

City of Sand Point Council Meeting



Workshop: Tuesday, October 11, 2016 – 2:00 p.m.

Meeting: Tuesday, October 11, 2016 – 7:00 p.m.

CALL TO ORDER

ROLL CALL

CITY OF SAND POINT

(packet will be available on website October 7, 2016
www.sandpointak.com)



MAYOR

Mayor Glen Gardner Jr. - Office Exp. 2017

COUNCIL MEMBERS

Danny Cumberlidge	Seat A - Exp. 2016
Allan Starnes	Seat B - Exp. 2017
Shirley Brown	Seat C - Exp. 2016
Jack Foster Jr.	Seat D - Exp. 2017
Marita Gundersen	Seat E - Exp. 2018
Emil Mobeck	Seat F - Exp. 2018

SAND POINT CITY COUNCIL MEETING AGENDA CITY CHAMBERS

Regular Meeting

Tuesday, October 11, 2016 7:00 pm

**CALL TO ORDER
ROLL CALL
APPROVAL OF AGENDA
CERTIFICATION OF ELECTION/OATH OF OFFICE**

CONSENT AGENDA:

1. Minutes: Minutes of Regular Meeting on September 6, 2016

REPORTS:

1. Finance Officer
2. Administrator
3. DPS Director
4. Fire Chief
5. Public Works Director
6. Harbor Master
7. Student Representative

HEARINGS, ORDINANCES AND RESOLUTIONS:

1. Ordinance 2016-04: Adopting Dept. of Public Safety Fees & Fines Schedule – 1st Reading
2. Ordinance 2016-05: Code Amendment to Clarify “Legal Guardian” – 1st Reading

OLD BUSINESS:

1. Comprehensive Plan Update

NEW BUSINESS:

1. 2017 Lease Renewals
2. Upcoming Events: AML & Pacific Marine Expo
3. Alaska USA Certificate of Deposit Maturity

**PUBLIC COMMENTS
COUNCIL COMMENTS
ADJOURNMENT**

THERE IS A WORKSHOP FOR THIS MEETING AT 2 P.M. – SAME DAY IN CITY CHAMBERS

POSTED: 10/05/16

**CERTIFICATE OF
ELECTION/OATH OF
OFFICE**

CALL TO ORDER:

The regular meeting of the Sand Point City Council was held Tuesday, September 6, 2016 in the Sand Point Council Chambers. Mayor Glen Gardner, Jr. called the meeting to order at 7:03 p.m.

ROLL CALL:

Glen Gardner, Jr.	Mayor	Present
Danny Cumberlidge	Seat A	Present via teleconference
Allan Starnes	Seat B	Present
Shirley Brown	Seat C	Present
Jack Foster, Jr.	Seat D	Absent – excused
Marita Gundersen	Seat E	Present
Emil Mobeck	Seat F	Present

A quorum was established.

Staff in attendance:

- Andy Varner, Administrator
- Shannon Sommer, City Clerk
- David Stokes, Public Works Director
- Richard Kochuten, Sr., Harbor Master
- John Lucking, Jr., DPS Manager

APPROVAL OF AGENDA:

Mayor Glen Gardner, Jr. requested a motion to approve the agenda.

MOTION: Councilperson Marita Gundersen made a motion to adopt the agenda.

SECOND: Councilperson Allan Starnes seconded the motion.

VOTE: Motion passed unanimously.

APPROVAL OF CONSENT AGENDA:

1. Minutes of August 9, 2016 Regular Meeting.

Mayor Glen Gardner, Jr. requested a motion to approve the consent agenda.

MOTION: Councilperson Shirley Brown made a motion to adopt the consent agenda.

SECOND: Councilperson Marita Gundersen seconded the motion.

VOTE: Motion passed unanimously.

REPORTS:

Finance Officer- Krista Galvin

Finance Officer Krista Galvin report included in packet.

Administrator - Andy Varner

Administrator Andy Varner thanked the Council for accommodating his request to move this meeting a week early. Himself, Mayor Gardner, Danny Seybert and the DOT Commissioner came to an agreement that Peninsula Airways will contract with a Part 139 fire responder for a 2-year trial period. The LBC accepted the City’s boundary petition and will publish the public notice. The Aleutian Fiber project received a RFP, they negotiated with the top firm to perform a study to look at broadband and fiber options. He met with 7 people between TelAlaska and Tex R Us, to sort out some internet issues between City accounts and the community. Irina Morozova helped the office staff prepare for the upcoming audit and helped Mayor Gardner write off more than \$100,000 in receivables. There will soon be digital TV available in Sand Point. At this time, he does not recommend any action on the easement subject and suggest the Council have a discussion about how and if they want to proceed with the pot storage in road easements.

Mayor – Glen Gardner, Jr.

Mayor Glen Gardner Jr. reported Channel 9 was down and was in the process of getting fixed. There was an interested buyer to purchase the Old Clinic building. The street light issue is still being looked into. There was a candidate running in the upcoming election who did not fill out their Financial Disclosure Statement properly. Administrator Varner and City Clerk Shannon Sommer will make sure the matter is corrected.

Department of Public Safety - Chief John Lucking, Jr.

Manager of Public Safety John Lucking, Jr. reported there is statistical information included in his report. The department is busy with the awareness of the ATV laws, they visited the school and met with the students, they've had 2 safety classes and had 11 successful students. All officers have taken the safety course, a defensive driving training program and their annual training with OSHA. There is a new Police Officer, Cody Sander's. They have 4 outstanding grants at this time, a cops hiring, a safe route to school, a bullet proof vest reimbursement and a Fire grant. The department will add 2 vehicles to the department, a used truck and Tahoe. He gave an update of active drug use related court cases.

Councilperson Shirley Brown asked DPS Manager if there was an online approved safety course through the State of Alaska and if students can take it outside scheduled course times. DPS Manager replied the course is approved through the department and if an individual needed to take the safety course but could not during the scheduled time, they would accommodate the request. Councilperson Brown asked if the school has a policy for four wheelers. Student Representative Pangilinan replied the policy had changed. DPS Manager Lucking will check the policy. Councilperson Emil Mobeck thanked the police department for their service.

Public Works Director – David Stokes

Public Works Director David Stokes's reported they had done little labor on the rock crusher, changed brakes on the Ford ranger, fixed tires on the water/sewer, landfill and 2008 Chevy trucks, hauled water to the City shop, graded and swept roads, changed brakes and rear door actuator on the police car, changed the turbo on the cat grader, pulled the transmission out of the water/sewer truck, fixed a bracket on an ambulance, and replaced a belt and shaft on the glass crusher. They hauled 42 loads of 3.5 in. minus rock to Trident Seafoods and hauled 10 loads of D1 from Western Marine to Trident Seafoods. They fueled buildings, removed alders by the school playground and opened all the bus stops. The fire truck engine sent to be repaired in Washington should be returned in a couple weeks.

Landfill

They cleaned around dumpsters and received parts for oil pump and shut off solenoid, and were shorthanded.

Recycling

They worked on the glass crusher and were shorthanded.

Water and Sewer

Water/Sewer Supervisor Allen Hill's report included in packet.

Harbor Master - Richard Kochuten, Sr.

Harbor Master Richard Kochuten, Sr. reported everything is going well, they have been making dump runs on a regular basis, hauled used oils to the City shop, they hauled 25 boats in August, and stored 16 for winter, they helped the Silver Salmon Derby setup, and are maintaining equipment on a weekly schedule.

Student Representative – Dantezza Pangilinan

Student Representative Dantezza Pangilinan reported they are helping new Student Council members with parliamentary procedures, helping the Behavioral Health Department at the clinic, AASG will be in October 2016, and they recruited student council elementary delegates.

HEARINGS, ORDINANCES, AND RESOLUTIONS:

1. Resolution 16-09: Appointing Election Judges

MOTION: Councilperson Marita Gundersen made a motion to adopt Resolution 16-09: Appointing Election Judges.

SECOND: Councilperson Emil Mobeck seconded the motion.

VOTE: Motion passed unanimously.

2. Resolution 16-10: Supporting Aleutian Broadband Project

MOTION: Councilperson Shirley Brown made a motion to adopt Resolution 16-10: Supporting Aleutian Broadband Project.

SECOND: Councilperson Allan Starnes seconded the motion.

VOTE: Motion passed unanimously.

OLD BUSINESS:

1. Comprehensive Plan Update

Administrator Varner stated there are 2 options for scope work. He recommended travel to Sand Point and a more in-depth planning & zoning, use planning, annexation consultation and with goals and objectives.

NEW BUSINESS:

1. QTT Christmas Potluck Donation Request

MOTION: Councilperson Shirley Brown made a motion to donate the same as last year, \$750 to the QTT Christmas Potluck.

SECOND: Councilperson Emil Mobeck seconded the motion.

VOTE: Motion passed unanimously.

PUBLIC COMMENTS:

Edith Jacobsen expressed her appreciation for the alders that were cut at the school. DPS Manager Lucking stated the University of Alaska Fairbanks has finished the tsunami flood modeling and mapping project for Sand Point and a potluck will take place in late September to celebrate. Dick Jacobsen stated the Aleut Corporation passed a proposal from a company to bring 2 40-foot vans to Adak to bring miscellaneous items to Anchorage to be refurbished and available to the public.

COUNCIL COMMENTS:

Mayor Gardner stated the Marine Exchange of Alaska has installed a vessel tracking, vessels can now be tracked further than Nagai Island. Councilperson Allan Starnes thanked the Silver Salmon Derby volunteers for a great event this year and thanked the police department for their work.

ADJOURNMENT:

MOTION: Councilperson Marita Gundersen made a motion to adjourn.

SECOND: Councilperson Shirley Brown seconded the motion.

The meeting adjourned at 8:17 PM.

Glen Gardner, Jr., Mayor

ATTEST:

Shannon Sommer, City Clerk

REPORTS

FINANCE OFFICER

**City of Sand Point
Raw Fish Tax Revenue**

	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>
June	217,340.55	July	98,195.23	156,655.84	121,976.31	110,509.71	129,882.77
July	139,818.08	August	68,242.04	137,107.36	48,575.15	94,822.69	42,576.34
August	117,033.81	September	71,393.24	53,307.44	64,362.76	62,297.79	-
September	79,043.91	October	74,240.08	41,610.64	32,213.32	76,878.70	-
October	74,929.24	November	5,675.98	22,386.53	7,214.11	3,770.50	-
November	10,518.19	December	1,305.30	5,337.01	372.97	735.79	-
December	92.61	January	39,379.85	43,650.07	25,670.23	21,798.52	-
January	61,025.94	February	33,190.81	53,363.98	37,309.68	47,098.16	-
February	80,458.14	March	78,691.30	65,073.23	88,220.14	69,354.74	-
March	103,148.90	April	24,930.11	36,514.38	15,613.35	23,493.50	-
April	29,908.61	May	16,846.94	21,292.12	25,246.23	16,091.74	-
May	<u>26,019.65</u>	June	<u>129,015.93</u>	<u>64,462.43</u>	<u>68,319.25</u>	<u>78,884.08</u>	<u>-</u>
Total	939,337.63		641,106.81	700,761.03	535,093.50	605,735.92	172,459.11

Sales Tax Revenue

	<u>FY11</u>	<u>FY12</u>	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>
June	96,304.83	July	101,206.98	82,934.73	104,201.30	88,780.27	75,255.42
July	98,121.00	August	76,571.79	73,136.15	88,102.34	92,491.15	64,147.25
August	77,436.07	September	194,900.07	75,647.72	116,436.20	95,569.47	-
September	89,882.29	October	85,720.47	69,251.83	81,510.79	71,821.64	-
October	93,787.49	November	90,575.50	46,816.20	43,535.59	35,841.10	-
November	34,431.36	December	44,723.29	52,116.25	44,980.97	48,357.80	-
December	59,315.91	January	62,428.48	80,977.40	66,575.33	60,942.89	-
January	72,690.48	February	57,547.22	84,035.36	69,895.86	60,702.43	-
February	68,392.21	March	75,307.36	126,325.95	105,731.28	81,364.98	-
March	83,181.02	April	65,117.67	86,407.71	58,562.79	53,394.08	-
April	72,659.25	May	58,775.64	70,189.92	52,976.00	44,528.77	-
May	<u>56,084.05</u>	June	<u>80,381.46</u>	<u>98,758.26</u>	<u>96,824.06</u>	<u>80,350.37</u>	<u>-</u>
Total	902,285.96		993,255.93	946,597.48	929,332.51	814,144.95	139,402.67
				TDX Fines	(150,000.00)		
					779,332.51		

City of Sand Point
Bank Balance

Date

		Balance	
		Date	
Bank	Account Number	End of August	10/7/2016
Key Bank	50-20-500-0025757	1,799,000.62	2,025,462.38
Wells Fargo - General	4121344139	340,566.69	377,172.24
Wells Fargo - Bingo Fund	4121344147	306,988.69	98,339.85
Wells Fargo - Silver Salmon Fund	4121344154	23,631.34	46,513.41
AlaskaUsa Federal Credit Union CD	1957756	604,146.23	604,590.65

CITY OF SAND POINT
***Expenditure Guideline-No Enc Sum©**

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Current Period: AUGUST 16-17

	16-17 YTD Budget	16-17 YTD Amt	AUGUST MTD Amt	16-17 YTD Balance	% of YTD
GENERAL FUND					
LEGISLATIVE	\$131,800.00	\$35,343.46	\$30,214.63	\$96,456.54	26.82%
ADMINISTRATION	\$973,560.00	\$275,655.22	\$57,408.60	\$697,904.78	28.31%
PARKS AND RECREATION	\$25,500.00	\$4,209.58	\$1,660.75	\$21,290.42	16.51%
PUBLIC SAFETY	\$528,000.00	\$95,087.79	\$55,850.00	\$432,912.21	18.01%
PUBLIC WORKS	\$614,600.00	\$77,820.39	\$40,115.33	\$536,779.61	12.66%
FACILITIES	\$326,350.00	\$32,122.27	\$16,440.59	\$294,227.73	9.84%
<i>Total GENERAL FUND</i>	\$2,599,810.00	\$520,238.71	\$201,689.90	\$2,079,571.29	20.01%
BINGO FUND					
ADMINISTRATION	\$513,600.00	\$159,206.00	\$77,031.32	\$354,394.00	31.00%
<i>Total BINGO FUND</i>	\$513,600.00	\$159,206.00	\$77,031.32	\$354,394.00	31.00%
SILVER SALMON DERBY					
FIRE	\$18,750.00	\$6,044.57	\$6,044.57	\$12,705.43	32.24%
<i>Total SILVER SALMON DERBY</i>	\$18,750.00	\$6,044.57	\$6,044.57	\$12,705.43	32.24%
CLINIC OPERATIONS/MAINTENANCE					
ADMINISTRATION	\$32,777.00	\$0.00	\$0.00	\$32,777.00	0.00%
<i>Total CLINIC OPERATIONS/MAINTENANCE</i>	\$32,777.00	\$0.00	\$0.00	\$32,777.00	0.00%
ROCK CRUSHER ENTERPRISE FUND					
PUBLIC WORKS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<i>Total ROCK CRUSHER ENTERPRISE FUND</i>	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
WATER/SEWER OPERATIONS					
WATER/SEWER	\$284,000.00	\$41,895.86	\$28,994.09	\$242,104.14	14.75%
<i>Total WATER/SEWER OPERATIONS</i>	\$284,000.00	\$41,895.86	\$28,994.09	\$242,104.14	14.75%
HARBOR/PORT OPERATIONS					
HARBOR	\$556,750.00	\$78,318.12	\$41,424.79	\$478,431.88	14.07%
<i>Total HARBOR/PORT OPERATIONS</i>	\$556,750.00	\$78,318.12	\$41,424.79	\$478,431.88	14.07%
REFUSE COLLECTION					
PUBLIC WORKS	\$145,850.00	\$25,875.50	\$12,417.55	\$119,974.50	17.74%
<i>Total REFUSE COLLECTION</i>	\$145,850.00	\$25,875.50	\$12,417.55	\$119,974.50	17.74%
Report Total	\$4,151,537.00	\$831,578.76	\$367,602.22	\$3,319,958.24	20.03%

CITY OF SAND POINT
***Revenue Guideline-Alt Code©**

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Current Period: AUGUST 16-17

		16-17	16-17	AUGUST	16-17	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	YTD
GENERAL FUND						
Active	R 01-201 INTEREST INCOME	\$4,500.00	\$1,773.01	\$909.72	\$2,726.99	39.40%
Active	R 01-202 FINES AND PENALTYS	\$0.00	\$271.95	\$0.00	-\$271.95	0.00%
Active	R 01-203 OTHER REVENUE	\$45,000.00	\$14,202.15	\$13,927.50	\$30,797.85	31.56%
Active	R 01-205 4% SALES TAX	\$850,000.00	\$155,291.30	\$75,255.42	\$694,708.70	18.27%
Active	R 01-213 RAW FISH TAX	\$620,000.00	\$208,766.85	\$129,882.77	\$411,233.15	33.67%
Active	R 01-214 FINE-LATE SALES TAX	\$1,000.00	\$106.65	\$106.65	\$893.35	10.67%
Active	R 01-217 7% B & B Tax	\$16,500.00	\$2,297.75	\$668.49	\$14,202.25	13.93%
Active	R 01-225 PAYMENT IN LIEU OF TAX	\$150,000.00	\$0.00	\$0.00	\$150,000.00	0.00%
Active	R 01-226 EVENT COSTS	\$4,500.00	\$0.00	\$0.00	\$4,500.00	0.00%
Active	R 01-230 DONATIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-231 INSURANCE REFUND	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-233 BUSINESS LIC. FEE	\$4,000.00	\$0.00	\$0.00	\$4,000.00	0.00%
Active	R 01-234 SB 46 PERS RELIEF	\$30,000.00	\$0.00	\$0.00	\$30,000.00	0.00%
Active	R 01-238 ANCHORAGE OFFICE	\$20,000.00	\$0.00	\$0.00	\$20,000.00	0.00%
Active	R 01-250 STATE REVENUE SHARIN	\$87,060.00	\$89,751.00	\$0.00	-\$2,691.00	103.09%
Active	R 01-256 REVENUE--STATE OF ALA	\$7,500.00	\$0.00	\$0.00	\$7,500.00	0.00%
Active	R 01-257 REVENUE--FEDERAL GOV	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-260 STATE BUSINESS LICENS	\$3,500.00	\$0.00	\$0.00	\$3,500.00	0.00%
Active	R 01-265 STATE PROCESSORS TAX	\$35,000.00	\$0.00	\$0.00	\$35,000.00	0.00%
Active	R 01-266 EXT FISH TAX SHARING	\$250,000.00	\$0.00	\$0.00	\$250,000.00	0.00%
Active	R 01-285 EQUIPMENT RENTAL	\$15,000.00	\$423.58	\$423.58	\$14,576.42	2.82%
Active	R 01-291 BUILDING RENTALS	\$135,000.00	\$41,881.30	\$39,031.30	\$93,118.70	31.02%
Active	R 01-293 LIBRARY GRANT	\$4,200.00	\$0.00	\$0.00	\$4,200.00	0.00%
Active	R 01-297 POLICE MISC REVENUE	\$60,000.00	\$3,925.00	\$3,925.00	\$56,075.00	6.54%
Active	R 01-298 EMS MISC REVENUE	\$500.00	\$1,407.00	\$1,407.00	-\$907.00	281.40%
	Total	<u>\$2,343,260.00</u>	<u>\$520,097.54</u>	<u>\$265,537.43</u>	<u>\$1,823,162.46</u>	<u>22.20%</u>
	Total GENERAL FUND	\$2,343,260.00	\$520,097.54	\$265,537.43	\$1,823,162.46	22.20%
BINGO FUND						
Active	R 02-294 BINGO REVENUE	\$45,000.00	\$11,692.75	\$5,989.75	\$33,307.25	25.98%
Active	R 02-295 PULL TAB REVENUE	\$500,000.00	\$174,215.00	\$83,053.00	\$325,785.00	34.84%
	Total	<u>\$545,000.00</u>	<u>\$185,907.75</u>	<u>\$89,042.75</u>	<u>\$359,092.25</u>	<u>34.11%</u>
	Total BINGO FUND	\$545,000.00	\$185,907.75	\$89,042.75	\$359,092.25	34.11%
SILVER SALMON DERBY						
Active	R 03-230 DONATIONS	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	R 03-292 SILVER SALMON DERBY	\$22,000.00	\$0.00	\$0.00	\$22,000.00	0.00%
	Total	<u>\$22,500.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$22,500.00</u>	<u>0.00%</u>
	Total SILVER SALMON DERBY	\$22,500.00	\$0.00	\$0.00	\$22,500.00	0.00%
CLINIC OPERATIONS/MAINTENANCE						
Active	R 10-257 REVENUE--FEDERAL GOV	\$32,777.00	\$5,462.78	\$2,731.39	\$27,314.22	16.67%
	Total	<u>\$32,777.00</u>	<u>\$5,462.78</u>	<u>\$2,731.39</u>	<u>\$27,314.22</u>	<u>16.67%</u>
	Total CLINIC OPERATIONS/MAINTENANCE	\$32,777.00	\$5,462.78	\$2,731.39	\$27,314.22	16.67%
WATER/SEWER OPERATIONS						
Active	R 61-202 FINES AND PENALTYS	\$2,500.00	\$122.06	\$41.04	\$2,377.94	4.88%
Active	R 61-206 WATER/SEWER REVENUE	\$180,000.00	\$37,776.80	\$19,473.05	\$142,223.20	20.99%
Active	R 61-235 TRANSFER IN	\$52,500.00	\$0.00	\$0.00	\$52,500.00	0.00%

CITY OF SAND POINT
***Revenue Guideline-Alt Code©**

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Current Period: AUGUST 16-17

		16-17	16-17	AUGUST	16-17	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	YTD
Active	R 61-243 USDA GRANT REVENUE	\$49,000.00	\$0.00	\$0.00	\$49,000.00	0.00%
	Total	\$284,000.00	\$37,898.86	\$19,514.09	\$246,101.14	13.34%
	Total WATER/SEWER OPERATIONS	\$284,000.00	\$37,898.86	\$19,514.09	\$246,101.14	13.34%
HARBOR/PORT OPERATIONS						
Active	R 62-201 INTEREST INCOME	\$4,000.00	\$632.74	\$393.07	\$3,367.26	15.82%
Active	R 62-203 OTHER REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 62-210 HARBOR/MOORAGE	\$210,000.00	\$55,163.98	\$36,284.26	\$154,836.02	26.27%
Active	R 62-211 HARBOR/TRAVELLIFT	\$90,000.00	\$24,983.75	\$9,602.19	\$65,016.25	27.76%
Active	R 62-212 BOAT HARBOR/RENTS	\$100,000.00	\$7,612.80	\$6,431.40	\$92,387.20	7.61%
Active	R 62-215 HARBOR/WHARFAGE	\$65,000.00	\$6,029.23	\$5,566.79	\$58,970.77	9.28%
Active	R 62-219 HARBOR ELEC SERVICE F	\$8,000.00	\$1,449.90	\$737.73	\$6,550.10	18.12%
Active	R 62-220 HARBOR/ELEC DEPOSIT	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
Active	R 62-221 HARBOR/VAN STORAGE	\$20,000.00	\$4,825.00	\$4,825.00	\$15,175.00	24.13%
Active	R 62-222 HARBOR/STALL ELECTRIC	\$35,000.00	\$7,691.13	\$5,124.36	\$27,308.87	21.97%
Active	R 62-223 HARBOR/ELECTRICITY	\$4,000.00	\$968.63	\$384.72	\$3,031.37	24.22%
Active	R 62-224 GEARSHED LOCKER REN	\$15,000.00	\$1,200.00	\$600.00	\$13,800.00	8.00%
Active	R 62-235 TRANSFER IN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 62-237 HARBOR STORAGE	\$5,000.00	\$567.00	\$567.00	\$4,433.00	11.34%
Active	R 62-285 EQUIPMENT RENTAL	\$25,000.00	\$6,023.94	\$2,630.04	\$18,976.06	24.10%
	Total	\$583,000.00	\$117,148.10	\$73,146.56	\$465,851.90	20.09%
	Total HARBOR/PORT OPERATIONS	\$583,000.00	\$117,148.10	\$73,146.56	\$465,851.90	20.09%
REFUSE COLLECTION						
Active	R 65-202 FINES AND PENALTYS	\$1,500.00	\$72.10	\$26.03	\$1,427.90	4.81%
Active	R 65-204 REFUSE COLLECTION	\$145,000.00	\$29,101.98	\$14,998.93	\$115,898.02	20.07%
Active	R 65-235 TRANSFER IN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Total	\$146,500.00	\$29,174.08	\$15,024.96	\$117,325.92	19.91%
	Total REFUSE COLLECTION	\$146,500.00	\$29,174.08	\$15,024.96	\$117,325.92	19.91%
	Report Total	\$3,957,037.00	\$895,689.11	\$464,997.18	\$3,061,347.89	22.64%

CITY OF SAND POINT

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***Fund Summary -
Budget to Actual©**

AUGUST 16-17

	16-17	AUGUST	16-17	16-17	16-17
	YTD Budget	MTD Amount	YTD Amount	YTD Balance	% YTD Budget
FUND 01 GENERAL FUND					
Revenue	\$2,343,260.00	\$265,537.43	\$520,097.54	\$1,823,162.46	22.20%
Expenditure	\$2,599,810.00	\$201,689.90	\$520,238.71	\$2,079,571.29	20.01%
		\$63,847.53	-\$141.17		
FUND 02 BINGO FUND					
Revenue	\$545,000.00	\$89,042.75	\$185,907.75	\$359,092.25	34.11%
Expenditure	\$513,600.00	\$77,031.32	\$159,206.00	\$354,394.00	31.00%
		\$12,011.43	\$26,701.75		
FUND 03 SILVER SALMON DERBY					
Revenue	\$22,500.00	\$0.00	\$0.00	\$22,500.00	0.00%
Expenditure	\$18,750.00	\$6,044.57	\$6,044.57	\$12,705.43	32.24%
		-\$6,044.57	-\$6,044.57		
FUND 10 CLINIC OPERATIONS/MAINTENANCE					
Revenue	\$32,777.00	\$2,731.39	\$5,462.78	\$27,314.22	16.67%
Expenditure	\$32,777.00	\$0.00	\$0.00	\$32,777.00	0.00%
		\$2,731.39	\$5,462.78		
FUND 61 WATER/SEWER OPERATIONS					
Revenue	\$284,000.00	\$19,514.09	\$37,898.86	\$246,101.14	13.34%
Expenditure	\$284,000.00	\$28,994.09	\$41,895.86	\$242,104.14	14.75%
		-\$9,480.00	-\$3,997.00		
FUND 62 HARBOR/PORT OPERATIONS					
Revenue	\$583,000.00	\$73,146.56	\$117,148.10	\$465,851.90	20.09%
Expenditure	\$556,750.00	\$41,424.79	\$78,318.12	\$478,431.88	14.07%
		\$31,721.77	\$38,829.98		
FUND 65 REFUSE COLLECTION					
Revenue	\$146,500.00	\$15,024.96	\$29,174.08	\$117,325.92	19.91%
Expenditure	\$145,850.00	\$12,417.55	\$25,875.50	\$119,974.50	17.74%
		\$2,607.41	\$3,298.58		
Report Total		\$97,394.96	\$64,110.35		

TO: Mayor Gardner
City Council Members

FROM: Andy Varner
City Administrator

DATE: October 4, 2016

SUBJ: Monthly Report for October 2016



Here are a few of the items we've been working on since the last report.

AIRPORT

- DOT is working on the wildlife assessments and certification manuals for the airport. Our contact said they secured a "new" ARFF truck from the Homer airport, but it is spending the winter in Kodiak until the next ferry in the spring. In the meantime, once the engine is fixed on our other fire truck it might serve as a stand-in. Our fire boat the Rainmaker can serve as an emergency response vessel, we will need an MOA with the State for that service. We understand that Cold Bay airport staff will also need to pitch in with some training and other elements to achieve the certification.
- I attached a letter from DOT under the FYI section that details some issues they have with the two lots we lease from the State down at the airport. A few of our city employees have already addressed some of the issues, but I plan to put some focus on that while I'm in town.

ANNEXATION

- As you can see under FYI, the LBC finally finished their technical review of our annexation petition and approved it last week. Notices of the approval and the opportunity for public comments are posted all over town and in the ADN. There are copies of the petition in various places around the community, as well as on the city website at www.sandpointak.com. The comment period ends December 7. At this point the targeted Legislative approval on the boundary change will line up with their 2018 session, not next year as originally envisioned.

NEW HARBOR FLOAT DESIGN

- I met with the Borough to discuss the scope and timeline for the Harbor float design completion project. The plan is to go with an engineer with previous knowledge and experience with the project, and to present the design in one "full" rendition for Float A, and to provide an alternative with the float broken up into two separate projects to anticipate the difficulties in getting funding for the whole enchilada (last estimate was \$6M). Mark Hickey and I have checked with multiple agencies on grant funding, and unsurprisingly it is pretty dry. We can try for some EDA (Federal) funding of up to \$1M, and put in an application for the State's harbor matching grant program next year. Revenue bonds or taking advantage of historically low rates may be the best option if we want that harbor finished.

DIGITAL TV UPGRADE

- With a little prodding the State got the required FCC permit and there now should be three public broadcasting channels, in addition to ARCS.

WATER SEWER ENGINEERING REPORT

City Administrator
Monthly Report
10/11/16

- Engineering firm CRW finished the draft of our sanitation facilities report and it is in the hands of USDA for comments, since USDA funded the project. The next step will be to apply for grant (or low interest loan) funds from USDA on certain projects. There will be about 6-10 projects to choose from, and I'll work with Allen, Dave, and the Mayor on what those might be. We have a teleconference with USDA on Wednesday morning to discuss funding options.
- Additionally, CRW suggested investigating the adoption of a "FOG" ordinance- which stands for fats, oils, and greases- as a way to regulate the amount of the harmful substances that enter the sewer and gum up lines and lift stations. We always want to avoid being "heavy handed" with ordinances, but if it can extend the life of our infrastructure and reduce maintenance for water/sewer department, it's something to consider. Similar ordinances have been adopted in communities like Homer, Talkeetna, and Seward. There is a good briefing on FOG done by the Anchorage Wastewater Utility, under FYI. These ordinances have been implemented in other places in conjunction with installations of grease traps and separators.



JOHN H. LUCKING, JR
CHIEF OF POLICE

SAND POINT DEPARTMENT of PUBLIC SAFETY

Post Office Box 423
Sand Point, Alaska 99661
EMAIL: sppd@arctic.net



TEL: (907)383-3700
FAX:(907)383-5496

MEMORANDUM

To: Honorable Glen Gardner Jr, Mayor, City of Sand Point
Andy Varner, City Administrator, City of Sand Point
Mr. Danny Cumberlidge, City Councilperson, City of Sand Point
Mr. Allan Starnes, City Councilperson, City of Sand Point
Ms. Shirley Brown, City Councilperson, City of Sand Point
Mr. Jack Foster Jr, City Councilperson, City of Sand Point
Ms. Marita Gundersen, City Councilperson, City of Sand Point
Mr. Emil Mobeck, City Councilperson, City of Sand Point

From: John H. Lucking, Jr., Director of Public Safety

Date: October 7th, 2016

Ref: Department of Public Safety's Monthly Report for September 2016

Police Department

Director of Public Safety / Emergency Manager

- John H. Lucking, Jr.

Police Officers

- Efen Thao, Police Officer
- Cody Sanders, Police Officer
- Michael Chiesa Police Sergeant

Administrative Assistant

- Denise Mobeck/Day Dispatcher

Dispatchers

- Alfred 'Jesse' Pesterkoff, 911 Dispatcher.
- Christine Nielsen, 911 Dispatcher.

Police Division Activity

SEPTEMBER 2016

4 cases were generated:

- 1 Failure to stop at direction of officer, Reckless driving
- 1 Title 47 (Excessive Intoxication)
- 1 Misconduct involving controlled substances
- 1 Domestic Violence Assault

There were 4 persons jailed:

- 1 Failure to stop at direction of officer & reckless driving
- 1 Title 47 hold (Excessive Intoxication)
- 1 Domestic Violence Assault
- 1 Violating conditions of release

There were 62 calls to 911:

- 15 MOC requests
 - 1 MOC call not on 911 line
- 6 ambulance needed
- 1 F/V alarm
- 1 miscellaneous call to 911
- 1 Self-inflicted wound
- 9 Hang ups or mis-dials
- 3 miscellaneous information regarding 911 line
- 1 bar fight
- 1 criminal mischief
- 2 injured persons (same call)
- 1 noise complaint and child welfare check
- 5 prank calls to 911
- 3 miscellaneous - officer needed
- 1 REDDI report
- 2 fire (same call)
- 1 Drug information
- 3 DV assault
- 4 drunken disturbances
- 1 reckless driving

Officer Calls for Service:

- 1 trespass and harassment
- 1 threat
- 1 assault
- 1 damage to property

Other Officer Activity:

- Advisement to juveniles of ATV operations and laws for operating 4-wheelers
- Courtesy transports
- Paper service
- Security checks at TDX, Airport, teen center and school
- Traffic control for cross country races
- Drug investigation that included significant drug seizures and should result in future charges
- Assists with EMS

2 traffic enforcement stops:

- 1 Juvenile on ATV on main road
- 1 vehicle equipment violation

A significant amount of time during September was spent contacting and interacting with atv operators and advising them of atv laws during September. The department continues to oversee the atv operators course once a month for our youth. These sessions have been well attended and positive in nature.

EMS Division

Chief of EMS Division:

- Denise Mobeck, EMS Coordinator

EMS Activity:

Rescue1 transported 6 patients to clinic

Rescue1 transported 2 patients to the airport for a medevac

Rescue1 standby for the milk carton regatta at the harbor and cross country race at the school

EMS partnered with the Salmon Derby and, along with police officers, cooked BBQ at the festival

Fire Division

Chief of Fire Division:

- Vacant, administrative duties being fulfilled by DPS Director and supported by DPS and DPW staff.

Activity:

- All monthly incident reports were filed with the State Fire Marshal's Office maintaining agency certifications

September 2016 Public Works Report

Shop

- Work on little rock crusher
- Swept city dock and gear shed
- Helped out with freight boats and ferry
- Hauled water to city shop
- Grade roads
- Fix tires on Mack dump truck
- Hauled rock to Trident
- Hauled 10 loads of rock to Bruce Foster Jr shed
- Service bobcat
- Fuel buildings
- Sweep roads
- Work on recycle center heater
- Put rock down on mud bay road and fix ditch
- Hauled shack from airport to landfill
- Hauled fuel tank and fire truck from airport to city shop
- Helped out with the salmon derby
- Fixed transmission on water sewer truck
- Patch pot holes on asphalt

Landfill

- Clean up around dumpsters
- Fix track on 792 excavator
- Service and change oil on trash truck

Recycling

- Recycling center is running fine
- Worked on glass crusher

Water and Sewer

- See attached

Work list for September 2016

List is not all-inclusive; normal maintenance and upkeep work is not listed here.

- Finished repairing water line to Nate's house in Little Sanak, complete with new valves, piping etc. Took a bit longer than expected due to foul weather.
- Dug up and replaced rusted, broken gate valve at ADF&G office. Filled in with gravel.
- Began water shut-off's for outstanding water bills. One unsatisfied customer ripped his valve box out of the ground and broke it, so that will need repairing.
- Pumped Peter Pan's septic tanks. Two were difficult to locate, but are found. Also pumped public works' tank.
- Fixed red city truck. Public Works did the work but it's back on the road again.
- Discovered problem with influent flowmeter at water plant; sometimes when the pumps shut off and then later back on, the flowmeter won't work without gently tapping it loose, causing the polymer pump to remain off and causing turbidity to spike and the plant to shut off. Cleaning it has made no change. Allen Hill said he will look into getting a replacement soon, but to just keep a close eye on it in the meantime.

Sand Point Small Boat Harbor Report 10-7-16

Greased and oiled all machinery.

Spending time on Barren Islands removing all oils off vessel, still have to drain all engines of oils and installed dewatering pump on vessel.

Made numerous dump runs and at this time, removing metals from new harbor. 7 runs total more to go.

Crew is up to speed, still hauling and storing boats. Crew cleaned, pressure washed seagull dung off B & C floats.

That is all I have to report.

Richard Kochuten Sr.
Harbor Master

**STUDENT
REPRESENTATIVE**

HEARINGS, ORDINANCES AND RESOLUTIONS

ORDINANCE 2016-04:
ADOPTING DEPT. OF
PUBLIC SAFETY FEES &
FINES SCHEDULE – 1ST
READING

Memo

To: Mayor Gardner
From: Andy Varner, Administrator
cc: City Council
Date: October 5, 2016
Re: Fees & Fines Ordinance

DPS Manager Lucking and I met with our city attorney to go over this ordinance again. Since this version includes a pretty substantive update to most of the fine schedule – as well as redesigning some of the various code sections – we felt that reintroducing this ordinance for a first reading is the right thing to do. The public hearing for this ordinance will be held in conjunction with the next City Council meeting.

Councilmembers should review the fine schedule and see if the amounts fit the offense. Mr Lucking or I can provide context on the suggested amounts, but this was an attempt to be fair and balanced and make things a little easier on the police department.

City of Sand Point



ORDINANCE 2016-04

AN ORDINANCE OF THE SAND POINT CITY COUNCIL AMENDING VARIOUS ORDINANCES OF THE CITY OF SAND POINT TO ESTABLISH MINOR OFFENSES FOR VIOLATIONS OF CITY LAWS, TO ESTABLISH PROCEDURES FOR PROCESSING SUCH OFFENSES, ESTABLISHING A BAIL SCHEDULE, AND AMENDING ORDINANCES THAT WOULD CONFLICT WITH THE NEW ORDINANCES, AND ELIMINATING LAWS THAT ARE DUPLICATIVE WITH STATE OFFENSES.

BE IT ENACTED by the City Council of the City of Sand Point:

Section 1. **Form.** This is a Code ordinance.

Section 2. **Repeal and reenactment of Section 1.10.070.** The Code of Ordinances of the City of Sand Point, Alaska, is hereby amended by the repeal and reenactment Section 1.10.070 to read as follows:

1.10.070 GENERAL PENALTY.

(a) Every act prohibited by city ordinance is unlawful. Unless another penalty is expressly provided by this code for a particular act or offense, every person who commits an infraction or violation of any provision of this code, or any rule or regulation adopted or issued pursuant to this code, commits a minor offense as that term is defined in the Alaska Rules of Minor Offense Procedure and may be punished by a fine of not more than five hundred (\$500) dollars, unless the penalty is established by fine schedule, in which case the maximum penalty shall be \$1,000.

(b) In addition to any other remedies or penalties that may be provided in this code, or may otherwise be available, the city or any aggrieved person may institute a civil action to obtain injunctive or compensatory relief against a person who violates any provision of the code. An action to enjoin a violation may be brought notwithstanding the availability of any other remedy. On application for injunctive relief and a finding of violation or threatened violation, the superior court shall grant the injunction. The City shall be entitled to collect all reasonable attorney's fees in any successful civil action to enforce the laws of the City.

(c) Each act of violation and every day upon which the violation shall occur will constitute a separate offense. A separate citation must be issued for each calendar day upon which a violation is alleged to have occurred.

Section 3. Amendment of Section 1.10.075. Section 1.10.075 of the Code of Ordinances of the City of Sand Point, Alaska, is hereby amended to read as follows [deleted language is ~~struck~~, added language is underlined]:

1.10.075 SURCHARGE.

In addition to any fine or penalty prescribed by law, a defendant who [~~pleads guilty or nolo contendere to, forfeits bail for, or~~] is convicted of violating this code or any rule or regulation adopted or issued in pursuance thereof shall [~~be assessed a~~] pay the surcharge [~~in the amount, if any, prescribed~~] required by A.S. 12.55.039 and AS 29.25.074. The surcharge shall be collected as provided in A.S. 12.55.039 and A.S. 29.25.075. The failure to pay the surcharge is punishable as contempt of court as provided in A.S. 12.55.039.

Section 4. Repeal and reenactment of Section 1.10.080. The Code of Ordinances of the City of Sand Point, Alaska, is hereby amended by the repeal and reenactment Section 1.10.080 to read as follows:

1.10.080 PROCEDURE.

(a) The charge for the violation of a code provision may be brought by any peace officer, the city manager, or that city official responsible for the administration and enforcement of the code provision which has been violated.

(b) The city shall use the Alaska Uniform Citation form, or the electronic version if authorized, to provide notice of a minor offense to anyone accused of violating any provision of this Code.

Section 5. Amendment of Chapter 1.10. The Code of Ordinances of the City of Sand Point, Alaska, is hereby amended by the addition of new Sections 1.10.082, 1.10.085, and 1.10.087 to read as follows:

1.10.082 DISPOSITION OF MINOR OFFENSES.

A person charged with a minor offense listed on a fine schedule may appear in court to contest the charge. If an offense is not listed on a fine schedule, or if the citation indicates that a court appearance is mandatory, the defendant must appear in court to answer the charges. As a minor offense, trial is by the court without a jury, and there is no right to court-appointed defense counsel.

1.10.085 MINOR OFFENSE FINE SCHEDULE.

In accordance with AS 29.25.070(a), citations for the following offenses may be disposed of as provided in AS 12.25.195-.230, without a court appearance, upon payment of the fine amounts listed below, plus the state surcharge required by AS 12.55.039 and AS 29.25.074. Fines must be paid to the court. The Rules of Minor Offense Procedure in the Alaska Rules of Court apply to all offenses listed below. If a person charged with one of these offenses appears in court and is found guilty, the penalty imposed for the offense may not exceed the fine schedule amount listed below for that offense. If an offense is not listed on this fine schedule or another fine schedule, the defendant must appear in court to answer to the charges. The fines set forth below may not be judicially reduced.

<u>Code Section</u>	<u>Offense Description</u>	<u>Fine Amount</u>
9.10.090(a)	Willful evasion of licensing requirements	300
9.10.090(b)	Failure to apply for business license	100
9.10.090(c)	Failure to keep required records	100
9.10.090(d)	False or fraudulent application	300
9.10.090(e)	Aiding or abetting in evasion of licensing requirements	300
10.10.010	Use of unlawful water supply	500
10.10.020	Unlawful disposal of sewage and liquid waste	500
10.10.030	Unlawful operation of individual sewage system	500
10.10.040	Illegal discharge of sewage or domestic waste	500
10.10.050	Unlawful alteration of individual sewer system	500
10.10.060	Failure to protect sewer from cold weather	100
10.20.080	Unlawful dumping	200
11.30.070(b)	Operating vessel with excessive wake in harbor facilities	100
11.30.070(c)	Littering within harbor facilities	50
11.30.070(d)	At large animals within harbor facilities	100
11.30.070(e)	Nuisance or unlawful business	300
11.30.070(f)	Unlawful sign posting within harbor facilities	50
11.30.070(g)	Unlawful posting on harbor bulletin boards	50
11.30.070(h)	Depositing freight or cargo in non-loading area	100
11.30.070(i)	Failure to register vessel	200
11.30.070(j)	Unlawful connection or tampering with electrical system	200

11.30.070(k)	Unlawful mooring or use of harbor facilities	200
11.30.070(l)	Disregard, deface, remove, tamper with or damage a sign or notice	50
12.10.010	Failure to license dog	100
12.10.030(b)	Unlicensed Dog at Large	100
12.10.040(b)	Possession of vicious dog	300
12.10.050(b)	Nuisance Dog	\$100 licensed dog; \$200 unlicensed dog
12.10.070(b)	Interfering with Enforcement Officer	300
12.10.070(c)	Release/Attempt to Release Impounded Animal	300
12.20.010(a)	Intoxicated on Public Street/In Public Place	100
12.20.010(b)	Discharge Firearm Outside Designated Area	100
12.20.010(c)	Window peeping	200
12.20.010(d)	Public disturbance	100
12.20.010(e)	Stealing Less than \$100 of Property	100
12.20.010(f)	Obstruct/Conceal/Tear Down Official Notice/Placard	100
12.20.010(g)	Littering public place	100
12.20.010(h)	Noise violation	100
12.20.010(i)	Accumulation of rubbish on property	300
12.20.060(a)	Furnish Alcohol to Prohibited Persons	100
12.20.065	Licensed Premise Sell/Serve Alcohol During Closed Hours	100
12.20.070(a)	Consuming Alcohol in Public	100
12.20.070(b)	Consume Alcohol in Prohibited Area	100
12.20.100	Enticement for unlawful purpose	300
12.20.130	Fireworks-Posses/Use Without Permit	100
12.20.150(a)	Littering-Private or Public Property	100
12.20.150(b)	Defacing property of another or public property	200
12.20.160	Public Excretion	100
12.40.030(a)	Operating establishment in violation of marijuana laws	100
12.40.040	Marijuana use in public place	100
12.40.050	Marijuana use in vehicle, watercraft, or aircraft	100
12.04.060	Marijuana possession or consumption less than 21 years of age	100
12.50.010	Juvenile Violates Curfew	100

12.50.020(A)	Parent/Guardian Allow Juvenile Violate Curfew	100
12.60.010(a)	Abandonment of vehicle on right of way	300
12.60.010(b)	Abandonment of vehicle on public or private property	300
13.07.010	Failure to obtain building permit	300
13.08.020(a)(1)	Maintenance of filthy kennels of livestock pens	100
13.08.020(a)(2)	Unnecessary or unusual noise	100
13.08.020(a)(3)	Use of loud or unusual apparatus between the hours of 10:00 p.m. and 7:00 a.m.	100
13.08.020(a)(4)	Unlawful disposal of refuse, garbage, manure, or other waste materials	100
13.08.020(a)(5)	Dumping or littering onto private or public property	100
13.08.020(a)(6)	Uncovered well or excavation	100
13.08.020(a)(7)	Maintaining attractive nuisance	200
13.08.020(a)(8)	Unlawful storage of garbage cans	100
13.08.020(a)(9)	Unreasonable neglect of premises	200
13.08.020(a)(10)	Stagnant water or ponds	100
13.08.020(a)(11)	Storage of abandoned and broken equipment	100
13.08.020(a)(12)	Building exterior deteriorating and scattered by weather	100

1.10.087 ORDINANCES AFFECTING MINOR OFFENSES SENT TO CITY ATTORNEY

Immediately after the City Council enacts a code ordinance affecting, creating, or eliminating a minor offense, the City Clerk shall transmit the ordinance to the City Attorney. The City Attorney shall submit any necessary updates to the Alaska Court System for inclusion in the Uniform Table of Minor Offenses.

Section 6. Amendment of Section 6.10.360. Section 6.10.360 of the Code of Ordinances of the City of Sand Point, Alaska, is hereby amended to read as follows [deleted language is ~~struck~~, added language is underlined]:

6.10.360. **VIOLATIONS A MINOR OFFENSE. CRIMINAL PENALTIES.**

(a) A person who violates any of the provisions of this chapter is **guilty of a minor offense** [~~upon conviction,~~] punishable by a fine not to exceed \$500 **for each violation.** [~~except, for a subsequent violation of any provision of this chapter, whether similar to or different from a prior conviction, is subject to a maximum fine of \$1,000 if the subsequent conviction is for a violation that occurred within three years after the conviction for the prior violation.~~] Any such penalties

shall not affect the city's ability to recover unpaid taxes, civil penalties, and interest [~~are in addition to any civil penalties~~] assessed under this chapter.

(b) Each day upon which a violation of this chapter continues is a separate offense.

Section 7. Amendment of Section 10.20.080. Section 10.20.80 of the Code of Ordinances of the City of Sand Point, Alaska, is hereby amended to read as follows [~~deleted language is struck, added language is underlined~~]:

9.10.100. VIOLATION; PENALTY.

Any person violating any provision of this chapter or any regulation adopted pursuant thereto shall [~~upon conviction,~~] be guilty of a [~~violation and subject to the penalties imposed under § 1.10.070.~~] **minor offense punishable by a fine as provided in SPCO 1.10.085, or if no fine is there established, a fine not to exceed \$500.**

Section 8. Amendment of Section 10.20.080. Section 10.20.80 of the Code of Ordinances of the City of Sand Point, Alaska, is hereby amended to read as follows [~~deleted language is struck, added language is underlined~~]:

10.20.080. DUMPING OF REFUSE.

It shall be unlawful for any person to dump refuse within the corporate limits of the city except in designated locations at the city landfill. Failure to comply with this section shall constitute a **minor offense** [~~misdemeanor~~], punishable [~~upon conviction,~~] **by a fine as provided in SPCO 1.10.085, or if no fine is there established,** by a fine not to exceed \$500.

Section 9. Amendment of Section 11.20.100. Section 11.20.100 of the Code of Ordinances of the City of Sand Point, Alaska, is hereby amended to read as follows [~~deleted language is struck, added language is underlined~~]:

11.20.100. PENALTIES.

(a) Violation of any provision of **this** Title shall be a **minor offense** [~~misdemeanor~~] punishable by a fine [~~of~~] **as provided in SPCO 1.10.085, or if no fine is there established, a fine not to exceed** \$500. Each act of violation and every day upon which such violation shall occur shall constitute a separate offense. [~~In addition to any fine, violators shall also pay any surcharge as required by § 1.10.075 of the City of Sand Point's Code of Ordinances.~~]

(b) Persons violating this title may **lose** [~~lose~~] the privilege of using the boat harbor facilities for up to one year.

Section 10. Repeal of Subsection 11.30.070(a). The Code of Ordinances of the City of Sand Point, Alaska, is hereby amended by the repeal of Subsection 11.30.070(a).

Section 11. Amendment of Section 12.10.070. Section 12.10.070 of the Code of Ordinances of the City of Sand Point, Alaska, is hereby amended to read as follows [deleted language is ~~struck~~, added language is underlined]:

12.10.070. ENFORCEMENT.

(a) Nothing contained in this chapter shall be construed to prevent the city from entering into a contract with a person or agency for the purpose of enforcing the provisions of this chapter.

(b) No person may interfere with or obstruct an Enforcement Officer in the discharge of his duties.

(c) No person may release or attempt to release from the possession of an Enforcement Officer or from the municipal pound, an animal impounded under this chapter. ~~[Any person violating any provision under this section shall be fined \$299.]~~

(d) Violation of the provisions of this chapter is unlawful. Unless another penalty is provided by this chapter, every person convicted of a violation of this chapter shall be punished as provided in § 1.10.070 of this code.

Section 12. Repeal and reenactment of Section 12.20.010. The Code of Ordinances of the City of Sand Point, Alaska, is hereby amended by the repeal and reenactment of Section 12.20.010 to reads as follows:

12.20.010. ILLEGAL ACTS GENERALLY; DEFINITIONS.

It shall be unlawful for any person to:

(a) Be upon any public street or in any public place in a state of drunkenness or intoxication in such a manner as to be hazardous to motor vehicle traffic;

(b) Discharge any firearm or air rifle within the city limits, except in the following designated areas:

(1) One mile for firearms, handguns, and pistols, and 200 yards for shotguns and air rifles to the east of the following roadways: Red Cove Road beginning at Lot 9, Block 9, continuing south on Nagai Avenue to the intersection of Humbolt Lane, for the length of Humbolt Lane; on Airport Road starting at Lot 4, Block 1, running south to the cutoff to the Boat Harbor.

(2) All firearms or dangerous weapons must be discharged in a direction away from the community or an inhabited area. All applicable state and federal laws shall apply.

- (c) Engage in window peeping;
- (d) Create a disturbance in a public place or at any lawful assembly;
- (e) Steal any property of a value not exceeding \$100; provided, however, that the city may, at its option treat as petty larceny the theft of a sum greater than \$100;
- (f) Interfere with, obstruct, mutilate, conceal or tear down any official notice or placard posted by any city officer without permission from the officer;
- (g) Spit upon or otherwise mar or litter any hallway stairway, sidewalks or steps or any public building or place of worship or any public park, public beach, public recreation area, or public parking lot;
- (h) Make, cause or continue, or cause to be made or continued, any unnecessary or unusual noise, which either annoys, injures, or endangers the comfort, repose health or safety of others; and every person who shall make, cause or continue, or cause to be made or continued, whether in the operation of any machine, or the exercise of any trade or calling, or otherwise, any noise which either annoys, injures or endangers the comfort, repose, health or safety of others, unless the making or continuing of the same be necessary to the protection or preservation of property, or of the health safety, life or limb of some person, shall be guilty of an unlawful act under this Code; and
- (i) No owner, lessee, agent, tenant or occupant shall allow or permit any debris, junk or indiscriminate storage of machinery, equipment, parts, wrecked, junked, or abandoned automobile bodies, lumber or other material or any accumulation of garbage, manure, offal, rubbish, stagnant water or any filthy liquid or substance or anything that is or may become putrid or offensive to be or remain upon his yard, lot or premises, or upon any yard, lot or premises owned or controlled by him;

Section 13. Repeal of Sections 12.20.030, 12.20.040, 12.20.050, 12.20.090 and 12.20.140.

The Code of Ordinances of the City of Sand Point, Alaska, is hereby amended by the repeal of Sections 12.20.030, 12.20.040, 12.20.050, 12.20.080, 12.20.090, and 12.20.140.

Section 14. Amendment of Section 12.20.150. Section 12.20.150 of the Code of Ordinances of the City of Sand Point, Alaska, is hereby amended to read as follows [deleted language is ~~struck~~, added language is underlined]:

12.20.150. LITTERING [~~AND DEFACING~~].

It is unlawful for any person to:

- (a) Litter in or on any property not his own on which he is not an invitee or licensee, or on any public building, park, recreation area, parking lot, street or highway. [~~or~~]

~~—(b) Deface without permission of the owner any building or structure not his own, or any public building, park, recreation area, parking lot, street or highway, or any other publicly owned edifice or structure, whether man made or naturally occurring.]~~

Section 15. Repeal and reenactment of Chapter 12.30. The Code of Ordinances of the City of Sand Point, Alaska, is hereby amended by the repeal and reenactment of Chapter 12.30 to read as follows:

12.30.010 DEFINITIONS

Definitions. Unless the context clearly indicates a different meaning was intended, the following words and phrases used in this chapter shall have the meanings set out in this section.

ALL-TERRAIN VEHICLE and *ATV.* A motorized all-terrain vehicle primarily designed for off-road use. The term includes “four wheelers,” snowmachines, golf carts, tractors, six- and eight-wheeled vehicles such as an ARGO. UTV (side-by-side), a Max. and six-wheeled vehicles that are configured the same as a “four wheeler” or “three wheeler” as well as Off-Highway Vehicles.

HIGHWAY. The entire width between the boundary lines of every way that is publicly maintained when a part of it is open to the public for vehicular travel, including, but not limited to, all city streets and alleys, but not including vehicular ways or areas.

MOTOR VEHICLE. A vehicle which is self-propelled except a vehicle moved by human or animal power.

MOTORCYCLE. A vehicle having a seat or saddle for the use of the rider and designed to travel on not more than three wheels in contact with the ground. The term does not include a tractor.

MOTOR-DRIVEN CYCLE. A motorcycle, motor scooter, motorized bicycle or similar conveyance with a motor attached and having an engine with 50 or less cubic centimeters of displacement.

OFF-HIGHWAY VEHICLE. A motor vehicle designed or adapted for cross-country operation over unimproved terrain, ice or snow and which has been declared by its owner at the time of registration and determined by the Alaska Department of Public Safety to be unsuitable for general highway use, although the vehicle may make incidental use of a highway as provided by Alaska Uniform Vehicle Code or this chapter; it includes snowmobiles but does not include implements of husbandry and special mobile equipment.

SNOWMOBILE. A motor vehicle designed to travel over ice or snow, and supported in part by skis, belts, cleats or low-pressure tires.

VEHICULAR WAY OR AREA. A way, path or area, other than a highway or private property, which is designated by official traffic control devices or customary usage and which is open to the public for purposes of pedestrian or vehicular travel, and which way or area may be restricted in use to pedestrians, bicycles or other specific types of vehicles as determined by the city of other governmental agency having jurisdiction over the way, path or area.

12.30.020 STATE TRAFFIC LAWS AND REGULATIONS ADOPTED BY REFERENCE.

(a) The City adopts all vehicle and traffic statutes and regulations of the state of Alaska, as they presently exist and as they may be revised in the future, including those which apply to motorcycles and all-terrain and off-highway vehicles as such vehicles are defined in section 12.30.010 of this Code unless such statute or regulations directly conflicts with any provision of this chapter. In the event of such a conflict, the city ordinance shall control to the extent it is not preempted by state law.

(b) Notwithstanding subsection A of this section, the City does not adopt those state traffic laws that establish misdemeanor and felony offenses which are not listed on Alaska Supreme Court bail forfeiture schedules, including AS 28.35.030.

(c) All citations issued under this chapter shall use the appropriate "AS" or "AAC" or CFR statute or regulation numbers, include a description of the offense, indicate that the offense was adopted by reference as a city ordinance, and the charging entity or plaintiff is the City of Sand Point.

(d) Additional traffic ordinances of the city that are necessary to meet specific local requirements shall be incorporated in other chapters of this title.

(e) When the context requires, the term "Alaska State trooper" or "peace officer" when used in a provision incorporated by reference under subsection (A) of this section shall be deemed to mean and construed as identical with chief of police, police officer, or such other local police officer sworn to enforce the laws of the city. When the context requires, the term "department" appearing in the Alaska Statutes and Alaska Administrative Code provisions adopted by reference shall be construed to mean the Sand Point police department.

12.30.030 STATE TRAFFIC BAIL FORFEITURE SCHEDULES ADOPTED BY REFERENCE.

The city adopts as its traffic fine schedule for state offenses the "Traffic Bail Forfeiture Schedule" and the "Oversize Vehicle Bail Forfeiture Schedule" in Administrative Rules 43.1 and 43.6 of the Alaska Rules of Court and any other bail forfeiture schedules relating to vehicles adopted by the Alaska Supreme Court. In addition, the city adopts all amendments of those schedules that become effective after the effective date of this ordinance. Citations for offenses listed on these schedules may be disposed of as provided in AS 12.25.195-.230, without a court appearance, upon payment of the amounts listed plus the state surcharge required by AS 12.55.039 and AS 29.25.074. Fines must be paid to the court. If a person charged with one of these offenses appears in court and is found guilty, the penalty imposed for the offense may not exceed the amount listed for that offense on the schedule. Citations charging these offenses must meet the requirements of Minor Offense Rule 3 of the Alaska Rules of Court. If an offense is not listed on the fine schedule, the defendant must appear in court to answer to the charges.

12.30.040 FINE SCHEDULE FOR LOCAL TRAFFIC MINOR OFFENSES.

(a) Violation of any provision set forth in the table in this section shall be a minor offense punishable by a fine as provided in the table, or if no fine is there established, a fine not to exceed \$500.

(b) In accordance with AS 28.05.151(a), citations for the following offenses may be disposed of as provided in AS 12.25.195-.230, without a court appearance, upon payment of the fine amounts listed below plus the state surcharge required by AS 12.55.039 and AS 29.25.074. Fines must be paid to the court. The Alaska Rules of Minor Offense Procedure apply to all offenses listed below. Citations charging these offenses must meet the requirements of Minor Offense Rule 3. If a person charged with one of these offenses appears in court and is found guilty, the penalty imposed for the offense may not exceed the fine amount for that offense listed below. These fines may not be judicially reduced. If an offense in Chapter 12.30 is not listed on the fine schedule, or if the citation indicates a court appearance is required, the defendant must appear in court to answer to the charges.

The fine amounts listed below are doubled for motor vehicle or traffic offenses committed in a highway work zone or traffic safety corridor, as those terms are defined in AS 28.90.990 and 13 AAC 40.010(b).

An offense listed in this schedule may not be disposed of without court appearance if the offense is in connection with a motor vehicle accident that results in the death of a person.

SECTION	OFFENSE TITLE	FINE
12.30.050(a)	Unlawful driving of ATV on roadway	100
12.30.050(b)	Unlawful ATV crossing of highway	100
12.30.050(c)	ATV crossing in pedestrian crosswalk or other closed area	100
12.30.060(a)	Unlicensed ATV operation	100
12.30.060(b)	Safety equipment violation	100
12.30.060(c)	Minor failing to wear protective equipment	100
12.30.060(e)	Minor operating ATV during unlawful hours	100
12.30.080	Riding motorcycle or motorbikes upon any public sidewalks or any dock area	100
12.30.090	Excessive vehicle noise between hours of 10 p.m. – 6 a.m.	100
12.30.100	Crossing boardwalk without protective device	100

12.30.050. OPERATION OF ALL-TERRAIN VEHICLES ON HIGHWAYS.

(a) An all-terrain vehicle may be driven on a roadway or shoulder of a highway only under the following circumstances:

(1) When crossing a highway as provided in division (b) of this section, or when traversing a bridge or culvert on a highway, but then only by driving at the extreme right-hand edge of the bridge or culvert and only when the traverse can be completed with safety and without interfering with other traffic on the highway;

(2) When use of the highway by other motor vehicles is impossible because of snow or ice accumulation or other natural conditions or when the highway is posted or otherwise designated by the city as being open to travel by all-terrain vehicles; or

(3) When driven on the right-of-way of a highway which is not a controlled-access highway, outside the roadway or shoulder, and no closer than three feet from the nearest edge of the roadway; night driving may be only on the right-hand side of the highway and in the same direction as the highway motor vehicle traffic in the nearest lane of the roadway; no person may drive an all-terrain vehicle within the area dividing the roadways of a divided highway except to cross the highway as provided in division (b) of this section.

(b) An all-terrain vehicle may make a direct crossing of a highway if:

(1) The crossing is made approximately at a right angle to the highway and at a location where visibility along the highway in both directions is clear for a sufficient distance to assure safety, and the crossing can be completed safely and without interfering with other traffic on the highway; and

(2) The vehicle is brought to a complete stop before crossing the shoulder or highway, and the driver yields the right-of-way to all traffic on the highway.

(c) No all-terrain vehicle may cross or travel on a sidewalk a location intended for pedestrian or other non-motorized traffic, an alley, or a vehicular way or area which is not open to all-terrain vehicle operation except as provided in division (b) of this section or as otherwise specifically authorized under this chapter.

(d) *REPEALED*

(e) Notwithstanding divisions (a) through (d) of this section, an all-terrain vehicle may be driven on the public roadways and streets of the city, but only in accordance with this chapter and the laws of this state.

12.30.060. REGULATIONS CONCERNING OPERATION OF ALL-TERRAIN VEHICLES UPON THE PUBLIC STREETS AND ROADWAYS OF THE CITY OF SAND POINT.

All-terrain vehicles may operate on the public streets and roadways of the City of Sand Point, subject to the following conditions:

(a) *License.* The person operating the all-terrain vehicle must be:

(1) a duly licensed driver in the State of Alaska and at least 16 years of age;

(2) at least 14 years of age and duly licensed with a State of Alaska drivers instruction permit and completed a City-approved safety education certification course; or

(3) under the direct supervision of the operator's licensed parent or guardian.

(b) *Safety Equipment.* The all-terrain vehicle must be equipped with the appropriate safety equipment, including headlights, taillights, mufflers, fenders, and brakes all in operating order and which meet or exceed state or local regulations. Headlights must be illuminated between one-half hour after sunset and one-half hour before sunrise, and at any other time when, because of insufficient light or other atmospheric conditions, persons or vehicles on the highway are not clearly discernable at a distance of 1,000 feet.

(c) *Protective Equipment.* Operators and passengers under the age of 18 must wear protective headgear and an eye-protective device that meet the requirements of 13 AAC 04.350.

(d) *Traffic Laws.* The operator of an all-terrain vehicle must observe all state and city traffic laws and codes which pertain to the operation of motor vehicles upon a highway.

(e) *Hours of Operation for minors.*

(1) Minors (persons 14 to 17 years of age) shall only be permitted to operate all-terrain vehicles on the public streets and roadways of the City of Sand Point during the following times, unless under licensed adult supervision or adhering to the exceptions listed below:

(A) From 6:00 a.m. to 10:00 p.m. Sunday through Thursday, and

(B) From 6:00 a.m. to 12:00 a.m. Friday and Saturday.

(2) Operation of all-terrain vehicles at all other times is prohibited except when circumstances exist which justify an exception because operation of the all-terrain vehicle was necessary or unavoidable. Exceptions are limited to non-recreational use of all-terrain vehicles and may only be allowed when:

(A) On an errand at the written direction of his or her parent or guardian without any detour or stop (written direction must be signed, timed, and dated by the parent or guardian and must indicate the specific errand):

(B) Involved in an emergency: or

(C) Engaged in an employment activity, or going to or returning from an employment activity, without detour or stop.

12.30.070. CITATION FOR DEFECTIVE EQUIPMENT.

(a) A police officer may issue a citation to the operator or owner of an all-terrain vehicle, which is not in safe mechanical condition or properly equipped as required by Title 28 of the Alaska Statutes, Title 13 of the Alaska Administrative Code, or the safety provisions of this chapter. A citation issued under this section shall specify the repair or adjustment to be made.

(b) An operator or owner cited under this section shall within a time specified by the inspecting officer appear at the offices of the Sand Point Police Department and present acceptable evidence of having made the repairs or adjustment or present the vehicle for re-inspection. If the defective part or item is at that time determined to be in good repair, and the

vehicle otherwise meets the requirements of Title 28 of the Alaska Statutes, Title 13 of the Alaska Administrative Code and the safety provisions of this chapter, the inspecting officer shall void the citation. Failure to present evidence of repair or adjustment or to present the vehicle for re-inspection within the time specified shall result in the revocation of registration.

12.30.080 MOTORCYCLES.

It shall be unlawful for any person or persons to ride motorcycles or motorbikes or any vehicles so classed, upon any public sidewalks or any dock area. However, workers going to or from work or those persons on business (such as gas, repairs, and provisions) may ride to the dock area or on sidewalks, provided they observe a five mile per hour speed limit.

12.30.090. SOUND CONTROL.

No person shall operate a motor vehicle in such a way as to disturb the peace between the hours of 10:00 p.m. and 6:00 a.m. except when hauling supplies. Revving and racing of engines in residential areas shall be considered a violation.

12.30.100. CROSSING BOARDWALKS.

Persons crossing boardwalks with cars and trucks must use planks or some means of protecting the boardwalk.

Section 16. Repeal and reenactment of Section 13.07.060. The Code of Ordinances of the City of Sand Point, Alaska, is hereby amended by the repeal and reenactment of Section 13.07.060 to read as follows:

13.07.060. STOP ORDER; VIOLATION; REVOCATION.

(a) It is unlawful to do or perform any work in violation of a stop order, except as may be necessary to prevent injury or damage to persons or property. Such stop order may be revoked by the administrative official, City Administrator, or the City Council.

(b) Violation of any provision of this chapter shall be a minor offense punishable as provided in SPCO 1.10.070. Each act of violation and every day upon which such violation occurs shall constitute a separate offense.

Section 17. Amendment of Subsection 13.08.110(a). Subsection 13.08.110(a) of the Code of Ordinances of the City of Sand Point, Alaska, is hereby amended to read as follows [~~deleted language is struck~~, added language is underlined]:

(a) Any person entitled to service under § 13.08.060 may appeal from any notice and order or any action of the Abatement Official concerning abatement of a public nuisance **except a citation issued for a minor offense pursuant to SPCO Chapter 1.10** by filing at the office of the City Clerk within 15 days from the date of service of such order a written appeal to the City Council.

Section 18. Amendment of Subsection 13.08.120(a). Subsection 13.08.120(a) of the Code of Ordinances of the City of Sand Point, Alaska, is hereby amended to read as follows [deleted language is ~~struck~~, added language is underlined]:

(a) Generally. After any order of the Abatement Official or the Council [~~shall have~~] becomes final, no person to whom any such order is directed shall fail, neglect or refuse to obey any such order. Any such person who fails to comply with any such order **is guilty of a minor offense punishable** [~~shall be punished~~] as provided in § 1.10.070.

Section 19. Amendment of Section 13.08.170. Subsection 13.08.170 of the Code of Ordinances of the City of Sand Point, Alaska, is hereby amended to read as follows [deleted language is ~~struck~~, added language is underlined]:

13.08.170. APPEAL.

The owner may appeal any decisions of the board of adjustment, whether involving removal or demolition or repair or alteration, to the Superior Court, Third Judicial District at Anchorage, State of Alaska, **except that any citation issued for a minor offense under this chapter and SPCO Chapter 1.10 shall be governed by the Alaska Rules of Minor Offense Procedure.**

Section 20. Effective Date. This ordinance shall be effective thirty days after it is adopted.

PASSED AND ADOPTED BY A DULY CONSTITUTED QUORUM OF THE SAND POINT CITY COUNCIL THIS 13th DAY OF DECEMBER, 2016.

CITY OF SAND POINT

Glen Gardner, Jr., Mayor

ATTEST:

Shannon Sommer, City Clerk

ORDINANCE 2016-05: CODE
AMENDMENT TO CLARIFY
“LEGAL GUARDIAN” – 1ST
READING

Memo

To: Mayor Gardner
From: Andy Varner, Administrator
cc: City Council
Date: October 5, 2016
Re: ATV Ordinance- Clarifying "LEGAL" guardian

This ordinance primarily deals with adding the word "legal" to the guardian stipulation in the recently passed ATV ordinance. This minor change should hopefully provide some clarity to the community.

City of Sand Point



ORDINANCE 2016-05

AN ORDINANCE OF THE SAND POINT CITY COUNCIL AMENDING CODE OF ORDINANCES OF THE CITY OF SAND POINT TITLE 12 – PUBLIC SAFETY TO CLARIFY THAT GUARDIAN MEANS LEGAL GUARDIAN

BE IT ENACTED by the City Council of the City of Sand Point:

Section 1. Form. This is a Code ordinance.

Section 2. Amendment of Section 12.30.025. Chapter 12.30, Section .025, Subsection (A) of the Code of Ordinances of the City of Sand Point, Alaska, is hereby amended to read as follows [added language is underlined]:

(A) No parent or legal guardian may authorize or knowingly permit an unemancipated child for which they have legal responsibility to violate a provision of this chapter.

Section 3. Amendment of Section 12.30.063. Chapter 12.30, Section .063, Subsection (A)(3) of the Code of Ordinances of the City of Sand Point, Alaska, is hereby amended to read as follows [added language is underlined]:

(1) under the direct supervision of the operator's licensed parent or legal guardian.

Section 4. Amendment of Section 12.30.063. Chapter 12.30, Section .063, Subsection(E)(1) of the Code of Ordinances of the City of Sand Point, Alaska, is hereby amended to read as follows [added language is underlined]:

(1) On an errand at the written direction of his or her parent or legal guardian without any detour or stop (written direction must be signed, timed, and dated by the parent or legal guardian and must indicate the specific errand);

Section 5. Amendment of Section 12.50.010. Section 12.50.010 of the Code of Ordinances of the City of Sand Point, Alaska, is hereby amended to read as follows [added language is underlined]:

No person under 18 years of age shall be upon or in any street, alley, public building, place of amusement and entertainment, vacant lot or other unsupervised place starting between the hours of ten p.m. to five a.m. Sunday through Thursday and 12:01 a.m. to five a.m. during the following school holidays: summer vacation, Thanksgiving, Christmas, and spring vacation unless such person is accompanied by or in the charge of his parent or other competent and adult person or is upon an emergency errand or legitimate business directed by his/her parent, legal guardian or other adult person having the care and custody of the minor. The curfew will allow for one half hour travel time after the event officially ends to reach the person's primary residence. The starting and ending dates of the above holidays shall be set by the Mayor to conform with established school holidays. The ordinance codified in this section does not prohibit parental consent for attendance at association activities, such as religious or school meetings, organized dances, theater and sporting events, legitimate employment, or travel when reasonable and direct travel as a result of these activities has to be made during a curfew period. Curfew hours may be suspended or altered by the Mayor to permit attendance of or participation in school, community or other group-sponsored activities by minors covered by this chapter. A request of suspension or alteration of curfew shall be at the request of the Chief of Police or his designee.

Section 6. Amendment of Section 12.50.020. Chapter 12.50, Section. 020, Subsection (A) of the Code of Ordinances of the City of Sand Point, Alaska, is hereby amended to read as follows [added language is underlined]:

(A) No parent, legal guardian or other person having custody and control of children under the age of 18 years shall allow such child to go or be upon any street or other places as listed in this chapter at the times specified in § 12.50.010 unless such child is accompanied by his parent or other competent and adult person or is upon an emergency errand or legitimate business directed by his/her parent, legal guardian, or other adult person having the care and custody of the minor.

Section 7. Effective Date. This ordinance shall be effective upon adoption.

PASSED AND ADOPTED BY A DULY CONSTITUTED QUORUM OF THE SAND POINT CITY COUNCIL THIS 13th DAY OF DECEMBER, 2016.

CITY OF SAND POINT

Glen Gardner, Jr., Mayor

ATTEST:

Shannon Sommer, City Clerk

OLD BUSINESS

COMPREHENSIVE PLAN UPDATE

Memo

To: Mayor Gardner
 From: Andy Varner, Administrator
 cc: City Council
 Date: September 26, 2016
 Re: Comp Plan Update

Last month we discussed the options presented by AECOM for updating the City's 2004 comprehensive plan, as well as other efforts such as our planning & zoning and land use documents. The Council was in favor of going with Option 1, and was also interested in getting a side estimate for the time and travel of project manager Jon Isaacs to visit Sand Point and facilitate a workshop on these planning issues. That estimate is included below.

The extra costs to the City would be time and materials based, so their estimate is actually high (ie, airfare, lodging, etc to be billed at cost).

If we are interested in having him visit I can work with AECOM and the Council on scheduling a workshop, likely to coincide with a monthly Council meeting. I think that this workshop could take place sometime early in the new year.

	Hours	Bill Rate	Total Cost
Jon Isaacs	8	\$ 261	\$ 2,088
Airfare			\$ 1,100
Lodging			\$ 275
Shuttle			\$ 110
Meals/Sundries			\$ 165
		Total	\$ 3,738

SCOPE OF WORK

City of Sand Point Comprehensive Community Development Plan: Update

Primary differences between Options 1 and 2:

- Option 1 has more figures, Option 2 has fewer
- Option 1 has four meetings, Option 2 has three meetings
- With Option 1, Jon Isaacs can focus more on land use planning, zoning, and consulting on annexation—these were things that the City expressed heavy interest in
- With Option 2, Jon goes to Sand Point, which could bolster community relations, and provide the opportunity for data collection (GPS points) and photographs

Option 1: No Travel to Sand Point

Data update

- Review of current documents
- Updated information (demographics, infrastructure)

Plan Development

- In depth planning and zoning
- In depth and use planning
- Annexation consultation
- Goals and objectives

Figures and GIS

- Scenario 1: All available GIS data is provided to AECOM by Sand Point
 - Update of the 5 current figures, production of up to 3 additional figures of the same extent
- Scenario 2: No GIS data is provided to AECOM by Sand Point
 - Update of the 5 current figures, production of up to 2 additional figures of the same extent

Project Management

- Up to four 1-hour meetings, with meeting notes provided to Sand Point within 10 days of meeting. AECOM attendees: Jon Isaacs, Laura Young, Jessica Evans
- Financial tracking, invoicing, progress reports

Deliverables:

- Meeting notes
- Draft Plan
- Final Plan

Option 2: Travel to Sand Point

Data update

- Review of current documents
- Updated information (demographics, infrastructure)

On-site visit

- Travel of Jon Isaacs to the community of Sand Point for one night. Opportunity for meeting with the council, gathering on-site data, and taking current photographs

Plan Development

- Some planning and zoning
- Some and use planning
- Minimal annexation consultation
- Goals and objectives

Figures and GIS

- Scenario 1: All available GIS data is provided to AECOM by Sand Point
 - Update of the 5 current figures
- Scenario 2: No GIS data is provided to AECOM by Sand Point
 - Update of 4 of the 5 current figures

Project Management

- Up to three 1-hour meetings, with meeting notes provided to Sand Point within 10 days of meeting. AECOM attendees: Jon Isaacs, Laura Young, Jessica Evans
- Financial tracking, invoicing, progress reports

Deliverables:

- Meeting notes
- Draft Plan
- Final Plan

NEW BUSINESS

2017 City of Sand Point Leases

	Sq. Ft	Price	Total	Frequency
AIRPORT LEASES				
		(Sq. Ft)		
Paul Gundersen III	?		\$400.00	Monthly
<i>Vacant</i>	2475	\$0.10	\$247.50	Monthly
			\$647.50	
OFFICE LEASES				
Alaska Court System-State of Alaska	644		\$966.00	Monthly
Aleutian Pribilof Island Association	270	\$1.50	\$ 405.00	Monthly
KSDP	693	\$0.75	\$ 1,039.50	Monthly
Pauloff Harbor Tribe	1035.5	\$1.50	\$ 1,553.25	Monthly
Women's Club	269	\$0.00	\$ -	Monthly
Qagan Tayagungin Tribe	1023.5	\$1.50	\$ 1,535.25	Monthly
Aleut Marine Mammal Commission	286	\$1.50	\$ 429.00	Monthly
<i>Vacant</i>	88	\$1.50	\$ 132.00	Monthly
Pauloff Harbor Tribe	80	\$1.50	\$120.00	Monthly
			\$6,180.00	
OLD CLINIC LEASES				
Kyoung AE Morales	579	\$1.50	\$868.50	Monthly
Agate Pull Tabs- QTT	170		\$350.00	Monthly
<i>Vacant</i>	120		\$225.00	Monthly
<i>Vacant</i>	120		\$225.00	Monthly
<i>Vacant</i>	120		\$225.00	Monthly
Aleutia, Inc.	?		\$400.00	Monthly
<i>Vacant</i>	120		\$225.00	Monthly
			\$2,518.50	
OTHER				
General Dynamics AIS	900	\$0.25	\$225.00	Monthly
Teen Center	120	\$0.00	\$1.00	Yearly
			\$226.00	
HARBOR LOT LEASES				
Bob Barnett	2500	\$0.10	\$ 250.00	Monthly
Bravo Boat Shop	1400	\$0.25	\$ 350.00	Monthly
Fleetwelding Service	5907	\$0.10	\$ 590.70	Monthly
Harbor Café	2516	\$0.10	\$ 251.60	Monthly
Trident Seafoods	0.9 acres	\$0.10	\$6,000.00	Monthly
			\$26,586.30	
HARBOR GEAR SHED #1				
		LOCKER #	Amount	
Anette Galovin		1	\$300.00	Annually
Holmberg Fisheries Inc, John H. Jr.		2	\$300.00	Annually

Dwain Foster, Sr.		3	\$300.00	Annually
F/V Aleut Warrior-Dwain Foster, Sr.		4	\$300.00	Annually
Robin Larsen		5	\$300.00	Annually
Melvin Larsen		6	\$300.00	Annually
Bob Barnett		7	\$300.00	Annually
Ben Mobeck, Sr.		8	\$300.00	Annually
Drew Sparlin		9	\$300.00	Annually
John Galvin		10	\$300.00	Annually
City Harbor		11		
John Foster		12	\$300.00	Annually
Raymond Nutt		13	\$300.00	Annually
William Dushkin Sr.		14	\$300.00	Annually
Mark Wagner-Challenger Fisheries		15	\$300.00	Annually
Dean Pedersen		16	\$300.00	Annually
Rodney Osterback		17	\$300.00	Annually
Dorothy McCullum		18	\$300.00	Annually
Jack Foster, Jr.		19	\$300.00	Annually
Louis (Buddy) Berntsen		20	\$300.00	Annually
			\$5,700.00	
HARBOR GEAR SHED #2				
Paul Gundersen Jr.		1	\$300.00	Annually
Duke Ogata		2	\$300.00	Annually
Bruce Foster, Jr.		3	\$300.00	Annually
Louie McGlashan		4	\$300.00	Annually
Arlene Gundersen		5	\$300.00	Annually
Patrick Brown		6	\$300.00	Annually
David Osterback		7	\$300.00	Annually
City		8	\$300.00	Annually
George Gundersen		9	\$300.00	Annually
Joey Axel		10	\$300.00	Annually
Jon Bruneau		11	\$300.00	Annually
John Foster		12	\$300.00	Annually
Wilbur McGlashan		13	\$300.00	Annually
William Dushkin Sr.		14	\$300.00	Annually
Donald Eubank		15	\$300.00	Annually
Art Holmberg		16	\$300.00	Annually
Dave Adams		17	\$300.00	Annually
Dick Jacobsen		18	\$300.00	Annually
Danny Cumberlidge		19	\$300.00	Annually
Kim Gundersen		20	\$300.00	Annually
Dwain Foster Jr.		21	\$300.00	Annually
Louis (Buddy) Berntsen		22	\$300.00	Annually
Paul Gronholdt		23	\$300.00	Annually
John Galvin		24	\$300.00	Annually
Jack Berntsen		25	\$300.00	Annually
Rick Eastlick		26	\$300.00	Annually

Martin Gundersen		27	\$300.00	Annually
Dale Pedersen		28	\$300.00	Annually
Paul Holmberg		29	\$300.00	Annually
John Gardner		30	\$300.00	Annually
Peter Shuravloff		31	\$300.00	Annually
Taylor Lundgren		32	\$300.00	Annually
			\$9,600.00	
RESIDENTIAL LEASES		LOCATION	AMOUNT	
Dave Stokes		Main St. House	\$0.00	Monthly
Efen Thao		Mudbay House	\$600.00	Monthly
Eastern Aleutian Tribes		4-plex #1 & #3	\$1,800.00	Monthly
Eric Tupper		4-plex #2	\$800.00	Monthly
Cody Sanders		4-plex #4	\$800.00	Monthly
			\$4,000.00	

UPCOMING EVENTS: AML & PACIFIC MARINE EXPO

**ALASKA USA CERTIFICATE
OF DEPOSIT MATURITY**

Memo

To: Mayor Gardner
From: Andy Varner, Administrator
cc: City Council
Date: October 5, 2016
Re: Alaska USA CD Maturity

We have three 18 month CD's with AlaskaUSA, each with an initial deposit of \$200,000. One of the CD's matures in December (see FYI). Would the Council like to roll over this account or disburse the money? Since there are no current plans to invest differently, and we don't need the liquidity, it makes sense to let this roll over. The next maturity for CD No. 2 occurs in April 2017. Between now and then we could investigate different investing options. For instance, we have briefly discussed starting a permanent fund. If that's an avenue to pursue I could put together a presentation for the Council at a future meeting.

PUBLIC COMMENTS

COUNCIL COMMENTS

ADJOURNMENT

FYI



P.O. Box 196613 • Anchorage, Alaska 99519 • www.alaskausa.org

STATEMENT OF ACCOUNT

ACCOUNT 1957756
 STATEMENT PERIOD
 FROM 09-01-16
 THROUGH 09-30-16
 PAGE 1

CITY OF SAND POINT, ALASKA
 PO BOX 249
 SAND POINT AK 99661-0249

You could win one million reward points

Alaska USA's Million Points Mania is back!
 Every time you use your Alaska USA Platinum Credit Card
 now through December, you're entered to win.
 Don't have the card? Apply at alaskausa.org/visa or at any branch.

ACCOUNT SUMMARY

SHARE ACCOUNTS		DIVIDENDS YEAR-TO-DATE	WITHHOLDING YEAR-TO-DATE	PREVIOUS BALANCE	NEW BALANCE
10	SHARE SAV	0.00	0.00	0.00	0.00
80	CERTIFICATE	1,354.49	0.00	202,208.32	202,357.07
81	CERTIFICATE	1,350.13	0.00	201,555.15	201,703.42
83	CERTIFICATE	530.16	0.00	200,382.76	200,530.16
TOTAL SHARE ACCOUNTS					604,590.65

SHARE SAV - 10

Effective	Posted	TRANSACTION DESCRIPTION	AMOUNT	BALANCE	EXPANDED TRANSACTION DESCRIPTION
		PREVIOUS BALANCE		0.00	
		NEW BALANCE		0.00	
		DIVIDEND YEAR TO DATE	0.00		

CERTIFICATE - 80 (MATURITY DATE 12-11-2016) DIV RATE 0.895%

Effective	Posted	TRANSACTION DESCRIPTION	AMOUNT	BALANCE	EXPANDED TRANSACTION DESCRIPTION
		PREVIOUS BALANCE		202208.32	
09-30	09-30	DEPOSIT DIVIDEND 0.895%	148.75	202357.07	ANNUAL PERCENTAGE YIELD EARNED 0.90% FROM 09/01/16 THROUGH 09/30/16 BASED ON AVERAGE DAILY BALANCE OF 202,208.32
		NEW BALANCE		202357.07	
		DIVIDEND YEAR TO DATE	1354.49		

CERTIFICATE - 81 (MATURITY DATE 04-21-2017) DIV RATE 0.895%

Effective	Posted	TRANSACTION DESCRIPTION	AMOUNT	BALANCE	EXPANDED TRANSACTION DESCRIPTION
		PREVIOUS BALANCE		201555.15	
09-30	09-30	DEPOSIT DIVIDEND 0.895%	148.27	201703.42	ANNUAL PERCENTAGE YIELD EARNED 0.90% FROM 09/01/16 THROUGH 09/30/16 BASED ON AVERAGE DAILY BALANCE OF 201,555.15
		NEW BALANCE		201703.42	
		DIVIDEND YEAR TO DATE	1350.13		



P.O. Box 196613 • Anchorage, Alaska 99519 • www.alaskausa.org

STATEMENT OF ACCOUNT

ACCOUNT 1957756
 STATEMENT PERIOD
 FROM 09-01-16
 THROUGH 09-30-16
 PAGE 2

CERTIFICATE - 83 (MATURITY DATE 12-15-2017) DIV RATE 0.895%

Effective	Posted	TRANSACTION DESCRIPTION	AMOUNT	BALANCE	EXPANDED TRANSACTION DESCRIPTION
		PREVIOUS BALANCE		200382.76	
09-30	09-30	DEPOSIT DIVIDEND 0.895%	147.40	200530.16	
		NEW BALANCE		200530.16	ANNUAL PERCENTAGE YIELD EARNED 0.90% FROM 09/01/16 THROUGH 09/30/16 BASED ON AVERAGE DAILY BALANCE OF 200,382.76
		DIVIDEND YEAR TO DATE	530.16		

END OF STATEMENT

Sand Point

From: Mueller, Johann P (DOT)
Sent: Friday, September 09, 2016 3:04 PM
To: Andy Varner
Cc: Brooks, Jamie S (DOT)
Subject: RE: 2nd Notice Expired Lease ADA-8761
Attachments: Required action.pdf; Sublease_Guidelines_for_Tenants.pdf

Mr. Varner,

Thank you for reaching out. During a review of the lease agreements (ADA-08760 and ADA-08761) a number of concerns were noted.

The individual lease agreements need to remain separate. A separate application for each term extension is necessary, please submit another application specifying the Lot and Block the application applies to.

Prior to processing any term extension requests, a number of pressing issues require attention. Possible lease violations include:

Article III, (C), Prohibited Uses:

There are many items on the Premises that need to be removed or stored in accordance with the lease agreements. These items including an unserviceable fire truck, fuel tank, building materials, 'super sacks', barrels (need to be labeled and stored appropriately), fishing pots, tires, and other outside storage of junk, salvage aircraft or vehicle parts, non-operational support equipment, unused or damaged equipment or material, or solid waste or debris.

Article VI, (A), Maintenance:

The hangar is in need of what appears to be long delayed maintenance. There are large portions of the siding missing and more that may be considered hazardous.

A white plywood structure (with a red roof), and nearby debris including mangled totes also needs to be addressed. Is this property of the City of Sand Point?

Article XIII, Assignment or Sublease:

A portion of the Premises is being sublet to Mr. Paul Gundersen. No consent to a sublease has been issued. Please submit the sublease documents for leasing's review and consent. (Sublease Guidelines are attached.)

Please verify if the fuel truck, white (blue cab) box van, and yellow box van are property of the City of Sand Point. The white box van appears to be non-operational and needs to be removed.

Article XVI, Fueling:

If fuel is stored on the Premises, Article XVI must be adhered to. Please provide a Fuel Spill Prevention and Response Plan if fuel is stored on the Premises.

Storage off/outside of leased Premises:

Please verify the ownership of the connex containers and their placement on the Premises. No building permit was found for the placement of and the connex appear to not be located on a lease lot and will need to be moved to a lease lot or removed from the airport.

Please respond with a plan including a timeline to address the above lease agreement infractions, along with the application referenced in paragraph two; and storage outside of leased Premises.



CITY OF
SAND POINT
FIRE DEPT.

FORD









Fuel tank
needs to
be
removed

07/16/2015 14:27





Drums and other outside storage
needs to be remedied.

tires need to be removed

fishing pots need to be removed

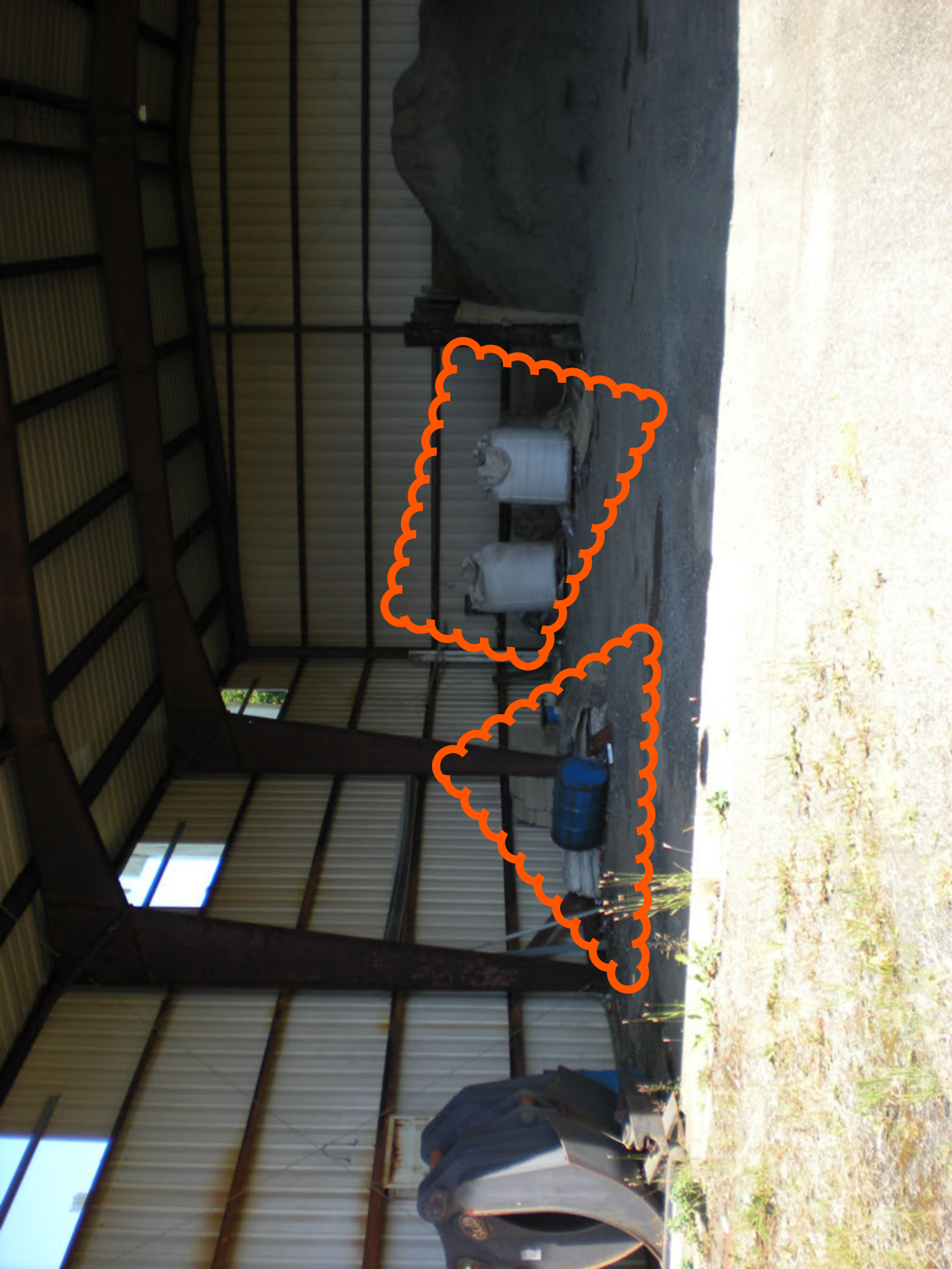
These and the super sacks in the hangar need to be addressed













Debris
needs to
be
cleaned



Barrels
need to be
removed



Is this trailer operational?
If not it needs to be removed.





Tires need to be removed



Items need
to be
stored
inside.



















T115 #10
SMALL CHARGE









PAULS FUEL & FREIGHT
U CALL WE HAUL





11221
452

11221
452



DOT
389
S006686





THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

Department of Commerce, Community,
and Economic Development

DIVISION OF COMMUNITY AND REGIONAL
AFFAIRS

550 West Seventh Avenue, Suite 1640
Anchorage, AK 99501
Main: 907.269.4501/ 907.269.4581
Programs fax: 907.269.4539

October 4, 2016

Andy Varner
City Administrator, City of Sand Point
3380 C Street, Suite 205
Anchorage, AK 99503

Re: Petition to Annex 245 Square Miles of Popof Island and its Surrounding Waters to the City of Sand Point (hereafter "petition")

Dear Mr. Varner:

The petition referenced above was received by the Department of Commerce, Community, and Economic Development (hereafter "Commerce" or "department") on April 15, 2016. The department has completed its technical review under 3 AAC 110.440. Commerce finds that the petition is substantially complete and in proper form and accordingly accepts the petition for filing.¹

The proposed annexation outlined in the petition is subject to approval by the Local Boundary Commission (hereafter "LBC" or "commission") pursuant to AS 29.06.040 and AS 44.33.812. If the LBC approves or amends the petition, it will submit its decision to the Legislature during the first 10 days of any regular session. The decision takes effect 45 days after submission unless the Legislature disapproves it by then.

As advisory staff to the LBC, Commerce is required by law to "investigate and analyze" the petition. We are committed to a thorough, independent, impartial, meaningful, and valuable analysis of the petition. Such will require careful consideration of the petition, any timely responsive briefs and comments, the petitioner's reply brief, and comments on Commerce's preliminary report.

In accordance with 3 AAC 110.450 – 3 AAC 110.470, the petitioner is required to provide public notice of the filing of the petition by publication, posting, and service, and to submit an affidavit. The first publishing or posting of that notice marks the beginning of the formal opportunity for public review and comment on the petition.

Please read and follow the instructions in this letter carefully. It is the petitioner's responsibility to be aware of and comply with all applicable regulations and any other requirements. For your

¹ Typically, many petitions contain inconsequential errors and omissions that are not required to be addressed in order for those petitions to be accepted for filing. We consider all known errors and omissions in the city's petition to be insignificant and inadvertent. In our view, they are not an impediment to a proper review of the proposal by interested persons.

convenience, we have enclosed a checklist summarizing the requirements. We will be glad to assist you with any questions that you might have. The following requirements must be met:

Publication of Notice of Filing.

In accordance with 3 AAC 110.450(a)(1), you are required to publish public notice of the petition in a display ad format of no less than six inches long by two columns wide at least once each week for three consecutive weeks in one or more newspapers of general circulation designated by Commerce. The department has specified the notice's wording per 3 AAC 110.450(b). Commerce designates the *Alaska Dispatch News* ("ADN") as the newspaper for publication of the notice of the filing of the petition. To facilitate the required publication, we have arranged on your behalf for the notice to be printed in the *ADN* as follows:

Newspaper	Publication Dates
<i>ADN</i>	Wednesday, October 5, 2016 Wednesday, October 12, 2016 Wednesday, October 19, 2016

Commerce also requires the petitioner to publish the notice in the regional borough newsletter *In the Loop* one time as another means designed to reach the public. To facilitate the required publication, we will arrange on your behalf for the notice to be published once in *In the Loop* on Friday, October 28, 2016. Listed below are other ways designed to provide notice to the public.

Posting of Notice.

In accordance with 3 AAC 110.450(a)(2), the petitioner must post notice of the filing of the petition in at least three prominent locations readily accessible to the public and within or near the boundaries proposed for change, and in other locations designated by Commerce. The notice is enclosed. The petitioner must post the notice within 45 days (by November 18, 2016) of receiving this acceptance letter. The letter will be sent (by U.S. mail and by email) to and received by the petitioner on October 4, 2016. We appreciate your efforts in posting the notice as soon as possible.

Under 3 AAC 110.450(a)(3), please ensure that the notice remains posted at the required locations until December 7, 2016, the deadline to file responsive briefs. Commerce will arrange for the notice to be published on the state's public notice website (<https://aws.state.ak.us/OnlinePublicNotices/default.aspx>) and on the LBC website.

Commerce designates the following eight locations:

1. Sand Point City Hall, 249 Main St., Sand Point AK 99661
2. Sand Point Library, 269 Red Cove Road, Sand Point AK 99661
3. Sand Point Post Office, 9998 Main St., Sand Point, AK 99661
4. Sand Point Boat Harbor House, 1 Main St., Sand Point AK 99661
5. AC Store, 100 Main St., Sand Point, AK 99661
6. City of Sand Point website, <http://www.sandpointak.com>
7. Aleutians East Borough Sand Point office, 100 Mossberry Lane, Sand Point, AK 99611
8. Aleutians East Borough Anchorage office, 3380 C St., Suite 205, Anchorage, AK 99503

Delivering the Notice to Specific Individuals and Organizations.

Under 3 AAC 110.450(a)(4), you must hand deliver or mail, postage prepaid, the public notice of the filing of the petition, correctly addressed to all municipalities within 20 miles of the boundaries proposed for change, and to any other persons designated by the department. The petitioner must deliver the notice within 45 days (by November 18, 2016) of receiving this acceptance letter, although it is best to deliver the notice to the required recipients at your earliest opportunity. The petition identifies the following entities:

- Shumagin Corporation, P.O. Box 189 Sand Point, AK 99661
- Unga Corporation, P.O. Box 130, Sand Point, AK 99661
- Aleut Corporation, 4000 Old Seward Highway, #300, Anchorage AK 99503

Additionally, Commerce designates the Aleutians East Borough (hereafter “AEB”) offices in Sand Point and Anchorage as entities to which the petitioner must send the notice. Commerce will provide the notice to appropriate state officials, including the LBC members. It will also send the notice to those individuals and organizations that have subscribed to the LBC email list server.

Request for Public Service Announcement.

3 AAC 110.450(a)(5) requires the petitioner to submit a request for a public service announcement (PSA) of the filing of the petition to at least one radio or television station serving within the boundaries of the proposed change, and request that it be announced for the following 14 days. The petition lists KSDP Public Radio as the radio station that meets that requirement. 3 AAC 110.450(c) provides that the department shall specify the text of the PSA. A PSA is enclosed that meets those requirements. The petitioner must submit the PSA within 45 days (by November 18, 2016) of receiving this acceptance letter, although it is best to so at your earliest opportunity.

Service of Petition.

In accordance with 3 AAC 110.460(a), a complete copy of the petition must be hand-delivered or mailed postage prepaid on every municipality within 20 miles of the boundaries proposed for change, and to other interested persons designated by the department. The petition indicates that there are no municipalities with 20 miles, but because Sand Point is within the AEB, Commerce directs the petitioner to deliver a petition to the AEB offices in Sand Point and Anchorage. The petitioner must deliver the petition within 25 days (by October 31, 2016) of receiving this acceptance letter, although it is best to do so at your earliest opportunity. The copy and exhibits used for service must conform to the original petition in size, color, and other distinguishing characteristics.

Public Review of Petition Documents.

Per 3 AAC 110.460(b), starting on the first date of publication (October 5, 2016) through the last date on which the petition may be subject to action by the commission (including through the last date of LBC proceedings ordered by a court), a full set of petition documents must remain available for public review at a central and convenient location during normal working hours. Materials yet to be filed in this proceeding (e.g., responsive briefs, comments, reply brief, Commerce reports, and public notices) are considered “petition documents.” The petitioner must add them in a timely manner to the materials available for public review at the sites listed below. Commerce suggests that the petitioner also include a copy of the laws establishing standards for city annexation. The petitioner shall accommodate specific requests for public review of the petition documents at

reasonable times during evenings and weekend days. Please place a full set of petition documents in these four locations indicated in the petition:

Location and address	Days and times open to the public
Sand Point City Hall 249 Main St., Sand Point, AK 99661	8 a.m.-5p.m., M-F
Sand Point Library 269 Red Cove Road, Sand Point, AK 99661	7 p.m. – 9 p.m., M –Sa.
AEB Sand Point office, 100 Mossberry Lane, Sand Point, AK 99611	8 a.m.-5 p.m., M-F
City of Sand Point website	24/7

Additional Copies of the Petition.

Within 50 days of receiving this letter (by November 23, 2016), per 3 AAC 110.470 the petitioner must deliver to the department five additional complete sets of the petition documents. Copies of the petition documents, including maps and other exhibits, must conform to the original in color, size, and other distinguishing characteristics.

You are also responsible for submitting to this office the affidavit required by 3 AAC 110.470 within 50 days of receiving this October 4, 2016 letter—i.e., by November 23, 2016. The affidavit must state that the notice, posting, service, deposit, and publishing requirements of 3 AAC 110.450 - 3 AAC 110.460 have been satisfied. An affidavit form is enclosed for your use.

Opportunity for Comment and Public Notice of the Filing of the Petition.

In accordance with 3 AAC 110.640(a), the LBC chair has set 4:30 p.m., December 7, 2016, as the deadline for Commerce to receive responsive briefs and written comments concerning the petition.

If you have questions or desire further information concerning any of the matters outlined in this letter, please call me at 269-4559. We look forward to working with you throughout this annexation petition process.

Sincerely,

R. Brent Williams

Brent Williams
Local Government Specialist IV

Enclosures:

1. Public Notice: Notice of Filing of Legislative Review Annexation Petition by the City of Sand Point
2. Public Service Announcement: Sand Point Annexation Petition
3. Sand Point's Affidavit of Publishing, Notice, Posting, Service, and Deposit Requirements
4. Petitioner's Checklist for Notice, Service, and Review of Sand Point Annexation Petition
5. Sand Point Petition Schedule
6. Statutes and Regulations Concerning Annexation to Cities



September 13, 2016

Chairman John Jensen, Alaska Board of Fisheries
ADF&G Boards Support Section
PO Box 115526
Juneau, AK 99811-5526
dfg.bof.comments@alaska.gov

Re: Requesting the Alaska Board of Fish Accommodate Western Gulf Fishermen by
Adjusting the Board's Meeting Cycle Schedule

Dear Chairman Jensen,

The City of Sand Point requests a change to the Board of Fisheries meeting cycle organization. The Aleutians East Borough (AEB) - and the communities within, including Sand Point and King Cove - has for a number of years asked the Board to consider a meeting change to accommodate the active Western Gulf fishermen that would like to participate in the public process.

The AEB's recent Assembly Resolution 17-03 encapsulates the real rub for our area, which is that Alaska Peninsula fishermen who fish for Pacific cod are at the height of that particular season when the Area M finfish meeting occurs every 3 years in February. The majority of our P cod fishermen also salmon fish in the summers. Thus, the timing of the finfish meeting forces many fisherman to choose between being out on the water to make a living or participating in a hotel for the Board's public process.

Instead, Alaska Peninsula fishermen would rather the Board consider addressing all regional finfish issues, including cod and salmon, at a December meeting, a more convenient time of year for many local fishermen. We hope this change could lead to more active participation at the Board level from our local fleet.

Thank you for the opportunity to comment and for considering this meeting cycle request.

Sincerely,

Glen Gardner, Jr

Mayor



September 21, 2016

Glenn Merrill
Assistant Regional Administrator, Sustainable Fisheries Division
Alaska Region NMFS

Attn: Ellen Sebastian
P.O. Box 21668
Juneau, AK 99802-1668

RE: NOAA-NMFS-2014-0150 – Gulf of Alaska Trawl Bycatch Management Program
Environmental Impact Statement

Dear Mr. Merrill:

The City of Sand Point is concerned with Gulf of Alaska Trawl Bycatch Management and the effects that rationalizing another Gulf fishery could have on the health and well-being of our community. Our residents benefit directly from the cod and pollock fisheries as the owners, operators and crew on the vessels that harvest these valuable resources. Although I am a commercial fisherman (salmon), I am writing this letter purely from a community and economic development standpoint as the concerned mayor of an affected community.

As I noted in previous letters to the North Pacific Fishery Management Council this past May and last November, Sand Point is proud to be the homeport to the local groundfish fleet and to vessels based in our harbor. We strive to provide professional services and be a good partner for the industry. Having that fleet located in our community is important to the city both financially and socially. The trawl fishery, in particular, provides revenues that help sustain local families. This means that our population remains stable, our school is full of children, and folks are spending money in town which helps our local businesses and our tax base.

As you deliberate the intricacies of the of the management program and the associated Environment Impact Statement, I just want to reiterate the uniqueness of this fishery to the Alaska Peninsula communities of Sand Point and King Cove, and to the obvious importance of maintaining jobs in our fishing dependent communities. The following few findings were taken from the *Western Gulf Trawl Bycatch Management Social Impact Assessment*, a 2015 report prepared by Dr. Katherine Reedy for the Aleutians East Borough:

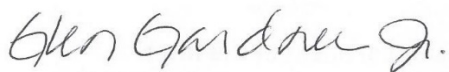
- The resident Western Gulf groundfish trawl fishermen were the first to develop the region's small vessel trawl fishery for both the Western and Central Gulfs.
- Early community-based developers of this groundfish fishery intentionally created a fishery for a multitude of local vessels in order to support more families and fish more consistently throughout the year.
- The majority of the Western Gulf Catcher Vessel fleet resides in the predominately Aleut communities of Sand Point and King Cove.
- The majority of the Western Gulf small vessel trawl fishery is Aleut vessel owners, hired skippers, and crewmen.
- Local resident Western Gulf fishermen are diversified across all state and most federal commercial fisheries available to them.
- Every fishery is important to Sand Point and King Cove, and the communities would suffer greatly with the loss of any of them.
- King Cove and Sand Point cannot be compared to Dutch Harbor and Kodiak: they are smaller, more vulnerable, locally owned and operated fishing businesses, with only two processors.
- Western Gulf communities are often lost in GOA discussions that center around the fishermen, processors, and support industry of Kodiak.
- The winter fishery for cod and pollock represents between 30% and 80% of the total annual income for hired skippers on trawl vessels. This changing percentage is largely based upon the relative success of the summer salmon fishery and the winter fishery.
- Fishing operations in Sand Point and King Cove largely consist of extended family networks. The compositions of these networks shift slightly between the summer and winter fisheries.

Sand Point is a "fish first" community that revolves solely around the commercial seafood industry, and year-round diversity is key. The same could be said of King Cove. We want to keep the local fleet healthy, in addition to all the jobs that go hand-in-hand with a productive industry. We need to retain wealth opportunities and profitable fisheries in our communities, especially as state assistance programs continue to dwindle and local revenue sources become ever more important.

Sand Point is a working town; always has been, and always will. Our people would never ask for a hand-out. All we are seeking is to keep boats active and participating in our community, which translates to supporting local businesses and donating to good causes, keeping kids in our school, and injecting local tax dollars that can further develop our town. Our hope is that families that have always lived in Sand Point, and have a desire to continue, will have the opportunity to stay here and invest in our community for generations to come.

Thank you for considering our comments.

Sincerely,



Glen Gardner, Jr.
Mayor

**Appendix A:
Management Implications of Fats, Oil and Grease (FOG) for the AWWU Wastewater
Collection and Treatment Systems**

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Anchorage Water and Wastewater Utility 2013 Wastewater Master Plan Update



To: Steve Nuss, Tina Miller, Brian Baus, WMP TAC, AWWU
From: Deb Chase, Ryan Moyers, Dan Billman, HDR
Subject: Management Implications of Fats, Oil and Grease (FOG)
for the AWWU Wastewater Collection and Treatment Systems
Date: July 3, 2013



Introduction

Fats, oils and grease (FOG) make up about 30 percent of the foods we eat, including meats, sauces, gravies, salad dressings, cheese, butter, pastries, and fried dishes, to name a few. FOG that enters the sewer is generated from food preparation and cleanup activities such as dish and pan washing and floor mopping. Restaurants, called food service establishments (FSEs), and residential customers have the potential to send FOG down the drain.

Background on FOG Control

When FOG enters the wastewater collection system, it can attach to the pipes and harden in place. FOG deposits, often called tallow, can build up and block sewer lines, eventually causing sanitary sewer overflows (SSOs). The 2004 Report to Congress on the Impacts and Control of CSOs and SSOs [EPA-833-R04-001, August 2004] reported the national average of grease related SSOs as 47% of the total blockages causing SSOs. In 2012, AWWU had 25 SSOs with 14 or 56% caused by FOG. FOG management is an important issue for the Anchorage Water and Wastewater Utility (AWWU) because it represents a significant risk cost to the Utility as well as a being a public health issue.

Hidden Costs of FOG Removal

Managing FOG in a wastewater collection system can be costly to a utility. Mechanical cleaning to remove FOG deposits requires the use of specialized tools and extra cleaning time. Deposits that accumulate to the point of causing an SSO generate extra crew response time, environmental and health hazards, and the potential for damage claims and EPA fines to the utility. AWWU estimated in their

Analysis and Assessment of Wastewater Strength Draft Report (April 2013) that the Utility had total estimated costs related to FOG issues in 2011 of \$874,000, a significant cost to AWWU.

The extra crew response time and increased cleaning frequencies to remove FOG from sewer pipes adds costs to overall operations and maintenance and increases the workload that must be accomplished to ensure SSOs are kept at a minimum. The FOG related workload causes other work to receive lower priority and to be delayed. Additionally, increased cleaning frequencies accelerate the deterioration of the pipe, decreasing its useful life and accelerating capital funding needs for pipe replacement. This is especially true for AC pipe, which represents upwards of 30 percent of AWWU's sewer collection system.



Photographs of a FSE side sewer: Frequent cleaning through a 3" access wore through the bottom of a 6" pipe [center photo], requiring repairs in the street.

Understanding and Managing FOG

FOG is present to some extent throughout any wastewater collection system. Because it does not accumulate in all areas of the system, a utility must understand the areas of the system where FOG accumulation is most likely to occur. Factors that contribute to accumulation include the pipe condition, structural impacts, soil and groundwater temperature, average flow in the pipe, pipe slope, and the sources of FOG entering the system. Managing this problem leads to assessing where FOG accumulations cause increased maintenance requirements and where large amounts of FOG enter the system.

Utilities using best management practices to understand FOG accumulation use a two-pronged approach to understand and reduce their risk of having FOG related SSOs.

Source Control – Keeping FOG out of the wastewater system

Managing FOG generated by FSEs at the source is accomplished through FOG education and a robust inspection and enforcement program. FSE education includes providing best management practices (BMPs) for handling FOG during food preparation and clean-up, as well as information about code requirements for grease traps or interceptors and their associated maintenance requirements¹.

Outreach materials are the primary tool used to educate residents about the problems FOG causes in the wastewater collection system, as well as proper disposal methods for household FOG.

¹ Grease interceptors require periodic pumping of accumulated FOG to operate properly. This material requires proper disposal practices to ensure that it is not discharged directly into the sanitary sewer without pretreatment and cause problems in the collection system or treatment plant.

Pipe Maintenance - Managing and removing FOG once it enters the wastewater system

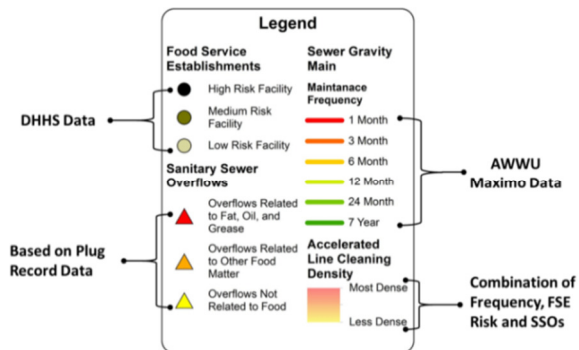
Analyzing pipe cleaning findings and SSO history to identify areas where FOG causes SSOs and where pipe cleaning is scheduled in 6 month or more frequent intervals due to FOG accumulation allows a utility to understand where FOG accumulations impact system operations. These areas are referred to by many utilities as FOG Hot Spots.

A FOG Hot Spot may be influenced by the sources contributing FOG to that area and by physical factors that increase the likelihood that deposits will form, such as shallow pipe slopes or cold soils allowing the FOG to adhere to the pipe. Given the difficulty of mechanically cleaning hardened FOG deposits out of a pipe, some FOG Hot Spots may be a problem simply because FOG deposits cannot be easily removed using standard cleaning processes. Understanding how FOG Hot Spots in a system relate to FOG sources such as FSEs allows a utility to target education and code enforcement to the establishments with the highest risk of allowing FOG to enter the wastewater system.

MOA FOG Hot Spot Identification

To demonstrate how to identify a FOG Hot Spot using GIS based data analysis, FSE risk data from DHHS was combined with AWWU Maximo pipe cleaning data and SSO plug records for the past 2 years.

The results were displayed in GIS to create a density map that shows where FOG accumulation is the highest in Anchorage and how that compares to clusters of FSEs.



The results of the mapping exercise are shown in Figure 1 for the entire Anchorage Bowl and Figures 2 through 6 for close-up views of the resulting hot spots.

Figure 1: Anchorage Bowl Overview – FOG Hot Spots Example

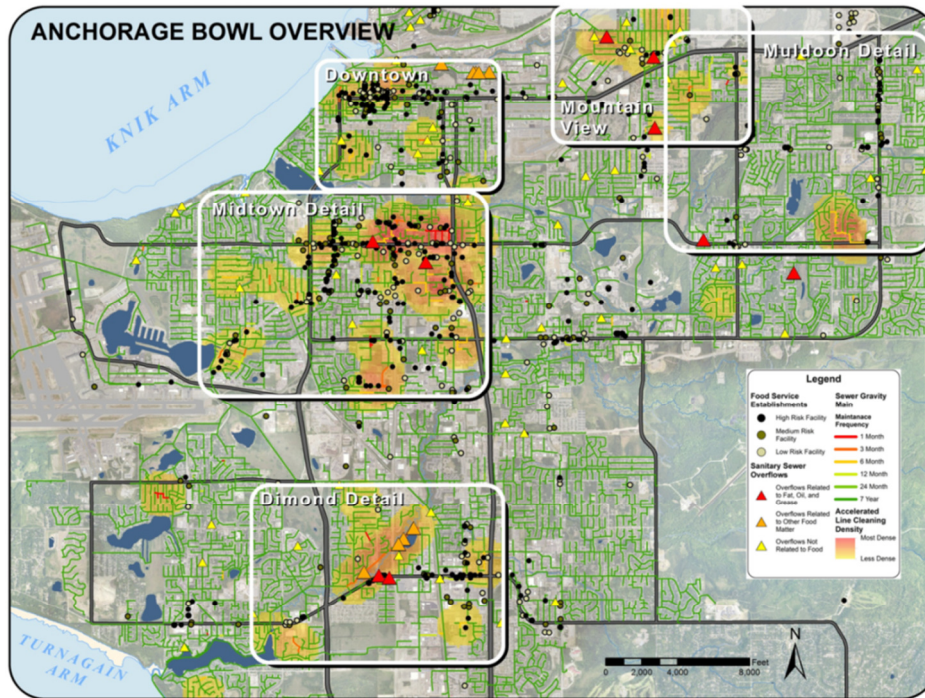


Figure 2 Midtown Detail – FOG Hot Spots Example

Most of the high frequency cleaning areas in Midtown correlate closely to the locations of FSEs. Here the topography is flat and pipes are older with shallow slopes. This area has had recent grease related SSOs and many lines near FSEs require very frequent cleaning to avoid SSOs.

This area is an example of high risk for grease related SSOs, and would be one of the first areas for addressing source control in a risk-based FOG Source Control Program.

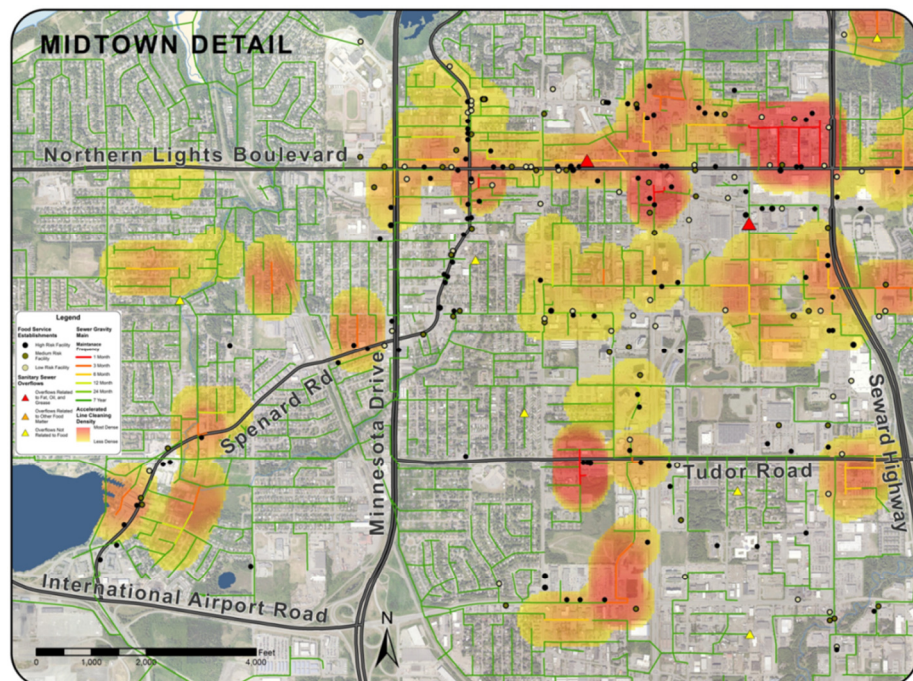
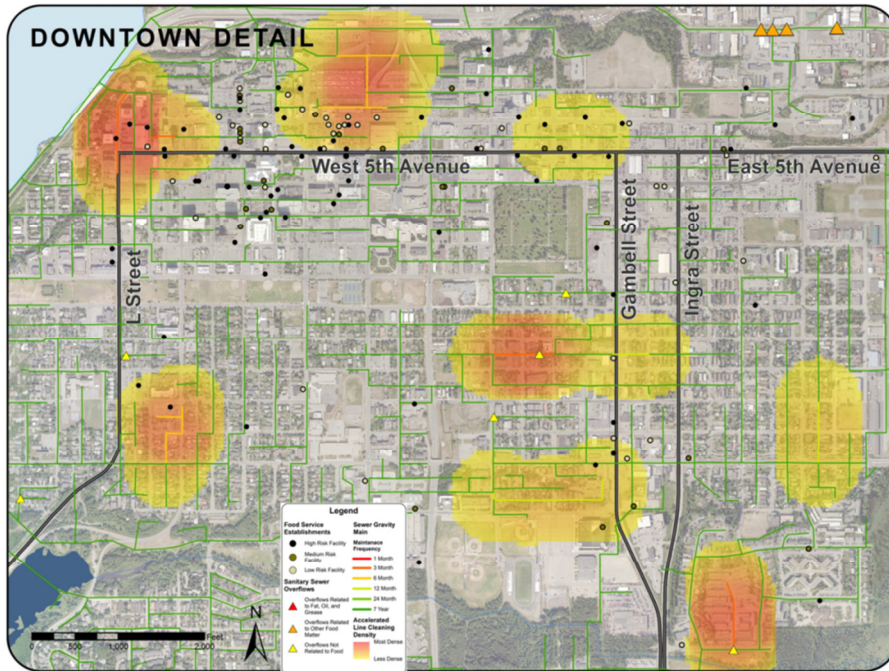


Figure 3: Downtown Detail – FOG Hot Spots Example



The Downtown FSEs north of West 5th Avenue appear to be higher risk for introducing FOG into the system.

A risk-based FOG Program would focus 1st on the FSEs in and near the cleaning densities. The FSEs near lines with 24 month cleaning frequencies would be considered low risk and might be a low FOG Source Control Program priority unless analysis showed grease accumulations in FSE side sewers that migrated regularly to the density areas.

Figure 4: Mountain View Detail – FOG Hot Spots Example

The Mountain View area has few FSEs, but 3 recent grease related SSOs.

The FSEs near the SSO locations would be considered high risk in a risk-based FOG Source Control Program and would likely be included in the first wave of FOG source control efforts.

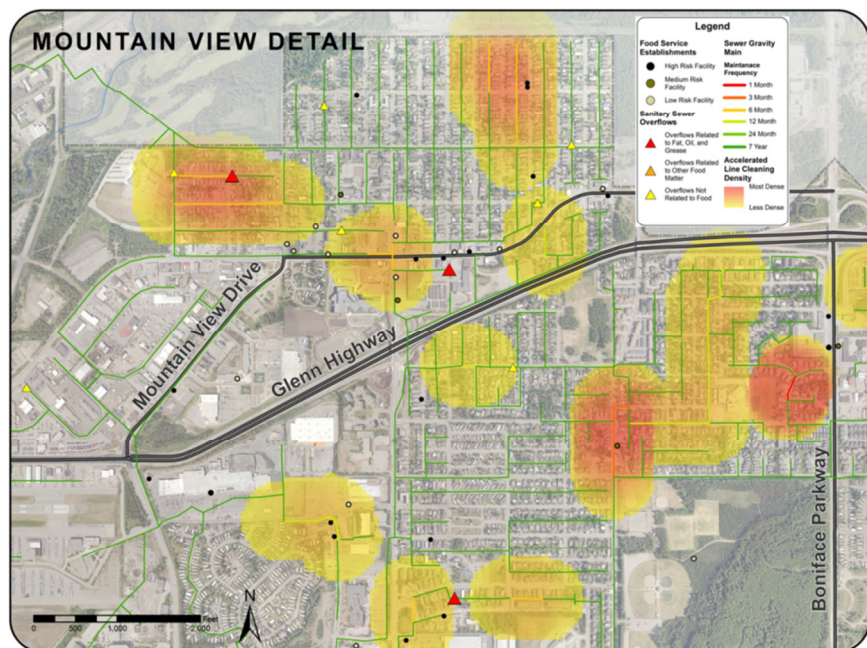
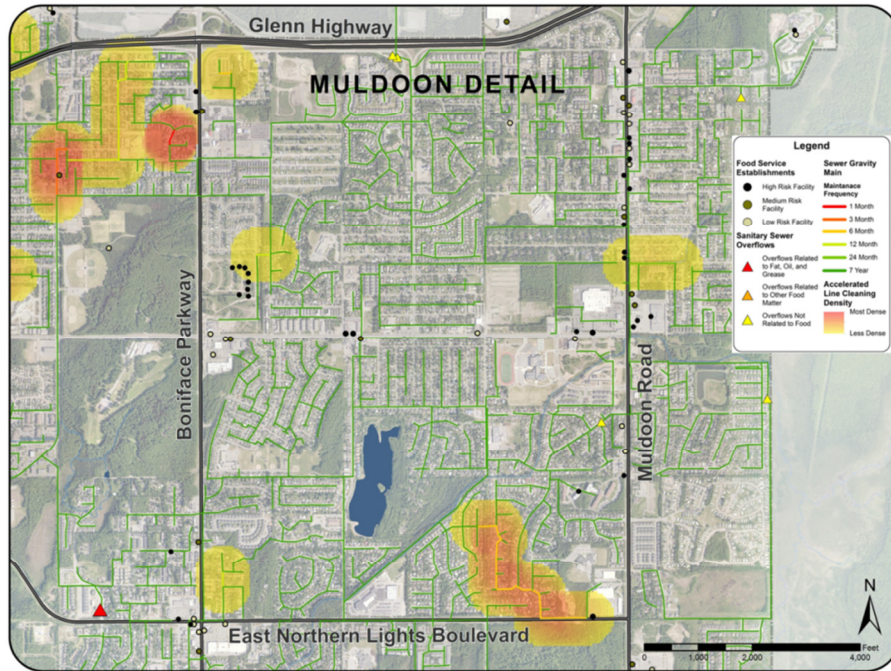


Figure 4: Muldoon Detail – FOG Hot Spots Example



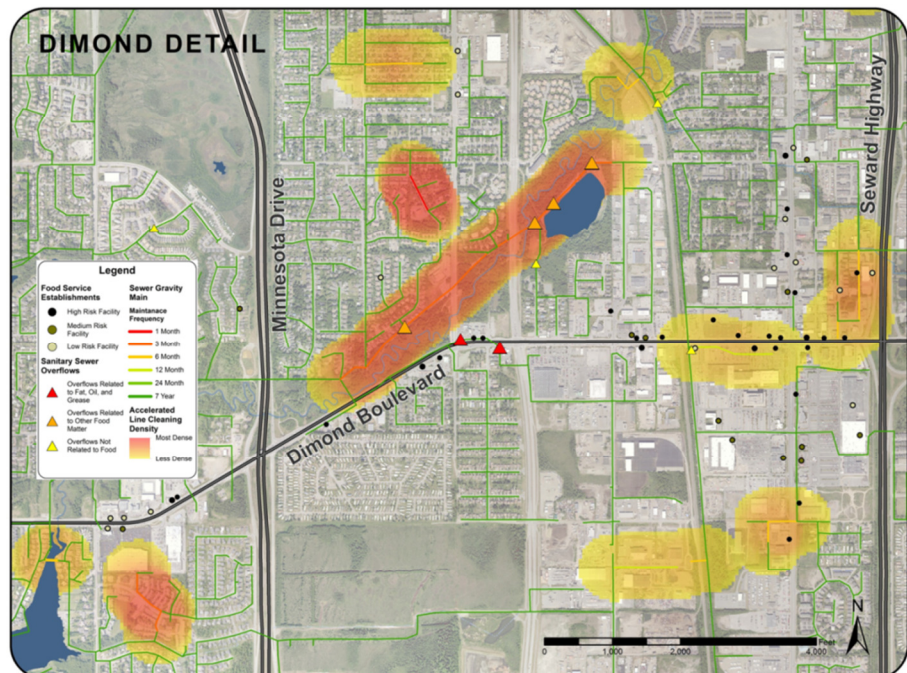
The Muldoon area FSEs do not appear to cause FOG build up in the system. This may be due to topography (good flushing action due to slope and discharges from the power plant) or use of kitchen BMP's.

These FSEs would likely be considered low risk in a risk-based FOG Control Program.

Figure 6: Dimond Detail – FOG Hot Spots Example

The Dimond area has had several recent grease related SSOs that appear to be caused by nearby FSEs. Those FSEs, along with the cluster along Dimond Boulevard and Seward Highway, are likely high risk candidates in a risk-based FOG Control Program.

The area just north of Dimond Boulevard in the middle of the map is related to both pipe condition (which has recently been improved via a capital project) and food processing plants that Pretreatment staff have worked with to eliminate the food matter discharges to the system.



AWWU staff knowledge of the topography, cleaning findings and pipe conditions should also be included when identifying where to first focus FOG source control efforts.

In June 2013, HDR worked with Utility staff to identify the reasons for AWWU accelerated line cleaning (those at cleaning frequency of less than one year). The reasons were recorded for each line on an accelerated maintenance schedule. Primary, secondary, and tertiary reasons for cleaning were included during the information gathering. The results follow:

- 249 lines are scheduled for a maintenance frequency of less than one year.
- 203 lines (82%) have a problem associated with fats, oil and grease (FOG), with FOG as the primary reason for 147 lines.
- 36 of 41 lines (88%) scheduled for 1-month cleaning have a FOG problem.

As AWWU refines data collection from cleaning findings, this analysis can be used to identify where the highest risks for grease related SSOs exist, to focus the FSE education, inspection and enforcement program using a risk based strategy.

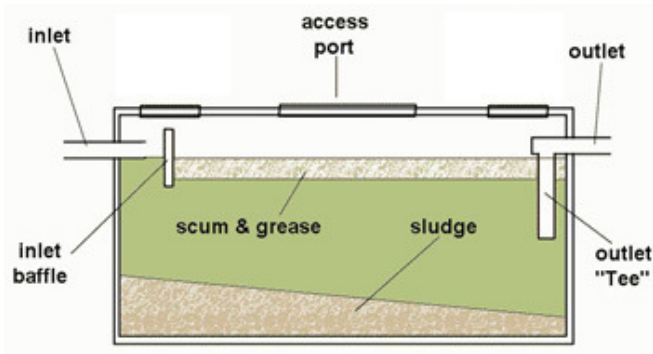
Understanding FOG Source Control Issues

There are two FOG sources, as both residences and commercial establishments can contribute FOG to the wastewater collection system. Commercial sources include restaurants, cafeterias, groceries, and other food service establishments (FSEs). Due to the potential volume of FOG resulting from the practices at FSEs, there is a higher risk that FOG will enter the system from FSEs than from residential customers.

FSEs have two primary means of keeping FOG out of the wastewater collection system. The first is the use of best management practices (BMPs) such as scraping food waste from pots, pans, and dishes prior to rinsing or washing them. Switching from rinsing to scraping food from plates can measurably decrease the amount of FOG discharged from an FSE.

The second means for FSEs to manage FOG is by installing a grease pretreatment device as part of their kitchen's wastewater collection system. A grease pretreatment device (depicted in Figure 7), typically called a grease interceptor, removes grease from waste water by allowing the retained liquid to cool and the grease to solidify and rise to the top of the interceptor. The accumulated FOG and food solids need to be removed through regular device maintenance². If the device is only partially emptied, is emptied less frequently than needed, or has physical defects, it fails to function properly and allows FOG laden wastewater to pass through to the Utility's wastewater system.

² Disposal of the material pumped from grease traps must also be considered in AWWU's overall FOG management strategy or it could be disposed of in the sewer system and cause problems elsewhere in it.

Figure 7: Grease Trap / Interceptor

AWWU's FOG Source Control Authority

Code and Regulations

Plumbing codes are developed at the international level, then the national level, then adopted by the state and finally at the local level. Alaska's plumbing code is codified in the Alaska Administrative Code, *Section 18.60.705. Plumbing code*. This section adopted the national 1997 Uniform Plumbing Code (UPC) and its appendices A through L as the as the minimum plumbing code for the state. *Section 18.60.735. Borough or city regulation* codifies that the state plumbing code does not affect the authority of a municipality to prescribe by ordinance, rule, or order, standards for their respective areas of jurisdiction as long as they are no less stringent than those established by the state. Full wording of these sections of the code are included in Appendix A: Alaska Administrative Code Excerpts.

Restaurant plumbing and grease interceptors are addressed in Chapter 10 of the UPC, and interceptor sizing is included in the UPC's Appendix H. The UPC addresses minimum retention capacities and focuses on flow rates, but not the amount of grease in the flow. In order to assist FSEs in determining the appropriate capacity of a selected interceptor based on their operation, an additional method of sizing grease interceptors is included in Appendix C. This method can be used in conjunction with the UPC flow rate methodology, giving the FSE the ability to balance the capital cost of the interceptor against the on-going maintenance schedule and costs.

Discussions with AWWU Pretreatment staff raised a question regarding a possible exemption by the Alaska state legislature from the grease interceptor installation requirement. HDR spoke with Terry Kearney, ADEC Engineer on site in Anchorage (907-269-7956) on June 17, 2013 regarding the state plumbing code and to determine if there were any exemptions from the plumbing code for grease interceptors. Terry stated ADEC administers the state plumbing code to all municipalities and unorganized villages in the state, except for the Municipality of Anchorage which has been delegated the authority to administer the plumbing code. He was not aware of any legislative exemption for grease interceptors and referred HDR to the state statutes.

HDR's review of the state statues found two exemptions related to the state plumbing code, but neither appears to apply to MOA grease interceptor installation requirements. The exemptions are:

- Section 18.60.735 includes an exemption for an organized municipality or unorganized village having less than 2,500 population from the provisions of AS 18.60.705 - 18.60.740. See Appendix A for complete wording.
- Section 18.72.040 provides an exemption for sewer line installation requirements for velocity, maximum expected flow, and sewer line diameter for sewers proposed for areas of the state that are subject to permafrost conditions. See Appendix A for complete wording.

Based on the discussions with Terry Kearney at ADEC and a review of the Alaska Administrative Code, it appears there are no exemptions for grease interceptor requirements that apply in the Municipality of Anchorage.

As a final note, in the 2000 UPC, the term “grease trap” was changed to “grease interceptor” because the term “trap” is an old term used for equipment that prevents sewer gas from entering a building.

Grease Pretreatment/Source Control Requirements:

Grease pretreatment device installation and maintenance practices are part of prevention efforts to keep FOG from entering the wastewater collection system. Most utilities with FOG and FSE codes require grease pretreatment devices to keep FOG out of the sewer collection system. The codes also include maintenance requirements and associated record keeping to ensure the pretreatment devices function properly.

The Anchorage Sewer Service code was reviewed for FOG source control authority. Anchorage Municipal Code (AMC) – Title 26.50 Sewer Service regulates sewer services in the Municipality. The sections that are related to FSE and FOG management are summarized below. The AMC:

- Prohibits the discharge of any solid or viscous substance, or liquid that can become viscous when cooled, in amounts capable of causing obstruction to the flow in sewers, including FOG.
- Limits discharge of oil or grease of animal or vegetable origin to no more than 250 mg/l into the municipal sewer.
- Prohibits dilution as a substitute for meeting the discharge limit.
- Requires FOG interceptors for FSEs (and specifically excludes residential users) for the proper handling of wastewater containing excessive amounts of FOG.
- Gives AWWU the authority for the following:
 - Determining whether new or additional pretreatment facilities are required.
 - Monitoring to verify that pretreatment facilities are being properly maintained.
 - Issuing Notices of Violation for any violation of the sewer service code.
 - Issuing Administrative Orders for proposed enforcement actions.
 - Imposing civil penalties up to \$1,000 per day for violating administrative orders or failing to comply with any provision of the chapter.
 - Recovering costs incurred by the utility, including cleaning, repair or replacement work caused by a violation or discharge.

AMC 26.50.150 also requires all grease interception units be:

- Of type and capacity approved by AWWU.
- Located to be easily accessible for cleaning and inspection.
- Installed, inspected, cleaned and repaired regularly, as needed, by the user at their expense.

Comparison of AMC Sewer Service Code to Other Agencies

The AMC Code was compared with seven similar utilities. The results of the comparison indicate AWWU has adequate authority for developing and implementing a FOG Source Control Program.

This review did not include an analysis of the following:

- Building department plan reviews to determine when they require grease interceptor installations for FSEs, how they apply UPC codes for type and sizing of devices, or how the resulting installations are inspected prior to occupancy.
- How other utilities apply their code.

How AWWU’s code compares:

AWWU compares favorably with other utilities for most of the elements of the code authority. These include right of entry, grease pretreatment device requirements, expense recovery, ability to issue NOVs, and fines.

There are several areas in AWWU’s code that give the Utility less authority than other agencies. These include the discharge limit (2.5 times higher than most other jurisdictions), the lack of a maintenance record requirement, and the lack of a BMP requirement.

Actual exercise of code:

Due to personnel limitations, while AWWU Pretreatment staff work with FSEs when a sewer plug causes an SSO, they do not proactively inspect FSEs for code compliance. Additionally, NOVs are rarely issued, and public outreach is minimal. AWWU staff do not participate in plan reviews for new restaurants, as this is currently performed by the building safety department.

AWWU’s authority could be further strengthened by some minor changes to the code, which are discussed in the recommendations section of this document.

Table 1: Code/Ordinance Comparison

Agency	FOG Discharge Limit	Right of Entry	FSE Permit Required	Pretreatment Required	Maintenance Required	Waste Hauler Requirement	Maintenance Records Required	Expense Recovery	BMPs Required	NOVs and/or Fines	Consent Decree	Other
AWWU	250 mg/l	Yes	No	Yes	Yes	No	No	Yes	Maybe	Yes	No	
Dubuque	100 mg/l	Yes	Yes	Yes	Yes	No	Yes	No	No	Yes	Yes	
South Placer MUD (1)	100 mg/l	Yes	Yes	Yes	Yes	Maybe	Yes	Yes	Yes	Yes	No	WDP application fee and annual fee
Truinfo SD	100 mg/l	Yes	Maybe	Yes	Yes	Yes	Yes	Yes	Maybe	Yes	No	
SAWS (1) (2)	not listed (3)	Yes	No	Yes	Yes	Yes	Yes	No	No	Yes	Soon	In negotiations
San Francisco (1)	300 mg/l	Yes	Yes	Yes (5)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No H ² O >140' through interceptor
Seattle Public Utilities	100 mg/l	No (4)	No	Yes	Yes	No	No	Yes	No	Yes	Yes	
Central Contra Costa SD	not listed (3)	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	
All prohibit FOG discharge and required pretreatment devices												
Notes:	(1) separate ordinance for specific FOG requirements (2) Includes food processing establishments (for manufacturing and/or packaging food) (3) No specific limit noted; interceptor required for all non-domestic FOG (4) requires consent of occupant/owner or warrant (5) has 4 categories, where 3 of the 4 require interceptors											

AMC Sewer Service Code Excerpts

Full excerpts from the AMC 26.50 Sewer Service Code are included in Appendix C. Text highlighted in bold is editorial to note where the authority granted to AWWU for FOG source control. Comments after each section include discussions of current and recommended actions by AWWU.

Current FOG Control Approach at AWWU

Source control of FOG within MOA is multi-leveled and multi-departmental. The Anchorage Municipal Code (AMC) prohibits the discharge, either directly or indirectly, of wastewater containing oil or grease of animal or vegetable origin in excess of 250 mg/l. The AMC also gives the AWWU General Manager the discretion to require grease pretreatment devices as needed to ensure the proper handling of wastewater containing excessive amounts of grease and oil.

Grease Interceptor Installation:

MOA Public Works' Building Safety department currently requires installation of a grease interceptor during plan reviews for new construction of FSEs that may have grease in wastewater discharges to the sewer system. If a FSE opens in an existing facility which does not have an existing grease interceptor, Building Safety does not automatically review the plans (see Figure 8 for an example of an Anchorage FSE without a grease interceptor installed).

Figure 8: Rotisserie in FSE Without a Grease Interceptor



The Department of Health and Human Services (DHHS) health inspectors do understand Municipal requirements for grease interceptors and have been assigned to look for them when inspecting a FSE. However, looking for and inspecting grease interceptors is not a priority for DHHS staff when they are at a FSE doing an inspection. DHHS inspectors may catch these establishments during routine inspections, and in those cases Building Safety is notified of a noncomplying facility and issues an order to the facility to have a grease interceptor installed.

If the FSE has slipped by without being required and still does not have a grease interceptor, AWWU Pretreatment may discover the absence of a grease interceptor during an inspection of the FSE during the follow-up for sources contributing to a main line blockage or sanitary sewer overflow. Pretreatment staff have the option to notify Building Safety to issue an order to install or AWWU could issue an Administrative Order for the FSE to install an interceptor. As Building Safety's process is much simpler, Pretreatment uses this method unless there are other noncompliance issues with the FSE, which are then addressed in a single Administrative Order from AWWU.

FOG Education and Outreach

AWWU FOG materials were initially developed as an internal publication for employee education and use by customer service to pass on information to customers. These materials have been handed out at home shows, community council meetings and at the Utility counter, but are only used for FSE education when an enforcement action occurs. Pretreatment developed a FOG brochure/poster, printed on sturdy stock for posting in employee common areas. This poster is distributed to FSEs during visits to discuss problematic operations affecting the sewerage system. Additional FSE outreach and education regarding best management practices (BMPs) for kitchens would benefit the Utility by decreasing the FOG that goes down the drain. Examples of education and outreach materials from other utilities, plus inspection forms and maintenance logs, are provided in Appendix D.

FSE grease interceptor maintenance, which consists of pumping out the accumulated FOG and food solids, is typically performed by waste haulers³. Small FSEs can self-clean, placing the accumulated FOG and food solids in a sealable receptacle, such as a 5 gallon food bucket with lid, and disposed of through the solid waste stream. Recycling used cooking oil and grease may also be an option for FSEs. Residents should be educated to dispose of their cooking oil and grease either by recycling or as solid waste (garbage).

Cooking Oil and Grease Recycling and Disposal Options in Anchorage

Recycling: Commercial cooking oil and grease can be recycled through Alaska Waste. FSEs can schedule a pick-up of uncontaminated commercial cooking oil and grease by calling (907) 563-3717.

Disposal: Cooking oil and grease generated from households can be disposed of at all MOA solid waste facilities. Wastes generated from non-household sources must be in containers less than one gallon and must pass the EPA's Paint Filter test for liquids at room temperature. Quantities larger than one gallon must be coordinated with ARL staff by calling (907) 343-6262 for scheduling.

Resources to Manage a FOG Program

AWWU currently has 1 full time staff in the Industrial Pretreatment Program with plans to add a second. Utilities with mature FOG programs typically have between 1.5 to 3 inspectors per 1,000 FSEs. DHHS records show over 1,500 FSEs in the Municipality.

Comparison of AWWU FOG Inspectors to Other Utility Staffing

HDR surveyed five utilities in 2011 regarding their FOG Program staffing. The utilities range in size from 1,460 to 6,592 miles of pipe, and all serve urban populations with both concentrated restaurant districts and areas with sparse numbers of FSEs. AWWU has just over 746 miles of pipe in their system.

There are many factors that may influence FOG Program staffing, ranging from the size of the utility to the maturity level of the program. Key factors for any utility to consider when determining appropriate levels for FOG Program staffing include:

- Total number of FSEs
- Number of inspections conducted per year
- Number of FSEs with violations

³ As noted earlier, disposal options for the pumped material must also be considered in a FOG management strategy.

- Age of the FOG Program
- Regulatory actions (e.g., Consent Decree requirements for a FOG Program)

The survey data was used to calculate average staffing per 1,000 FSE as a guideline for AWWU staffing decisions. Survey results are included in Table 2: FOG Program Staffing Comparison. Based on the averages, staffing for a FOG Source Control Program for 1,500 FSEs would be 4 full time inspectors and 1.5 Manager/Administrative staff. Staffing for a new program may be less than the average in the early years, and can also be affected by whether all FSEs are inspected annually or if the utility follows a risk based strategy. A risk based FOG Program may require up to 25% fewer inspection staff.

Table 2: FOG Program Staffing Comparison

Agency	Miles of Pipe	# FSE	# Inspectors	# Inspectors Per 1,000 FSE	# Mgrs/Admin	# Mgrs/Admin Per 1,000 FSE	Consent Decree
AWWU	746	1,500					No
SPU *	1,500	4,600	4	0.9	1	0.2	Yes
San Diego	3,000	6,000	9	1.5	6	1.0	Yes
CCWRD	2,060	2,427	4	1.7	2	0.8	No
Los Angeles	6,592	9,314	23	2.6	13	1.4	Yes
CCCSD	1,460	1,239	8	6.7	2	1.7	No
Average				2.7		1.0	
* Program in development							
SPU - Seattle Public Utilities (Seattle, WA)							
CCWRD - Clark County Water Reclamation District (Las Vegas, NV)							
CCCSD - Central Contra Costa Sanitation District (CA)							

How to Fund Increased FOG Source Control

Options used by other utilities for funding a FOG Source Control Program range from sharing program costs across the entire rate base to specific fees for FSEs. The options are discussed in detail in the Analysis and Assessment of Wastewater Strength – Section 4. Development of a Fats, Oil and Grease (FOG) Program. The most common options include the following:

- Share program cost equally among all customers via rates.
- Assign costs proportionally between FSEs and residential customers via surcharges.
- Apply a separate strength surcharge to customers with greater than domestic strength in their wastewater stream.
- Charge an annual fee to all customers required to have a grease interceptor.

The Wastewater Strength Classification Review concluded that as additional staff, operating, and maintenance costs will be required to properly operate a FOG Source Control Program, AWWU will need to determine the appropriate method of charging customers for the benefit of a FOG Program. Once a program is established, AWWU can determine the most equitable method of collecting the costs of the FOG program.

Related Topics

The impact of FOG was also briefly evaluated with respect to three other Utility functions: wastewater treatment costs, wastewater strength, and septage receiving.

FOG Impact at Treatment Plants

FOG is not only detrimental to the operation of the collection system, it also impacts other wastewater related facilities including pump stations and treatment plants. In sanitary sewer pump stations, FOG will float in the pump station wet well and impact level controls (float switches, etc.) and pump operation. FOG also adversely impacts wastewater treatment plant operation and must be removed from the wastewater stream prior to discharge or it can interfere with the biological life in the surface waters and cause unsightly films. Within wastewater treatment plants, the impacts of FOG include:

- Operational headache – time consuming and hard to handle if FOG progresses through the treatment system,
- May contribute to the growth of *Nocardia* and *Microthrix* filamentous bacteria causing aeration basin foam,
- If FOG gets into the secondary clarifier it can hinder solids settling and adversely affect effluent quality,
- May contribute to anaerobic digester foaming.

The impacts of FOG at a treatment plant can be time-consuming and costly. The *Analysis and Assessment of Wastewater Strength* Draft Report (April 2013) reports at AWWU's three treatment plants FOG management related costs of \$188,000 in 2012. This cost is significant and could be reduced through FOG source management techniques.

Wastewater Strength Analysis and Assessment

AWWU Regulatory Affairs is preparing an *Analysis and Assessment of Wastewater Strength* Draft Report (April 2013). The purpose of this review was to determine if the wastewater strengths used to establish rates were prudent and were reflected in industry literature. The review also evaluated FOG related costs and found that specific collection O&M expenses were related to FOG. FOG maintenance resulted in approximately \$486,000 of collection O&M expenses in 2012. These costs are related to line cleaning, sanitary sewer overflows, and accelerated sewer pipe maintenance programs. The assessment also discussed FOG-related rates and recommended AWWU evaluate the business case related to such a rate structure.

Septage Haulers and Receiving Stations

AWWU currently operates two septage receiving stations located on King Street and Turpin Road in Anchorage. The septage receiving stations receive wastes from Anchorage and surrounding communities located in the Mat-Su Borough and on the Kenai Peninsula. Wastes received at the stations include domestic septage, landfill leachate, commercial tank and portable toilet wastes, sludges from non-Municipal treatment operations, and other wastes. Wastewater introduced into the system at the two stations is carried by the AWWU sanitary sewer collection system to the Asplund WWTF.

In recent years, AWWU has experienced an increase in loads of materials not authorized for discharge to the sanitary sewer collection system at the septage receiving stations. This has led to increased maintenance, facility upsets, and higher costs to operate and maintain the facilities. The introduction of

FOG and large sediment at the remote receiving stations is a significant contributor to the increased time and cost to maintain and operate the facilities. While AWWU's ordinance requires haulers that pump FOG to be covered under the Industrial Pretreatment program, the receiving stations operate without continuous supervision from AWWU and the septage haulers continue to pump FOG at the stations.

Accepting FOG at the remote receiving stations will continue to cause operational concerns and increased maintenance in the sanitary sewer collection system. Municipalities that operated systems similar to AWWU (i.e. utilized remote receiving stations) have gone away from this approach and have constructed central receiving facilities specifically to handle FOG. Location of the FOG receiving facility largely depends on the ultimate disposal method for the FOG. Many utilities locate FOG receiving facilities at a wastewater treatment plant. Several options for FOG receiving and treatment at a treatment plant include:

- Holding tank – FOG is received at the plant in a holding tank and the FOG is skimmed off/collected for further treatment,
- Incineration - Incinerators used for sludge disposal typically use fuel oil or natural gas as an auxiliary fuel and often concentrated FOG can be blended with the incinerator feed sludge to reduce or replace the auxiliary fuel. This is an option that could be further evaluated at the Asplund WWTF, which uses a multiple-hearth incinerator for sludge disposal.
- Chemical treatment – FOG can be dissolved by very high pH (caustic) chemicals or solvents. This is generally not a viable option as the chemicals may be hazardous or toxic, may cause plant effluent violations, may interfere with plant operations, high costs, and the need to still dispose of the chemical-dissolved grease.
- Anaerobic Digestion - FOG is readily biodegradable in a properly designed and operated anaerobic digester and will produce digester gas containing 65% methane (a useful energy source). Codigestion is not currently an option at the Asplund WWTF as the process does not include anaerobic digestion, but may be a viable option in the future.

Another FOG treatment and disposal option is converting FOG to biodiesel. Several utilities accept FOG at central receiving facilities where the commercial FOG ('brown grease', cooking-oil waste) is converted to biofuel. Fats and greases are also accepted at the central receiving stations where they are settled, dewatered, and ultimately sent to a landfill.

Recommendations

The following recommendations are presented to strengthen AWWU's authority and develop a risk based FOG source control program.

Recommended Code Changes/Enhancements

- Reduce the discharge limitation for FOG from 250 mg/l to 100 mg/l. This will reduce the amount of FOG entering the system.
- Add a requirement for keeping maintenance records. This will allow AWWU to monitor FSEs and conduct enforcement.
- Add a requirement for FSE BMPs. This will reduce FOG entering the system.

Recommended Actions to Implement a Risk Based FOG Source Control Program

- Provide an adequate FOG receiving station that allows AWWU to manage the collected material. This will be needed if a robust FOG control program is implemented with a strengthened emphasis on installing grease interceptors.
- Calculate net benefits of a FOG Source Control Program to the Utility for improved maintenance efficiency, increased treatment efficiency, decreased cleaning costs, improved capital life of affected lines, etc. This will provide the business case basis for these programs.
- Develop a risk based strategy for FOG source control, focused on FSEs:
 - Identify FOG Hot Spots in the system
 - Identify FSEs within the Hot Spots
 - Perform initial inspections
- Dedicate 2 to 3 full time FOG Source Control personnel with the following duties:
 - FSE Education and Inventory of FSEs within FOG Hot Spots, including:
 - Education on FOG related BMPs
 - Inventory of kitchen equipment, including grease pretreatment device type
 - Verification of the type of food preparation performed
 - Inspect of FSEs to determine:
 - Compliance with BMPs
 - Compliance with device maintenance requirements
 - Enforcement Actions (as needed)
- Develop a program financing mechanism
- Dedicate 1 FTE to FOG Source Control Manager
- Establish a communication loop with DHHS and Building Safety Department to notify AWWU when a new FSE applies for a permit or an exiting FSE applies for a permit change.

Appendix A: Alaska Administrative Code Excerpts

The following excerpts are from the Alaska Administrative Code, 2012 Statutes, Title 18 Environmental Conservation; Chapter 72 Wastewater Treatment and Disposal; Article 1 Domestic Wastewater Treatment and Disposal.

18 AAC 72.040. Discharge to sewers

- (a) As necessary to protect public health, public and private water systems, and the environment, the department will require that flows to a domestic wastewater disposal system be pretreated and equalized to prevent
 - (1) overloading of or damage to the sewer, domestic wastewater treatment works, or disposal system; or
 - (2) pollution of receiving waters.
- (b) Subject to (c) of this section, a person may not
 - (1) discharge stormwater, silty water from construction dewatering efforts, gutter runoff, or street runoff into a sewer designed to handle only domestic or nondomestic wastewater flows without stormwater;
 - (2) discharge oil, petroleum products, industrial solvents, or other substances detrimental to treatment processes or operation into
 - (A) a sewer designed to handle only domestic wastewater or stormwater; or
 - (B) a wastewater treatment facility or process not designed to handle these substances;
 - (3) cause any connection or additional discharge to a domestic wastewater treatment works or domestic wastewater disposal system that the department has found to be overloaded or inadequate; in making a finding under this paragraph, the department will consider original plans or record drawings, compliance history, or discharge monitoring reports; or
 - (4) install a sewer line unless it
 - (A) has a mean conduit velocity, when flowing full, of not less than two feet per second;
 - (B) is designed for the maximum expected flow; and
 - (C) is designed so that the diameter of any receiving sewer line is equal to or greater than the diameter of the largest sewer line connecting to it.
- (c) The department will, in its discretion, and in accordance with 18 AAC 72.060, grant a waiver from the requirements
 - (1) of (b)(4) of this section for sewers
 - (A) proposed for areas of the state that are subject to permafrost conditions; or
 - (B) designed to receive a clarified effluent from primary treatment systems, such as septic tank effluents; or
 - (C) designed as vacuum sewers; and
 - (2) of (b)(4)(C) of this section if calculations are provided to the department that demonstrate that the capacity of the receiving sewer line will handle the flow.

The following excerpts are from the Alaska Administrative Code, 2012 Statutes, Article 08. PLUMBING CODE.

Sec. 18.60.705. Plumbing code.

- (a) Except as provided otherwise in this section, and unless the department adopts by regulation a later edition of the following publications or a later version of another nationally recognized code approved by the legislature by law, the following publications are adopted as the minimum plumbing code for the state:
- (1) paragraphs 101.3 - 101.5.6, 103.5.1.1 - 103.5.1.4, 103.5.3.5, 103.5.4.2, 103.5.5.1 - 103.5.5.2, 103.5.6.1 - 103.5.6.3, and 103.8 - 103.8.2 of chapter 1, chapters 2 - 14, and the appendices A through L of the 1997 edition of the Uniform Plumbing Code published by the International Association of Plumbing and Mechanical Officials and adopted at the 67th annual conference, September 1996, excluding Table 4.1, "Minimum Plumbing Facilities"; and adding Appendix Chapter 29, Table A - 29 - A, "Minimum Plumbing Fixtures," of the 1997 edition of the Uniform Building Code published in April 1997 by the International Council of Building Officials, except that for the category identified in Table A - 29 - A as "Assembly places-Auditoriums, convention halls, dance floors, lodge rooms, stadiums and casinos," when the category is applied to auditoriums, convention halls, stadiums, and casinos, the ratios
 - (A) indicating the number of water closets required for females are changed to provide the following:
 - (i) four water closets for 1 - 50 females;
 - (ii) six water closets for 51 - 100 females;
 - (iii) 10 water closets for 101 - 200 females;
 - (iv) 14 water closets for 201 - 400 females; and
 - (v) one additional water closet for each 100 females over 400 females; and
 - (B) indicating the number of lavatories required for females and males are changed to
 - (i) one lavatory for each water closet up to four water closets; and
 - (ii) one additional lavatory for each two additional water closets beyond four water closets;
 - (2) the 1997 edition of the Uniform Swimming Pool, Spa, and Hot Tub Code published by the International Association of Plumbing and Mechanical Officials and adopted at the 67th annual conference, September 1996, excluding pages 1 - 8 of Part I, Administration; and
 - (3) the 1997 edition of the Uniform Solar Energy Code published by the International Association of Plumbing and Mechanical Officials and adopted at the 67th annual conference, September 1996, excluding pages 1 - 7 of Part I, Administration.
 - (b) Notwithstanding (a) of this section, the use of a pipe or pipe fitting containing more than 8.0 percent lead, or of solder or flux containing more than 0.2 percent lead in the installation or repair of a public water system or in the installation or repair of plumbing of a residential or nonresidential facility that provides water for human consumption is prohibited. This subsection does not apply to the use of leaded joints necessary to repair cast iron pipe.
 - (c) Notwithstanding (a) of this section, a single-wall heat exchanger may be used if
 - (1) the heat transfer medium is water type or propylene type glycol;
 - (2) the pressure of the heat transfer medium is limited to a maximum of 30 pounds per square inch by an approved safety relief valve; and
 - (3) the heat exchanger is prominently and permanently labeled with instructions concerning (1) and (2) of this subsection.

Sec. 18.60.710. Duties of the department.

The department is responsible for the administration of the code. The department may adopt regulations designed for maximum practical implementation of the code, and may grant exceptions from specific code provisions, where distance or other factors make implementation impractical. Specific consideration shall be given to outlying villages and sparsely populated areas to ensure that AS 18.60.705 - 18.60.740 will not impose an undue financial burden. The department may by regulation designate appropriate inspection to a public or private utility company. A company so designated may refuse utility connections if an installation does not meet the requirements of this code.

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Sec. 18.60.715. Administration.

- (a) The code applies to all new construction, all new work in relocated buildings, and to any alteration, repairs, or reconstruction of buildings except as provided otherwise under AS 18.60.705 - 18.60.740.
- (b) The department may inspect work installed, removed, altered, or replaced on any plumbing, gas or drainage piping, plumbing fixture, water heater, or water treating equipment in a building or other location. A permit or inspection is not required for the following work: the stopping of leaks in drains, soil, waste, or vent pipes, the clearing of stoppages in or repairing of leaks in pipe valves or fixtures, and repairs or alterations not of a substantive nature that can be reasonably exempted from inspection.
- (c) Nothing in AS 18.60.705 - 18.60.740 prohibits a person from performing plumbing work on the person's own property.
- (d) The department may adopt regulations establishing fees for inspections conducted under AS 18.60.705 - 18.60.740. Fees may be established under this section only for inspections requested by the owner of a structure.
- (e) The department shall maintain a record of all plumbing inspections performed by it and of all inspection fees and permit fees collected by it.

Sec. 18.60.720. Cost of permits.

- (a) If the department by regulation requires permits for plumbing work, fees may not exceed the following:
 - (1) for issuing each permit \$2.00;
 - (2) a permit for each
 - (A) plumbing fixture or trap or set of fixtures on one trap, including water, drainage piping and backflow protection 1.50;
 - (B) building sewer or trailer park sewer 5.00;
 - (C) drain in rainwater system 2.00;
 - (D) cesspool 5.00;
 - (E) private sewage disposal system 10.00;

- | | |
|--|-------|
| (F) water heater and/or vent | 1.50; |
| (G) gas piping system of one to five outlets | 1.50; |
| (H) gas piping system of six or more outlets, per outlet | .30; |
| (I) industrial waste pretreatment interceptor, including its trap and vent, but excluding kitchen type grease interceptors functioning as fixture traps | 1.00; |
| (J) installation, alteration, or repair of water piping or water treating equipment | 1.50; |
| (K) repair or alteration of drainage or vent piping | 1.50; |
| (L) lawn sprinkler system or any one meter which includes backflow protection devices. | 2.00; |
| (3) for vacuum breakers or backflow protective devices on tanks, vats, or for installation on unprotected plumbing fixtures including necessary water piping | |
| (A) one to five | 2.00; |
| (B) over five, each | .30. |
- (b) The department shall keep a record of all fees collected and all inspections performed.

Sec. 18.60.725. Enforcement; reinspection.

- (a) A department inspector shall give written notice to the owner of a constructed premise or the contractor of a premise under construction of each violation of the code. The notice of violation must accurately describe the violation and give specific reference to the section and paragraph of the code. In addition, the notice must prescribe the necessary changes so that the work will comply with the code.
- (b) In case of complaints by a contractor, builder, or installer charging arbitrary actions or incompetence on the part of an inspector, the commissioner, after reviewing written presentation of the dispute, may require reinspection by a new inspector who has no connection with either disputant.

Sec. 18.60.730. Penalty for violations.

A person who violates a provision of the code, and who, after receiving the notification required by [AS 18.60.725](#), refuses to correct the violation, after proof of the violation, is subject to a fine of not more than \$1,000.

Sec. 18.60.735. Borough or city regulation.

[AS 18.60.705](#) - 18.60.740 do not affect the authority of a municipality to prescribe by ordinance, rule, or order, standards for their respective areas of jurisdiction no less stringent than those established under [AS 18.60.705](#). [AS 18.60.705](#) - 18.60.740 are not intended to duplicate or preempt code administration or enforcement by municipalities. An organized municipality or unorganized village having less than 2,500 population is exempt from the provisions of [AS 18.60.705](#) - 18.60.740.

Appendix B: AMC Sewer Code Excerpts

The following excerpts are from the AMC 26.50 Sewer Code. Bolded text is editorial to note where the authority granted to AWWU for FOG source control. Comments after each section include discussions of the current AWWU authority.

26.50.040 - General conditions of service.

- A. Customers accepting sanitary sewer service **must agree to abide by the rules and regulations** established in the duly approved AWWU Wastewater Tariff and by those **set forth in this Code**, including those alterations or amendments which may be made from time to time. The utility reserves the right to establish, by ordinance or in wastewater discharge permits, more stringent standards or requirements on discharges to the municipal sewerage system.

- D. The utility may enter the facilities of any user to determine whether compliance with the requirements of this Code and any wastewater discharge permit or order issued hereunder is being met and whether the user is complying with all requirements thereof. **The user shall allow the utility or its representatives, upon presentation of credentials of identification, ready access to all parts of the premises of the user at all hours for the purposes of inspection, sampling or records examination and copying, and the performance of additional duties.** The utility will have the right to set upon the discharger's property such devices as are necessary to conduct sampling, inspection, compliance monitoring and metering operations. Any temporary or permanent obstruction to safe and easy access to the facility to be inspected shall be promptly removed by the user at the written or verbal request of the utility and shall not be replaced without written utility approval. The cost of clearing such access shall be borne by the user.

Comment:

Paragraph D grants AWWU right of entry.

26.50.050 - Prohibited acts.

- A. It shall be unlawful for any user to:
2. Discharge or cause to be discharged any of the following described pollutants, substances, or wastewater into the municipal sewerage system:
 - c. Any solid or viscous substance, or liquid that can become viscous when cooled, in amounts capable of causing obstruction to the flow in sewers or other interference with the proper operation of the sewerage system such as, but not limited to, **fat, grease**, uncomminuted garbage, animal guts or tissues, hair, hide, fleshings or entrails.

Comment:

Paragraph c prohibits discharge of amounts of FOG that can cause obstructions in the sewer.

26.50.060 - Specific discharge limitations.

- A. No user receiving sewer service may discharge or cause to be discharged, either directly or indirectly, into the municipal sewerage system, any wastewater containing concentrations of pollutants in excess of the following:

	Pollutant	Limitation (mg/l)
10.	Oil or Grease of Animal or Vegetable Origin	250

26.50.140 - Utility inspection and sampling.

- A. **The utility may inspect the monitoring facilities and wastewater pretreatment facilities of any user to determine compliance with the requirements of this chapter. The user shall allow the utility or its representatives, exhibiting proper credentials and identification, ready access to all parts of the premises of the user at all times for the**

purposes of inspection, sampling, and any additional duties, and during regular business hours for the purpose of records examination and copying.

- B. The utility is authorized to set up on the user's property such devices as are necessary to conduct sampling, inspection, compliance monitoring or metering operations.
- C. Where a user has security measures in force requiring proper identification and clearance before entry into its premises, **the user shall make necessary arrangements with its security guards so that, upon presentation of suitable identification, personnel from the utility shall be permitted to enter, without delay,** for the purposes of performing their specific responsibility.

Comments:

Paragraph A grants AWWU the right to inspect. Currently FOG management inspections are delegated to DHHS, who has stated they do not have the time to inspect grease trap maintenance and use of FOG control BMPs in FSEs. Recommend AWWU conduct the FOG management inspections using in-house staff to focus on grease trap maintenance and use of FOG source control BMPs.

Paragraph C reinforces AWWU's right to entry.

26.50.150 - Wastewater pretreatment facilities.

- A. Users shall provide necessary wastewater treatment as required to comply with this chapter and shall achieve compliance within the time limitations specified by the state, EPA, or the utility, whichever is more stringent. Any facilities required to pretreat wastewater to a level acceptable to the utility shall be provided, operated and maintained at the user's expense.
- B. **Detailed drawings and specifications showing the pretreatment facilities and operating procedures shall be submitted to the utility for review,** and must be acceptable to the utility before construction of the facility. The review of such drawings, specifications and operating procedures will not relieve the user from the responsibility of modifying the facility as necessary to produce an effluent acceptable to the utility under the provisions of this chapter.
- C. Any subsequent changes in the pretreatment facilities or method of operation shall be reported in writing and be acceptable to the utility at least 30 days prior to the user's initiation of the changes.
 - 1. Bypass of pretreatment facilities is prohibited, unless:
 - a. The bypass is unavoidable to prevent loss of life, personal injury, or severe property damage; or
 - b. There are no feasible alternatives to the bypass, such as the use of auxiliary treatment facilities, retention of untreated wastes or maintenance during normal periods of equipment downtime;
 - i. This condition is not satisfied if adequate back-up equipment should have been installed, in the exercise of reasonable engineering judgment, to prevent bypass occurring during normal periods of equipment downtime or preventative maintenance; and
 - c. The permittee submitted notices as required under subsection 2. below.
 - 2. Notice to the utility is required for the following bypass circumstances:
 - a. Anticipated bypass. If the permittee knows in advance of the need for a bypass, the permittee shall submit prior notice, at least ten (10) days before the date of bypass, if possible.
 - b. Unanticipated bypass. The permittee shall notify the utility by phone within 24-hours from the time it becomes aware of an unanticipated bypass event. A written submission shall also be provided within five (5) days of the

time the user becomes aware of the bypass. The written submission shall contain a description of the bypass and its cause; the duration of the bypass, including dates and times, and, if the bypass has not been corrected, the anticipated time it is expected to continue, the steps taken or planned to reduce, eliminate, and prevent recurrence of the bypass.

- D. **Grease, oil, and sand interceptors shall be required when, in the opinion of the general manager, interceptors are necessary for the proper handling of wastewater containing excessive amounts of grease and oil, or sand;**
1. Except such interceptors shall not be required for residential users.
 2. **All interception units shall be of type and capacity approved by the general manager and shall be so located to be easily accessible for cleaning and inspection. Such interceptors shall be installed, inspected, cleaned, and repaired regularly, as needed, by the user at their expense.**

Comments:

Paragraph B grants AWWU the authority to review drawings and specifications showing the pretreatment facilities, as well as operating procedures for any required pretreatment device..

Paragraph D grants AWWU the authority to determine when to require grease and oil interceptors, and where they may be located. Nothing states they must be located outside the premises.

Appendix C: Grease Interceptor Sizing Method for Estimating Grease Production

While the requirement for grease interceptors is plumbing code driven, once minimum UPC code requirements are satisfied the capacity of an installed grease interceptor is a business decision for the FSE owner. Pump out schedules have on-going impacts to the cost of operations. An interceptor that is undersized for the grease produced at an FSE requires more frequent cleaning while an interceptor that is too large may not function properly and/or produce objectionable odors.

Plumbing code only focuses on the flow rates of the kitchen facilities, but an important consideration for FSE owners/operators is the amount of grease produced by the FSE operation (i.e., the amount of grease in the flow). This appendix documents a method for estimating the amount of grease the FSE is likely to produce. While this method was presented by Schier Products, it is independent of the grease interceptor brand.

2 Step Sizing Method

Step 1):

Satisfy local plumbing code sizing as required (currently 1997 UPC, Appendix H in Alaska), using the 2 minute drainage calculations.

Step 2):

Adjust for the desired pump out schedule, based on grease production by calculating:

Customer meals/day X grease (#'s)/meal X days between pump outs = grease storage capacity need

Grease (#'s) per meal	Low	Medium	High
No Flatware *	.005	.025	.035
Served with Flatware	.0065	.0325	.0455

* Carry out; single use utensils (i.e., no utensil or plate washing)

Examples:

FSE Type	Meals per day	Grease #'s per meal	Days between pump-outs	Grease Storage (in #'s)	Selected Interceptor Size	Actual Pump-out Schedule
Fast Food/Good BMPs	500	0.035	30	525	75 gpm/616 #'s	30 days
Italian Restaurant	469	0.0455	30	640	100 gpm/1076#	50 days
Fast Food in Restaurant	642	0.0455	60	1753	2-100 gpm/2152#	75 days
Steak House	418	0.0455	90	1712	2-100 gpm/2152#	90 days
Family Style/Poor BMP's	978	0.0455	60	2670	3-100gpm/3228#	60 days

Sand Point

From: Steve Hamlin
Sent: Monday, September 12, 2016 8:50 AM
To: 'Lynn, John E (DOA)'; 'Andy Varner'
Cc: 'Chris Alloway'
Subject: RE: Sand Point ARCS license granted

John, that's great news. The viewers in Sand Point will be very happy. We will proceed immediately with deployment.

Steve.

From: Lynn, John E (DOA) [mailto:john.lynn@alaska.gov]
Sent: Monday, September 12, 2016 7:52 AM
To: Andy Varner <avarner@sandpointak.org>
Cc: Steve Hamlin (steve@akpb.org) <steve@akpb.org>; Chris Alloway <chris@akpb.org>
Subject: Sand Point ARCS license granted

With some help from the FCC I have completed the final steps so that the license for Sand Point can be granted, see attached.

John Lynn PE, Communications Engineer
State of Alaska, Dept of Administration
"ETS" (Enterprise Technology Services)
5900 East Tudor Road
Anchorage, Alaska 99507-1245
907-269-5772 direct
907-269-5562 facsimile
john.lynn@alaska.gov

Federal Communications Commission

LOW POWER TELEVISION BROADCAST STATION CONSTRUCTION PERMIT

Licensee/Permittee

STATE OF ALASKA
5900 East Tudor Road
Anchorage, AK, 99507

Call Sign	File Number
K09RA-D	BDFCDVL-20141224AAM

Facility ID: 62746

NTSC TSID:

Digital TSID:

Grant Date 09/12/2016		Expiration Date Suspended	
Hours of Operation Unlimited			
Station Location City SAND POINT State AK		Frequency (MHz) 186.0 - 192.0	Station Channel 9

Antenna Structure Registration Number	
Transmitter Type Accepted. See Sections 74.750 of the Commission's Rules.	Transmitter Output Power(kW) As required to achieve authorized ERP.
Antenna Coordinates Latitude 55-20-35.3 N Longitude 160-29-23.8 W	Antenna Type Directional
Description of Antenna Make SCA Model HDCA5	Major Lobe Directions 205.0
Antenna Beam Tilt (Degrees Electrical) Not Applicable	Antenna Beam Tilt (Degrees Mechanical @ Degrees Azimuth) Not Applicable
Maximum Effective Radiated Power (Average) 0.054 kW -12.68 DBK	

Height of Radiated Center Above Ground (Meters) 16.8	Height of Radiated Center Above Mean Sea Level (Meters) 47.3
Out-Of-Channel Emission Mask Simple	Overall Height of Antenna Structure Above Ground (Meters) 16.8

Waivers/Special Conditions

Subject to the provisions of the Communications Act of 1934, as amended, subsequent acts and treaties, and all regulations heretofore or hereafter made by this Commission, and further subject to the conditions set forth in this permit, the permittee is hereby authorized to construct the radio transmitting apparatus herein described. Installation and adjustment of equipment not specifically set forth herein shall be in accordance with representations contained in the permittee's application for construction permit except for such modifications as are presently permitted, without application, by the Commission's Rules.

Equipment and program tests shall be conducted only pursuant to Sections 73.1610 and 73.1620 of the Commission's Rules.

