



MEMORANDUM

DATE: 4-29-2021
TO: Gregg Brelsford, Interim City Manager
FROM: Jean Barrett, Port and Public Works Director
SUBJECT: Monthly Report

STAFF REPORT

The month of April has been a busy one in both the Port and Public Works departments. I returned from vacation on April 5th and was appointed the Interim Public Works Director on the 7th, it has been nothing short of a whirlwind since.

PORT

- The City dock opened the doors on April 5th and started off with clearing snow and opening the buildings and readying them for the busy summer ahead.
- We are expecting the first barge of the season on May 5th and another on or around the 11th.
- With the help of the PW Department we cleared all the snow from the dock, allowed it to dry to a point and just finished up grading and compacting the entire area.
- We will need to bring in a surveyor to look at the surface and determine where our grade is and calculate how much material we can take off before building it back up to a grade that meets our outer lip of the dock. Most of the material is mud and does not compact as the D1 material we have had in the past. This is something I will work into the next budget.
- The Mechanics have been busy working on changing fluids and filter on the Hysters. They have also been greasing them for the startup of operations. They are both in fairly good shape and running well.
- The Crane has yet to be started up and moved to the dock face. We won't need it for the first two barges but will need it to launch the dredge off of the dock around the 12th of May.
- I met with Cynthia, Dillingham City Planner, Will Chaney, Nushagak Electric, and Dean Heyano Dillingham Dock Supervisor about removing all of the overhead electric near the dock ware house. This is the year to do it as the state has other work planned.

PUBLIC WORKS

Being appointed to the Public works position I had a pretty good punch list of things I wanted to see done and fixed before spring hit. I will start this section with the streets department.

STREETS

- With the amount of snow we had this year we need to address that first in order to maintain the roads. We had to first control the water and runoff and to do that we had to control the snow. We were able to do just by winging the snow away from the roads and then ditching them to move the runoff to culverts and low areas. We are now at the point of grading the neighborhoods and side roads. It is all looking good for a smooth breakup.
- I filled the position of Equipment Operator with CJ Roque, this position had been open all winter without any effort to fill it. CJ has worked for the City in the past and is a valuable asset to have in this position. I also brought on long time COD operator Herman “Nup” Shade to help out. Between the two of them running graders it freed up two workers to move a majority of the snow piles from around town. This helped so much with the amount of run off we had to deal with and almost all that was left has been melted off at the time of this report.
- We are clearing snow from the road down to the Kanakanak beach. We need to bring in some gravel to offset the erosion and come up with a plan to keep this from happening whenever there is an easterly wind with wave action.

LANDFILL

- I try to get to the landfill once a day and help the crew with direction on what I see as deficiencies and directions,
 - The landfills big problem is that they have many equipment issues. They have no running loader. The Case 821 is down and in need of some serious love. There was some damage to this machine from the fire we had earlier this year, I am working on getting some insurance money to repair this.
 - The trash compactor (metal wheeled) is running, not well but running, it had a fuel leak and has a miss in the engine.
 - The Cat 960 is old and in very tough condition. We continue to limp this machine along, investing good money after bad into a machine that has passed its useful life. I suggest we use this until it dies again (and it will) all while looking for a replacement for it.

WATER WASTE WATER

- All is running smoothly in this department as usual. They are doing maintenance on the blower motors at the lagoon at this time.
- They will be vacuuming the sand and debris out of the storm drains as they thaw.
- The generator at the water treatment plant has been a bit neglected and is now on a scheduled monthly regiment for testing in case of emergency.

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- This department's vehicle is inoperable and is in need of replacement they have been using the mechanics shop truck all winter.

SHOP

The Shop is working as hard as they can, this is a busy time of year for them and are down to one employee at this time,

- Public works foreman Billy Noonkessor along with the Streets equipment operators are helping clean and organize the shop, remove winter gear from the graders and storing it for the summer, cleaning up the yard and organizing equipment.
- Last week we had a mechanic from NC Machinery in town to work on our CAT equipment. I won't go into much detail here as City Manager Brelsford is summarizing this all in his report. I believe John, our mechanic learned a lot from the guidance of the NC mechanic.

BUILDINGS AND GROUNDS

The B&G crew have been cleaning boilers and boiler rooms, this should keep the buildings boilers running better and more efficiently

- B&G Foreman is in the process of looking into getting our waste oil system back up and running. It had been mothballed and we have been operating off of regular heating fuel for some time now all while the "waste oil tanks" continue to fill up. We have no other alternative for the almost 16,000 gallons of waste oil we have sitting on premises other than to burn it. This will save us money to a point and allow us to continue to take oil at the harbor in the summer. I have an idea to help us burn this oil at the landfill when we get the shop rebuilt.

ASSISTANT

All too often the administrative assistant is overlooked at the shop, Chelsea Decker does a great job of ordering Parts, organizing paperwork and purchase requests and reconciling the receipts from the landfill. Chelsea does much more than that, she is the glue that holds all the little things together.