

**Mayor**  
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**Manager**  
Robert Mawson



**Dillingham City Council**  
Kimberly Johnson  
Michael Bennett  
Aksel Buholm  
Curt Armstrong  
Kaleb Westfall  
Perry Abrams

## MEMORANDUM

**Date:** 5/25/2023

**To:** Lori Goodell, Acting City Manager

**From:** Patty Buholm, Planning Department

**Subject:** Monthly Report for May 2023

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### Acknowledgements and Recognitions:

Thanks to the Public Works Department Staff (Billy Noonkesser, Max Bennett, Chris Maines, Patrick Backford) for working to correct the issue and thanks to Jon Taylor, State of Alaska DOT, M&K Enterprises, and JJC Enterprises for their input with the road closure and correction of City land located at Dragnet Drive.

### Department Accomplishment and Opportunities:

The planning department continues to locate City properties and identify areas where leases are necessary.

### Projects – Progress and Public Impacts:

- Working with both Acting City Manager, Lori Goodell, and Administrative Services Manager, Kelsa Brandenburg, the Road Restrictions issued by the State of Alaska DOT will now be advertised on the City of Dillingham website and shared on social media. Although some within the City Offices and DOT Offices were aware of the road restrictions, it was discovered that more public outreach was needed when Dragnet Drive failed.
- A copy of the draft plat completed by Edge Surveying was hand delivered to the landowner, of which is an easement through his property on Squaw Creek Road who has agreed to grant an easement to the City. A separate copy was emailed to BBNA Land Management office to assist with being BLM/BIA Compliant. Historically, BLM and BIA have a longer turnaround time than anticipated.
- Continued collaboration occurs with CRW for the Wastewater Lagoon Generator concrete slab. CRW is not done with engineering for the slab, however when it is completed, an RFP will be created and put out for bid to complete the concrete pour.
- Nushagak Electric is currently shorted staff and the power poles have not been removed from the Dock area, but they are aware it needs to be completed and are waiting for staff to return from maternity leave.
- I am working with a local fuel company regarding Floodplain compliancy. This work is in its early stages however I do not foresee any issues for continued non-compliance.

- I have been working with Harbor Master Danny Miller and Public Works Foreman Billy Noonkesser on the temporary harbor parking plan.
- Bristol Environmental Remediation Services is scheduled to be in Dillingham to complete the samples for the DEC mandatory Ground Water Wells Monitoring at the Landfill on May 30, 2023. Another sample is set to occur in November 2023 with Bristol Environmental Remediation Services.
- The State of Alaska Department of Transportation (DOT) Department Downtown Streets Rehabilitation Project is still not closed, however and has had no change at this point. I will share information as it is received.
- The Nerka Road Improvements project has been underway and currently has most of the downed branches and vegetation removed. JJC Enterprises has had great communication with the Planning Department with Public Notices, which continue to be put on the website and social media with assistance from Kelsa, Administrative Services Manager.
- Resolution 2023-01 was passed by the Planning Commission. This resolution is recommending to the Dillingham City Council to become a participating member of the Green Star Communities Program, the resolution and program flyer are enclosed.
- An RFP was put out to bid for the Aerated Lagoon Project on 5/23/2023 and is available on the website for anyone to review under the Bids and RFP's tab. The bidding process will stop on June 13, 2023 and a pre-construction meeting will be held on June 13, 2023 at 2:00pm in the Council Chambers hosted by CRW Engineering via zoom, but I will be present in the Chambers and running the Zoom meeting.
- A burial reversal process has to be created as it has been identified as a common practice in our region. It is accustomed for people in our area not be able to bury their loved ones at their final resting place due to frozen grounds/lack of equipment, so it is acceptable to temporarily bury their loved ones in Dillingham until the following year when the ground is soft enough to hand dig the final resting in their respective community. I have been working with both Kelsa and Greta on the legalities of this process.

**Upcoming Calendar Items:**

The June Planning Commission meeting is scheduled for June 10, 2023.

**Public Feedback:**

**Permits Issued:**

**Land Use Permit:**

4 Special Land use permits are currently in the advertising phase before a SLUP can be issued. I have been working closely with Anita in Finance for the billing section of the SLUP.

**List of Attachments:** Lagoon Improvements Request for Bids