

Questionnaire taken on: 2020-11-04

Job applied for: Bethel, AK - City Manager (October 30, 2020) - Bethel, AK

Question	Answer
NOTE: Any false response, misrepresentation, or omission of relevant information submitted by you to the questions below may disqualify you from eligibility, selection, or appointment. Misleading or inaccurate information may result in our client withdrawing any conditional or final job offer, or in litigation against you.	Yes, I agree with these terms and conditions.
First Name:	peter
Middle Name:	alfred
Last Name:	williams
Alias Names: Other names by which you've been known by. Ex. Nicknames, Legal Names, Maiden Names etc.	Peter
Preferred Pronoun (ex. He/She/They etc.)	Mr.
How did you learn about this position?	City of Bethel web-site
	
	
	
	
Male or Female (Optional):	Male

REFERENCES: Whether you have submitted references previously as part of your original submission or as an attachment to this form, please clearly indicate to us which references we can now contact without jeopardizing your present employment.

GovHR USA may contact all references that I have submitted. (*In checking this box you authorize GovHR USA to contact your references.)

Additional Reference Information:

EDUCATION: Highest Degree Earned: GED

College/University & Location(city): Edmonds Comm College

Additional Degree Earned:

College/University & Location(City):

Additional Degree Earned:

College/University & Location (City):

CURRENT EMPLOYMENT INFORMATION: 1. Total # of full time employees in your current or most recent overall organization (if applicable):

City of Bethel

2. Total # of full time employees in your current or most recent department (if applicable):

90 +

3. Total budget in your current or most recent overall organization (if applicable):

\$20M plus

4. Total budget of your department or areas of responsibility (if applicable):

\$20M plus

5. Expected compensation for this position:

\$130,000

6. Who do you (or did you) report to (title only):

Bethel City Council

7. Related professional affiliations:

Alaska Municipal League

8. Please confirm that you agree to immediately advise the GovHR USA consultant assigned to your recruitment if you accept another position or your employment circumstances change at any

Yes, I agree to immediately advise the GovHR consultant and provide all necessary information.

point during the recruitment and selection process for this position.

9. At any time in the last seven (7) years, have you been convicted of any offenses relating to your operation of a motor vehicle, or has your drivers license been suspended for any reason? If yes, please provide all information and applicable dates. Yes or No (If yes, please explain).

No

10. At any time in the last seven (7) years, have you been a party to a lawsuit in any court or administrative proceeding, personally or professionally? If yes, please provide general information and applicable dates. Additionally, please identify the applicable venue or jurisdiction of any applicable court or administrative proceeding, and if known, the current status and/or disposition of such court or administrative proceeding. Yes or No (If yes, please list and briefly explain).

No

11. At any time in the last seven (7) years, have you been disciplined by your employer, for any reason? If yes, please provide all information and applicable dates. Yes or No (If yes, please explain).

No

12. At any time in the last seven (7) years, have you been investigated by a professional association or other organization, including but not limited to a governmental entity with investigative authority, for any reason? If yes, please provide all information and applicable dates. Yes or No (If yes, please explain).

No

13. At any time in the last seven (7) years, has anyone made a complaint against you to a professional association regarding your professional status or certification? If yes, please provide all information and applicable dates. Yes or No (If yes, please explain).

No

14. At any time, have you been asked to resign, or have you been terminated from employment? If yes, please provide applicable dates and please indicate if a severance agreement and/or release of

Yes April, 2019 Dismissed without cause or due process

claims was executed by you regarding such resignation/termination.

15. At any time, has anyone made a complaint against you to a professional organization or your employer for alleged violations of state or federal civil rights or sexual harassment laws? If yes, please provide all information and applicable dates. Yes or No (If yes, please explain).	No
---	----