



CITY MANAGER REPORT

Reporting Period: March 23 – April 10, 2024

Prepared By: Phillip A. Zavadil, City Manager

Date: April 10, 2024

ADMINISTRATION

AGREEMENTS/CONTRACTS/GRANTS

EDA Small Boat Harbor (SBH) Utilities Extension

Easements – I am still waiting on Alaska DNR amended patent. TDX leadership has agreement with design on the project and the easements needed for the project. I have requested the City’ legal counsel to draft an easement agreement between the City and TDX for review.

ADEC Approval to Construct – We are waiting on approval to construct from ADEC.

Soils Management Plan – Due to some of the work on this project being in contaminated sites areas, Kuna on a soils management plan for the project.

New Project Officer – Brain Alvis will longer be working for EDA. Our new project officer is Toby Clark.

USDA RUS Loan for Electric Utility Upgrades

Loan Documents – We are waiting on loan documents from USDA.

Northrim Loan – We are working with Northrim to get funding in place to start on portions of the project as soon as possible.

Fuel Room and Vestibule – I issued a request for quotes (*see attached*) for construction of the fuel room and vestibule at the power plant and waiting to receive quotes to review.

Fire Alarm System – We have a term contract with Alpine Electric. Alpine has experience with installing fire alarm systems. I have requested that Alpine provide the City with a quote for design, installation, and commissioning of a new fire system at the power plant and am working on adding this scope to our term contract with them.

Project Management – I am working on a contract to hire Larry Daniels with Kitzbuhel Construction Services to manage the electric utility upgrade project.

USDA RUS HECG for Airport Feeder Replacement

Implementation Plan – The updated the implementation has been approved (*see attached*).



Contract – I am working on a statement of work to send to EPC to work on this project under our Master Services agreement with EPC.

USEPA STAG for Aalax Solid Waste Facility

Shipping of Items – The landfill fencing, aluminum flatbed, track loader, excavator, building materials, and drop boxes will be shipping on Bowhead and are expected to arrive in July this year.

Equipment Building – The design for the equipment building has been completed by Hanson Pole Buildings (*see attached*).

SOA CBDG and AEA for Bulk Fuel Facility Upgrades

Contract Termination – On April 9, 2024, I terminated the contract Polarconsult for the engineering and construction administration portion of this project due to lack of performance.

New Firm – Lynn and I have been working with AEA to find a firm that can complete the engineering work for this project. AEA has HDL on a term contract and has agreed to have HDL complete the work. I have requested a quote from HDL.

USDOT SS4A Grant for Comprehensive Safety Action Plan

Community Meeting – On April 16, 2024 from 6:00 - 7:30 pm at the Rec Hall we will be hosting a community meeting to discuss roadway safety issues and concerns in our community. Food and drinks will be provided as well as door prizes. See the attached announcement.

SOA VSW Lift Station Replacement Grant – A desk review of the archeological requirement for the project is awaiting approval by the State. Additionally, Kuna submitted the approval to construct documents for this project to ADEC for review and approval. It could take up to three weeks to receive approval to construct. Once the approval to construct is issued the VSW can start preparing the construction bid documents.

SOA-DHSEM State and Local Cybersecurity Grant – I am working on gathering 3 quotes from our IT firm and other firms to perform a cybersecurity assessment for the City.

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

PUBLIC WORKS DEPARTMENT

MAINTENANCE AND OPERATION DIVISION

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. It is advised that resident slow down and drive according to the conditions.

Facilities Maintenance – The Facilities Maintenance crew has been working to make various repairs to City boilers, doors, and other items on City facilities in need of repair. The crew prepared the space at Public Works for lease to ACSPI for the food bank and cleaned up the woodshop space as well. The crew is working on drywall repair and completion the LVP steps at City Hall.

MOTOR POOL DIVISION

Vehicles – Damon is working on getting several vehicles operational again. We are waiting on parts to fix some of them.

BULK FUEL UTILITY

Fuel Supply – As of April 1, 2024, the City has 63,312 gallons of gasoline and 339,970 gallons of diesel.

ELECTRIC UTILITY

Power Fluctuation – On March 29, 2024, the utility experienced a series of power fluctuations late afternoon into the evening. The motor for the north radiator was not functioning properly causing Unit #5 to think it was going to overheat. City crews worked to help cool the unit that evening and proceeded through the weekend to replace the motor. Gary from Trident was helpful with removal of the rusted pulley on the motor and Mayor Jacob assisted with wiring the new motor.

Unit #6 – Trident is looking to see if they have injectors and cylinder sleeves needed for the in-frame overhaul.

Trident Connection – EPC/EPS is working on a solution to allow Trident to back feed town. We are still waiting for it to warm up and for the in-frame overhaul on Unit #6 prior to bringing Trident on to the City's electrical grid.

WATER UTILITY

Water Samples – Coliform samples were collected in April 2024 and sent to Alaska Water Laboratories for analysis.

SEWER UTILITY

Outfall – We have been having issue with the outfall plugging up. We think it is because the low tides and cold temperatures. I am working on finding funding to evaluate the outfall to develop a long term fix for this issue.

REFUSE UTILITY

Training – Tim is scheduled to attend a freon recovery training in Anchorage next month.