

CITY MANAGER REPORT

Reporting Period: September 15 – October 26, 2023

Prepared By: Phillip A. Zavadil, City Manager

Date: September 14, 2023

ADMINISTRATION

FISHERIES

Disaster Funding – On October 3, 2023, the Alaska Department of Fish and Game released Initial 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. See Mateo’s memo for work that was performed in regard to responding to the spend plan. Also see the attached letters to ADFG regarding the spend plan.

INSURANCE

On October 20, 2023, I attended the Alaska Public Entity Insurance board meeting via Zoom.

COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY

St. Paul’s Future: A Community Conversation – On October 10 and 11, 2023 from 5:30 to 8:00 pm in the Rec Hall the CEDS community conversation occurred. The conversation was productive. I look forward to community members’ input being included in the CEDS document. Once the draft CEDS is available, I will circulate the document for council and staff review. See the attached notes from these meetings along with the community survey.

CEDS Partners Meeting – On October 12, 2023, the CEDS partners meet to conduct a debrief of the community conversation meeting. See the attached notes from this meeting.

AGREEMENTS/CONTRACTS/GRANTS

EDA Small Boat Harbor (SBH) Utilities Extension

35% Design – Kuna is working on completing the 35% 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 and lift station.

I am working on the easement requests.



USDA Loan for Electric Utility Upgrades – The City is waiting on loan approval.

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 City is waiting on approval of the award documents before we begin work on this project.

SOA CBDG and AEA for Bulk Fuel Facility Upgrades – Polarconsult (Polar) has completed the 65% design drawings for the upgrades to the bulk fuel facilities (*see attached*). On October 20, 2023 I met with Polar to review the drawings. I identified that piping from the new day tanks for the gas station and a dispensing station were not included. Polar will be updating the drawings.

USDOT SS4A Grant for Comprehensive Safety Action Plan – The City received two proposals on October 6, 2023 in response request for proposals to hire a consultant to prepare a comprehensive safety action plan for the Pribilof Islands that was published on August 29, 2023. The Safety Action Planning Team reviewed and scored the proposals on October 13, 2023. I am conducting reference checks on the two firms. Selection of a consultant is expected on October 27, 2023.

Thriving Communities Technical Assistance – Mayor Mercurief and Marissa Mercurieff will be attending the Thriving Communities Symposium in Washington DC on November 30 – December 1, 2023.

SOA VSW Lift Station Replacement Grant – The 95% drawings for the new sewer lift stations are complete (*see attached*). The State and City are reviewing these drawings.

SOA Homeland Security Program – On October 17, 2023, the City received notice that is was awarded \$134,883 from the State of Alaska Homeland Security Grant program for installation of security cameras in the main harbor and small boat harbor areas (*see attached award*).

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

2024 BUDGET

Over the last month I have been working with staff to prepare a 2024 budget. A budget workshop with council and staff is scheduled for November 1, 2023.

2023 SEABIRD REPORT CARD

Attached is Alaska Maritime National Wildlife Refuge's 2023 seabird report card. This graphic gives you a quick snapshot of reproductive performance relative to the long-term average at each monitoring site. We did collect data at Cape Lisburne this year, but by time-lapse camera -- we still need to get up there this fall to retrieve the data cards.

Reproductive performance is just one of many seabird metrics we track at the Refuge, and tells us just a tiny piece of the age-old question, "how did the birds do"? Where possible, we also track breeding chronology, population trends, food habits, survival, and chick growth for nearly 20 species. Even just reproductive performance can be separated into lots of parameters: clutch size, laying success, hatching success, fledging success, and overall productivity (which is shown on our report card). USFWS just included a dozen species here that have the most comprehensive coverage across sites.

2023 was a mixed-bag-year across the Refuge. A few sites (St. George Island (Bering Sea), Aiktak Island (eastern Aleutians), and St Lazaria Island (southeast Alaska) did well above average for most species. Others like Chowiet Island (Alaska Peninsula) had less smiling eggs. Detailed data from each site are available in comprehensive reports for each island, which we publish around December and you can find on ServCat.

DEPARTMENT OF PUBLIC SAFETY

DISPATCH

I have been in contact Cordova Police Department to set up transferring emergency dispatch services to them on the weekends so that we can provide days off to our dispatchers. We are in the process of setting up a 4-week trial run starting on Friday, October 27, 2023.

FIRE

Training – On September 19, 2023, volunteer fire staff met to conduct training. We went through some of the equipment and changed a hose load on Engine 2.

Fire Prevention – We are waiting for the VPSOs to return to perform some fire prevention activities at the school. Tentatively this is scheduled for the sometime the second week of November.

PUBLIC WORKS DEPARTMENT

MAINTENANCE AND OPERATION DIVISION

Personnel – Daniel Baker was hired on as a Facilities Maintenance Worker. Daniel started on October 13, 2023.

Boilers – Daniel and Mac are performing preventive maintenance on the boiler system in City facilities.

Building Maintenance – City and 3E Construction crews completed the repairs on of the overhead doors on the fire station.

Streetlights – Several streetlights are out, and we had an exposed streetlight wire. Rich the electrician is actively working on repairing these issues.

MOTOR POOL DIVISION

Personnel – City is currently advertising for a Mechanic (*see attached job announcement*). We are seeking someone with experience and knowledge with working on heavy equipment and vehicles.

AWD 160 Grader – The hydraulic hose arrived and was installed. The grader is now operational.

Pickup Trucks – The City is waiting on parts and a mechanic to repair several vehicles.

BULK FUEL UTILITY

Personnel – Michael Chersasen was hired as a Bulk Fuel Operator. Michael started on October 11, 2023. Michael will attend the Bulk Fuel Operator training in Seward in June 2024.

School Fuel Bid – The City was awarded the bid to provide heating fuel to the St. Paul School and teacher housing (*see attached notice*). The City began providing the school and teacher housing with fuel on October 1, 2023.

Fuel Supply - As of October 2, 2023 the City has a total of 92,248 gallons of gasoline. The City has a total of 543,393 gallons of diesel of which 27,339 is from the old supply and will now need to be filtered.

Spill Response Cooperative Agreement with SPF –On October 11, 2023, the City and St. Paul Fuels signed the attached Spill Response Cooperative Agreement.

ELECTRIC UTILITY

Trident Connection – EPS/EPC is ordering the materials for connecting Trident to the grid.

WATER UTILITY

Water Samples – Coliform September and October sent to the lab. Lead and Copper samples were also collected and sent to the lab.

F-5 – Well F-5 is acting up again. Rich the electrician thinks there is an additional electrical short and is working to identify and repair the issue.

International Tank and Pipe – I have been working with International Tank and Pipe to get the recent repairs on the water tank liner covered under warranty. There has been some disagreement with them regarding what was a warranty issue. This issue was not resolved. International Tank and Pipe has indicated that they will no longer do business with the City due to this unresolved warranty issue.

SEWER UTILITY

Lift Station Issues – The Ellerman lift station has been having issues with pumps clogging due to wipes and other items that should not be flushed.

Sandy Lane Lift Station – During the high wind event that occurred on October 12, 2023, the wood light pole in the Sandy Lane lift station yard blew down. The pole was extremely rotted. Mayor Jacob, Mac, Daniel, and Adrian did an emergency repair and confirmed that power was still going to the lift station pumps. Rich the electrician will be working on disconnecting the streetlight and siren and reinstalling the siren.

Exposed Manhole Covers – There are a couple exposed manhole covers around town. The City received approval from TDX to get 120 cubic yards of scoria to cover these exposed manholes and other areas around town that need additional material.

REFUSE UTILITY

Nothing to report.