

CITY OF BETHEL

City Council Meeting Agenda, March 23, 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

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Meeting ID: 961 5520 6634

Passcode: 419164

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.

To 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 CONSENT AGENDA AND REGULAR AGENDA

6. APPROVAL OF MEETING MINUTES

Posted March 17, 2021. 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

6.1. *3-9-2021 Regular City Council Meeting

7. REPORTS OF STANDING COMMITTEES

7.1. Committee/Commission/Board Agendas And Draft Meeting Minutes

8. SPECIAL ORDER OF BUSINESS

8.1. Proclamation In Recognition Of 2021 Alaska Suicide Prevention Day At The Capitol (Mayor Dewitt)

8.2. Proclaiming April Sexual Assault Prevention And Awareness Month (Mayor DeWitt)

9. UNFINISHED BUSINESS

9.1. Public Hearing Of Ordinance 21-07: Establishing Chapter 9.10. Prohibiting Defacement Of Public Property (Public Works Committee)

9.2. Public Hearing Of Budget Ordinance 20-12(j): Amending The City Of Bethel Fiscal Year 2021 Budget-Outsourced Services (Interim City Manager Williams)

10. NEW BUSINESS

10.1. Emergency Ordinance 21-08: Extending The Declaration Of Emergency Issued Through Ordinance #21-02, #20-38, #20-32, 20-29, #20-11, #20-09, And #20-08 (Mayor DeWitt)

10.2. Emergency Ordinance 21-09: Exempting 13.04.290 Of The Bethel Municipal Code To Prevent Water Shut Off For Non-Payment For An Additional 60 Days (Mayor DeWitt)

10.3. Emergency Ordinance 21-10: Extending Emergency Ordinance 21-03, 20-38, 20-34 And 20-27 Establishing A Mandate Within The City Of Bethel That Masks Or Similar Face-Coverings Be Worn In Public In Indoor And Indoor-Adjacent Spaces, And Under Certain Conditions In Outdoor Spaces, During The COVID-19 Public Health Emergency (Mayor DeWitt)

10.4. Emergency Ordinance 21-11: Repealing And Replacing Ordinance 21-06 Testing And Quarantine Mandates And Adopting Mandates That Allow For Quarantine And Testing Exemptions If The Traveler Has Received The Recommended COVID-19 Vaccination (Mayor Dewitt)

10.5. *Introduction Of Ordinance 21-12: Authorizing The Acquisition Of Interest In Land For A Utility Easement From Benjamin Kawagley Involving The Bethel Avenues Piped Water And Sewer Project - Phase I (Interim City Manager Williams)

10.6. *Introduction Of Budget Ordinance 20-12(k): Amending The City Of Bethel Fiscal Year 2021 Budget- Airport Incentive Program- YK Fitness Center Water Usage- Preliminary Engineering Report And Environmental Assessment (Interim City Manager Williams)

10.7. *Resolution 21-04 Specifying Standards And Processes For The Community Action Grant Program (Council Member Barr)

Posted March 17, 2021. at City Hall, AC Co., Swanson's, and the Post Office.

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- 10.8. *Resolution 20-05: Authorizing Administration To Amend The City Of Bethel Public Employees' Retirement System Participation Agreement To Exempt The Position Of City Manager (Mayor DeWitt)
- 10.9. *Resolution 21-06: Responding To The COVID-19 Public Health Emergency, Repealing And Replacing Resolution 20-17, And Establishing Standards For In-Person Participation For City Meetings (Mayor DeWitt)

11. REPORTS

- 11.1. Mayor's Report
- 11.2. City Manager's Report
- 11.3. Clerk's Report

12. COUNCIL MEMBER COMMENTS

13. EXECUTIVE SESSION

- 13.1. 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- City Attorney Annual Evaluation (Mayor DeWitt)
- 13.2. 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- City Manager Six Month Evaluation (Mayor DeWitt)

14. ADJOURNMENT

Posted March 17, 2021. 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

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1. CALL TO ORDER

A Regular Meeting of the Bethel City Council was held on March 9, 2021 at 6:30 p.m., in the Council chambers, Bethel, Alaska.

Mayor DeWitt called the meeting to order at 6:32 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Comprising a quorum of the Council, the following members were present:
City Council Member Perry Barr (telephonically) Vice-Mayor Haley Hanson (telephonically) City Council Member Alyssa Leary (telephonically) City Council Member Mark Springer (telephonically) Mayor Michelle DeWitt (telephonically) City Council Member Rose Henderson (telephonically) City Council Member Conrad McCormick (telephonically)
Members Absent:
Also in attendance were the following:
Interim City Manager Peter Williams (telephonically), City Clerk Lori Strickler (telephonically), City Attorney Libby Bakalar (telephonically)

4. PEOPLE TO BE HEARD – Five minutes per person

Ruth Abigail Miller- Read from a Facebook post regarding a sexual assault and presented allegations that the Police Department was not handling the issue in a timely manner. Identified concerns with the delay of processing evidence in the Justice system. Presented other concerns about police policies regarding the handling evidence. Suggested that relatives of people accused of a crime should not be part of the chain of custody if that is happening. Advised, that if the Police Department has systemic problems or policies which hinder the processing of evidence, they need to be changed.

Anny Cochran –Presented concerns related to the Police Department. Suggested, that when a call is made to 911, it is important that the agencies make sure the after care of that call is handled appropriately. Stated victims have the right to have their case handled in a timely manner and should not have to constantly reach out to the agencies to receive updates. Advised, that staffing levels need to be improved to ensure that the Police Department can adequately protect and serve the public. Asked the council to identify a way to have checks and balances for systems that are broken which allow for confidentiality.

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

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

Ryan and Stephanie Butte submitted an email to be heard. Both are Tundra Ridge Residents, in support of Resolution 21-03. Listed public benefits of having a complete route around Bethel: the economic benefit of reducing driving time, the reduction of "rush hour traffic" at Watson's corner, and reducing the time for emergency services to reach locations. Also presented safety concerns of using 9100 Tundra Ridge Road as a main roadway such as: narrow streets, houses with little to no easement, and bends and turns which present a danger to children playing in the area. They hope that the State of Alaska will choose " Location A" and make the city safer by creating better road access to all sections of Bethel.

5. APPROVAL OF CONSENT AGENDA AND REGULAR AGENDA

Main Motion: Approve the Consent and Regular Agenda.

Moved by:	Mark Springer
Seconded by:	Haley Hanson
In favor:	Perry Barr, Haley Hanson, Alyssa Leary, Mark Springer, Michelle DeWitt, Rose Henderson, Conrad McCormick
Opposed:	None
Results:	Motion Carries

Removal from consent agenda- New Business Item 10.3, Resolution 21-03, Council Member Springer.

6. APPROVAL OF MEETING MINUTES

Item 6.1. - *2-23-2021 Regular City Council Meeting
Passed on the consent agenda.

7. REPORTS OF STANDING COMMITTEES

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

Port Commission, Council Member Springer- A meeting has not held since the last City Council Meeting.

Planning Commission, Vice-Mayor Hanson- A meeting will be held on Thursday of this week and will: consider a junk vehicle program action memorandum, elect a chair and vice chair, and hold a public hearing on a conditional use permit for a single story triplex at 228 Akiak drive.

Community Action Grant Technical Review Board, Council Member Barr- The Board met on March 3, there were a number of applications reviewed. Those applications will be considered at another meeting tomorrow evening.

Parks, Recreation, Aquatic Health and Safety Center Committee, Mayor DeWitt- Park's names were considered for our unnamed parks. Park name recommendations will be sent to the Council for consideration. Discussed the scope of work on the Phase II feasibility study for the recreation center and the Sugar Sweetened Beverage Excise Tax. The committee will be presenting amendments to the Council for consideration. Changing the name of the committee will be on the next agenda.

Finance Committee, Council Member McCormick- A meeting has not been held since the last City Council Meeting. Provided condolences to the family and friends of the Heidi Hoffman, Finance Employee that worked with the Finance Committee.

Public Works Committee, Council Member Leary- Made an initial attempt for establishing goals for 2021. Reviewed a public works department capital improvement item to fund a new public works building. Discussed and received an update on the Avenues Project.

Public Safety and Transportation Commission, Council Member Henderson- A meeting was not held due to a lack of a quorum.

8. SPECIAL ORDER OF BUSINESS

9. UNFINISHED BUSINESS

10. NEW BUSINESS

Item 10.1. - *Introduction Of Ordinance 21-07: Establishing Chapter 9.10. Prohibiting Defacement Of Public Property (Public Works Committee)

Passed on the consent agenda.

Item 10.2. - *Introduction Of Budget Ordinance 20-12 (j): Amending The City Of Bethel Fiscal Year 2021 Budget-Outsourced Services (Interim City Manager Williams)

Passed on the consent agenda.

Item 10.3. - *Resolution 21-03: Opposing The Statewide Transportation Plan's Tundra Ridge Road Project And The State's Use Of Eminent Domain To Carry Out The Project (Interim City Manager Williams)

Main Motion: Adopt Resolution 21-03.

Moved by:	Mark Springer
Seconded by:	Alyssa Leary
In favor:	Perry Barr, Haley Hanson, Alyssa Leary, Mark Springer, Michelle DeWitt, Rose Henderson, Conrad McCormick
Opposed:	None
Results:	Motion Carries

Item 10.4. - *IM 21-04: Presentation Of The City's Water And Sewer Services Expenditures Compared To Budget From July1, 2020 To February 28, 2021 – Utilities Maintenance – Water And Wastewater Activity Report (Interim City Manager Williams)

Passed on the consent agenda.

11. REPORTS

Item 11.1. - Mayor's Report

Item 11.2. - City Manager's Report

Item 11.3. - Clerk's Report

12. COUNCIL MEMBER COMMENTS

Mayor DeWitt- Provided condolences to the family and friends of Heidi Hoffman.

Vice-Mayor Hanson- No comment.

Council Member Barr- No comment.

Council Member Leary- Provided condolences to the family and friends of Heidi Hoffman.

Council Member Springer- Brought attention to the comments made by members of the public related to the Police Department and asked the City Manager, the supervisor of the Police Chief, to address these statements with the department. Additionally stated, the Bethel Fire and Police Department should provide more resources to support Bethel Search and Rescue. Provided thanks to Streets and Roads for all their hard work. Provided condolences to the family and friends of Heidi Hoffman.

Council Member Henderson- Provided condolences to the family and friends of Heidi Hoffman. Thanked Clerk Strickler and the City Manager for the support they provided the family in their time of loss. Thanked the City Manager and City Clerk for their reports. Looked forward to receiving the recommendations on resuming in-person public meetings. Encouraged everyone to get vaccinated. Provided thanks to the city employees for all their hard work with the snow this year.

Council Member McCormick-Thanked the many people that reached out to him about the Tundra Ridge Road Resolution. Thanked Anny Cochrane and Ruth Miller for their testimony this evening. In recognition of Women's History Month, thanked all the women he works with for their work and thanked his Mother.

13. EXECUTIVE SESSION

14. ADJOURNMENT

Main Motion: Adjournment.

Moved by:	Rose Henderson
Seconded by:	Haley Hanson
In favor:	Perry Barr, Haley Hanson, Alyssa Leary, Mark Springer, Michelle DeWitt, Rose Henderson, Conrad McCormick
Opposed:	None
Results:	Motion Carries

Meeting ended at 8:12 p.m.

Michelle DeWitt, Mayor

ATTEST:

Lori Strickler, City Clerk

PUBLIC NOTICE
REGULAR MEETING OF THE
Community Action Grant Technical Review Board
Wednesday, March 10, 2021, 7:00 p.m.
Council Chambers, 300 State Highway, Bethel, Alaska



AGENDA

Members

S. Grady Deaton, Chair
Leif Albertson, Vice-Chair
Perry Barr, Council Rep.
Jennifer Dobson
Louise Russell
Lucinda Alexie

Ex-Officio

John Sargent

Recorder

John Sargent

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Passcode: 208753

Find your local number: <https://zoom.us/u/a4vCKaF6g>

- I. CALL TO ORDER
- II. ROLL CALL
- III. PEOPLE TO BE HEARD
- IV. APPROVAL OF AGENDA
- V. APPROVAL OF MINUTES
 - A. March 3, 2021 Regular Meeting.

VI. UNFINISHED BUSINESS

- A. Review amount of CAG funding available.
- B. Review, discuss, and score applications and responses received (may include questions to applicants in attendance).
- C. Update on previous award recipients, projects funded, final reports, CAG award agreements, and other follow-up issues.

VII. NEW BUSINESS

- A. Declaration of Vacant Seat on CAGTRB as a result of City Council appointment of Olivia Guy on March 26, 2019, but no signed oath returned within 45 days thereafter. Reference BMC 2.52.070.(A)8 [https://bethel.municipal.codes/BMC/2.52.070\(A\)\(8\)](https://bethel.municipal.codes/BMC/2.52.070(A)(8))
- B. Resolution and Ordinance stipulations guiding procedures, practices, and protocol of the Community Action Grant Technical Review Board.

VIII. COMMISSION MEMBER COMMENTS

IX. ADJOURNMENT

POSTED: Post Office, AC, AC Quickstop, Swanson's, and City Hall



City of Bethel

Port Commission Agenda

Regular Meeting
Monday March 15, 2021 - 7 pm
Bethel, Alaska



Commissioners

Alan Murphy
Chair
Term Expires 2023

Richard Pope
Vice Chair
Term Expires 2023

Mark Springer
Council Rep.
Term Expires 2021

Stacey Reardon
Term Expires 2023

Daniel Mullins
Term Expires 2023

Mary Beth Hessler
Term Expires 2022

Michael Meeks
Term Expires 2022

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Meeting ID: 980 4241 6035

Passcode: 239023

Find your local number: <https://zoom.us/u/adkX9AA2wB>

- i. **CALL TO ORDER**
- ii. **ROLL CALL**
- iii. **SPECIAL ORDER OF BUSINESS**
-Election of Chair and Vice-Chair
- iv. **PEOPLE TO BE HEARD**
- v. **APPROVAL OF AGENDA**
- vi. **APPROVAL OF MINUTES FROM THE REGULAR MEETINGS**
-APPROVAL OF MINUTES FROM – February 15, 2021 Regular Meeting
- vii. **DEPARTMENT HEAD COMMENTS**
- viii. **UNFINISHED BUSINESS**
- ix. **NEW BUSINESS**
-FY22 Port Budget
- x. **COMMISSION MEMBER'S COMMENTS**
- xi. **ADJOURNMENT**

Attest:


Edward Flores – Commission Recorder

Ex-Officio
Allen Wold
Port Director
(907)543-2310
port@cityofbethel.net

Edward Flores
Port Admin
(907)543-2310
port@cityofbethel.net

City of Bethel, Alaska

Public Safety & Transportation Commission

March 3, 2021

Regular Meeting

Bethel, Alaska

I. CALL TO ORDER

A regular meeting of the Public Safety and Transportation Commission was **NOT** held on March 3, 2021 in the Bethel City Hall Council Chambers.

Roll call was called to order at 6:40 pm. No quorum was present. The meeting was adjourned by Daron Solesbee, Acting Fire Chief/Recorder.

II. ROLL CALL

Present: Theresa Quiner, Vice Chair
Nicholai Jockay
Mary Beth Hessler

Absent: Douglas Boyer, Chair
Rose Henderson, Council Representative
Melania Fredericks

Ex-Officio Present: Daron Solesbee, Acting Fire Chief/Recorder
Richard Simmons, Police Chief

APPROVED THIS _____ DAY OF _____, 2021.

Daron Solesbee, Acting Fire Chief/Recorder

Douglas Boyer, Chair

City of Bethel

Finance Committee Agenda

Monday, March 22th, 2021 – 6:30 p.m.

Council Chambers, City Hall-300 State Highway



Carol Ann Willard
Finance Committee Chair
Term Ends 2022

Robert Rey
Finance Committee Vice Chair
Term Ends 2021

Conrad McCormik
City Council Representative
Term Ends 2021

David Trantham, Jr.
Finance Committee Member
Term Ends 2023

Mary Beth Hessler
Finance Committee Member
Term Ends 2021

Brian Henry
Finance Committee Member
Term Ends 2023

Farah Sears
Finance Committee Member
Term Ends 2023

John Hamilton
Alternate Member
Term Ends 2022

Marybeth Whalen
Finance Committee Member
Term Ends 2021

Xavier Mason
Assistant
Finance Director
543-1375
xmason@cityofbethel.net

Janeen Nichols
Interim Recorder
543-3150
jnichols@cityofbethel.net

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Passcode: 240694

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877 853 5257 US Toll- free	888 475 4499 US Toll-free		

I. CALL TO ORDER

II. ROLL CALL

III. PEOPLE TO BE HEARD - Five minutes per person.

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- 3) Contain the full, real name of the person sending it.

Note: depending on the amount of emails received, the chair may summarize the content of the email



IV. APPROVAL OF AGENDA

V. APPROVAL OF MINUTES

- a) 02/22/2021

VI. SPECIAL ORDERS OF BUSINESS

- a) Committee Commission Member Training
- b)

VII. UNFINISHED BUSINESS

VIII. NEW BUSINESS

- a) Review and Council Recommendation consideration, Ordinance Amending BMC 4.16.160 (Assistant Finance Director Mason)

IX. EX OFFICIO MEMBER REPORT

- a) Janeen Nichols will remain as Interim Recorder
- b) Building a solid team & Recruitment underway for Accountant II position
- c) Personal goal is to become proficient at every position's tasks
- d) are working diligently on the audit

X. FINANCE COMMITTEE MEMBER COMMENTS

XI. ADJOURNMENT



Planning Commission Meeting Agenda
Regular Scheduled Meeting Thursday March 11, 2021– 6:30PM

MEMBERS

Kathy Hanson
Chair
Term Expires 12/2021

Lorin Bradbury
Vice-Chair
Term Expires 12/2023

John Guinn
Commission Member
Term Expires 12/2022

Alex Wasierski
Commission Member
Term Expires 12/2021

Shadi Rabi
Commission Member
Term Expires 12/2022

Stanley Hoffman Jr
Commission Member
Term Expires 12/2021

Brian Henry
Alternate
Term Expires 12/2023

Haley Hanson
Council Representative
Term Expires 10/2021

Ted Meyer
Ex-Officio Member

Pauline Boratko
Recorder

We are now hosting our public meetings through Zoom.

To join the meeting, follow these instructions:

1. Go to the website: <https://zoom.us/join>

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OR

2. teleconference: choose one the following numbers if one does not work use the next number +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) 877 853 5257 US Toll-free 888 475 4499 US Toll-free 833 548 0276 US Toll-free 833 548 0282 US Toll-free
User ID: 929 6930 4454 Participant ID: press # Passcode: 109277
(note: *6 to mute/unmute phone)

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. PEOPLE TO BE HEARD – (5 Minute Limit): the public may call in, join via Zoom or send their written statement to planning@cityofbethel.net or by mailing to City of Bethel- Planning Dept Box 1388 Bethel, Alaska 99559. Anonymous letters will not be accepted. Please submit statements before 5pm on March 10, 2021
- IV. APPROVAL OF THE AGENDA:
- V. APPROVAL OF THE MINUTES:
 - A. February 11, 2021- regular meeting minutes
- VI. SPECIAL ORDER OF BUSINESS:
 - A. Election of Chair and Co Chair of the commission.
- VII. NEW BUSINESS:
 - A. PUBLIC HEARING: On February 4, 2021 the City of Bethel Planning Office received a Conditional Use Permit Application from AMW Property Management to construct a single story triplex in the residential use zone. Location: 228 Akiak Drive. Legal Description: Plat #71-425 Block 9 Lot 7, Property Owner: Alex Wasierski Purpose: To construct a single story triplex unit (action item).
 - B. Discuss Action Memorandum for City of Bethel Resident Voluntary Junk Vehicle Removal Program (discussion item)
- VIII. UNFINISHED BUSINESS:
- IX. PLANNER'S REPORT:
- X. COMMISSIONER'S COMMENTS:
- XI. ADJOURNMENT:



City of Bethel
Public Works Committee
Regular Meeting - Wednesday, March 17, 2021 5:30 pm
City Hall Council Chambers, Bethel, AK

Gary Decossas
Committee Chair
Term Expires 2022

Alyssa Leary
Committee Co-Chair
Council
Representative
Term Expires 2021

Ryan Butte
Committee Member
Term Expires 2020

Juan Delgado
Committee Member
Term Expires 2021

Ryan Jeffries
Committee Member
Term Expires 2022

Bill Arnold
Public Works Director
Ex- Officio Member

Charlie Dan
Committee Recorder

We are hosting our public meeting through Zoom.

To join this meeting, follow these instructions:

Go to the website, <https://zoom.us/join> or

Call: 253-215-8782, 301-715-8592, 312-626-6799, 346-248-799, 699-900-6833, or
929-205-6099

Zoom Meeting ID: 942 8329 0754 Passcode: 686894

I. CALL TO ORDER

II. ROLL CALL

III. PEOPLE TO BE HEARD – 5 minute limit

We are still accepting written testimony from the public for each of our public meetings. Deadline to submit written testimony will be 4:00pm the day of the meeting. Please send written testimony to pwadmin@cityofbethel.net.

Anonymous submissions will not be accepted.

IV. APPROVAL OF AGENDA

V. APPROVAL OF MINUTES

- a) February 25, 2021 Rescheduled Meeting

VI. UNFINISHED BUSINESS

- a) Amending BMC 08.12.020 and 08.12.030 (Leary)
- b) Recommendation for City Code Enforcer Follow up
- c) Update on "Polk" Road
- d) Update on Avenues Water/Sewer Project
- e) Evaluate 2021 Committee Goals, Tasks, and Priorities
- f) Public Works Facility Improvements
- g) Recommendation for QA/QC Oversight for Avenues Project

VII. NEW BUSINESS:

- a) Hauled Services Billing Ordinance
- b) Hauled Services Holding Tank Overflow Liability Ordinance

VIII. DIRECTOR'S REPORT

IX. COMMITTEE MEMBER COMMENTS

X. ADJOURNMENT

Posted March 11, 2020 at City Hall, AC Co., Swanson's, and the Post Office.

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

Charlie Dan, Public Works Assistant



American
Foundation
for Suicide
Prevention

Alaska

City of Bethel Proclamation

IN RECOGNITION OF

2021 ALASKA SUICIDE PREVENTION DAY AT THE CAPITOL

- WHEREAS,** this Proclamation recognizes suicide as a national and statewide public health problem, and suicide prevention as a national and statewide responsibility, and designates March 17 and 18, 2021 as "Suicide Prevention Days in the City of Bethel;
- WHEREAS,** suicide is the 10th leading cause of death in the United States and the 2nd leading cause of death among individuals between the ages of 10 to 34;
- WHEREAS,** in the United States, in 2019 we lost over 47,000 lives to suicide (Centers for Disease Control);
- WHEREAS,** in 2019, ALASKA experienced 209 deaths by suicide (State of Alaska Epidemiology);
- WHEREAS,** over 90% of the people who die by suicide have a diagnosable and treatable mental health condition, although often that condition is not recognized or treated;
- WHEREAS,** the stigma associated with mental health conditions and suicidality works against suicide prevention by discouraging persons at risk for suicide from seeking life-saving help and further traumatizes survivors of suicide loss and people with lived experience of suicide;
- WHEREAS,** organizations such as The American Foundation for Suicide Prevention-Alaska Chapter and NAMI-Alaska and YKHC envision a world without suicide, and are dedicated to saving lives and bringing hope to those affected by suicide, through research, education, advocacy, and resources for those who have lost or struggle, and urge that we:
1. Recognize suicide as a preventable national and state public health problem and declare suicide prevention to be a priority.
 2. Acknowledge that no single suicide prevention program or effort will be appropriate for all populations or communities.
 3. Develop and implement strategies to increase access to quality mental health, substance misuse, and suicide prevention services based on the goals contained in the National Strategy for Suicide Prevention.
 4. Promote awareness that there is no single cause for suicide and that suicide most often occurs when stressors exceed the current coping abilities of someone suffering from a mental health condition.

THEREFORE, BE IT RESOLVED that the City of Bethel does hereby designate March 17, 2021 as Suicide Prevention Day in the City of Bethel.

Signed this 23th day of March 23, 2021.

Michelle DeWitt, Mayor

Lori Strickler, City Clerk



City of Bethel Proclamation

Sexual Assault Prevention and Awareness Month

WHEREAS, Sexual Assault Prevention and Awareness Month seeks to raise public awareness about sexual harassment, assault, and abuse and provides recommitment to our continued efforts as a society to strengthen our response to these crimes and the awareness of services and support for survivors;

WHEREAS, all children, teenagers, women, and men deserve to be safe from the entire spectrum of sexual violence from sexual harassment, to sexual abuse, to sexual assault;

WHEREAS, we recognize that the high rates of sexual violence in Bethel and the YK Delta region are the result of complex historical, systemic, political, social, cultural, legal, and economic factors, and that these high rates of violence did not exist a few generations ago;

WHEREAS, because of the stigma of reporting violence, reports of harm, and utilization of services are much lower than often reported, the following information represents the calls for service received by the Bethel Police Department that relate to sexual assault and domestic violence in our community:

	2019	2020
Sexual Assault	43	40
Sexual Assault of a Minor	30	35
Domestic Violence	263	275

WHEREAS, the following are resources for victims and survivors of sexual assault:

Bethel Police Department	911
Tundra Women's Coalition	(907) 543-3456 Toll Free 1-800-478-799
National Sexual Assault Telephone Hotline	1-800-656-4679
Stronghearts Native Helpline	1+844-7NATIVE
Office of Victims' Rights	1-(907) 754-3460

WHEREAS, it is critically important to promote access to healing and wellness activities, the following are resources for those who experience sexual violence:

Tundra Women's Coalition	(907) 543-3456 Toll Free 1-800-478-799
Stronghearts Native Helpline	1+844-7NATIVE
YKHC Behavioral Health	(907) 543-6101
Bethel Family Clinic Behavioral Health	(907) 543-3773
Orusararmiu Native Council Social Services	(907) 543-2608

WHEREAS, to reduce the rates of sexual violence it is critically important to invest in primary violence prevention work and offer education opportunities about sexual consent and sexual violence and that there is a Bethel Primary Prevention Coalition hosted at the Tundra Women's Coalition;

WHEREAS, it is so important for us as individuals, agencies, and communities do everything we can to help protect against these crimes, help promote awareness for survivor services, help comfort and support survivors when they come forward and take measures to address policies and standards that limit arrests for these crimes;

WHEREAS, we all have a role in preventing sexual assault, together, we can work together to further reduce, with the goal to eliminate, sexual assault in our community and region;

NOW, THEREFORE, the Bethel City Council does hereby proclaim, April as Sexual Assault Prevention and Awareness Month.

Signed this 23rd day of March 2021.

Michelle DeWitt, Mayor

Lori Strickler, City Clerk

Introduced by: Public Works Committee
Introduction Date: March 9, 2021
Public Hearing Date: March 23, 2021
Action:
Vote:

CITY OF BETHEL, ALASKA

Ordinance 21-07

AN ORDINANCE OF THE BETHEL CITY COUNCIL ESTABLISHING CHAPTER 9.10. PROHIBITING DEFACEMENT OF PUBLIC PROPERTY

WHEREAS, the City has the power and obligation to preserve property in its custody and control for the use to which it is lawfully dedicated;

WHEREAS, the state and federal constitutions guarantee the public's right to freedom of speech and expression;

WHEREAS, this constitutional right is not absolute, and the City may place reasonable time, place, and manner restrictions on public property which are not by tradition or designation a forum for public communication, as long as the regulation is reasonable and not an effort to suppress expression merely because public officials oppose the speaker's view;

WHEREAS, recent events and incidents in both the City and the State have demonstrated a need for the City to ensure that City-owned property reflects the values of our community, while still ensuring the public's constitutional rights;

NOW THEREFORE BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF BETHEL, ALASKA:

SECTION 1. Classification. This is a codified ordinance of general and permanent nature and shall become part of the Bethel Municipal Code.

SECTION 2. Amendment. Bethel Municipal Code is amended to add Chapter 09.10, Defacing Public Property.

09.10.010 Defacing Public Property Prohibited

It is unlawful for any person within the city to mar, injure, or deface any part of any public building, dumpster, or any other public property within the city. In this section, "deface" includes but is not limited to placing letters or symbols on public property that demean an ethnic, religious, or racial group, or that are otherwise vulgar, indecent, or have sexual connotations; any letters or symbols known by the City to have a sexual

Introduced by: Public Works Committee
Introduction Date: March 9, 2021
Public Hearing Date: March 23, 2021
Action:
Vote:

connotation or to be patently offensive to a person of ordinary sensibilities will be considered vulgar or indecent; any letters or symbols known by the City to be patently offensive to an ethnic, religious, or racial group will be considered demeaning to that group. Artwork on public property that is permitted by the City shall not be considered defacement. "Public property" is any real or tangible property owned or leased by the City. Violation of this section is an infraction and is subject to a one thousand dollar (\$1,000) fine for each individual violation.

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

ENACTED THIS ___TH DAY OF MARCH 2020 BY A VOTE OF _ IN FAVOR AND _ OPPOSED.

Michelle DeWitt, Mayor

ATTEST:

Lori Strickler, City Clerk

Introduced by: Peter Williams, Interim City Manager
Introduction Date: March 9, 2021
Public Hearing Date: March 23, 2021
Action:
Vote:

CITY OF BETHEL, ALASKA

Ordinance 20-12 (j)

AN ORDINANCE AMENDING THE CITY OF BETHEL FISCAL YEAR 2021 BUDGET

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

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

SECTION 2. Fiscal Year Budget Amendments. The following estimated revenues and expenditures are hereby appropriated for the corporate purposes and objects of the City of Bethel for Fiscal Year 2021.

WHEREAS, the Finance Department depends on the accounting firm, Carmen Jackson, CPA, LLC for essential accounting services due to a shortage of personnel;

WHEREAS, Carmen Jackson has over five years of experience with the City of Bethel's accounting system, Finance Department, and City protocols and has proven to be an asset during previous City audits;

WHEREAS, an increase of \$100,000 is requested to cover the following service outcomes to be provided by Carmen Jackson, CPA, LLC:

- FY 2022 Budget preparation sufficient for City Council presentation (\$20,000)
- FY 2020 Audit preparation and liaison to auditor (\$20,000)
- Implementation of Questica program with Caselle Accounting software (\$10,000)
- On-site training, problem-solving, and customer account updates (\$15,000)
- On-going accounting services, as needed (\$35,000)

A				
Line Item	Description	Approved Appropriations	Proposed Amendment	Proposed Total Appropriations
10-53-648	Outsourced Services – PR, Utilities, G/L	404,000	100,000	504,000
10-10100	Fund Balance	13,487,998	(100,000)	13,387,998

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

Introduced by: Peter Williams, Interim City Manager
Introduction Date: March 9 ,2021
Public Hearing Date: March 23, 2021
Action:
Vote:

ENACTED THIS 23RD DAY OF 2021 BY A VOTE OF _ IN FAVOR AND _ OPPOSED.

Michelle DeWitt, Mayor

ATTEST:

Lori Strickler, City Clerk

CITY OF BETHEL, ALASKA

Emergency Ordinance #21-08

AN ORDINANCE BY THE BETHEL CITY COUNCIL EXTENDING THE DECLARATION OF EMERGENCY ISSUED THROUGH ORDINANCE #21-02, #20-38, #20-32, 20-29, #20-11, #20-09 and #20-08

- WHEREAS,** on March 11, 2020, the State of Alaska declared a public health emergency in response to an anticipated outbreak of COVID-19 in Alaska;
- WHEREAS,** on March 24, 2020, Bethel City Council adopted Ordinance #20-08; authorizing the City Manager and City Council to modify or suspend sections of the Bethel Municipal Code regarding public meetings and participation, procurement, contracts, leases and personnel rules in order to ensure the health, safety and welfare of the City during a State-declared public health emergency;
- WHEREAS,** on March 25, 2020, the Bethel City Council adopted Ordinance #20-09, finding the existence of a public health emergency related to the COVID-19 outbreak, incorporating by reference the declaration of local disaster emergency issued by the Acting City Manager and Mayor on March 24, 2020; seeking state and federal funding assistance; and issuing certain health advisories, and requests consistent with state and federal law; these emergency declarations were extended on May 26, 2020, through Ordinance #20-11, through Ordinance #20-29 September 8, 2020, through Ordinance 20-32 adopted on October 27, 2020, and through Ordinance 20-37 adopted on December 22, 2020;
- WHEREAS,** the potential extent and effect of COVID-19 cannot yet be known, it remains vital for the City of Bethel to be prepared and take all needed precautions until there is no longer a threat;

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

Section 1. Finding of Emergency. The Bethel City Council finds that an emergency exists in the City of Bethel due to the outbreak of COVID-19, which has been declared a global pandemic and a state and national public health emergency.

Section 2. Classification. This ordinance is not permanent in nature and is a non-codified ordinance that shall not become part of the Bethel Municipal Code.

Section 3. All provisions of Ordinance #20-11, as amended, remain in effect.

City of Bethel, Alaska

Ordinance #21-08

Introduced by: Mayor DeWitt
Introduction and Public Hearing Date March 23, 2021
Action:
Vote:

Section 4. Effective and Expiration Date: This ordinance is effective immediately upon adoption by the City Council and shall remain in effect for a period of sixty (60) days.

ENACTED THIS 23rd DAY OF MARCH 2021 BY A VOTE OF _ IN FAVOR AND 0 OPPOSED.

Michelle DeWitt, Mayor

ATTEST:

Lori Strickler, City Clerk

CITY OF BETHEL, ALASKA

EMERGENCY ORDINANCE #21-09

AN ORDINANCE BY THE BETHEL CITY COUNCIL EXEMPTING 13.04.290 OF THE BETHEL MUNICIPAL CODE TO PREVENT WATER SHUT OFF FOR NON-PAYMENT FOR AN ADDITIONAL 60 DAYS

WHEREAS, the United States Centers for Disease Control and Prevention (CDC) has identified COVID-19 as a significant public risk;

WHEREAS, on March 11, 2020, Governor Dunleavy issued a declaration of public health disaster emergency in response to the anticipated outbreak of COVID-19 within Alaska's communities;

WHEREAS, on March 11, 2020, the World Health Organization designated the COVID-19 outbreak a pandemic;

WHEREAS, various organizations, agencies, and local governments throughout the State of Alaska continue to restrict public gatherings, school sessions and programs, and other activities as well as non-essential travel in efforts to contain the virus;

WHEREAS, on March 24, 2020, Bethel City Council adopted Ordinance 20-08, authorizing the City Manager and City Council to modify or suspend sections of the Bethel Municipal Code regarding public meetings and participation, procurement, contracts, leases and personnel rules in order to ensure the health, safety, and welfare of the City during a State-declared public health emergency;

WHEREAS, on March 25, 2020, Bethel City Council adopted Ordinance 20-09, finding the existence of a public health emergency related to the COVID-19 outbreak, incorporating by reference the declaration of local disaster emergency issued by the Acting City Manager and Mayor on March 24, 2020; seeking state and federal funding assistance; and issuing certain health advisories and requests consistent with state and federal law;

WHEREAS, on May 26, 2020, Bethel City Council adopted Ordinance 20-11 extending the declaration of emergency it previously issued, requiring explicit approval of Council before the adoption of any mandates or guidelines beyond the scope of the State of Alaska health mandates; and repealing Section 4 of

Ordinance 20-09, which adopted travel and social distancing guidance within the City;

WHEREAS, since June 2020, there has been a rapid increase in COVID-19 cases throughout Alaska and within Bethel and surrounding communities in the Yukon-Kuskokwim Delta region;

WHEREAS, the City of Bethel Utility Billing department has a number of residents that face water shut off because of delinquencies in payment, during this public health emergency it is imperative the City of Bethel continue to provide this necessary service to help prevent the spread of COVID-19;

WHEREAS, the City of Bethel is not permitted to use CARES act funding to replace loss government revenues;

WHEREAS, the Bethel City Council Adopted Ordinance 20-28 on August 31, 2020 which provided the first exemption period for this shut off exemption, which was extended by Ordinance 20-40 on December 22, 2020 and Ordinance 21-04 on February 9, 2021;

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

Section 1. Finding of Emergency. The Bethel City Council finds that an emergency exists in the City of Bethel due to the outbreak of COVID-19, which has been declared a global pandemic and a state and national public health emergency.

Section 2. Classification. This is a non-codified Ordinance of general and permanent nature and shall become part of the Bethel Municipal Code.

Section 3. Bethel Municipal Code Chapter 13.04.290 will not be in effect and the City will not shut off water accounts due to lack of payment for the effective period of this ordinance.

Section 4. Effective and Expiration Date: This ordinance is effective immediately upon adoption by the City Council and shall remain in effect for a period of sixty (60) days.

ENACTED THIS 23 DAY OF MARCH 2020 BY A VOTE OF _ IN FAVOR AND _ OPPOSED.

Michelle DeWitt, Mayor

ATTEST:

City of Bethel, Alaska

Ordinance #21-09
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Introduced by: Mayor DeWitt
Public Hearing and Adoption Date: March 23, 2021
Action:
Vote:

Lori Strickler, City Clerk

CITY OF BETHEL, ALASKA

EMERGENCY ORDINANCE 21-10

AN ORDINANCE BY THE BETHEL CITY COUNCIL EXTENDING EMERGENCY ORDINANCE 21-03, 20-38, 20-34 and 20-27 ESTABLISHING A MANDATE WITHIN THE CITY OF BETHEL THAT MASKS OR SIMILAR FACE-COVERINGS BE WORN IN PUBLIC IN INDOOR AND INDOOR-ADJACENT SPACES, AND UNDER CERTAIN CONDITIONS IN OUTDOOR SPACES, DURING THE COVID-19 PUBLIC HEALTH EMERGENCY

- WHEREAS,** on March 11, 2020, the State of Alaska declared a public health emergency in response to an anticipated outbreak of COVID-19 in Alaska;
- WHEREAS,** on March 24, 2020, the Bethel City Council adopted Ordinance #20-08, authorizing the City Manager and City Council to modify or suspend sections of the Bethel Municipal Code regarding public meetings and participation, procurement, contracts, leases, and personnel rules in order to ensure the health, safety and welfare of the City during a State-declared public health emergency;
- WHEREAS,** on March 25, 2020, the Bethel City Council adopted Ordinance #20-09, finding the existence of a public health emergency related to the COVID-19 outbreak, incorporating by reference the declaration of local disaster emergency issued by the Acting City Manager and Mayor on March 24, 2020; seeking state and federal funding assistance; and issuing certain health advisories and requests consistent with state and federal law;
- WHEREAS,** on July 28, 2020, the Bethel City Council passed a resolution establishing a policy within the City of Bethel that masks or similar face-coverings be worn in public in indoor and indoor-adjacent spaces, and under certain conditions in outdoor spaces, during the COVID-19 public health emergency;
- WHEREAS,** City Council adopted Ordinance # 21-03, 20-38, and 20-34 which extended Ordinance 20-27 adopted on August 31, 2020, Establishing a Mandate Within the City of Bethel that Masks or Similar Face-Coverings be Worn in Public in Indoor and Indoor-Adjacent Spaces, and Under Certain Conditions in Outdoor Spaces, During the COVID-19 Public Health Emergency;
- WHEREAS,** the COVID-19 outbreak remains ongoing, the potential extent and effect of the disease cannot yet be known, and it remains vital for the City of Bethel to be prepared and take all necessary precautions until the outbreak no longer poses a

City of Bethel, Alaska

Ordinance #21-10

threat;

- WHEREAS,** a growing body of scientific research shows that people with no or few symptoms of COVID-19 can still spread the disease, and that the use of face coverings, combined with physical distancing and frequent hand-washing, will dramatically reduce the spread of COVID-19;
- WHEREAS,** the risk of COVID-19 remains high; the increasing numbers of Alaskans who are leaving their homes for work and other needs, and for travel both in and out of the region, increase the risk of COVID-19 exposure and infection;
- WHEREAS,** healthcare providers have learned a lot about COVID-19 transmission; crucially, research and data show that people who are infected but are asymptomatic or pre-symptomatic play a big role in community spread, as they can transmit the virus to others before those symptoms appear, meaning that the virus can spread between people interacting in close proximity to each other by actions such as speaking, coughing, singing, laughing, or sneezing;
- WHEREAS,** the Bethel City Council recognizes that it is critical to continue to maintain 6-feet of physical distancing to slow the spread of COVID-19, but that the additional use of a simple face covering, as recommended by the CDC, can further aid in slowing the spread of the virus by reducing the chances of asymptomatic or pre-symptomatic people transmitting the virus to others;
- WHEREAS,** the City of Bethel, as an employer and custodian of City-owned and operated public facilities, is required to maintain a safe work and public environment and on that basis is empowered to require masks, hand-washing, physical distancing, and other similar COVID-19 prevention and mitigation measures on City property in order to ensure the health and safety of the public and of City employees on City owned, leased, or operated property;
- WHEREAS,** it is imperative that the City take its role in protecting this community and region seriously, and every resident, visitor, business, organization and agency in this community has a responsibility to do their part in protecting each other from this serious disease; if we don't all participate in these mitigation and prevention measures, then the benefits will not be realized;
- WHEREAS,** the State of Alaska has issued formal legal guidance opining that second-class cities have the power to enact masking mandates during this pandemic;
- WHEREAS,** the Council finds that it is in the best interest of the public peace, health, welfare

and safety, and to preserve the health, safety, and lives of the citizens of the community and region, to establish a mandate that masks and face-coverings be worn when interacting in public spaces in the community of Bethel, consistent with this mandate;

NOW THEREFORE BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF BETHEL, ALASKA:

SECTION 1. This is a non-codified Ordinance of general and permanent nature and shall become part of the Bethel Municipal Code.

SECTION 2. Mandate:

To reduce the possibility of community spread of COVID-19, it is the mandate of the City of Bethel that face coverings be worn when people are in high-risk public situations including but not limited to:

- Inside of, or in line to enter, any indoor public space;
- Obtaining services from a healthcare facility;
- Waiting for or riding on public transportation or while in a taxi or bus;
- Engaged in work, whether at the workplace or performing work off-site, when:
 - Interacting in-person with any member of the public;
 - Working in any space visited by members of the public, regardless of whether anyone from the public is present at the time;
- Working in any space where food is prepared or packaged for sale or distribution to others;
- Working in or walking through public common areas, such as hallways, stairways, elevators, and parking facilities;
- In any room or enclosed area where other people (except for members of the person's own household or residence) are present when unable to physically distance;
- Driving or operating any public transportation or taxi service or ride-sharing vehicle;
- While outdoors in public spaces when maintaining a physical distance of six feet from persons who are not members of the same household or residence is not feasible.

SECTION 3. Exemptions:

The following individuals are exempt from wearing a face covering:

- Persons younger than two years old;
- Persons with a medical condition, mental health condition, or disability that prevents wearing a face covering. This includes persons with a medical condition for whom wearing a face covering could obstruct breathing or who are unconscious, incapacitated, or otherwise unable to remove a face covering without assistance;
- Persons who are hearing impaired, or communicating with a person who is hearing impaired, where the ability to see the mouth is essential for communication;
- Persons for whom wearing a face covering would create a risk to the person related to their

- work, as determined by local, state, or federal regulators or workplace safety guidelines;
- Persons who are obtaining a service involving the nose or face for which temporary removal of the face covering is necessary to perform the service;
 - Persons who are seated at a restaurant or other establishment that offers food or beverage service, while they are eating or drinking, provided that they are able to maintain a distance of at least six feet away from persons who are not members of the same household or residence;
 - Persons who are engaged in outdoor work or recreation such as swimming, walking, hiking, bicycling, or running, when alone or with household members, and when they are able to maintain a distance of at least six feet from others; and
 - Persons who are incarcerated. Jails and community residential centers, as part of their mitigation plans, will have specific guidance on the wearing of face coverings or masks for both inmates and staff.

Section 4. Enforcement. The City reserves the right to use all available enforcement options to ensure compliance with this mandate. However, brief removal of a face covering, such as is necessary to eat, drink, or scratch an itch does not constitute a violation of this mandate (although hand-washing is recommended after such activities). Additionally, a violation of this mandate does not create grounds for residents to harass individuals who do not comply with it.

NOW, THEREFORE, BE IT ORDAINED that the Bethel City Council establishes a community mandate that masks or similar face-coverings shall be worn when interacting in public spaces in the community of Bethel consistent with this resolution and establishes a mandate that masks or similar face-coverings be worn in City facilities and on City property in accordance with this resolution.

Section 5. Effective and Expiration Date: This ordinance is effective immediately upon adoption by the City Council and shall remain in effect for a period of sixty (60) days.

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF BETHEL, ALASKA THIS 23RD DAY OF MARCH 2021 BY A VOTE OF _ IN FAVOR AND _ OPPOSED.

Michelle DeWitt, Mayor

ATTEST:

Lori Strickler, City Clerk

City of Bethel, Alaska

Ordinance #21-10

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CITY OF BETHEL, ALASKA

ORDINANCE #21-11

AN ORDINANCE BY THE BETHEL CITY COUNCIL REPEALING AND REPLACING ORDINANCE 21-06 TESTING AND QUARANTINE MANDATES AND ADOPTING MANDATES THAT ALLOW FOR QUARANTINE AND TESTING EXEMPTIONS IF THE TRAVELER HAS RECEIVED THE RECOMMENDED COVID-19 VACCINATION

WHEREAS, the United States Centers for Disease Control and Prevention (CDC) has identified COVID-19 as a significant public health risk;

WHEREAS, the Yukon-Kuskokwim Delta region is home to over fifty (50) small and remote communities which are located off the road system and which have limited medical infrastructure;

WHEREAS, since May 2020, the Yukon-Kuskokwim Health Corporation (YKHC) has offered voluntary COVID-19 testing at the Bethel Airport for all persons arriving from outside the Yukon-Kuskokwim Delta region to Bethel and has increased accessibility to testing on its campus;

WHEREAS, in mid-December, YKHC received its allocation of COVID-19 vaccine from the State of Alaska, and began offering vaccinations to residents of the Yukon Kuskokwim Delta region;

WHEREAS, Bethel City Council finds it is necessary to apply state public health mandates regarding travel to Bethel in order to contain the transmission of COVID-19 within its borders;

WHEREAS, Bethel City Council has the authority to implement temporary local travel mandates relating to air travel to Bethel from outside the Yukon-Kuskokwim Delta region to mitigate COVID-19 within its borders and to protect the health of its residents based upon the following:

- Federal, State, and Local authorities have declared COVID-19 to be a public health disaster emergency;
- AS 26.23.020(e), the State of Alaska Operations Plan, and the City of Bethel Emergency Operations Plan enable the City of Bethel to respond in times of a public health emergency;

- According to AS 26.23.060(h), a “political subdivision” permitted to act under AS 26.23 includes a municipality like Bethel, which has adopted and exercised certain “health and safety” and “public peace, morals, and welfare” powers both through its Emergency Operations Plan and under Titles 1, 8, and 9 of the Bethel Municipal Code;
- The “City of Bethel COVID-19 Emergency Rules and Procedures” adopt temporary requirements that are necessary and reasonable to protect public health and safety within the City and are narrowly tailored to limit the impact of these measures on the economic and personal liberties of all individuals and entities to which they apply;
- The Alaska Constitution, article X, section 1, provides that a liberal construction shall be given to the powers of local government units.
- Alaska Statute 29.25.030 expressly grants local communities the authority to adopt an emergency ordinance to meet a public emergency;
- Alaska Statute 29.35.260 permits a city outside a borough to exercise a power not otherwise prohibited by law;
- The Alaska Attorney General issued a guidance statement supporting a second-class city’s authority to enact local mitigation measures during a public health emergency;
- The Governor and the Department of Health and Social Services have recognized the heightened risk of COVID-19 to residents of small, remote communities with limited medical infrastructure, and have supported a policy that provides small communities with the flexibility to enact public health mandates tailored to their particular circumstances.

WHEREAS, we must take steps to continue to protect our community and region from further harm and loss;

WHEREAS, taking the free vaccinations available and recommended by our medical and health professionals is a significant way to lower the positivity rate;

WHEREAS, two FDA-emergently-authorized and recommended vaccines that are shown to be highly effective at preventing COVID-19 are now available (Pfizer-BioNtech’s COVID-19 vaccine and Moderna’s COVID-19 Vaccine);

WHEREAS, if someone has been vaccinated, they are less likely be positive for COVID-19; clinical trials indicate that the Moderna vaccine is 94.1% effective and the Pfizer-BioNTech is 95% effective at preventing laboratory-confirmed COVID-19 illness in people without evidence of previous infection;

WHEREAS, the CDC confirms that acquiring COVID-19 naturally may offer some natural immunity against COVID-19 and that current reinfection with the virus that causes COVID-19 is uncommon in the 90 days after initial infection; however, it is unknown how long this natural immunity protection lasts, and the risks of severe illness and even death from COVID-19 far outweigh any benefits of natural immunity;

WHEREAS, on February 10, 2021 the CDC released new regulations allowing those that have received the suggested vaccinations can be exempt from the quarantine requirements following two weeks after their second shot;

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

The Bethel City Council hereby adopts the City of Bethel Emergency COVID-19 Rules for Traveler Testing upon arrival to Bethel as follows:

Section 1. Travel Prohibited. Anyone who is currently infected with SARS-CoV-2 virus must not travel to Bethel until they are cleared from isolation by a medical professional or unless otherwise authorized by a medical professional for medical reason or detained by State of Alaska Department of Corrections.

Section 2. Testing Isolation and Quarantine Requirement. When traveling to Bethel:

- i. The traveler should get a molecular test for SARS-CoV-2 within 72 hours prior to travel to Bethel and be able to present upon arrival into Bethel proof of that negative test. The traveler should avoid commencing travel to Bethel without a negative test result in hand.
- ii. If a traveler cannot get tested prior to traveling to Bethel, if the test result is unavailable upon arrival, or if the traveler was outside of Bethel for less than 72 hours, the traveler must get a molecular test for SARS-CoV-2 upon arrival to Bethel. If at the time of arrival, a testing location is not open or available, the traveler must get tested at the next available opportunity. All travelers without a negative test upon arrival to Bethel shall follow strict social distancing for seven days or until they receive a negative result.
- iii. If traveler remains in Bethel for seven days, on the seventh day, the traveler shall get a molecular test for SARSCoV-2 and follow strict social distancing until negative test results are received.
- iv. If the traveler does not get a molecular test for SARS-CoV-2, they must follow strict social distancing for 14 days following arrival into Bethel.

Section 3. Testing Exemptions.

- i. An asymptomatic traveler who has recovered from a documented SARS-CoV-2 infection within the past 90 days is exempt from travel testing.
- ii. Children age 10 and under are exempt from the testing requirement.
- iii. If a traveler arrives in Bethel, and can show provide proof of being fully vaccinated, the traveler is exempt from the City of Bethel Emergency COVID-19 Rules for Traveler testing.

Section 4. Quarantine Exemptions.

- i. Critical Infrastructure Workers (CI) are exempt from strict social distancing requirements when traveling or returning to Bethel however, CI workers shall stay masked and socially distance from community residents, limit entry to facilities that are not part of the CI workers worksite or lodging. CI workers do not need to coordinate entry with the City of Bethel.
- ii. If a traveler arrives in Bethel, and can show provide proof of being fully vaccinated, the traveler is exempt from the City of Bethel Emergency COVID-19 Rules for Traveler Isolation and Quarantine Requirements.

Section 5. Definitions

"Critical Infrastructure Workers" means the Cyber and Infrastructure Security Agency (CISA) "Guidance on the Essential Critical Infrastructure Workforce." [Guidance on the Essential Critical Infrastructure Workforce: Ensuring Community and National Resilience in COVID-19 Response \(cisa.gov\)](https://www.cisa.gov/essential-critical-infrastructure-workforce-ensuring-community-and-national-resilience-in-covid-19-response)

"Fully Vaccinated" means:

- a. Two weeks after the traveler's second dose in a 2-dose series, like Pfizer or Moderna vaccines, or
- b. Two weeks after the traveler's single-dose vaccine, like Johnson & Johnson's Janssen vaccine.

"Strict Social Distancing" means:

- a. An individual may not enter restaurants, bars, gyms, community centers, sporting facilities, office buildings, and schools or daycare facilities, and/or may not participate in group activities with people outside of your immediate household.
- b. To be in outdoor public place, an individual must remain six feet away from anyone not in their immediate household, and they must wear a face covering. The individual may arrange curbside shopping or have food delivery.

"Traveler" means any person arriving or returning into Bethel regardless of point of entry, point of departure, whether by air or ground but only if the traveler has come in contact with people that do not reside in Bethel during their travel.

Introduced by: Mayor DeWitt
Introduction and Public Hearing Date: March 23, 2021
Action:
Vote:

Section 6. Classification. This ordinance is not permanent in nature and is a non-codified ordinance that shall not become part of the Bethel Municipal Code.

Section 7. Effective and Expiration Date. This ordinance is effective immediately upon adoption by the City Council and shall remain in effect for a period of sixty (60) days.

ENACTED THIS 23RD DAY OF MARCH 2021 BY A VOTE OF _ IN FAVOR AND _ OPPOSED.

Michelle DeWitt, Mayor

ATTEST:

Lori Strickler, City Clerk

Introduced by: Interim City Manager, Peter Williams
Date: March 23, 2021
Public Hearing: April 13, 2021
Action:
Vote:

CITY OF BETHEL, ALASKA

Ordinance #21-12

AN ORDINANCE BY THE BETHEL CITY COUNCIL AUTHORIZING THE ACQUISITION OF INTEREST IN LAND FOR A UTILITY EASEMENT FROM BENJAMIN KAWAGLEY INVOLVING THE BETHEL AVENUES PIPED WATER AND SEWER PROJECT - PHASE I

- Whereas,** the City of Bethel "City" has a grant from the U.S. Department of Agriculture (USDA). To provide for water and sewer improvements known as the Bethel Avenues Piped water and Sewer Project – Phase I;
- Whereas,** the City has arranged for a multi-phase project to supply water and collect sewer through the following described real property, including alignment of mains and service lines and other utilities through the easements and right-of-ways in perpetuity;
- Whereas,** the City needs to acquire various easements across the properties involved in the Bethel Avenues Piped water and Sewer Project – Phase I;
- Whereas,** the proposed various easements are in the public interest because the easements allow the City the land necessary for placement of different utility lines for its Projects;
- Whereas,** in accordance with Section 4.08.02 of Bethel Municipal Code, the City Council hereby authorizes the acquisition of this easement, in the form as set forth in this ordinance;
- Whereas,** Lot 4, Block 3, U.S. SURVEY 3230 A AND B, TOWNSITE OF BETHEL, Bethel Recording District, Fourth Judicial District, State of Alaska, more particularly described as:

The Basis of Bearing for this description is a local plane bearing based on NAD83(2011) Geodetic Bearings. Distances shown are horizontal ground distances in U.S. Survey Feet.

Introduced by: Interim City Manager, Peter Williams
Date: March 23, 2021
Public Hearing: April 13, 2021
Action:
Vote:

A portion of Lot 4, Block 3, U.S. Survey 3230 being more particularly described by metes and bounds as follows:

Beginning at the northwest corner of said Lot 4, being the True Point of Beginning for this description; thence along the northern line thereof, common to the southerly Right-of-Way line of 7th Avenue, thence N65°12'37"E 10.00 feet along said line; thence departing said northern line S24°47'23"E 139.85 feet to the southern line of said Lot 4; thence along said southern line S65°12'37"W 10.00 feet to the southwest corner of said Lot 4, common to the southeast corner of Lot 5, Block 3, U.S. Survey 3230; thence N24°47'23"W 139.85 feet along the western line of said Lot 4 to the True Point of Beginning. Said easement embraces an area of 1,399 square feet, more or less as calculated from said courses and distances.

NOW, THEREFORE BE IT ORDAINED, the City, in consideration of the agreement between BENJAMIN KAWAGLEY, the Grantor, and the City of Bethel "CITY" the Grantee, mentioned herein, acquires this easement and this ordinance shall be recorded with each detailed "PUBLIC UTILITY EASEMENT" document.

SECTION 1. Classification. This ordinance is of a general nature and shall not become a part of the Bethel Municipal Code.

SECTION 2. Authorization. Pursuant to Bethel Municipal Code 04.08.020 Acquisition of Real Property.

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

ENACTED THIS 13 DAY OF APRIL, 2021 BY A VOTE OF _ IN FAVOR AND _ OPPOSED.

Michelle DeWitt, Mayor

ATTEST:

Lori Strickler, City Clerk



CITY OF BETHEL PUBLIC UTILITY EASEMENT

This Grant of Easement is made this 17 day of Feb, 2021, by and between **BENJAMIN KAWAGLEY, heir of CARL KAWAGLEY, deceased**, hereinafter referred to as "Grantor", whose mailing address is in c/o Benjamin Kawagley, P.O. Box 51097, Bethel, Alaska 99559, and the Grantee, **CITY OF BETHEL** a municipal corporation of the State of Alaska, its successors and assigns, hereinafter referred to as "City", whose mailing address is P.O. Box 1388, Bethel, Alaska 99559.

The Grantor, for and in consideration of TEN DOLLARS (\$10.00) and other valuable consideration, in hand paid, conveys and warrants an easement and right-of-way in perpetuity, with the right, privilege and authority to the City, its successors and assigns, to construct, install, operate, replace, relocate, maintain and repair above and below ground water lines, sewer lines, waste heat lines, collection and distribution structures, protective structures, and fire hydrants, hereinafter collectively called "Utilities" for the purpose of supplying water and collecting sewage through, across, over and under the following described real property, to wit:

**Lot 4, Block 3, U.S. SURVEY 3230 A AND B, TOWNSITE OF BETHEL, Bethel
Recording District, Fourth Judicial District, State of Alaska.**

Said easement is depicted on the parcel map attached hereto as pages 4 and 5, and designated as Parcel E-97, and more particularly described as follows:

The Basis of Bearing for this description is a local plane bearing based on NAD83(2011) Geodetic Bearings. Distances shown are horizontal ground distances in U.S. Survey Feet.

A portion of Lot 4, Block 3, U.S. Survey 3230 being more particularly described by metes and bounds as follows:

Beginning at the northwest corner of said Lot 4, being the True Point of Beginning for this description; thence along the northern line thereof, common to the southerly Right-of-Way line of 7th Avenue, thence N65°12'37"E 10.00 feet along said line; thence departing said northern line S24°47'23"E 139.85 feet to the southern line of said Lot 4; thence along

said southern line S65°12'37"W 10.00 feet to the southwest corner of said Lot 4, common to the southeast corner of Lot 5, Block 3, U.S. Survey 3230; thence N24°47'23"W 139.85 feet along the western line of said Lot 4 to the True Point of Beginning. Said easement embraces an area of 1,399 square feet, more or less as calculated from said courses and distances.

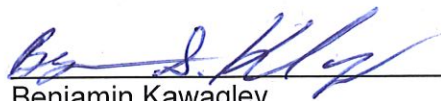
Only such rights in the land described shall be acquired as shall be necessary for the construction, reconstruction, alteration, operation, replacement, relocation, maintenance and repair of Utilities and appurtenances, reserving unto the Grantor the right to use said property in any way, and for any purpose consistent with the rights hereby acquired, provided that the City shall have the right without prior initiation of any suit or proceeding at law, at such times as may be necessary, to enter upon said property for the purpose herein described without incurring any legal obligation or liability therefore; and provided that no building or buildings or other permanent structures shall be constructed or permitted to remain within the boundary of said easement without written permission of the City, its successors or assigns.

Grantor agrees to hold City harmless and to indemnify and defend City, its employees, agents, officials, and any other representatives, from and against all claims, demands, suits and costs arising, in whole or in part, from any damages or other claims resulting from Grantor's activities on said property in or on any structures on the easement. Grantor agrees not to interfere with any lateral support(s) in the area covered by the easement, and will not excavate or place fill in the areas covered by the easement.

Grantor grants City free ingress and egress to the easement across Grantor's property for construction, reconstruction, alteration, operation, replacement, relocation, maintenance and repair.

The grant and obligations in this Grant of Easement shall be covenants running with the land and shall be binding on the Grantor, its successors and assigns forever.

Dated this 17 day of Feb, 2021.


Benjamin Kawagley
Heir of Carl Kawagley, deceased

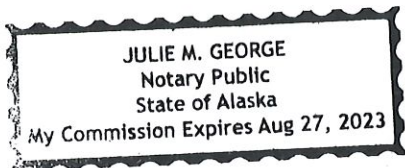
ACKNOWLEDGMENT OF GRANTOR

STATE OF ALASKA)
) ss:
Fourth Judicial District)

On this 17 day of February, 2021 before me, the undersigned, a Notary Public in and for the State of Alaska, personally appeared **Benjamin Kawagley, heir of Carl Kawagley, deceased**, the Grantor, known to me to be the Identical person who executed the foregoing instrument and who acknowledged to me that they executed the same as the free and voluntary act of said [corporation/entity], with full knowledge of its contents, for the uses and purposes therein mentioned.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year above written.

[NOTARY SEAL]



Julie M. George
Notary Public in and for the State of Alaska
My Commission Expires: Aug 27, 2023

CERTIFICATE OF ACCEPTANCE

THIS IS TO CERTIFY that the City of Bethel, Grantee herein, pursuant to Ordinance 21-_____, hereby accepts for public purposes the easement described in this instrument and consents to the recordation thereof:

IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of _____, 2021.

CITY OF BETHEL

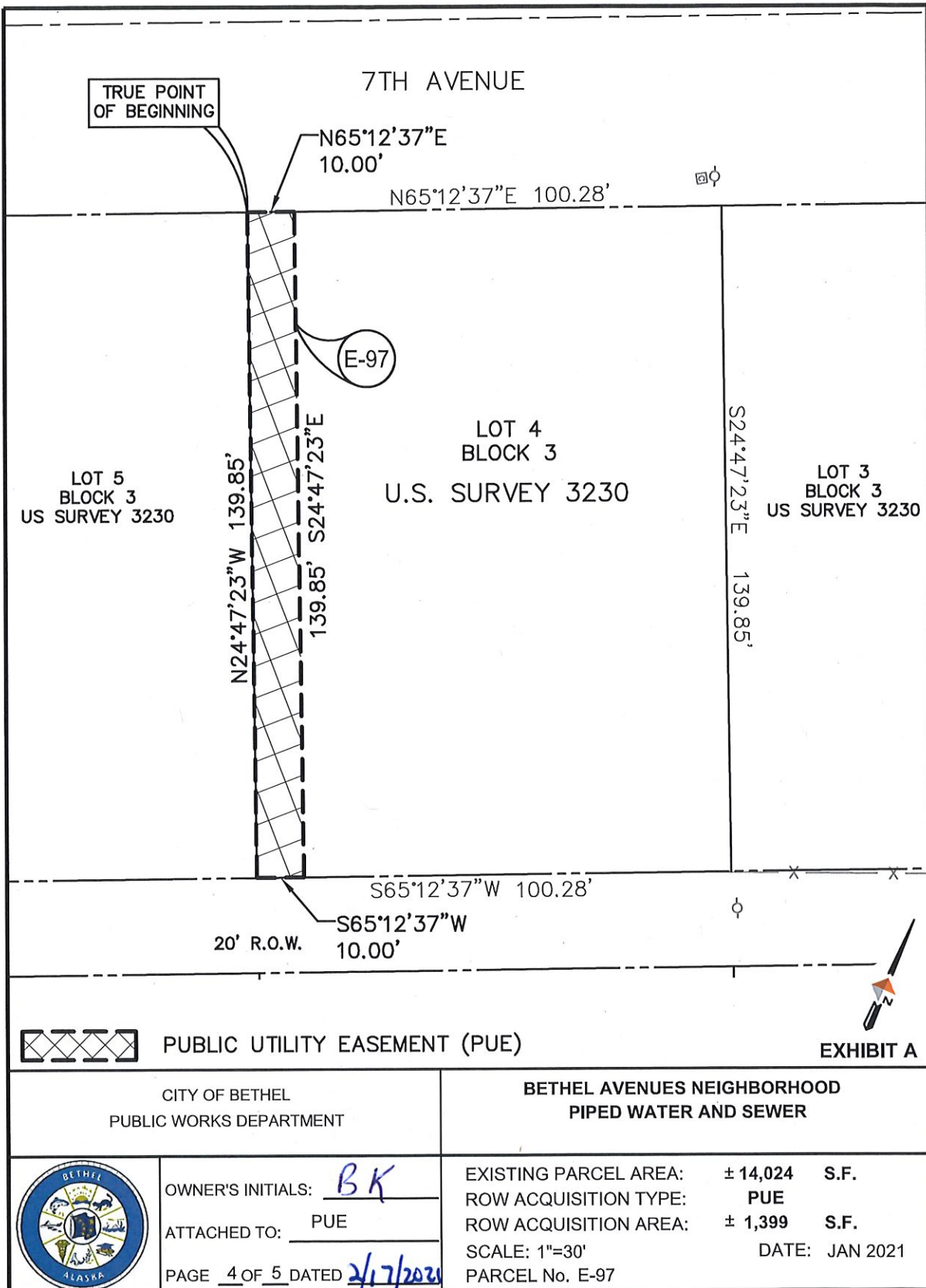
By: _____
Peter A. Williams
Interim City Manager

After Recording Return to:
City of Bethel
P.O. Box 1388
Bethel, AK 99559

City of Bethel

Bethel Avenues Piped Water and Sewer Project – Phase I

Parcel No.: E-97
Page 3 of 5



THESE PLATS MAY BE USED FOR THE ESTABLISHMENT OF THE
EASEMENT BOUNDARY ONLY, AND SHOULD NOT BE USED AS A
BASIS FOR ESTABLISHING ADJOINING PROPERTY LINES AND CORNERS.

FOR EXHIBIT A

PUBLIC UTILITY EASEMENT E-97

**A PORTION OF LOT 4, BLOCK 3,
U.S. SURVEY NO. 3230**



DOWL, LLC
4041 B STREET
ANCHORAGE, AK 99503
(907) 562-2000
WWW.DOWL.COM
(AECL848)

PAGE ____ OF ____

Introduced by: Interim City Manager Peter A. Williams
Introduction Date: March 23, 2021
Public Hearing Date: April 13, 2021
Action:
Vote:

CITY OF BETHEL, ALASKA

Ordinance 20-12 (k)

AN ORDINANCE AMENDING THE CITY OF BETHEL FISCAL YEAR 2021 BUDGET

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

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

SECTION 2. Fiscal Year Budget Amendments. The following estimated revenues and expenditures are hereby appropriated for the corporate purposes and objects of the City of Bethel for Fiscal Year 2021.

WHEREAS, using CARES Act grant funds, the City of Bethel initiated the Airport COVID-19 Test Incentive Program on June 25, 2020;

WHEREAS, the program began by offering \$25 restaurant and grocery store gift cards to Alaska Airlines passengers arriving in Bethel from Anchorage as an incentive to get a COVID-19 test on-site at the Alaska Airlines terminal parking lot;

WHEREAS, the program evolved from 3-4 City employees covering weekend flights to a pool of six City employees covering all flights in a week (13);

WHEREAS, the program evolved from the offer of a \$25 gift card to a chance to win a \$1,000 drawn weekly to the current practice of offering both incentives to all passengers arriving from Anchorage;

WHEREAS, City tracking reveals that on average 41% of arriving passengers from January to March 2021 agreed to be tested at the Bethel Alaska Airlines terminal, agreed to show they were tested within 72 hours of arrival, or agreed to show an employer letter that they work in critical government/health field;

WHEREAS, the number of Alaska Airlines flights increased from 10 to 13 per week in February coupled with the number of total passengers to Bethel increasing over the last three months caused a greater number of gift cards to be disseminated, escalating the total cost of the Airport Test Incentive Program;

WHEREAS, the proposed cost to continue the Airport COVID-19 Test Incentive Program using two to three employees per flight to provide the incentives of a \$25

Introduced by: Interim City Manager Peter A. Williams
 Introduction Date: March 23, 2021
 Public Hearing Date: April 13, 2021
 Action:
 Vote:

restaurant/grocery store gift card and a chance to win a \$1,000 for the month of April is \$47,674;

WHEREAS, current Council-approved funding for this program ends on March 31, 2021;

[K-1]				
Line Item	Description	Approved Appropriations	Proposed Amendment	Proposed Total Appropriations
10-51-669	Increase Other Purchased Services	0	\$47,674	\$47,674
10-10100	Decrease Cash in Combined Fund	0	(\$47,674)	(\$47,674)

WHEREAS, the YK Fitness Center suffered from frozen water pipes during the 2019-2020 winter, which prompted the City's Property Maintenance Division and contractors to undergo maintenance and repairs to the building over the succeeding months;

WHEREAS, the YK Fitness Center was told to keep water running through its internal faucets and showerheads in order to keep the pipes from freezing during the 2020-2021 winter months up until March 2021;

WHEREAS, a budget modification of \$30,000 is necessary to cover the cost of increased water usage at the YK Fitness Center;

[K-2]				
Line Item	Description	Approved Appropriations	Proposed Amendment	Proposed Total Appropriations
40-50-624	Water/Sewer/Garbage	56,650	\$30,000	\$86,650
10-10100	Cash in Combined Fund	0	(\$30,000)	(\$30,000)

WHEREAS, Bethel City Council approved \$74,905 in budget modification Ordinance 20-12 (i) to pay DOWL, LLC to develop a Preliminary Engineering Report (PER) and Environmental Assessment (EA) for water main extension and truck fill port;

WHEREAS, at the City's request, DOWL, LLC prepared Task Order #38 to complete a Preliminary Engineering Report and Environmental Assessment for a community wide piped water/sewer system expansion project at a cost of \$173,785;

WHEREAS, after careful consideration and in evaluation of the potential work ahead, DOWL prepared an Amendment to Task Order #36, in which the company proposed the preparation of one large PER/EA that combines the community wide piped

Introduced by: Interim City Manager Peter A. Williams
Introduction Date: March 23, 2021
Public Hearing Date: April 13, 2021
Action:
Vote:

water/sewer system expansion (Task Order #38) with the work associated with Task Order #36, for a reduced price of \$200,895;

WHEREAS, City Administration supports this project because it is analogous to producing water and sewer master plan for the entire community with approximately 12 construction phases in a logical order for completion;

WHEREAS, approval of this budget modification ordinance would mean that the City would spend \$200,895 for one PER/EA instead of \$248,690 (\$74,905 + \$173,785);

[K-3]				
Line Item	Description	Approved Appropriations	Proposed Amendment	Proposed Total Appropriations
51-82-691	Piped Water Capital Expenditure – Water Main Extension and Truck Fill PER/EA-Amendment	74,905	\$125,990	\$200,895
10-10100	Cash in Combined Fund	0	(\$125,990)	(\$125,990)

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

ENACTED THIS 13TH DAY OF APRIL 2021 BY A VOTE OF _ IN FAVOR AND _ OPPOSED.

Michelle DeWitt, Mayor

ATTEST:

Lori Strickler, City Clerk

Testimony for the Airport Test Incentive Program
From Airport Test Incentive Program City Employees

“I want to encourage everyone getting off the plane to be tested. We want our community to be safe. There are new variants coming. A nurse told me that a person who was vaccinated twice recently tested positive for a new variant.”

“I appreciate it when passengers say, ‘Thank you for doing this’ to us for our effort as we stand outside in all weather conditions to give them a gift card and accept their drawing card.”

– Elizabeth Sargent, temporary City employee

“Passengers look forward to being tested and receiving a negative result. The gift card and drawing card entry add an extra incentive for their choice to be tested.” – Mary Sheene Young, temporary City employee

“The number of passengers coming to Bethel has certainly increased over the last few months. As the number of passengers into Bethel from Anchorage increases, so does the risk of Covid-19 coming into our community. Participation in the City’s Airport Test Incentive Program ranges from one-third to one-half of those on a plane. We see many people who are well aware of the program and eagerly sign up at the YKHC table inside the terminal to be tested and receive their incentives from the City. The new trend we are seeing is a small number of passengers who have been vaccinated not seeing a need to be tested and skipping it. We encourage them to get tested because they could be carriers and point to the nurses as medical professionals who can answer their questions.” – John Sargent, City employee

“People who receive the benefits of the program are very grateful and appreciate the City giving back.” –Seth Mortensen, temporary City employee

“Some people don’t care about the program, others are grateful. A lot of people know about our program and are used to seeing us greet them as they enter the terminal. When people come in to Bethel for the first time, they see a great opportunity to receive the incentives and to be tested. A family of five who gets tested, gets meals for two days. That’s significant!”

– Eli Mortensen, temporary City employee



March 6, 2021
W.O. 50109.00

Mr. Peter Williams
City of Bethel
P.O. Box 1388
Bethel, Alaska 99559

Subject: **DOWL Term Contract 2017-2022**
 Fee Proposal for Planning and Engineering Services
 Task Order #36 – Water Main Extension and Truck Fill Port - AMENDMENT

Dear Mr. Williams:

DOWL is pleased to present a scope of work and fee proposal amendment to the existing task order:

Task Order #36- Water Main Extension and Truck Fill Port

Expanding the water main from City Subdivision Water Treatment Plant (CSWTP) to the Chief Eddie Hoffman Highway (CEHH) near the US Post Office and constructing a truck fill port that includes a pressure boosting station is the first phase in fully piping the water distribution and sewage collection system in the City of Bethel (City). On February 25, 2021 DOWL and the City executed Task Order #36 to study this and develop a PER and EA to support this project.

This Amendment would authorize DOWL to expand the Water Main Extension and Truck Fill Port PER and EA into one PER and EA for a multi-phase Community-wide Piped Water and Sewer PER.

This amendment will include preliminary engineering for the remaining phases, looking at a full pipe expansion to the west and south of CSWTP along the Chief Eddie Hoffman Highway corridor as well as a full pipe expansion to the north and east of the Bethel Heights Water Treatment Plant (BHWTP) along the Ptarmigan Street and Ridgcrest Drive corridors.

SCOPE OF SERVICES

We propose the following task structure to complete this additional PER and EA. This task structure matches the proposed task structure of the Water Main Extension and Truck Fill Port PER and EA, but expands on the proposed tasks, because a significantly more detailed assessment of existing systems would be required. For instance, water plant capacity would be carefully studied to understand if CSWTP and BHWTPs have capacity for the increased demand from switching all users to the piped system. We have observed how users increase water use from transitioning from the hauled system to the piped system.

Task 1- Condition Assessment

DOWL will review any applicable record drawings, performance data, and other pertinent material that may be in our library for CSWTP and BHWTP as well as the existing piped components in the system. Based on our support of your recent preliminary engineering and design studies as well as several

construction projects, we already have a good understanding of your system needs. We will conduct a virtual kick-off meeting with the City to confirm objectives, layout the project schedule, and request additional data. Visual inspections of system components will be conducted as appropriate with up to two site visits. We will rely on our existing knowledge and the expertise of Public Works to identify current infrastructure requirements, problem areas, and needed modifications. We will also estimate projected future demands on the system looking at the Department of Labor population statistics. We have significant knowledge of planned subdivisions within the area and will work with Planning to identify any other potential areas of growth. We will also review the City's compliance with federal and state regulations and permits for water treatment and distribution and sewage collection and disposal.

Specific subtasks for the condition assessment will include:

Task 1.1- Inventory

- Review record drawings of the water treatment plants, piped water and sewer systems, lift stations, and the sewage lagoon.
- Review available sampling, inspection, and performance reports.
- Review regulatory information and existing permits.

Task 1.2- Evaluation of Water Sources, Treatment, and Storage

- Inspect well heads for any signs of damage or contamination issues.
- Assess well head production.
- Assess treatment plant facilities for building condition, heating requirements, lighting needs, and expansion potential.
- Assess treatment processes to include injection pumps and rates, coagulation, filtration, and chlorine and fluoride demands.
- Assess power usage.
- Assessment of overall treatment and storage capacity at both BHWTP and CSWTP.

Task 1.3- Evaluation of Water Distribution System

- Assess all water mains for functionality and problem areas.
- Evaluate corrosion and disinfectant by-product levels in the system.
- Check for redundancy issues.
- Review sampling and maintenance procedures.
- Update current hydraulic models to include the pipe expansion, identify pressure zones and fire-flow capabilities, look at over or undersizing of current water mains, estimate size of new mains, and identify where booster stations will be required.

Task 1.4- Evaluation of Sewage Collection and Treatment

- Assess all sewer mains for functionality and problem areas.
- Assess all lift stations including pumps, controls, and electrical systems for size, age, type, runtime, and clogging frequency.

- Update current wastewater models to include the pipe expansion, identify where sewer mains or lift station pumps may be over or undersized, estimate sizing for new mains, and identify where new lift stations will be required.
- Assess lagoon component operations and overall treatment characteristics.

Some of these tasks will have already been performed for the CSWTP and associated piping during our preliminary engineering review for the phase one water main extension and truck fill port. Tasks for this amendment will pick up where those left off.

Deliverable: Condition Assessment Memorandum. This memorandum will discuss the overall condition and capacity of the existing system and identify where portions of the system require upgrade or replacement to accommodate expansion. This memo will be incorporated into the PER text.

Task 2- 65% Draft PER: Project Components Screening

In accordance with USDA RD Bulletins, DOWL will develop a PER for the expanded phases which will include the following sections:

- Project Planning - This section will address general information including location, land ownership, environmental issues, population/growth trends, and community engagement.
- Existing Facilities - The existing facilities section will identify the location of existing infrastructure, history, and condition of the existing system. This write-up will be based on the Condition Assessment Memorandum from Task 1.
- Need for Project - DOWL will work with the City to identify issues related to health and safety, security, aging infrastructure, growth/planning, and regulatory requirements and identify design criteria for project.
- Project Components Screening - DOWL will develop a series of project components to address the project need. Components may include new water sources, upgrades to existing water sources or treatment plants, a new treatment plant, upgrades to existing water and sewer pipes, preliminary water and sewer pipe alignments for the expansion, locations of new booster or lift stations, or upgrades to the sewage lagoon. Each component will have a bullet list of advantages and disadvantages. DOWL will meet with the City to discuss each component. Together we will choose components to be used in a maximum of three alternatives. These three alternatives will be carried forward to Task 3 for further development. If for some reason, additional alternatives need to be added in Task 3, DOWL will request an amendment from the City. Each alternative will be modeled using DOWL's Water and SewerCAD models to evaluate for fatal flaws.

Deliverable: 65% Draft PER for development of three alternatives to carry forward for detailed alternative evaluation.

Task 3 – 90% Draft PER: Detailed Alternative Evaluation

Based upon the City's selection of the three alternatives for detailed evaluation, DOWL will proceed with the following:

- Alternatives Considered - DOWL will develop capital improvement project descriptions for each alternative. These project descriptions will be accompanied by short alternative analyses and graphics. Descriptions will be planning level and include information such as infrastructure location, lineal footage of pipes, routing, technical feasibility, O&M considerations, regulatory issues, land/easement requirements, environmental impacts, and construction challenges.
- Capital Improvement Project Cost Estimates - DOWL will develop planning level cost estimates for each of the project alternatives with capital, O&M, and life-cycle cost analyses. We will forecast the utility's operating costs looking at customer growth and revenue needs as the haul system is phased out. Possible financing options will be identified and agreed upon contingencies will be applied.
- Alternatives Ranking - Based upon the alternatives' evaluation, a summary of qualitative ranking criteria will be provided.

Deliverable: 90 % Draft PER for City Selection of the Preferred Alternative for the project. It is likely the Preferred Alternative will consist of a phased approach, consisting of approximately 10 phases to fully build out the Preferred Alternative over 10-15 years.

Task 4- Final Draft PER: Preferred Alternative and Implementation

Based on the City's selection of the preferred project alternative, DOWL will proceed with the following final sections of the PER and prepare a Final Draft PER.

- Proposed Project – DOWL will complete a preliminary project design and schedule for the chosen alternative. The alternative will include several phases based on the project components. We will identify permit requirements for construction and operation and prepare a total project cost estimate based on the preliminary project design. An estimated annual operating budget will be prepared to include utility income, annual O&M costs, debt repayments, and necessary reserves.
- Conclusions & Recommendations - The final section of the report will provide a conclusion and draft implementation plan.

Deliverable: Final Draft PER

Task 4b- Agency Coordination

In our experience some of the funding agencies will not review PERs until they are considered final, but often times they will require additional alternatives analyses or request significant changes to the cost estimates to better accommodate their funding constraints. We propose this stand-alone task to respond to these requests and discuss them with the City to evaluate if/how these comments should be addressed. We have budgeted 25 hours for this task to address generally minor comments on a Time and Materials basis. This would not be expected to cover major changes such as addition of alternatives.

Deliverable: Final PER

Task 5 - Environmental Assessment

The EA will start after the agreed upon alternatives from Task 3 have been studied and the second draft of the PER is compiled. The EA will be composed of the following sections, in accordance with USDA RD (Part 1970c) standards, with the City as the coordinating agency:

- Purpose and Need for Proposed Action
- Alternatives Including the Proposed Action and No Action
- Affected Environment
- Environmental Consequences
- Cumulative Effects
- Summary of Mitigation
- Coordination, Consultation, and Correspondence, including agency scoping

The alternatives will be final at the time the EA begins, but the EA will contribute to the final decision on the proposed action.

Deliverables: Draft EA and Final EA

If there are other tasks, outside this scope, we will be happy to provide a proposal for doing that work. After these documents are completed and approved by the City, we are available to work closely with you to seek and obtain design and construction funding.

DELIVERABLES

- Conditions Assessment Memorandum
- 65%, 90%, Final Draft, and Final PER
- Draft and Final EA

SCHEDULE

- We understand the City wishes to get started on this task immediately, but our ability to do this work is dependent on travel restrictions as impacted by Covid-19. Our goal will be to execute this work in a timely manner that would facilitate completion in December 2021.
- DOWL will deliver a Final PER (Task 4b deliverable) three weeks after receiving funding agency comments on the Final Draft PER (Task 4 deliverable).

ASSUMPTIONS

- The Water Main Extension and Truck Fill Port PER is already underway and will finish by Fall 2021. If this PER is amended and the Water Main Extension and Truck Fill Port is Phase 1 of the proposed Community Wide Piped Water and Sewer System PER, a Notice To Proceed will be required by May 31, 2021 so that efforts can be combined and the documents to be written only one time.
- There is sufficient information on the existing water supply, storage, and collection system to obtain current water production rates, usage rates, and pressure/flow within the distribution system.
- No more than two site visits will be required, in which appropriate City staff will accompany the DOWL team.
- City will provide current water and sewer budgets, annual expenses, and a current list of short-lived assets.
- The fee proposal does not include fee for a planning committee meeting or any public outreach. Additional scope and fee could be negotiated for public outreach.
- No geotechnical investigations will be included as part of this scope.
- No topographic survey will be included as part of this scope.
- The State Historic Preservation Office will not require field investigations.
- Land requirements will be assessed, but the scope of work does not include any easement or ROW services.
- The funding agencies will provide one round of reviews on the Final Draft PER (Task 4 deliverable). Review comments will be granted in a clear manner, such as a word document with itemized comments, within two weeks of deliverable submittal. DOWL will not revise the documents multiple times due to late or incomplete comments without additional budget.
- The City and funding agencies will provide one round of reviews on the Draft EA. It will be titled Final Draft EA. Review comments will be granted in a clear manner, such as a word document with itemized comments, within two weeks of deliverable submittal. DOWL will not revise the documents multiple times.

FEE PROPOSAL

We propose to complete the above described basic services for the Fees as indicated below. This results in a Fee increase of **\$125,990** above the previously contracted budget for the Water Main Extension and Truck Fill Port PER and EA.

Table 1: Proposed Fee

Task	Existing Contracted Budget	Proposed Amended Fee
Task 1 - Condition Assessment - Lump Sum	\$5,055	\$44,500
Task 2 - 65% Draft PER - Lump Sum	\$16,055	\$40,450
Task 3 - 90% Draft PER - Lump Sum	\$12,125	\$37,200
Task 4 - Final Draft PER	\$8,255	\$19,090
Task 4b - Agency Coordination - Time & Materials	\$4,210	\$8,405
Task 5 - Environmental Assessment - Lump Sum	\$29,205	\$51,200
Total	\$74,905	\$200,895

We trust this provides adequate information for evaluating our proposal. We look forward to working with you on this project and will be happy to answer any additional questions you may have.

Upon receiving a signed authorization to proceed, we will proceed.

Sincerely,
DOWL



Chase Nelson, P.E.
Project Manager

Using the City of Bethel-DOWL Engineering Services Term Contract Standard Conditions, DOWL is authorized to amend **Task Order #36** – into the following **Community Wide Piped Water/Sewer System Expansion PER and EA** and adjust the budgets as indicated in Table 1.

City of Bethel Authorized Representative

Date

Attachment(s): Detailed DOWL Fee Proposals

DOWL
ESTIMATE FOR PROFESSIONAL SERVICES

PROJECT: TO#36 - Community Wide Piped Water and Sewer Extension - PER/EA
Amendment to Water Main Extension and Truck Fill Port PER and EA. What is shown is additional work with Community Wide Piped Water and Sewer PER & EA

WO# 50109.00
 DATE: 5-Mar-21
 PREPARED BY: JRS
 REVIEWED BY: CAN

CLIENT: City of Bethel

PROJECT SUMMARY

Task 1- Condition Assessment	TOTAL =	\$39,495.00
Task 2- 65% Draft PER	TOTAL =	\$24,395.00
Task 3- 90% Draft PER	TOTAL =	\$25,075.00
Task 4- Final Draft PER	TOTAL =	\$10,835.00
Task 4b- Agency Coordination	TOTAL =	\$4,195.00
Task 5- Environmental Assessment	TOTAL =	\$21,995.00
TOTAL ESTIMATED FEES FOR PROFESSIONAL SERVICES	TOTAL =	\$125,990.00

Labor Category	Contract Manager	Project Manager	Project Engineer	Hydraulic Modeling	Process Engineering	Design Engineer	Environmental Specialist	Graphics Designer	Document Production	Account Manager	Expenses and Sub-consultants	TOTALS
Hourly Rate	A. Christie \$200.00	C. Nelson \$180.00	J. Schmetzer \$170.00	J. Rosenlund \$185.00	S. Bradley \$185.00	A. Horne \$100.00	E. Creely \$140.00	T. Jameson \$105.00	G. Stevens \$120.00	S. Ballon \$155.00		
Task 1- Condition Assessment												
Project Management	1	8								1		10
Kick-Off Meeting		4	8									12
Site Visits (2)		16	8			8					\$4,500.00	32
Inventory Review		8	12									20
Evaluation of Water System		10	12	8	8	24						62
Evaluation of Sewer System		10	12	8	8	24						62
Condition Assessment Memo			16					8	2			26
Quality Control	2											2
Subtotal - Hours	3	56	68	16	16	56	0	8	2	1		226
Subtotal - Costs	\$600.00	\$10,080.00	\$11,560.00	\$2,960.00	\$2,960.00	\$5,600.00	\$0.00	\$840.00	\$240.00	\$155.00	\$4,500.00	\$39,495.00
Task 2- 65% Draft PER												
Project Management	1	4								1		6
Project Planning		2	8									10
Existing Facilities		2	12									14
Need for Project		2	4									6
Project Components Screening		12	24	4	4	16						60
65% Draft PER		12	20				4	16	2			54
Quality Control	4											4
Subtotal - Hours	5	34	68	4	4	16	4	16	2	1		154
Subtotal - Costs	\$1,000.00	\$6,120.00	\$11,560.00	\$740.00	\$740.00	\$1,600.00	\$560.00	\$1,680.00	\$240.00	\$155.00	\$0.00	\$24,395.00
Task 3- 90% Draft PER												
Project Management	1	4								1		6
Alternative Descriptions		4	24	4	4	4						40
Cost Estimates		4	20			4						28
Alternatives Ranking		8	20			4						32
90% Draft PER		8	20				16	2				46
QA/QC	4											4
Subtotal - Hours	5	28	84	4	4	12	0	16	2	1		156
Subtotal - Costs	\$1,000.00	\$5,040.00	\$14,280.00	\$740.00	\$740.00	\$1,200.00	\$0.00	\$1,680.00	\$240.00	\$155.00	\$0.00	\$25,075.00

Labor Category	Contract Manager	Project Manager	Project Engineer	Hydraulic Modeling	Process Engineering	Design Engineer	Environmental Specialist	Graphics Designer	Document Production	Account Manager	Expenses and Sub-consultants	TOTALS
Hourly Rate	A. Christie \$200.00	C. Nelson \$180.00	J. Schmetzer \$170.00	J. Rosenlund \$185.00	S. Bradley \$185.00	A. Horne \$100.00	E. Creely \$140.00	T. Jameson \$105.00	G. Stevens \$120.00	S. Ballon \$155.00		
Task 4- Final Draft PER												
Project Management	1	4								1		6
Proposed Project Implementation		2	16									18
Final Draft PER		2	8					8	2			10
QA/QC	4		16									28
												4
Subtotal - Hours	5	10	40	0	0	0	0	8	2	1		66
Subtotal - Costs	\$1,000.00	\$1,800.00	\$6,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$840.00	\$240.00	\$155.00	\$0.00	\$10,835.00
Task 4b- Agency Coordination												
Project Management	1	2								1		4
Meeting with COB Agencies		2	3									5
Response to Comments		2	4									6
Preparation of Final PER		2	4					2	1			9
Quality Control	1											1
Subtotal - Hours	2	8	11	0	0	0	0	2	1	1		25
Subtotal - Costs	\$400.00	\$1,440.00	\$1,870.00	\$0.00	\$0.00	\$0.00	\$0.00	\$210.00	\$120.00	\$155.00	\$0.00	\$4,195.00
Task 5- Environmental Assessment												
Project Management	1	4										5
Purpose and Need			2							1		3
Alternatives			2									2
Affected Environment			2									22
Cumulative Effects								4				20
Summary of Mitigation		4	4					4				32
Coordination/Consultation/Correspondence		2	2									24
EA (Draft/Final)		2						4	2			28
Quality Control	2											18
Subtotal - Hours	3	12	12	0	0	0	0	16	2	1		154
Subtotal - Costs	\$600.00	\$2,160.00	\$2,040.00	\$0.00	\$0.00	\$0.00	\$15,120.00	\$1,680.00	\$240.00	\$155.00	\$0.00	\$21,995.00
TOTAL - Hours	23	148	283	24	24	84	112	66	11	6		781
TOTAL - Costs	\$4,608.00	\$26,640.00	\$48,110.00	\$4,440.00	\$4,440.00	\$8,400.00	\$15,680.00	\$6,930.00	\$1,370.00	\$930.00	\$4,500.00	\$125,990.00

CITY OF BETHEL, ALASKA

RESOLUTION #21-04

A RESOLUTION BY THE BETHEL CITY COUNCIL SPECIFYING STANDARDS AND PROCESSES FOR THE COMMUNITY ACTION GRANT PROGRAM

- WHEREAS,** Ordinance 17-36, presented a ballot proposition which was approved by the voters increasing the sales tax on alcohol from 12% to 15%, the Ordinance also authorized 20% of the revenue collected from alcohol to be dedicated to the community action grant program;
- WHEREAS,** the community action grant program allows organizations and individuals to request financial support from the City for civic programs or events that contribute to the health, welfare and overall lives of the residents of Bethel, especially the most vulnerable populations;
- WHEREAS,** Resolution 17-09 established the rules of procedure for the program and limited eligibility of applicants to nonprofit organizations (e.g., governmental entities, schools, churches);
- WHEREAS,** a host of program documents were created and refined over the first three years of program operation that spell out the rules of procedure: grant application, overview, review process, score sheet, grant agreement, and exit report.
- WHEREAS,** the intent of the Community Action Grant Technical Review Board and original Community Action Grant visionaries was to make individuals, groups, and a variety of entities eligible to receive community action grant funding, not just established nonprofit/governmental organizations;
- WHEREAS,** this resolution delineates the most important standards and procedures currently in practice in the administration of the Community Action Grant Program;

Program Funding Exclusions

- Indirect costs that are not traceable to a program, product, or activity;
- Applications of an indirect rate to cover overhead costs;
- In-kind donations, including gift cards;

- Nationally-sponsored organizations (such as, but not limited to, American Cancer Society, American Diabetes Association, American Heart Association, Children's Miracle Network and United Way);
- Memberships, including association/chamber memberships;
- Organizations that deny service, membership or other involvement on the basis of race, religion, color, sex, sexual orientation, age, national origin, ancestry, citizenship, veteran, disability or any other protected status;
- Organizations whose programming or policies may portray the City of Bethel in a negative light;
- Political causes, candidates, organizations or campaigns;
- Projects that send products or people to foreign countries or on domestic travel;
- Registration fees;
- Projects or programs that sponsor, endorse or provide in-kind services for any programs or events that will or may promote tobacco or marijuana products, gambling, sexually related products or services, the sale or manufacturing of firearms or weapons, or products or services that are contrary to the interest of public health, safety or welfare;
- Requests made on behalf of another organization or by an unauthorized representative of the recipient organization;
- Scholarships and/or the payment of tuition, room, board, other expenses for college/university/vocational school or conference/training attendance;
- Third-party giving, including funds that are re-allocated to fiscally sponsored organizations;
- Tickets for contests, raffles, prizes or any games of chance or skill.

Funding Process

- Community Action Grant Applications may be prepared and submitted quarterly by individuals, groups, organizations, governmental entities for review by the Community Action Group Technical Review Board during public meetings;
- The Community Action Grant Technical Review Board reviews, discusses, and scores the applications and makes funding recommendations to Bethel City Council;

Introduced by: Council Member Barr
Date: March 23, 2021
Action:
Vote:

- Bethel City Council shall approve all CAG funding distributions;
- CAG grant checks are issued and distributed to the applicants following City Council's authorization;
- CAG recipients must sign a grant agreement at the time of award and complete an exit report within 30 days of project completion.

NOW, THEREFORE, BE IT RESOLVED, by the Bethel City Council, the aforementioned general standards and procedures shall be adopted for use in the Community Action Grant Program.

ENACTED THIS ___ DAY MARCH, BY A VOTE OF _ IN FAVOR AND _ OPPOSED.

ATTEST:

Michelle DeWitt, Mayor

Lori Strickler, City Clerk

CITY OF BETHEL, ALASKA

Resolution #21-05

A RESOLUTION BY THE BETHEL CITY COUNCIL AUTHORIZING ADMINISTRATION TO AMEND THE CITY OF BETHEL PUBLIC EMPLOYEES' RETIREMENT SYSTEM PARTICIPATION AGREEMENT TO EXEMPT THE POSITION OF CITY MANAGER

WHEREAS, the Bethel City Council is the legislative body for the City of Bethel, Alaska;

WHEREAS, the City of Bethel entered into a Public Employees' Retirement System (PERS) Participation Agreement with the State of Alaska on November 23, 1973;

WHEREAS, the November 23, 1973 Agreement requires all eligible employees except employees otherwise authorized as exempt, to be covered under the terms of the Agreement and that the City make associated contributions to the State's Retirement System;

WHEREAS, the City of Bethel wishes to hire an individual to fill the City Manager position who has requested exemption from the PERS benefit;

WHEREAS, in accordance with Alaska Statute 39.35.615 (a), the City wishes to amend the Participation Agreement to terminate coverage of the city manager position;

WHEREAS, the State of Alaska and its approved contractor, Buck Consulting, determined and informed the City that, based off the June, 30, 2020 valuation data, there is only one active member affected by the termination, so the one-time cost to the City for removal of this position from PERS is zero, and therefore no termination study is required;

WHEREAS, after the Bethel City Council approves the amendment to the PERS Agreement with the State through this resolution, and the Agreement is amended accordingly, under AS s 39.35.625 (a), the City's contributions to PERS would be limited to the past service liability, which is calculated annually as part of the actuarial valuation of PERS Defined Benefits, and approved by the Alaska Retirement Management Board;

NOW THEREFORE BE IT RESOLVED the Bethel City Council authorizes the No. 8 Amendment to

City of Bethel, Alaska

Ordinance #21-05

1 of 2

Introduced by: Michelle DeWitt, Mayor
Date: March 23, 2021
Action:
Vote:

the City's Public Employees Retirement System Participation Agreement with the State of Alaska, to exempt the City Manager.

**ENACTED THIS ___ DAY OF March 2021 BY A VOTE OF _ IN FAVOR AND _
OPPOSED.**

Michelle DeWitt, Mayor

ATTEST:

Lori Strickler, City Clerk

CITY OF BETHEL, ALASKA

Resolution 21-06

A RESOLUTION BY THE BETHEL CITY COUNCIL RESPONDING TO THE COVID-19 PUBLIC HEALTH EMERGENCY, REPEALING AND REPLACING RESOLUTION 20-17, AND ESTABLISHING STANDARDS FOR IN-PERSON PARTICIPATION FOR CITY MEETINGS

- WHEREAS,** on March 11, 2020, the State of Alaska declared a public health emergency in response to an anticipated outbreak of COVID-19 in Alaska;
- WHEREAS,** in response to increasing cases of COVID-19 in our community, the City Council passed Resolution 20-13, requiring that all public meetings of the Council, committees, commissions, and boards, be held through virtual means until November 1, 2020, which date was extended by Resolution 20-17, approved October, 27 2020, and which is being repealed and replaced by this Resolution;
- WHEREAS,** Emergency Ordinance 21-02, which extended Ordinance 20-08, temporarily authorized the City Manager and/or City Council to modify or suspend sections of the Bethel Municipal Code regarding public meetings and participation to ensure the health, safety, and welfare of the City during a state-declared public health emergency;
- WHEREAS,** the full extent and effect of COVID-19 cannot yet be known; therefore, it remains vital for the City of Bethel to be prepared and take all necessary precautions until the pandemic no longer poses a threat;
- WHEREAS,** while taking precautions, it is also necessary to begin identifying safe standards for in-person operations for our governmental bodies, as supported by guidance from our medical and healthcare professionals;
- WHEREAS,** the Yukon Kuskokwim Health Corporation (YKHC) released a Community Lockdown Advisory, updated March 10, 2021, which provides a matrix and indicators for the region to evaluate when considering relaxing lockdown measures and allowing in-person gatherings and social interactions;
- WHEREAS,** the YKHC advisory is based off the federal Centers for Disease Control (CDC) recommendations, and includes two measures to assess the risk of transmission: new cases and the percentage of positive tests over the previous seven days:

Introduced by: Mayor Michelle DeWitt

Date: March 23, 2020

Action:

Vote:

Indicators and Thresholds for Community Transmission of COVID-19

Indicator	Low Transmission Blue	Moderate Transmission Yellow	Substantial Transmission Orange	High Transmission Red
Total new cases in the past 7 days	YK Delta <3	YK Delta 3-12	YK Delta 13-24	YK Delta ≥25
Percentage of positive tests during the past 7 days	<3%	3.0-3.9%	4.0%-4.9%	≥5%
Percentage of eligible population that has been vaccinated	≥50%	30%-50%	10%-30%	<10%
Households in the same sub-regional area with positive cases in the past 7 days	0 households	1 household	2 households	≥3 households
Contact Tracing of Local Cases Linked to Travel: Each individual community should go two weeks without any cases that are not clearly linked to travel. This period reflects one full disease cycle, and helps ensure the virus has not spread in the community.				

Information copied from YKHC Lockdown Advisory 3-5-2021.

WHEREAS, YKHC's recommendations indicate that when the YK Region numbers are within the Moderate Transmission Yellow category, indoor gatherings of ten or fewer persons can occur with masks and six feet separation between non-household members;

WHEREAS, YKHC's updated recommendations are supported by the CDC's recommendations for vaccinated individuals, and relax lockdown restrictions for persons who are fully vaccinated:

Small indoor gathers between fully vaccinated individuals (10 people or less) can be performed without masks and physical distancing. Indoor visits between fully vaccinated and unvaccinated people can be performed if the unvaccinated individuals are at low risk for severe COVID-19 and the social circle is limited to one additional household. Medium to large sized gatherings (greater than 10 individuals) should be avoided;

WHEREAS, YKHC serves five sub-regional Clinic Service areas with a sixth grouping of communities listed as the Bethel Area: Akiachak, Akiak, Atmautlauk, Bethel, Eek, Kasigluk, Kongiganak, Kwethluk, Kwigillingok, Nunapitchuk, Napakiak, Napaskiak, Oscarville, Quinhagak, Tuluksak, Tuntutuliak;

WHEREAS, with the continued reduction in rates within the Bethel Area, coupled with narrowed impacts of governmental body moderately sized groups, strict mitigation strategies and the ongoing option for virtual participation, the Council believes limited in-person meetings can be conducted safely when the Bethel Area is under Yellow Moderate Transmission, for members, and can expand to public participation when the Bethel Area is in Blue Low Transmission;

WHEREAS, in the interest of maximizing participation for our public meetings while also

City of Bethel, Alaska

Resolution #21-06

2 of 4

protecting our community and region, Bethel City Council adopts the following seven-day standard indicators for municipal public meetings:

Low Transmission Blue	Moderate Transmission Yellow	Substantial/High Transmission Orange/Red
No cases in Bethel or in the Bethel Area for 7 days	No cases in Bethel and 1-6 in the Bethel Area for 7 days	≥ 1 case(s) in Bethel and ≥ 7 in the Bethel Area for 7 days
Public Meetings Available to Members (not required) and Staff and available to Public	Public Meetings Available to Members (not required) and Staff. Virtual for Public	Public Meeting Virtual for All Participants Except Chair/Recorder

WHEREAS, before expanding municipal public meetings to in-person for members and/or the public, staff shall ensure the indicators listed above are met;

WHEREAS, all governmental bodies will continue to use Zoom as a participation option for public meetings, at least through the continuation of the City's Emergency Declaration, and at no time during the pandemic will volunteer members or the public be required to participate in person;

WHEREAS, members and the public shall not attend meetings in person if they have traveled out of Bethel within the last 14 days unless they are fully vaccinated;

WHEREAS, members and the public shall not attend meetings in person if they have symptoms of COVID-19, or if they have tested positive for COVID-19; and

WHEREAS, proper mask wearing is required for all participants regardless of distance from others, food will not be permitted, and all surfaces will be thoroughly cleaned before and after meetings;

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

Section 1. The Bethel City Council implements the foregoing standards for all committee, commission, board, and council meetings of the City of Bethel.

Section 2. The Bethel City Council authorizes \$10 vouchers to be issued to appointed and elected officials (members) for each meeting attended virtually when virtual meetings are required, however the member must be present for at least 75% of the meeting and be appointed or elected to the body.

Introduced by: Mayor Michelle DeWitt
Date: March 23, 2020
Action:
Vote:

Section 3. Effective and Expiration Date. This Resolution is effective April 1, 2021 and shall remain in effect until Emergency Ordinances which extend Emergency Ordinance 20-08 expire unless otherwise amended by the City Council.

ENACTED THIS 23 DAY OF MARCH, 2021 BY A VOTE OF _ IN FAVOR AND _ OPPOSED.

Michelle DeWitt, Mayor

ATTEST:

Lori Strickler, City Clerk



CITY OF BETHEL

P.O. Box 388
Bethel, Alaska 99559
Ph. (907) 543-4150
Fax (907) 543-3817

MEMORANDUM

DATE: March 3, 2021, 2021 to March 16, 2021

TO: City Council

FROM: Peter Williams, City Manager

RE: City Managers' Report

COVID-19 – Incentive program still functioning smoothly. We need new funding to continue past the end of March. Attached to this report is a report and budget for the Covid 19 Community Funding from the Dept of HSS.

City Managers Daily Log

March 3 – Requested clarification about the City Mandates allowing for group meetings, such as our committee and commissions. A commission member mentioned to me that it would be easier to meet in person. – Requested that the finance dept. update contact information with Lifequest and ensure that correct amount of funds are being set aside for the Fire Dept. We collected fifteen thousand seven hundred five-five dollars last month. – Sen.Hoffman notified us that funding is be made available for W&S projects through the VSW. -Discussed Bed and Breakfasts requirements for licensing. – Forward Service agreements to DOWL for the Aves. Project. – Looked at site plan sub-mitted by Vitus Energy to build a one million gallon tank farm on Tower Rd. There is a lot of work that needs to be done before this is approved.

March 4 – Spent some time coordinating with the finance dept. to establish a POC to collect for some outstanding water and sewer bills from when RAVN AIR went bankrupt. – Xavier Mason was designated as the purchasing agent. – Received a notice from the IRS concerning our 1094 and 1095 forms. We have met all the requirements; the IRS hasn't caught up with us yet. Discussed this situation with the Assistant Finance Director. -Made a appointment with Judge Peters to discuss the opening of the courthouse and how the City Mandates may affect their operations. – Mr.Krieder forward the service agreements needed for their portion of the Aves. Project ROWs.- A citizen asked for help shoveling his

driveway, an action we don't usually perform. In this case the driveway is a ROW the city is responsible for, so we will shovel it out. The Utility Forman looked at the ROW last summer and did not think it would support a truck. Not sure till summer if we can fix the ROW. Another reason we need a map showing all of the city properties that can be easily used.

March 5 – Start discussion who is responsible for the maintenance cul-de-sacs the Turnkey III sub-division. This the sub-division is usually referred to as ASHA housing.- Discussed the COVID-19 Comm. Funding with the grant manger. – Ask CA to help with PATC lease renewal. –

March 8 – Ask HR and the fiancé dept. to look into the Deferred Comp. Plan.- Discussed asking patrons of the pool for proof of vaccinations before they are allowed to use the facility. – YKFC Budget submitted to the Finance Dept.- Discussed the deferred compensation plan with the Finance Dept. and HR . Accountant will contact Empower to make sure there are no discrepancies. – Ask CA to review agreement with the company that monitors the – Was determined that CDC supported the incentive to be vaccinated when using the pool.

March 9- Discussed the Tundra Ridge Road with the City Planner, CA and City Clerk – Reviewed PATC Lease Extension-

March 10 – Reviewed the site plan for the tank farm that Vitus would like to build with the Planning Dept. Still a lot of work to do before this project is approved. – Received information concerning the deferred compensation program with Empower, any discrepancies will be cleared up in the coming weeks, POCs have been established between the Finance Dept and Empower. – The City of Bethel should receive \$104,144 from the Comm. Assistant Program (CAP) and \$909,685 for Payment in Lieu of Taxes (PLIT).

March 11 – Work on a response to the DOT to accompany Resolution # 21-03 – Review Press Release from the Police Dept. – Discuss W&S shutoffs with CA – Listen in to discussion about long term rentals with CA, Planner, DOWL and City Clerk. - Discussed a few W&S complaints from a few customers. -Responded to questions from the auditors. –

March 12- Transit, discussed bring some services back online & reviewed FTA Corvid-19 guidelines. - W&S utility billing - PD concerns – ADF&G lease with SOA – TWC, SART kits. - CAG, Directed the finance Dept to create a fund as stated in Ordinance #'s 17-21 & 17-36 - P-Cards- reviewed users, approvers and reconcilers - HR concerns - Accepted a meeting with ANTHC regarding a energy audit. Thank you, ONC.

March 13 – Reached out vis email too TWC and YKHC regarding SART kits. – Sent documents to auditors. – HR matter.

March 14 – Sent tasks to do on Monday too Port, Transit System

March 15 – Sent Letter & Resolution #21-03 and supporting documents to the DOT requesting they use the alternate route instead of the Polk Rd. – Reviewed BNC application to the Planning committee about the proposed tank farm Vitus energy would like to build. – PD- discussed participating in the YK Delta Adult MDT meetings twice a month and picking up the SART kits from the hospital.

March 16 – Reviewed DOWL term contract and updates to various task orders - Meet with ANTHC to begin the process for a energy audit of the W&S systems – Received a call from the Nat. Park Service if I was interested attending a meeting discussing parks recreation.

COVID-19 Community Funding

Partners:

City of Bethel

Lower Kuskokwim School District

Bethel Family Clinic

Yukon Kuskokwim School District

Lower Kuskokwim School Testing Program

City of Bethel Grant Manager, John Sargent, has been in touch with Ed Pekar, Assistant Superintendent of the Lower Kuskokwim School District (LKSD), and Don Black, Executive Director of the Bethel Family Clinic, to develop this project.

According to the YKHC-published document, "Formal Recommendations for School Districts," each of the five schools in Bethel should test all of the student body in each school once a month. Bethel Family Clinic (BFC) personnel will visit each of the five schools and test a number of students every day, such that all students in each school will have been tested by the end of the month. The budget reflects an estimate of the number of school days each month. The medical/dental assistant will be the primary one from BFC doing the testing.

LKSD personnel will select the students for testing each day, call them out of their classrooms, and have them in a safe area where the testing can be performed. This area will most likely be a gymnasium, where kids can social distance themselves while waiting to be tested. The school district prefers the use of binax 15-minute tests. YKHC has a standing offer right now with LKSD to provide LKSD all the binax tests they need. BFC built in some cost for the purchase of binax tests, in case YKHC changes their mind on providing free binax tests to the school district or they run out.

BFC personnel will ensure all parental approval forms and documentation for health organizations is obtained. Each school will help get all parental signatures needed on paperwork before the program begins.

YKHC told LKSD that they would not assist them with student testing or vaccinations. This project is timely to cover the cost and fill the gap of student testing. Bethel Family Clinic has the capacity, skill-sets, personnel, and access to supplies and vaccines.

Vaccinations

BFC plans to set up a pop-up tent in various parking lots around town to provide vaccinations. They will set up the tent a little less than once a week. Some vacation weeks are built in to the schedule.

YKHC will perform vaccinations at various sites around Bethel.

Bethel Family Clinic Budget		YEAR ONE TOTAL
EXPENSES		
Personnel		
Medical Staff	\$	67,746
Non-Medical Staff	\$	19,760
TOTAL PERSONNEL	\$	87,506
Fringe Benefits		
Taxes @ 7.65%	\$	6,694
TOTAL FRINGE	\$	6,694
Vehicle Use		
Mileage - 2,925 miles @ \$0.56	\$	1,638
TOTAL TRAVEL	\$	1,638
Equipment		
Computer & software (to make ed. materials)	\$	5,000
Supplies		
Personnel Protective Equipment	\$	2,000
Cleaning supplies	\$	1,000
Testing Supplies	\$	40,000
Vaccines	\$	10,000
TOTAL SUPPLIES	\$	53,000
Contractual		
IT Support - Setup of new computer	\$	500
TOTAL CONTRACTUAL	\$	500
Other		
Transportation - Taxi vouchers	\$	4,500
Uniforms-T-shirts promoting tests/vaccines	\$	3,000
Education/Marketing - Digital and Print Ads	\$	40,000
TOTAL OTHER	\$	47,500
TOTAL DIRECT CHARGES	\$	201,839

Yukon Kuskokwim Health Corporation Budget		YEAR ONE TOTAL
EXPENSES - Vaccination Project		
Personnel		
Nurse (\$85/hr. x 20 hrs./wk.) x 52 weeks	\$	88,400.00
Amount applied to COVID-19 Community Funds	\$	82,891.15
TOTAL PERSONNEL	\$	82,891.15

Total Funding Request \$ 284,729.75



March 16, 2021

Mr. William Arnold
Mr. Ted Meyer
Mr. John Sargent
Mr. Peter Williams
City of Bethel
P.O. Box 1388
Bethel, AK 99559

**Subject: 2017-2022 City of Bethel- DOWL Term Contract
Capital Projects Update**

CONTRACTED PROJECTS

Avenues Piped Water and Sewer- DOWL Task Order #2

- Have USDA's concurrence to phase the project. Phase 1 being mains, phase 2 being services. But all letter of conditions for phase 1 must be met before going to bid.
- Phase 1 95% design will be submitted to ADEC on March 26.
- Service Agreement execution and Easement execution is progressing well. See attached.
- 65% Estimate is \$10.2M for Phase I. Phase II estimate is not complete and won't be until we have the 65% design of Phase II. Overall construction cost is projected to be \$14M now.
- ANC based company Arctic Pipe and Utilities is opening up for business this summer for service utility boxes. Currently importing arctic pipe from Thermacor in Seattle.
- Assuming Easement execution continues well, and we can satisfy LOC, project will bid this summer- not this spring.
- Major design challenge is heat loss model. Model is extremely complex with glycol variables too great to model. Need to use City subdivision information as a surrogate.
- Programming will be \$50K.

Lift Station Improvements- #15

- TecPro has constructed a semi-permanent bypass at Main lift station. It has been running since January 12, 2021, with the only issue being the first night.
- Main pumps are completed and have shipped. Due in AK in late March. TecPro has been authorized to proceed with tearing apart existing Main Lift Station and getting everything ready for the new pumps.
- So far \$2.081M is contracted that goes against SOA VSW grant, and approximately \$525K that goes against CARES Act funding.
- Public Works lift station will be complete within a few days.
- BH West Back-up power is in the works. Generator ordered.
- SCADA system development is in the works.

Lead and Copper Issues at City Sub- #17

- Orthophosphate injection system is up and running as of November 17, 2020. ADEC has granted Interim Approval to Operate for one year (running out in Feb 2022), which will allow for monitoring as discussed.

City General Planning Services- #22

- Just authorized \$10K more for work on planning type tasks. Approximately \$5K remains.
- Other task orders related to the subdivision reviews were open but have been closed now.
- Request assistance with B&B code revisions will fall under new Task Order #38.

City Hall Roof and Boiler Improvements- #23

- Wolverine Supply Inc. has the low bid at \$1.1M.
- Construction will be in summer 2021. Submittal review and RFIs are underway. Anticipated construction will be 10 weeks. Vacation needs to happen by June 1, 2021.
- Will need a change order for a cantilever roof or shed roof over new lift station. Will explore options for reducing the height of the Council bench.

Subdivision Construction Oversight- #26

- NTP for construction oversight of Blue Sky, Ciulkulek, and Tanqik subdivisions
- DOWL provide on-site oversight of Ciulkulek and some initial for Blue Sky, but none for Tanqik. Used about half of total \$80K so far.

Yukon Kuskokwim Health and Fitness Center Repairs-- #28

- Have issued a change order for additional insulation at the high wall/roof interface, and new flashing. Questionable if new flashing can be installed this fall. Also included a change order for hooking up new crawl space heaters to centralized control system. So far Wolverine Supply has completed \$55K worth of work that is strictly related to defective construction. This does not include shared costs for mobilization and design.
- Total WSI charges have been \$222K to date. Total DOWL charges have been \$63K.
- \$21K remains in DOWL contract, but an amendment will be needed. DOWL been involved with a number of meetings and reports not related to the construction, but the litigation.
- DOWL working on price for new lift station.
- Just authorized \$49K in additional work- most of which is repair work.
- Completed chemical analysis on boiler water. Modest levels of iron and copper. Iron is probably coming from boiler lining, and probably a result of aggressive water. We recommend adding glycol to the heating system to prevent future freezes.

Courthouse Water Service Replacement- #29

- DOWL moving forward with design of a direct water service to the courthouse and elimination of the service shed and the water storage tank. Fire Suppression system can be eliminated but SOA Fire Marshal must review plans. Project will be ready to bid after SOA Fire Marshal approves. Will submit to Fire Marshal March 19, 2021.

CEHH Hydraulics and Hydrology Study- #31

- Draft study is complete. We can meet with the DOWL hydrologist to discuss results which will eventually need to be shared with DOT. The report concludes that if additional preventative measures are needed- an upstream retention pond is the solution.

Water and SewerCAD Models- #33

- 100% Paid for:
 - City subdivision WaterCAD Model
 - Bethel Heights WaterCAD Model
 - SystemWide SewerCAD Model

- Heat Loss Model
- Been focusing on Bethel Heights because we need to for the Avenues project. All 4 are underway, but work remains. City subdivision water model is basically complete, but needs calibration and system-wide sewer model is mostly complete.

Main Emergency Repair Project- #34

- 100% Paid
- Work is in conjunction with TO#15. Emergency Repair/Bypass is in Place and waiting on new pumps.
- DOWL paid for the replacement pumps for the bypass. TecPro going to pay DOWL back as they are pushing for a 100% refund on the original pumps. None of this mix-up should result in additional cost to the City.

Public Works Facility Back-up Generator- #35

- 100% Paid
- CARES Act funded but still need to produce drawings for VanGo. Design is complete.
- City DPW will have some responsibilities with removing old generator and hauling new one around. Scope of Work for City will be shown on drawings.
- Cummins Generator has been ordered.

Truck Fill Station PER- #36

- NTP on March 4, 2021 for \$75K. We submitted an amendment to transform this into a Community Wide Piped Water and Sewer System PER.
- We also have a fee from FCS Group for working on a rate study. We will have this fee proposal/amendment done within a day or two.

YK Fitness Center Expansion Feasibility Study- #37

- NTP on March 10, 2021 for \$70K. Haven't got started on this work yet.

Short Term Rental Code Assessment- #38

- NTP on March 12, 2021 for \$30K. Planning group will be getting started on this work this week.
- Plan to have draft ordinance prepared by April 24, 2021 with an initial sub-committee meeting on April 25, 2021.

TO-DO ITEMS- 3/16/21

- Glycol supply and return information at City subdivision
- Meet with WSI at City Hall and Fitness Center
- Additional information at Bethel Heights Water Plant
 - Glycol supply and return area
 - Make/manufacture of butterfly valve on supply header
- Visit Public Works Lift Station Installation

City of Bethel, Alaska

City Clerk’s Office

Council Meetings

March 23, 2021Regular City Council Meeting
April 13, 2021 Regular City Council Meeting

Second half of week of March 7th

- Working on training for Board of Ethics.
- Continued working through the amendments of the committee/commission ordinance repeal and replacement ... so close to being done with this one.
- Prepared a detailed explanation/snippet training for finance staff on Remote Sellers Sales Tax.
- Researched CDC recommendations and YKHC guidance on small/medium gatherings to help identify thresholds for municipal in person meeting standards.
- Coordinated the discussion with the State on the PERS Termination Study.
- Processed four passport applications.
- Continued working on the Ex Officio Member Guide.
- A few weeks ago, the City Clerk’s Office initiated our next large project which will consist of a review and possible update of all municipal forms. In the evaluation of these forms, we will determine which of these forms may be considered for inclusion as an online form. So far Police and Fire have submitted their department forms.
- Prepared the following documents:
 - Lease extension Ordinance for YKHC (old PATC building). Document sent to Planning Commission.
 - Lease creation Ordinance for Alaska Fish and Game property. Once Administration and Legal have the terms of the transfer finalized, the document will be presented to council We may not have time to take this to Planning Commission as the property is already being used by Fish and Game
 - Resolution outlining the Community Action Grant distribution standards
 - Emergency Ordinances updates (no significant change) Water Shut Off/Emergency Declaration Extension/Mask Policy
 - Resolution, PERS Agreement Amendment, City Manager
 - Proclamation Sexual Assault Awareness and Prevention
 - Resolution In-Person Meeting Standards

First half of week of March 15

- Completed the training for Board of Ethics, training will be presented March 24th.
- Continued working through the amendments of the committee/commission ordinance repeal and replacement. Council will see this on the agenda for April 13th.
- Working with vendor Civic Clerk to set up Board and Commissions for the extension of online material for committee and commissions- long term planning.
- Updated the process for Special Events Alcohol Permitting review for City staff.
- Working on a Resolution to support public broadcasting.
- Working with a family on the completion of burial permit reservations.
- Processed one passport application.

Committee/Commission/Board Vacancies – Check out these numbers-Best I have ever seen!

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

Clerk's Office (C.O.) Committee & Commission Document Tracking, Regular Meetings 2021

	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
Pub. Safety and Transportation 1st Wed.												
Agenda signed (email to C.O.)	x		x									
Agenda and Packet (website)	x	x	x									
Draft Minutes (email to C.O.)	x	x	x									
Signed Minutes (website)												
Signed Minutes (original to C.O.)	x											
Planning 2nd Thurs.												
Agenda signed (email to C.O.)	x	x	x									
Agenda and Packet (website)	x	x	x									
Draft Minutes (email to C.O.)	x	x										
Signed Minutes (website)	x											
Signed Minutes (original to C.O.)	x											
Port 3rd Mon.												
Agenda signed (email to C.O.)			x									
Agenda and Packet (website)		x	x									
Draft Minutes (email to C.O.)												
Signed Minutes (website)												
Signed Minutes (original to C.O.)												
Community Action Grant Quarterly												
Agenda signed (email to C.O.)		March		x								
Agenda and Packet (website)			x	x								
Draft Minutes (email to C.O.)												
Signed Minutes (website)												
Signed Minutes (original to C.O.)												
Parks Rec. Aquatic Health Safety 2nd Mon.												
Agenda signed (email to C.O.)	x	x	x									
Agenda and Packet (website)	x	x	x									
Draft Minutes (email to C.O.)												
Signed Minutes (website)												
Signed Minutes (original to C.O.)	x											
Public Works 3rd Wed.												
Agenda signed (email to C.O.)	x		x									
Agenda and Packet (website)	x	x	x									
Draft Minutes (email to C.O.)												
Signed Minutes (website)												
Signed Minutes (original to C.O.)												
Finance 4th Mon.												
Agenda signed (email to C.O.)	x	x	x									
Agenda and Packet (website)	x	x										
Draft Minutes (email to C.O.)	x	x										
Signed Minutes (website)	x											
Signed Minutes (original to C.O.)												

CITY OF BETHEL

CITY ATTORNEY NEGOTIATED AGREEMENT

This Employment Agreement (Agreement) entered into this 25th day of February 2020, by and between the City of Bethel, Alaska, a municipal corporation, hereinafter referred to as "City" and Elizabeth M. Bakalar, an individual, hereinafter referred to as "Employee or City Attorney." Under this Agreement, the City offers, and Employee accepts, employment as City Attorney of the City.

Section 1 Duties

- A. City hereby agrees to employ Elizabeth M. Bakalar as City Attorney of the City, effective March 16, 2020, to perform the functions, powers, and duties specified in AS 29.20.370 and the Bethel Municipal Code, as well as other legally permissible and proper duties and functions as the City Council shall from time to time assign.
- B. Employee shall faithfully perform the duties of City Attorney outlined in Title 29 of the Alaska Statutes, the Bethel Municipal Code, and other legally permissible and proper duties and functions that the Council shall from time to time assign. Furthermore, the Employee must be a member, and maintain membership, in good standing with the Alaska Bar.

Section 2 Term

- A. Employee shall serve at the pleasure of the City Council and is an at-will employee of the City. Accordingly, nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the Council to terminate the services of the Employee at any time, with or without cause, consistent with the laws of the State of Alaska and the City of Bethel, and the provisions set forth in Section 8 of this Agreement. The City shall comply with the City's insurance policy endorsement regarding any termination.
- B. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the Employee to resign at any time from the position of City Attorney, subject only to those provisions set forth in Section 8 of this Agreement, and consistent with the laws of the State of Alaska and the City of Bethel.

Section 3 Salary and Benefits

- A. Compensation. City agrees to compensate Employee an annual base salary of \$137,000 payable in installments at the same time that the other management employees of the City are paid. Employee's base salary shall be increased annually between zero (0) and three (3)

percent dependent on the City's financial situation and at the discretion of the Council and as warranted by Employee's performance evaluation.

- B. Health and Medical Benefits Insurance. Employee shall be allowed to participate in the City employee's Life Insurance group coverage plan, Accidental Death & Dismemberment, Short Term, Long Term Disability, Dental, Vision and Health Insurance program equal to that which is provided to all other management employees.
- C. Pension. The Employee will be enrolled in the Alaska Public Employees Retirement System (PERS) at a rate equal to that which is provided for all other employees of the City.
- D. Personal Time Off (PTO). Upon Employment, the Employee will begin with 80 hours of PTO with the City. PTO shall accrue at the rate of twenty (20) hours per month of service. PTO can be accumulated up to a maximum accrual of three hundred fifty (350) hours. Employee shall use a minimum of One Hundred Sixty (160) hours per year. PTO should be requested two (2) weeks in advance. The City does not recognize or endorse "comp time." Unscheduled PTO shall be utilized only for the illness of the Employee or illness in the Employee's immediate family. Should the Employee be absent for more than three (3) consecutive working days, the Employee shall be required to provide a physician's certificate to the Mayor. PTO is a benefit with no cash value. PTO may not be cashed-in, borrowed against, or withdrawn at any time during or following employment.
- E. Jury Duty. If Employee is called for jury duty or subpoenaed as a witness in court, leave shall be governed by BMC 3.60.070 (Court leave), as amended.
- F. Holidays. All holidays recognized by the Employer shall be granted to the Employee. It is understood that from time to time, Employee's duties may require her to work on such holidays at no additional compensation.
- G. Family Medical Leave. Employee may become eligible for family medical leave pursuant to federal and state law. Upon eligibility, Employee shall have all the rights and protections of the Family Medical Leave Act as any other regular full-time employee of the City.
- H. Workers' Compensation. If the Employee is injured on the job, she will be entitled to compensation benefits as provided by the Alaska Workers' Compensation Act.
- I. Administrative Leave. The Employee may be granted administrative leave with pay by a majority vote of the Council for reasons specified, including attendance at professional conferences.
- J. Emergency Leave. The City agrees to grant the Employee up to forty (40) hours of leave for the death or serious illness of an immediate family member. For the purposes of this type of leave, Employee's immediate family member includes the spouse of Employee, child, son-in-law, daughter-in-law, parent, father-in-law, mother-in-law, sibling, or grandchildren.

- K. Military Leave. Employee shall be entitled to military leave in accordance with State law, including but not limited to AS 39.20.340, and Federal law, including but not limited to USERRA.
- L. Cell Phone. The City will provide Employee with a cell phone for use in the performance of her official duties. While some personal calls may occur, the cell phone is issued for City purposes and any information gathered or stored on the cell phone is subject to public disclosure. The Employee is responsible for any charges in excess of the basic monthly service fee.

Section 4 Hours, and Day of Work

The Employee's position requires the exercise of independent judgment on the part of the Employee and requires periods of extended work to exceed the normal workday and work week established by the Employer. The Employee will be available during regular business hours Monday through Friday, between the hours of 8:00 a.m. and 5:00 p.m. However, Employee will be expected to work whatever hours are needed based upon the demands of the job, to include participation in City Council meetings and, upon request, Board and Commission meetings. Employee is exempt from the overtime provisions of the Fair Labor and Standards Act, as amended, and is expected to engage in those hours of work that are necessary to fulfill the obligations of the Employee. Any time worked in excess of the normal hours in a day or week is not compensated or credited in any manner by the Employer.

Employee is required to account for all time worked in accordance with the City's current timekeeping policies and standards.

Section 5 Telework Requirements

- A. The Employer agrees to employ Employee under an ongoing telework arrangement at the request of the Employee, and due to the Employee's convenience unrelated to personal health.
- B. In association with this ongoing telework arrangement, the Employee is responsible for maintaining a safe work environment and shall provide the Employer with an annual work location safety survey and photos and/or video of the workspace.
- C. Employee shall adhere to the City's IT policies and work with the IT Department to ensure secure remote operations and technological compatibility. It is the Employee's responsibility to protect and manage the records and information stored by Employee.
- D. Employee agrees to travel to Bethel from time to time at the request of the City Manager, City Clerk, or City Council as necessary to fulfill Employee's duties under this Agreement and based on the needs of the City. Employer agrees to apply the same travel policies and reimbursements to this travel applicable to any other employee of the City traveling on official City business.

family. Should the Employee be absent for more than three (3) consecutive working days, the Employee shall be required to provide a physician's certificate to the Mayor. PTO is a benefit with no cash value. PTO may not be cashed-in, borrowed against or withdrawn at any time during or following employment.

- F. Jury Duty. In accordance to BMC 3.60.070 Court Leave, as amended.
- G. Holidays. All holidays recognized by the Employer shall be granted to the Employee. It is understood that from time to time Employee's duties may require him/her to work on such holidays at no additional compensation.
- H. Family Medical Leave. Employee may become eligible for family medical leave pursuant to federal and state law. Upon eligibility, Employee shall have all the rights and protections of the Family Medical Leave Act as any other regular full-time employee of the City.
- I. Worker's Compensation. Should the Employee become injured on the job, he/she will be entitled to the compensation benefits as provided by Alaska's Worker's Compensation Act.
- J. Administrative Leave. The Employee may be granted administrative leave with pay by a majority vote of the Council for reason's specified, including attendance at professional conferences.
- K. Emergency Leave. The City agrees to grant the Employee up to forty (40) hours of leave for the death or serious illness of an immediate family member. For the purposes of this type of leave, Employee's immediate family member includes the spouse of Employee, child, son-in-law, daughter-in-law, parent, father-in-law, mother-in-law, brother and sister and grandchildren.
- L. Cell Phone. The Employee will be provided a cell phone for use in the performance of his or her duties. While some personal calls may occur, the cell phone is issued for City purposes and any information gathered or stored on the cell phone is subject to public disclosure. The Employee is responsible for any charges in excess of the basic monthly service fee.
- M. Relocation Bonus. The City agrees to pay Employee a relocation bonus in an amount equal to \$20,000 (subject to any applicable tax and other required withholdings) on the first regular payroll date following the Effective Date to cover Employees relocation-related expenses.

If Employee voluntarily terminates employment prior to the completion of two years of services with the City, the Employee will reimburse the City the Relocation bonus according to the following rates and schedule:

- 100% if employed for less than 6 months
- 75% if employed for 6 months but less than 12 months

Section 6 Performance Evaluation

Employee shall be evaluated, in writing, by the Council within six (6) months of commencing employment and then annually thereafter on or about the anniversary date of hire.

Section 7 Outside Employment

Except as otherwise provided in this section, outside employment and business pursuits are prohibited unless first authorized by the Council. Any outside employment or business pursuits other than those authorized by the Council must occur while Employee is on leave and/or outside the regular business hours of the City. Notwithstanding the foregoing or any authorization by Council, the Employee is required to perform the duties of the Employee when the interests of the City require, without regard to regular work hours or days or the competing needs of the Employee's outside employment or business permits. Consistent with this section, Employee is expressly permitted to retain and complete the limited outside legal employment for she was retained prior to the date of this Agreement. Such work shall not interfere with Employee's duties under this Agreement, nor will it create any conflict of interest under either the BMC or the Alaska Bar Rules of Professional Conduct. Any other form of outside employment must be approved by the City Council, consistent with BMC 2.05.070.

Section 8 Termination and Severance

- A. Termination for Cause. If the Employee is terminated for cause, the Council shall include a statement of cause in a notification of termination of Employee.
- B. Voluntary Resignation. If the Employee voluntarily resigns her position with the City, the Employee shall give the City thirty (30) days advance written notice.

Section 9 Notices

Notices shall be either hand delivered or sent by mail to the following:

EMPLOYER – CITY OF BETHEL

Attn: Mayor

P.O. Box 1388

Bethel, AK 99559

EMPLOYEE – Elizabeth M. Bakalar

211 Fourth Street, Suite 108

Juneau, AK 99801

Section 10 General Provisions

- A. The text herein shall constitute the entire agreement between both parties.

- B. Any modification or amendment shall be enforceable only if approved by a majority vote of the Council in a duly convened public session and if transcribed to a written document signed by both parties.
- C. Employee shall not assign or transfer any interest in this Agreement without the prior written consent of City.
- D. If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid, or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.
- E. The failure of the City at any time to enforce a provision of this Agreement shall in no way constitute a waiver of the provisions, nor in any way affect the validity of this Agreement or any part thereof, or the right of the City thereafter to enforce each and every protection herein.
- F. This Agreement is being executed by the parties following negotiations between them. It shall be construed according to the fair intent of the language as a whole, not for or against any party. The titles of sections in this Agreement are not to be construed as limitations or definitions, but are for identification purposes only.
- G. The Council, in consultation with Employee, shall fix any other such terms and conditions of employment as it may deem necessary from time to time relating to the performance of Employee, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, the City Code or any other applicable state or federal law.
- H. This Agreement shall be governed by the laws of the State of Alaska and the City of Bethel. Venue for any litigation shall lie in Bethel, Alaska. Employee expressly waives any rights she might otherwise have as provided in Alaska Rules of Civil Procedure to remove any action from Bethel, Alaska.

Section 11 Indemnification

In accordance with Bethel Municipal Code 2.48, as amended.

EMPLOYEE



Elizabeth M. Bakalar, Employee

February 26, 2020

Dated

CITY OF BETHEL



Perry Barr, Mayor

3/10/20
Date

CITY OF BETHEL
CITY ATTORNEY ANNUAL EVALUATION MARCH 2021

City Attorney: Libby Bakalar

Rating: 5 = Excellent; 1 = Needs improvement

<i>Interaction with City Council</i>	5	4	3	2	1
Keeps Council informed on legal issues concerning the City					
Provides professional advice in a clear, concise manner to Council on items requiring Council action					
Provides sufficient information to enable Council to make well-informed decisions					
Successfully translates Council directives into ordinances, policies or actions					
Provides unbiased, objective advice to Council					
Provides timely, accurate advice to Council					
Successfully negotiates and drafts contracts that meet the City's needs					
Attendance at City Council Meetings					
Availability for committee and commission meetings					
Provides Grammatically correct and internally consistent language in Ordinances					
Comments:					

CITY OF BETHEL
CITY ATTORNEY ANNUAL EVALUATION MARCH 2021

<i>Interaction with City Staff</i>	5	4	3	2	1
Provides professional advice in a clear, concise manner on items that are otherwise confusing to City staff					
Provides sufficient information to enable staff to act accordingly and communicate with their customers (public)					
Responds to staff questions in a timely, accurate fashion					
Provides unbiased, objective advice					
Provides concise, relative legal advice to staff allowing the staff to make confident work decisions and policies					
Comments:					

<i>Legal skills</i>	5	4	3	2	1
Knowledge of State and Federal law					
Knowledge of City law					
Ability to interpret and relate legal concepts					
Ability to research the law and clearly present research					
Comments:					

CITY OF BETHEL
CITY ATTORNEY ANNUAL EVALUATION MARCH 2021

<i>Litigation and Prosecutorial skills</i>	5	4	3	2	1
Provides sound legal representation for the City					
Exercises prosecutorial and defense functions justly and effectively					
Willingness to exercise prosecutorial and defense functions to meet needs of the City					
Comments:					

<i>Ethics and Communication</i>	5	4	3	2	1
Defends principle and conviction in the face of partisan influence and pressure					
Maintains high standards of ethics, honesty and integrity in all matters					
Effectively communicates with staff, Council and the public					
Writes clearly and concisely					
Expresses ideas and opinions in a forthright, logical manner					
Remains poised and calm in difficult situations					
Represents the City to the public in a positive light					
Comments:					

CITY OF BETHEL
CITY ATTORNEY ANNUAL EVALUATION MARCH 2021

Total Score:

Excellent:

Very Good:

Good:

Satisfactory:

Needs Improvement:

CITY OF BETHEL
CITY ATTORNEY ANNUAL EVALUATION MARCH 2021

Reviewer's Comments/recommendations:

City Attorney Comments:

Reviewer's Signature

Date

City Attorney's Signature

Date



CITY OF BETHEL

INTERIM CITY MANAGER NEGOTIATED AGREEMENT

This Employment Agreement (Agreement) is entered into this 23rd day of September 2020, by and between the City of Bethel, Alaska, a municipal corporation, hereinafter referred to as "City" and Peter Williams, an individual, hereinafter referred to as "Employee or Interim City Manager." Under this Agreement, the City offers, and Employee accepts, employment as Interim City Manager of the City as a provisional appointment in accordance with BMC 3.16.030(A).

Section 1 **Duties**

- A. City hereby agrees to employ Peter Williams as Interim City Manager of the City, effective September 23, 2020, to perform the functions, powers, and duties specified in AS 29.20.500 and Bethel Municipal Code, as well as other legally permissible and proper duties and functions as the Council shall from time to time assign.
- B. Employee is the Chief Administrative Officer of the City and shall faithfully perform the duties as prescribed in the job description and as set forth in the City's ordinances and as may lawfully be assigned by the Council; Employee shall comply with all lawful governing body directives, state and federal law, City policies, rules, and ordinances as they exist or may hereafter be amended.
- C. Direct, assign, reassign, and evaluate all of the Department Directors of the City consistent with policies and procedures, ordinances, state and federal law.
- D. Provide for management, development, and training, and develop leadership qualities as necessary to ensure the highest standards of managerial practices throughout the organization.
- E. Enforce policies that organize, reorganize, and arrange the staff of the City and that develop and establish internal regulations, rules, and procedures that are deemed necessary for the efficient and effective operation of the City consistent with lawful directives, policies, ordinances, and state and federal law.
- F. Evaluate administrative practices that may result in greater operational effectiveness or economy in City government, and develop and recommend to the City Council long range plans to improve City operations and prepare for the City's growth and development.
- G. Prepare and present a timely annual budget to the City Council and ensure audits are completed in accordance with City, state and federal laws and standards.

Perform the duties of City Manager of the City of Bethel with reasonable care, diligence, skill and expertise. Attend all meetings of the City Council and, upon request, attend the City's Board and Commissions meetings.

The Employee shall act in the City's best interest at all times and perform Employee's duties in a competent and professional manner.

Section 2 Term

- A. This is an interim, provisional appointment made pursuant to BMC 3.16.030(A). As such, it is temporary and shall expire when a regular appointment has been made, or it shall expire six (6) weeks from the date of such appointment. Nothing in this Agreement precludes Employee from applying for a regular appointment to the City Manager position. Employee shall be given the same consideration and process as other applicants, if any, for the regular appointment.
- B. Employee shall serve at the pleasure of the City Council and is an at-will employee of the City. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the Council to terminate the services of the Employee at any time with or without cause, subject only to the provisions set forth in Section 7 of this Agreement. The City shall comply with the City's insurance policy endorsement regarding any termination.
- C. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the Employee to resign at any time from the position of Interim City Manager, subject only to those provisions set forth in Section 7 Agreement.
- D. An offer of employment under this Agreement, as well as any ongoing employment with the City under this Agreement, is contingent upon Employee undergoing, and clearing to the satisfaction of the Council, a complete criminal and civil background check. The nature and extent of this background check shall be in the sole discretion of the City, and its costs shall be borne by the City. The City shall treat and maintain the results of this background check consistent with state, federal, and local law. The parties shall cooperate fully and as reasonably necessary or as requested by the City in connection with this background check.

Section 3 Salary and Benefits

- A. Compensation. City agrees to compensate Employee an annual base salary of \$130,000 payable in installments at the same time that the other management employees of the City are paid. Employee's base salary shall be increased annually between zero (0%) and three (3%) percent, dependent on the City's financial situation and at the discretion of the Council upon a very good performance evaluation.

- B. Health and Medical Benefits Insurance. Employee may participate in the City employee's Life Insurance group coverage plan, Accidental Death & Dismemberment, Short Term, Long Term Disability, Dental, Vision and Health Insurance program equal to that which is provided to all other management employees.
- C. Pension. The Employee may be enrolled in the Alaska Public Employees Retirement System (PERS) at a rate equal to that which is provided for all other employees of the City.
- D. Utility Benefit. Employee shall have the opportunity to participate in the City Utility Services Benefit for the same monthly fee as paid by all other City management employees.
- E. Personal Time Off (PTO). Upon Employment, the Employee will begin with 80 hours of PTO with the City. PTO shall accrue at the rate of 20 hours per month of service. PTO can be accumulated up to a maximum accrual of three hundred fifty (350) hours. Employee shall use a minimum of One Hundred Sixty (160) hours per year. PTO should be requested two (2) weeks in advance. The City does not recognize or endorse "comp time." Unscheduled PTO shall be utilized only for the illness of the Employee or illness in the Employee's immediate family. Should the Employee be absent for more than three (3) consecutive working days, the Employee shall be required to provide a physician's certificate to the Mayor. PTO is a benefit with no cash value. PTO may not be cashed-in, borrowed against, or withdrawn at any time during or following employment.
- F. Jury Duty. In accordance to BMC 3.60.070 Court Leave, as amended.
- G. Holidays. All holidays recognized by the Employer shall be granted to the Employee. It is understood that from time to time, Employee's duties may require him/her to work on such holidays at no additional compensation.
- H. Family Medical Leave. Employee may become eligible for family medical leave pursuant to federal and state law. Upon eligibility, Employee shall have all the rights and protections of the Family Medical Leave Act as any other regular full-time employee of the City.
- I. Workers' Compensation. Should the Employee become injured on the job, he/she will be entitled to compensation benefits as provided by Alaska's Workers' Compensation Act.
- J. Administrative Leave. The Employee may be granted administrative leave with pay by a majority vote of the Council for reasons specified, including attendance at professional conferences.
- K. Emergency Leave. The City agrees to grant the Employee up to forty (40) hours of leave for the death or serious illness of an immediate family member. For purposes of this type of leave, Employee's immediate family member includes the Employee's spouse, child, son-in-law, daughter-in-law, parent, father-in-law, mother-in-law, sibling, or grandchild.

- L. Cell Phone. The Employee will be provided a cell phone for use in the performance of his duties. While some personal calls may occur, the cell phone is issued for City purposes and any information gathered or stored on the cell phone is subject to public disclosure. The Employee is responsible for any charges in excess of the basic monthly service fee.

Section 4 Hours and Days of Work

The Employee's position requires the exercise of independent judgment on the part of the Employee and requires periods of extended work to exceed the normal office hours, work day, and work week established by the Employer. The Employee will be available during regular business hours. Employee will be expected to work whatever hours are needed based upon the demands of the job. Employee is exempt from the overtime provisions of the Fair Labor and Standards Act, as amended, but is expected to engage in those hours of work that are necessary to fulfill the obligations of the Employee. Any time worked in excess of the normal hours in a day or week is not compensated or credited in any manner by the Employer.

Section 5 Performance Evaluation

Employee shall be evaluated, in writing, by the Council within six (6) months of commencing employment and then annually thereafter on or about the anniversary date of hire.

Section 6 Outside Employment

Outside employment and business pursuits are prohibited unless first authorized by Council. Any outside employment or business pursuits other than those authorized by Council must occur while Employee is on leave and must occur outside the regular business hours of the City. Notwithstanding the foregoing or any authorization by Council, the Employee is required to perform the duties of the Employee when the interests of the City require, without regard to regular work hours or days or the competing needs of the Employee's outside employment or business pursuits.

Before employee may serve as a paid officer, director, or advisor for any company (whether or not for profit), the City must determine that employee's accepting such a role is in the best interests of the City. Such determinations will be made by the Council. Any issues regarding prospective outside employment should be resolved prior to Employee accepting such employment.

Section 8 Notices

Notices shall be either hand delivered or sent by mail to the following:

EMPLOYER – CITY OF BETHEL
Attn: Mayor
PO Box 1388
Bethel AK 99559

EMPLOYEE
Peter Williams
P.O. Box 3631
Bethel, AK 99559

Section 9 **General Provisions**

- A. The text herein shall constitute the entire agreement between both parties.
- B. Any modification or amendment of this Agreement shall be enforceable only if approved by a majority vote of the Council in a duly convened public session and if transcribed to a written document signed by both parties.
- C. Employee shall not assign any interest in this Agreement, and shall not transfer any interest in the Agreement without the prior written consent of City.
- D. If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.
- E. The failure of the City at any time to enforce a provision of this Agreement shall in no way constitute a waiver of the provisions, nor in any way affect the validity of this Agreement or any part thereof, or the right of the City thereafter to enforce each and every provision hereof.
- F. This Agreement is being executed by the parties following negotiations between them. It shall be construed according to the fair intent of the language as a whole, not for or against any party. The titles of sections in this Agreement are not to be construed as limitations or definitions but are for identification purposes only.
- G. The Council, in consultation with Employee, shall fix any other such terms and conditions of employment as it may deem necessary from time to time relating to the performance of Employee, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, the City Code, or any other applicable state or federal law.
- H. This Agreement shall be governed by the laws of the State of Alaska and the City of Bethel and any litigation brought shall be in Bethel, Alaska. Employee expressly waives any rights he or she might otherwise have as provided in Alaska Rules of Civil Procedure to remove any action from Bethel, Alaska.

Section 10 **Bonding**

The City shall bear full costs of any fidelity or other bonds required for the Employee under any law or ordinance.

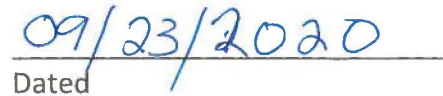
Section 11 Indemnification

In accordance with Bethel Municipal Code 2.48 as amended.

EMPLOYEE



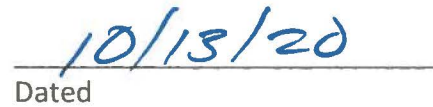
Pete Williams, Employee


Dated

CITY OF BETHEL



Perry Barr, Mayor


Dated

CITY OF BETHEL
CITY MANAGER SIX MONTH EVALUATION —MARCH 23, 2020

City Manager: Peter Williams

Rating: 5 = Excellent; 1 = Needs improvement

<i>Enforcement of Laws and Implementation of Policy Directives</i>	5	4	3	2	1
Manage the City's administrative affairs according to state statutes and Bethel Municipal Code					
<i>Comments:</i>					
Analysis and development of policies and procedures					
<i>Comments:</i>					
Implement and monitor policies enacted by City Council					
<i>Comments:</i>					
Supervision of City administration and departments					
<i>Comments:</i>					
Problem solving and conflict resolution					
<i>Comments:</i>					
Management and valuation of cultural diversity					

CITY OF BETHEL
CITY MANAGER SIX MONTH EVALUATION —MARCH 23, 2020

<i>Comments:</i>					
Creativity, innovation and ability to change to meet needs					
<i>Comments:</i>					
Long range planning					
<i>Comments:</i>					
Development and management of real and personal property of the City					
<i>Comments:</i>					
<i>SUBTOTAL OF CATEGORY:</i>					

<i>Appointing Authority</i>	5	4	3	2	1
Serve as Personnel Officer (Director) of the City					
<i>Comments:</i>					
Manage Labor Relations/Employee Relations					
<i>Comments:</i>					

CITY OF BETHEL
CITY MANAGER SIX MONTH EVALUATION —MARCH 23, 2020

Monitor employee benefit program:					
<i>Comments:</i>					
Analyze human resources and technical needs and implement solutions					
<i>Comments:</i>					
<i>SUBTOTAL OF CATEGORY:</i>					

<i>Preparation, Submission and execution of annual budget and capital improvements</i>	5	4	3	2	1
Development and submission of recommended annual budget					
<i>Comments:</i>					
Development and submission of recommended capital improvement program budget					
<i>Comments:</i>					
Budget management, control and analysis					
<i>Comments:</i>					
<i>SUBTOTAL OF CATEGORY:</i>					

CITY OF BETHEL
CITY MANAGER SIX MONTH EVALUATION —MARCH 23, 2020

<i>Performance of other duties assigned by law or City Council</i>	5	4	3	2	1
Timeliness, quality and clarity of communications with city council					
<i>Comments:</i>					
Timeliness, quality and clarity of communications with the public and media					
<i>Comments:</i>					
Ethics, values, judgment and perceptiveness					
<i>Comments:</i>					
Communicates projects and project status with Council					
<i>Comments:</i>					
<i>SUBTOTAL OF CATEGORY:</i>					

<i>Ethics and Communication</i>	5	4	3	2	1
Defends principle and conviction in the face of partisan influence and pressure					
<i>Comments:</i>					
Maintains high standards of ethics, honesty and integrity in all matters					
<i>Comments:</i>					

CITY OF BETHEL
CITY MANAGER SIX MONTH EVALUATION —MARCH 23, 2020

Effectively communicates with staff, Council and the public					
<i>Comments:</i>					
Writes clearly and concisely					
<i>Comments:</i>					
Expresses ideas and opinions in a forthright, logical manner					
<i>Comments:</i>					
Remains poised and calm in difficult situations					
<i>Comments:</i>					
Represents the City to the public in a positive light					
<i>Comments:</i>					
<i>SUBTOTAL OF CATEGORY:</i>					

CITY OF BETHEL
CITY MANAGER SIX MONTH EVALUATION —MARCH 23, 2020

Total Score: _____

Excellent:	130	
Very Good:	104	
Good:	78	
Satisfactory:	52	
Needs Improvement:	26	

Additional City Council comments/recommendations:

City Manager Comments:

Reviewer's Signature

Date

City Manager's Signature

Date