



SCHOOL FACILITY COMMITTEE

Thursday, September 4, 2025 at 3:00 PM

MINUTES

Our Vision. To have an infrastructure and city workforce that supports a sustainable, diversified and growing economy. We will partner with others to achieve economic development and other common goals that assure a high quality of living, and excellence in education.

MEETING INFORMATION

School Facility Committee

CITY HALL COUNCIL CHAMBERS

141 Main Street, Dillingham, AK 99576 (907) 842-5212

Zoom call-in instructions used for all public meetings:

Zoom call-in 1-719-359-4580, Meeting ID: 920 - 483 – 0473, Passcode: 99576

Phone access is more stable than video access. If the Zoom meeting freezes or drops, video access will be limited.

CALL TO ORDER

The meeting was called to order by Chair Alice Ruby at 3:02 PM.

ROLL CALL

Present: Alice Ruby (Mayor, Chair); Andrew Berkoski (Facilities Director); Chris Aguirre (Interim Superintendent); Jack Savo Jr. (Acting City Manager); Steve Carriere (City Council Member); Phil Baumgartner (Public Works Director); Travis Roenfanz (Community Member, Plant Manager – Silver Bay); Kevin McCambly (School Representative, arrived shortly after the meeting began).

Staff Present: Abigail Irene Flynn, Acting City Clerk.

Excused: None mentioned. (Clerks Note: Heather Savo was absent but not mentioned)

APPROVAL OF MINUTES

There were no prior minutes for approval, as the committee had not met for approximately three years.

APPROVAL OF AGENDA

The agenda was approved without objection.

STAFF REPORTS

There were no staff reports.

NEW BUSINESS

1. Orientation
Chair Ruby provided historical background on the School Facility Committee, noting its creation in the early 2000s following a failed school bond election. She emphasized the committee's purpose as a forum for collaboration between the City and the School District, transparency with the public, and shared responsibility for maintaining school facilities without raising taxes.
2. School Facility Report
 - a. HVAC
 - Facilities Director Berkoski reported that comprehensive inspections of the school facilities were conducted in July 2025. Overall building conditions were described as generally sound, with minor repairs identified and underway.
 - One major HVAC air handling unit at the elementary school failed in March 2025, affecting 12 classrooms and 13 spaces. The unit, installed in the late 1980s, failed due to a proprietary shaft break and cannot be repaired. A replacement bid of approximately \$242,000–\$243,000 was received, with an additional estimated \$17,000 for a glycol system, for a total estimated cost of approximately \$260,000. The estimated installation timeline is four months.
 - Temporary mitigation measures, including fans and open windows, are currently in use. Options discussed included temporary HEPA air purifiers (\$5,000–\$14,000), insurance review, cooperative purchasing options, and obtaining additional estimates. The committee agreed that HVAC will remain a standing agenda item and that further due diligence is needed prior to replacement.
 - b. Parking Lot (potholes and snow removal)
 - Significant pothole issues were discussed. Ownership of the parking area includes State, City, and Choggiung Ltd. property, functioning as a public right-of-way. The School District lacks equipment and has been unable to secure private contractors. Public Works and School Facilities will develop cost estimates for grading, pothole repair, and snow removal, with an emphasis on documenting City in-kind services.
 - c. Garbage Service
 - The School District reported significant increases in garbage service costs and concerns about service continuity. The City acknowledged similar challenges. No formal action was taken, and the issue will continue to be monitored.
3. Schedule/ Discuss Annual Inspection
 - The committee agreed that Public Works and School Facilities staff will conduct a joint annual inspection. Special attention will be given to the school chimney and other long-term maintenance items. A shared facilities priority list will be developed to support budgeting and legislative advocacy.

4. School Priorities/ Funding Expectations
 - Superintendent Aguirre discussed ongoing uncertainty related to state education funding and federal impact aid. The importance of long-term planning for major building systems, including HVAC, was emphasized.
5. Legislative Priorities (capital and policy)
 - The committee discussed the need for coordinated City and School advocacy efforts and the identification of capital and policy-related legislative priorities at future meetings.
6. Schedule Next Meeting (usually the third Wednesday in January)
 - The next meeting is anticipated for mid-winter (November or December 2025), or sooner at the call of the Chair.

PUBLIC/COMMITTEE COMMENT(S)

Committee members emphasized the importance of continued collaboration between the City and School District, noting limited likelihood of state capital funding and the need for local, coordinated planning.

ADJOURNMENT

The meeting was adjourned at approximately 5:06 PM.

ATTEST:

Abigail Flynn, City Clerk

[SEAL]



Date of Approval