

Mayor
Alice Ruby

Acting City Manager
Jack Savo, Jr.



Dillingham City Council
Bertram Luckhurst
Michael Bennett
Steven Carriere
Curt Armstrong
Kaleb Westfall
Kevin McCambly

MEMORANDUM

Date: September 19, 2025
To: Jack Savo, Jr., Acting City Manager
From: Phil Baumgartner, Public Works Director
Subject: Monthly report

The crew at Public Works has been engaged and proactive on planning for winter, collecting and organizing operational, planning and tracking information and checking off tasks identified on our building deficiencies worklist. Progress has been made on the Airport Waterline Extension RFP. We've collaborated with the Housing Authority on clearing brush along the Tower Road's bike path and keeping debris cleared. With the Heavy Equipment Operators returning from fishing, road maintenance has been expanded. We've been able to be more attentive to road grading and maintenance. One particularly poor condition road was Sutherland Drive. Loads of gravel were hauled and spread to build up and improve the road. In preparation for winter, Public Works' yard and shop have seen additional improvements in layout and organization. In performing those tasks items were consolidated for a mayor sale.

A School Facility Committee meeting was held. Efforts toward identifying existing and preventative maintenance needs of both school buildings to establish a plan and schedule are underway between the District's maintenance department and our Public Works Director.

Work on a maintenance schedule for all City of Dillingham assets has seen progress. Training has been ongoing with our Asset Management (preventative maintenance) software from which a structured, documented and functional catalog of the City's infrastructure will be created. Enabling us to populate and track maintenance status and schedules. Fleet & equipment condition and PM history are under review.

Our new Heavy Equipment Mechanic Foreman has been conducting both reactive and preventative maintenance. He's learning what Public Works has for a tracking system, conducting and documenting preventative maintenance on our fleet of vehicles and equipment as identified.

The Incinerator manufacturer is onsite and conducting repairs. Work toward refining bear mitigating measures for the landfill continues. Vegetation removal proved unsafe due to proximity of bears to City personnel regardless of deterrent measures taken. A community member gave ideas on vegetation control for future operations to shrink the need for mowing and weed whacking. We are looking into whether there may be a correlation between open access to gun range and bear tolerance of human activity and firearm noise.

Accomplishments:

There has been a lot of activity at the landfill lately. B&G gave a strong push to repair structural, electrical, heating and access doors of the Incinerator building. Work on the roofing, chimneys and flashing are expected to be completed early next week. We're evaluating fuel tank inventory, installation and needs for the landfill as there are multiple tanks onsite increasing potential environmental risks.

Verification of having a current Air Quality permit and researching what notice and/or reporting is necessary to resume incinerator operations is being researched. Additionally, we are looking into what steps and/or permits may be needed to provide human waste disposal services. Which our unit is certified to do.

We've made substantial progress on and work continues on refrigerant vacating and relocating appliances. The repairs to the exterior of the EMS building are nearly done. Siding has been replaced, windows have been resealed and replaced, the door has been adjusted and we're looking at the heating and fuel system. Our Water/Wastewater Operator has been conducting routine system inspections and cleaning of facilities. Periodic water and wastewater testing & reporting continues as we maintain, and where identified, work toward regulatory compliance. Repairs to the pump systems and controls of the HUD lift station have increased the safety of operations. While conducting routing cleaning of our sewage receiving lines the Jetter has been lodged for unknown reasons. Work continues to remove our tool, identify the cause and act as needed.

In conducting routing preventative maintenance in preparation for winter deficiencies in the water treatment plant's heating system were identified. Replacement parts have been ordered and are scheduled for installation next week. The Friends of the Library procured a mural for the library's exterior. We are working with them on mounting a mural on the library exterior.

The manufacturer of the heating system installed at the Public Safety building had a technician in town conducting work for other entities. Building and Grounds were able to have them look at our system. A quote for repairs is expected shortly. The City Council approved the Local 71 Union Collective Bargaining Agreement and the purchase of a grader. The Union agreement will be effective October 1st. Locating, recording and documentation of the water/wastewater system infrastructure is being conducted.

Upcoming Activities/Events:

Heavy Equipment Operator Training – 4 PW employees, Snag Point Erosion RFP, year to date and future operational & development budget review, RFP process, forms and storage system development. Meetings with the Dillingham School District on facilities maintenance

Respectfully,

Phil Baumgartner

Phil Baumgartner
Public Works Director