

**CITY MANAGER REPORT**

**Reporting Period:** October 27 – December 8, 2023

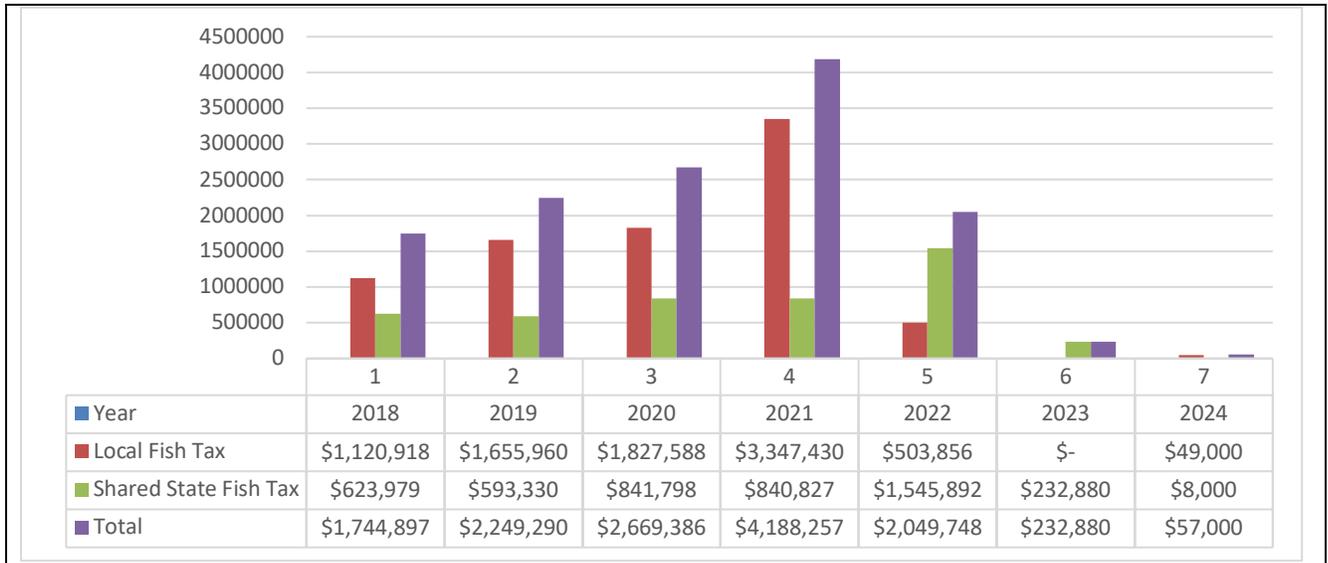
**Prepared By:** Phillip A. Zavadil, City Manager

**Date:** September 14, 2023

**ADMINISTRATION**

**FISHERIES**

Fishery Disaster Request – Due to the closure of the Bering Sea snow crab fishery for the 2023/24 season and the significantly reduced quota for the Bristol Bay red king crab fishery. Mateo assisted with assembling a letter requesting a fisheries disaster declaration from the Secretary of Commerce (*see attached*). Below is a chart that shows the revenue generated from fish tax from 2018 to 2024. As you can see fish tax revenue has been severely impacted due to the closure of the snow crab fisheries.



Disaster Funding – On November 28, 2023, the Alaska Department of Fish and Game released the Second Draft Spend Plan for funds appropriated to address both the 2021/22 and 2022/23 Bristol Bay red king crab and Bering Sea snow crab fisheries disaster determinations.

The Second Spend Plan (*see attached*) appears to be an improvement over the initial draft, at least from Saint Paul Island’s perspective. It is still disappointing that the State did not budge from their 5% Community allocation, even though they were partly responsive to some our feedback in other ways such as reducing the Research amount. We are working on preparing comments on this draft of the plan.



AGREEMENTS/CONTRACTS/GRANTS

EDA Small Boat Harbor (SBH) Utilities Extension

65% Design – Kuna is working on completing the 65% design for this project.

Easements – The City will need to obtain easements from:

- ACSPI for a low voltage electrical line and light pole.
- CBSFA for a low voltage electrical line and two light poles, a water service line, and electrical transformer.
- TDX for a sewer main, lift station, electrical, and hydrants.

Attached is the draft utility easement plan. I am working on the easement requests.

USDA Loan for Electric Utility Upgrades – The City is waiting on loan approval. The loan committee has asked several follow up questions over the past month that we have responded to. I have been informed that the USDA plans to provide notice of a loan award by the end of this month.

USDA RUS HECG for Airport Feeder Replacement – The City is waiting for the grant extension which is based receipt of the USDA loan approval.

USEPA STAG for Aalax Solid Waste Facility – The grant award has been approved and signed. We are in the process of obtaining updated quotes and purchasing items identified in the grant.

SOA CBDG and AEA for Bulk Fuel Facility Upgrades – Polarconsult is working on the 95% design drawings for this project.

USDOT SS4A Grant for Comprehensive Safety Action Plan – Kuna Engineering and RESPEC Engineering responded to the request for proposals. The review team made up of City of Saint Paul and City of Saint George employees reviewed and ranked the proposals. Kuna Engineering was selected to prepare a safety action plan for both communities. The contract with Kuna was signed on November 30<sup>th</sup>. We have a kickoff and planning meeting scheduled for December 14<sup>th</sup>. We are still looking for residents to participate on the planning team.

Thriving Communities Technical Assistance – Mayor Mercurief attended the Thriving Communities Symposium in Washington DC on November 30 – December 1, 2023.

SOA VSW Lift Station Replacement Grant – The State is reviewing the 95% drawings. Once this review is complete the State will work on the construction bid documents.

SOA Homeland Security Program – Lynn and I participated in the grant kick off meeting with the State on November 29<sup>th</sup>. Stephanie was unable to attend and will need to participate in a make-up meeting. The next steps will involve preparation of an environmental review document and gathering additional quotes for the security system in the harbor and small boat harbor.

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

SPECIAL ELECTION

Aubrey has prepared a draft notice of special election (*see attached*) for the three new taxes for the public to vote on, which include the 5% tax on sale of alcohol, marijuana, and tobacco; 8% tax on rental of motor vehicles; and 12% room tax. Once council approves the ordinances on these new taxes City administration will start advertising for the special election and draft promotional materials to inform the public of the benefits of these new taxes.

**PUBLIC WORKS DEPARTMENT**

MAINTENANCE AND OPERATION DIVISION

Boilers – Daniel continues to perform preventive maintenance on the boiler system in City facilities.

Streetlights – Rich the electrician is actively working on repairing issues with streetlights. The City does not have any more streetlight heads, so if a head is damaged or no longer repairable that streetlight will remain out.

Roads – City crews have been working diligently to maintain the roads and perform snow removal. It has been challenging to keep up with the changing ice and no ice conditions with the recent storms. It is advised that residents slow down and drive according to the conditions.

MOTOR POOL DIVISION

Personnel – City continues advertising for a Mechanic. We received several applications for this position and conducted interviews but did not select anyone from the applicant pool. City has existing staff that can perform basic maintenance on vehicles and equipment. City has a need for an experienced heavy equipment mechanic, which was not met with the recent applicants. I am looking into contracting a mechanic to come out to fix the fuel tanker, garbage truck, and vacuum truck.

Siding Damage – On October 5, 2023, the vinyl siding on the northeast corner of the Motor Pool building blew off during a high wind event (see photos below). City crews made some temporary repairs to the siding to prevent water damage and more siding blowing off. I filed an insurance claim with our insurance company and am waiting for one more contractor to provide me with a quote to make the repairs.



### BULK FUEL UTILITY

API 653 Inspection – Integrity Environmental performed an API 653 In-Service inspection on Tank #6 between September 24 and October 6, 2023. See that attached report.

### ELECTRIC UTILITY

#### Unscheduled Power Outages

On November 12, 2023 at approximately 6:05 am we experienced an unscheduled power outage, which was due to running out of fuel. City crews worked quickly to identify the issues, fill the small tank, and restore power. I will be working on disciplinary action for the employees involved in failing to fuel the power plant.

On November 15, 2023 at approximately 11:00 am and then again at approximately 3:09 pm we experienced an unscheduled power outage, due to what we thought was a MFR (multifunction relay) error on Unit #5. After the initial outage at 11:00 am, power was restored quickly but then went out again in the afternoon. Initially, we thought there was an MFR issue with Unit #5 so we switched over to Unit #6. While starting up Unit #6 and attempting to restore power we experienced another outage late afternoon. City crews then began to determine that there might be an issue in the distribution system. However, Unit #6 was experiencing a slight low fuel pressure reading and when closing the switches on the switching cabinet below house 201 it was done quickly when the outage occurred. When crews brought Unit #6 back online the fuel pressure was within normal operating pressure and this time, we closed the switches on the switching cabinet one at a time and waiting a few minutes each time. Prior to restoring power to the uptown area, the section north of Sidetown Road, crews inspected the transformers and switching cabinets to look for any signs of an issue. Crews did not find any apparent signs of an issue in the distribution system in the area and restored power to this area just after 6:00 pm. Power to the grid held until December 4, 2023.

On December 4, 2023 at approximately 7:50 pm we experienced an unscheduled power outage, due to what we thought was a MFR (multifunction relay) error on Unit #6. City crews worked quickly to identify the issue and restore power to town, Power Plant Operators changed the main fuel filters. After consultation and assistance from EPS and Eve Meldelshon with TDX Power we determined that the MFR is a protective relay for the genset and in this all the above unscheduled power outage cases that both Unit # 5 and #6 were a result of the genset performing under frequency due to being starved for fuel. Initially, this was due to running out of fuel. The fuel filters on the genset were changed but the main fuel filters were not changed and had not been for some time, which led to the fuel pressure being lower than the manufacturer specs causing the gensets to struggle for fuel leading to the power outages. Essentially the system was functioning as it should to protect the gensets.

On December 7, 2023, Power Plant Operators changed the oil on Unit #5 since it was within 300 hours of when it was due to be changed and brought Unit #5 online to test without a load. The notification to the community regarding an unscheduled power outage while we tested the systems was done out of precaution. Late morning crews put a load on Unit #5 and took Unit #6 offline. We have been operating off of Unit #5 since.

The main fuel filters were not changed due the issues with the fuel system that started a few years ago. Changing these filters at this time would require a scheduled power outage. I will be working on disciplinary action for the employees involved in failing the regular maintenance which led to the unscheduled power outages.

Trident Connection – The materials for connecting Trident to the City grid are on the Coastal boat due this month. EPS/EPC will plan to mobilize and start work on this project in mid-January. It will take two trips to complete the connection. Also, at this time until the upgrades occur to the power plant the remote radio connection between the power plant the Trident will be on hold. The existing controls and PLC at the power plant are not set up to handle a remote connection. Once the upgrades are complete, we can have EPS/EPC complete this remote connection.

### WATER UTILITY

Water Samples – Coliform samples were collected in September, October, and November 2023 and sent to Alaska Water Laboratories for analysis. Coliform was absent from these samples as see in the attached reports. Lead and Copper samples were also collected and sent to Alaska Water Laboratories for analysis. The results are attached. Three of the samples resulted in a Flag J which means, the reported result was recovered below the MRL (Method Reporting Limit), but above the MDL (Method Detection Limit), and should be considered an estimate.

### SEWER UTILITY

Lift Station Issues – Both lift stations continue to have issues. Adrian addresses the issues at they come up.

Lift Station Pump Rebuild – We have sent one of the pumps from the Ellerman lift station to Alaska Pump and Supply to see if they can rebuild the pump and motor since we only have one working pump at this lift station.

### REFUSE UTILITY

Garbage Truck – Crews have removed the hydraulic control body from the garbage truck and sent to AK Hydraulics to have it rebuilt.

Customer Service – City administration has been meeting with the refuse crew to have them focus on improving customer service and be more responsive to picking up the cardboard container prior to weekends and when customers call for picking up appliances or furniture.