

CITY MANAGER REPORT

Reporting Period: October 25 – November 22, 2024

Prepared By: Phillip A. Zavadil, City Manager

Date: November 22, 2024

ADMINISTRATION

AVIATION CHALLENGES

Ravn Status – We are still waiting to hear from Ravn regarding discontinuation of service to St. Mary’s Unalakleet, and Saint Paul Island.

Meeting with FAA – On November 15, 2024, the Thriving Communities Program Team (TCP Team), Lynn, and myself met with the Regional Administrator for FAA and several of his staff to discuss our aviation challenges and who FAA could help to overcome some of these challenges. In general FAA was supportive, but it will require us to continue to follow up with them to make changes. FAA was supportive of having a private company revise our instrument approach procedures for Saint Paul Island. FAA published such procedures for all airports across the country, but the procedures are general in nature. Having a private firm that is certified by FAA to prepare such procedures will allow us to tailor the procedures to our navigational equipment on the ground, avionics onboard the aircraft, and other local factors. New procedures were prepared for Atka. This process could take between 9 to 12 months. The TCP Team is looking for funding to hire the firm to prepare these new procedures. It could cost up to \$200,000 to have these new procedures prepared and approved by FAA. The TCP Team is also collecting information from FAA on outages of our aviation navigational equipment to prepare a report that will detail what equipment needs to be updated.

Fueling Ravn – I was informed that St. Paul Fuel passed their audit and can begin fueling Ravn again. Fueling of Ravn should happen Thanksgiving week.

AGREEMENTS/CONTRACTS/GRANTS

EDA Small Boat Harbor Utilities Project

Easements – Kuna is in the process of updating the easement agreement for TDX.

USDA RUS Loan for Electric Utility Upgrades

USDA Loan Status – The USDA has made some changes to the loan documents. Lynn and I have been working to sign updated copies of the loan documents.

USDA RUS HECG for Airport Feeder Replacement

Materials Arrived – Some of the materials for the airport feeder project have arrived. These materials include conduit and fittings and the fiber.



USEPA STAG for Aalax Solid Waste Facility

Earthwork – City crews have discontinued work on the new landfill for the year and will be next spring to complete the work.

Gates – Additional gates for the new landfill arrived on the last Coastal boat. The gates will be installed next year.

Refuse and Hooklift Trucks – The new refuse and hooklift trucks are at the upfitters for installation of the refuse body and hooklift.

SOA CBDG and AEA for Bulk Fuel Facility Upgrades

Design Review –Kuna Engineering is finishing up the review of EPS’s design for this project.

Bid Documents –Bid documents for this project are expected to go out to bid by the first part of December 2024.

SOA VSW Lift Station Replacement Grant

The environmental categorical exclusion 20-day public notice will conclude on December 2, 2024, after which construction funds will be released. The VSW Project Engineer will then begin procurement for a general contractor to complete the project.

USDOT Safe Streets and Roads for All Grant

Kuna has completed a draft of the Pribilof Islands Regional Transportation Safety Plan. The plan is available to review and comment on. We will be hosting a public meeting on December 2, 2024 at the Rec Hall from 6-8 pm to present the plan and gather input from the community (see attached flyer).

SOA-DHSEM State and Local Cybersecurity Grant for Cybersecurity Assessment

On December 9, 2024, I will be meeting with FR Secure to review the 2024 Road Map document.

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

Kuna is wrapping up the Alternatives Memorandum. Section 1 of the Preliminary Engineering Report (PER) has been drafted and Section 2 is in development. Kuna will need confirmation from VSW and City of the alternatives presented in the memorandum to proceed with investigating the alternatives prior to completing the PER.

EPA Resilience Grant

We have been sending a few documents to EPA for this grant. We hope that the grant will be awarded before the end of the year.

EPA Climate Pollution Reduction Grant (CPRG)

EPA is making CPRG grants including ours a priority to get awarded before the end of the year.

SOA 2024 Homeland Security Program Grant for Radio Equipment

Lynn submitted a revised budget based on the lower amount that we received. The plan will be to purchase VHF base stations for VPSO housing and an additional programmed emergency radio for one of the patrol vehicles to replace the radio that was used for the VOIP to ROIP project.

Healthy Food Financing Initiative Planning Grant

Lynn and I attended the HFFI Onboarding Webinar on November 21, 2024. During this webinar they reviewed the grant requirements. They expect the grant agreements to be completed in January 2025.

EPA Water Technical Assistance

On October 29, 2024, Lynn and I met with EPA staff and Eastern Research Group (ERG) to discuss the status of our technical assistance and how we can move forward with a PER. In summary, ERG will be completing a Preliminary Engineering Report (PER) for investigating repairs to the City outfall, the holding tanks at East Landing and meeting future APDES requirements. ERG will most likely sub-contract with AECOM to perform most of the PER work.

SOA Lead Service Line Inventory Grant

Kick Off Meeting with ADEC – On November 4, 2024 with Lynn and I met with ADEC staff to review the grant requirements.

Kick Off Meeting with Kuna – On November 15, 2024, Lynn and I met with Kuna Engineering to plan out how to perform the inventory work.

Inventory Survey – The week of December 2024, the City and Kuna will be performing a physical inventory of water services lines on the downtown side of the community. A document search for the water service lines on the up town and new town side of the community has been performed and is sufficient to determining the types of service lines for that part of the community. See the attached flyer that has been posted on Facebook and the City website. This flyer will also be distributed to all homes on the downtown side of the community.

Alaska Municipal League's EPA Environmental Justice Collaboration Problem Solving (EJCPS) Project

The City joined as a collaborator on AML's EJCPS Project. On November 3, 2024, the cohort of collaborators met for a kickoff meeting. The purpose of the meeting was to review the project and its goals. See the attached presentation.

USDOT Port Infrastructure Development Program (PIDP) Grant

On November 14, 2024, the City received unofficial notice that USDOT PIDP received \$11+ million to renovate the City South Dock by installing new fenders; replacing and upgrading bull rails, ladders, and cleats; new 80-ton bollards; safety equipment; new mooring dolphins; a catwalk; and all related design, engineering, and environmental activities.

USDOT Safe Streets and Roads for All Supplemental Grant

On November 15, 2024, the City received notice that USDOT SS4A awarded \$158,400 in funding to perform road safety audits, a road lighting plan and targeted equity assessment.

INSURANCE

On October 25, 2024, the APEI Board met and approved the merger of APEI and AMLJIA into the Alaska Public Risk Alliance (APRA). On November 14, 2024, both the APEI and the AMLJIA membership voted in favor of merging the two public entity pools into a single pool – the Alaska Public Risk Alliance (APRA). The merger will be complete and effective July 1, 2025. See the attached agenda and summary merger plan for more details.

INSURANCE REPAIRS

TBI Construction is scheduled to be on island the first week in December to replace the overhead door on the CBSFA at the fire station. Additionally, they will repair the siding on the Public Works building, the roof on the Harbor Office, and replace damaged insulation on the roof of the Fire Station.

DEPARTMENT OF PUBLIC SAFETY

VPSO STATUS

Mike Nemeth has been interviewing applicants for the two open VPSO positions. Mike has submitted several applicants to the State of Alaska Department of Public Safety for a background check.

TROOPER VISIT

Alaska State Trooper Corbridge was on island from November 12 – 17, 2024. Trooper Corbridge was here to investigate the alleged attempted kidnapping of a juvenile. I assisted Trooper Corbridge while he was on island. Trooper Corbridge made an arrest of a juvenile that was suspected in this incident. He also made an arrest of an adult with an outstanding warrant. Thank you to Ethan Candyfire and some other community members for assisting Trooper Corbridge with his investigations and serving of the warrant. During the serving of the warrant an adult hindered Trooper Corbridge's serving on this warrant. According to Alaska Statute 11.56.770 this is considered "Hindering Prosecution in the First Degree and is a class C felony.

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.

Replacement of City Hall Fuel Tank – City crews replaced the fuel tank at City Hall. The City acquired a used fuel tank from NOAA when they replaced the fuel tanks at Staff Quarters and the Lab Building. City crews wire wheeled and painted the tank prior to installation.

MOTOR POOL DIVISION

Vehicles – Parts have arrived for some of the vehicles that are down and are in the process of being repaired.

Compactor – The compactor is still not working.

International Tanker – The PTO solenoid on the International Tanker needs to be replaced. The part has been ordered.

Engine 2 – The Throttle pedal assembly on Engine 2 needs to be replaced. The part has been ordered.

926 Loader – The loader has some hydraulic issues that are being diagnosed. We ordered an additional too to help with testing hydraulic pressures.

966H Loader – Cutting edges for the 966H Loader need to be replaced and have been ordered.

Customer Work Orders – The mechanic is getting to customer work orders when he can. Just a reminder that City equipment will have priority over customer work orders.

BULK FUEL UTILITY

Bulk Fuel Rates – I have been working on updating the bulk fuel rates to present to council for review and approval. Given the complexity of how to set the rates and my limited time, it will be necessary to contract out with Wilks Consulting Services to review and update the rates. I have been negotiating with Bill Wilks to perform this service. Bill performed rate studies on all the utilities back in 2020 and is familiar with our rates and utilities.

ELECTRIC UTILITY

On November 9, 2024 in late morning, we experience a town wide power outage. The outage was due to the Bulk Fuel Operators not filling the Power Plant fuel tank. City crews worked as quickly as they could to restore power.

WATER UTILITY

Nothing to report.

SEWER UTILITY

APDES Permit – I have a meeting scheduled for November 22, 2024 with Gene McCabe, Director of Division of Water with Alaska Department of Environmental Conservation to discuss the notice of violation the City received last month for discharging waste without a permit.

REFUSE UTILITY

Nothing to report.