



CITY MANAGER REPORT

Reporting Period: June 13 – September 12, 2024

Prepared By: Phillip A. Zavadil, City Manager

Date: September 12, 2024

ADMINISTRATION

ENGINEERING

Kuna Engineering is now the City’s new general engineering firm. Kuna will assist with planning and zoning, grant applications, questions regarding roads and all the utilities, except for the electric utility, road.

INSURANCE BOARD MEETING

I will be traveling to Anchorage on September 19, 2024 to attend meetings prior to the meeting between the APEI and AMLJIA boards scheduled for September 26th and 27th. Details regarding meetings prior to this joint insurance board meeting a discussed in the rest of my report. The purpose of the joint insurance board meeting is to review the consolidation of the two public insurance boards and prepare for a vote of the two boards in October and the membership in November.

AGREEMENTS/CONTRACTS/GRANTS

EDA Small Boat Harbor (SBH) Utilities Extension

Easements – I am still waiting on Alaska DNR amended patent. City legal counsel drafted an easement agreement between the City and TDX which is under review now. Kuna will be assisting with cross walking the proposed new easements with the current easements and property tracts and lots to include in the agreement.

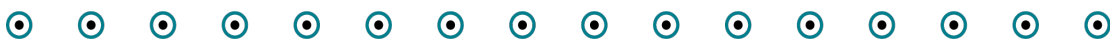
Construction Start Extension – Per conversations with our EDA Project Engineer we requested an extension on the date of the start of construction (*see attached letter for more details*).

USDA RUS Loan for Electric Utility Upgrades

USDA Loan – USDA sent loan documents for review. City’s legal counsel has reviewed the loan documents. Resolution 24-11 is on the agenda for Council to approve the loan.

USDA RUS HECG for Airport Feeder Replacement

Purchasing Work Order – There has been a delay in purchasing materials and finalizing the work order for the project due to meeting buy American requirements. On September 4, 2024, the City received approval from USDA to purchase materials that were not American made for the project. We are in the process or ordering and finalizing the work order for the project.



USEPA STAG for Aalax Solid Waste Facility

Earthwork – City crews continue the earthwork at the new site. Once the dump truck is operational crews will begin to gather and transport scoria to the site.

Equipment and Materials Arrived – The following equipment and materials arrived on the Bowhead barge: Track Loader, Excavator, Fencing, Equipment Building Shell, Concrete, Burn Box, Flatbed for Old Garbage Truck, and Drop Boxes.

Design Changes – Based on changes at the new site due to erosion over the years and some missing data in the original design, I have requested that 3 Tier Alaska send out the surveyor to conduct a topographic survey of the site and redesign the site to account for the large whole that would have needed to be filled.

SOA CBDG and AEA for Bulk Fuel Facility Upgrades

Design Status – EPS is scheduled to complete the 95% mechanical and electrical design by September 23, 2024. EPS is still waiting to get some more information for the credit card (and override) system for the dispensers. There are several options for the bulk fuel metering systems. Each has their pros and cons. Based on discussion with EPS and the bulk fuel operators we are leaning to go with either the TCS 3000 system or LCR-IQ system. This system is a bit more complex but will mesh well with MuniBilling and provide the City with more fine scale data for utility management and planning purposes.

Meeting with AEA Project Manager – I will be meeting with Dean Maschner, the AEA Project Manager/Bulk Fuel Program Manager in Anchorage with week of September 23rd to discuss the status of the project and review the 95% design.

USDOT SS4A Grant for Comprehensive Safety Action Plan

Saint George Island Site Visit – Joe Rolfzen with Kuna Engineering was able to make it to Saint George Island for a site visit in early August. Joe met with representatives with the City and Tribal Governments as well as residents to gather input for the Comprehensive Safety Action Plan

Action Plan – Kuna is working on preparing the Comprehensive Safety Action Plan. The first draft of the plan should be ready for review in the next couple months.

Story Map – Kuna has prepared a story map for this project. Story maps involve using ArcGIS to tell stories. In this case story mapping of the safety action plan to visualize road safety hazards on each island. The story maps can be found at: <https://storymaps.arcgis.com/stories/29336c7c0a4a48299643670a0c80a2ba>

USDOT Thriving Communities Program Technical Assistance

Subaward – We are working with the TCP team to finalize a subaward to hire a former FAA employee to assist with working with FAA and the National Weather Service to identify and prioritize repair and upgrades to our aviation navigation equipment (i.e. ILS, glide slopes, ASOS, etc.).

Meeting with Senate Commerce Committee Staff – We are in the process of scheduling a meeting between the TCP team, subcontractor and the Senate commerce committee staff to figure out how to address the issues with our aviation navigation equipment.

Grant Proposal Reviews – The TCP teams continue to assist Lynn and I with review of grant proposals.

Site Visit – The TCP team is tentatively scheduled for a site visit for the week of October 28, 2024.

SOA VSW Lift Station Replacement Grant

Supplemental Funding – ADEC received an additional \$331,000 in supplemental funding for the the sewer lift station replacement project.

Construction Start and Completion Dates. The new construction start date for the sewer lift stations is scheduled for November 1, 2024. This date is when the bid documents are likely to be made public. The completion of construction is scheduled for December 31, 2025.

SOA Homeland Security Program Grant for Harbor Security Cameras

Contract – I am working on finalizing the contract with TecPro to perform the installation of the security system in the harbor.

SOA-DHSEM State and Local Cybersecurity Grant for Cybersecurity Assessment

Assessment – Underway but issues arose of expectations, timing and availability of City and LMJ staff.

SOA VSW Planning Grant for PER for Treatment Plant Upgrades, Valve House, and Water Main Replacement

Site Visit – Kuna Engineering was unable to make it to the island for the site visit due to Ravn. I do not have a date yet when the site visit will be rescheduled for.

EPA Resilience Grant

Grant Award and Agreement – EPA is currently assigning your project to EPA regional personnel who will inform the City if any additional documents are needed to process your award. An EPA Project Officer will contact you within the next few weeks (by late September/early October) to provide more details about this process. The grant award could take up to 90 days to issue.

SOA DNR Division of Forestry

On August 28, 2024, Rev1 Communications installed the Telex Tunnel for remote dispatch. This box allows 911 calls to be transmitted to the City’s emergency radio system. On August 29, 2024, the Rev1 technician, VPSOs and I tested the system. When we are assigned a permanent VPSO will we announce to the community that they can call 911 again in the event of an emergency.

See Project/Grant Specialist’s report for more information on grants.

SAINT PAUL HARBOR MAINTENANCE PROJECT

On August 30, 2024, the US Army Corps of Engineers awarded the Saint Paul Harbor Maintenance Project to Western Marine Construction (*see attached contract announcement*). I do not have all the details yet of when the start will occur. Additional funds are needed to complete the rock work. Once I find out more information, I will inform the Council.

DEPARTMENT OF PUBLIC SAFETY

VPSO – VPSO Swanson had to return from the VPSO Academy early due to medical issues. Within the week of returning, he turned in his resignation. A replacement VPSO is expected to be on island in a couple weeks. APIA is working on the background check on a second VPSO. Once the background check is completed an interview will be scheduled.

EMS – Early July, EMT Zach Nason was scheduled to return from his paramedic training. He was delayed due to weather and Ravn. The day he was scheduled to return he called to resign his position. I worked to find an EMT that would come out on short notice. Zane Davis was hired as a temporary EMT and arrived late July and stayed through his contract period until the end of August. A big thank you to Zane for coming on short notice to provide EMS coverage. Until we have a VPSO we will be without EMS coverage. In the event of a medical emergency contact the clinic on call phone.

PUBLIC WORKS DEPARTMENT

MAINTENANCE AND OPERATION DIVISION

Roads – Grading of the roads has occurred when the conditions and staff time have allowed.

Building Maintenance – Facilities maintenance staff have been performing repairs and maintenance checks on City buildings and housing as needed.

MOTOR POOL DIVISION

Vehicles – The Expedition, and two of the VPSO trucks are down. We are waiting on parts and to identify the issues and order parts, respectively.

Dump Truck – Shift linkage and tires arrived and are in the processed of being installed.

Compactor – The compactor is still not working.

926 Loader – The loader has some hydraulic issues that are being diagnosed.

Vacuum Truck – The starter needs to be replaced and is on order.

UD Fuel Tanker – The PTO shaft and joints need to be replaced, and the breaks are getting replaced.

Volvo 140 Excavator – During the process of removing the old burn box at the landfill one of the hoses was caught on some metal. The hose has been ordered.

BULK FUEL UTILITY

Fuel Supply – As of September 3, 2024 the City has approximately 50,000 gallons of gasoline and 117,000 gallons of diesel in Tank 8, which is the old supply and 377,000 gallons of diesel in Tank 9 which is the new supply.

Fuel Resupply – Vitus is tentatively scheduled for September 20, 2024 do deliver the remaining diesel and gasoline.

CP Inspection – On August 6 and 7, 2024, Norton Corrosion was on island to perform and inspection and some repairs to the Bulk Fuel Utility’s cathodic protection system. Norton will be sending the report of the inspection which will be provided to Council once received.

Repairs to CP System – Norton Corrosion identified repairs that were needed to the CP system. A new wire needed to be run from the rectifier in the tank farm office to the zinc box on the east side of the

tank farm. The Bulk Fuel Operators and electrician dug the trench and ran the new wire. Additionally, the electrician replaces a burnt fuse holder on the rectifier.

New CP System – Norton Corrosion has recommended replacement of wire and zinc on the CP system within the next three years in addition to adding another rectifier along the fuel pipeline down in the harbor area. Norton will be sending a quote for design and replacement of the CP system.

ELECTRIC UTILITY

Unit #6 – NC Machinery completed the in-frame overhaul on Unit #6 in mid-July. The unit was tested and began to power town on July 16, 2024.

Trident – With Unit #6 back online, the Trident plant was brought back on to the City grid on July 16, 2024.

Wind Power – Power plant staff and I met with TDX Power on July 22, 2024 to discuss bringing wind into the grid now that Unit #6 is online. On July 24th TDX Power conducted some tests to prepare to send wind to the City grid and determined that a load bank needed to be replaced. As of August 6th, the load bank was ordered. The lead time to ship the load bank is 7-8 weeks from manufacturer.

Unit #5 – In July 2024, NC Machinery replaced a broken valve spring on Unit #5 and identified that the rear main seal on the unit needed to be replaced. The week of August 9th, NC replaced the rear main seal.

Radiator Replacement – Replacement of the south radiator began on September 10, 2024 and was completed midafternoon on September 12th.

WATER UTILITY

Water Samples – Water samples were collected in August 2024 to test for coliform, HLAA5 and Nitrate-Nitrite and sent to Alaska Water Laboratories for analysis (*see attached report*). The July coliform sample did not make it to the lab due to not being able to get the sample out on Ravn.

Sanitary Survey – On August 7, 2024, Alaska Native Tribal Health Consortium conducted the sanitary survey for the water utility. The report for this survey is attached.

Water Usage – The Utility is still using more water than normal. We encourage all residents to check for leaks and the owners of abandoned properties to check that their water is properly shut off and is not leaking inside the property.

SEWER UTILITY

Nothing to report.

REFUSE UTILITY

Landfill Inspection – ADEC is starting to schedule landfill inspections for next year.

Old Burn Box – Now that the new burn box is in place and functioning, City crews began to dismantle the old burn box.

Prep for Future Closure – City crews have started prepping for the closure of the Ataquan Landfill in 2028. This involves removal of the old burn box and staging and prepping for disposal any items that are not currently placed in a cell.