



City Council
Regular Meeting and Workshop
April 3, 2001
City Hall

MINUTES

The workshop was called to order by Mary Leith-Dowling at 4:15pm with Rick Johnson, Lou Heinbockel, Mark Weller, Nat Good, Susie Kemp and Mary Leith-Dowling present. Mayor Gilbertson arrived at 4:30pm as he was attending a Legislative Information Office teleconference.

The Mikunda, Cotrell & Co. auditors John Bost and Michelle Drew were present telephonically to report the findings of the audit for the City of Delta Junction for fiscal years 1999 and 2000.

They discussed monthly bank reconciliation, general ledger reports balances, software and training, and the effects of the City not having an audit for about 10 years. There are procedure methods that should be done differently which were discussed at the time of the audit and they are being applied now. Council asked about various accounting packages or using excel or Quick Books for the City. Drew said those are not double entry packages. Fund accounting for a municipality is a more in-depth method of accounting and requires more than a household method, which those are.

Drew said the training Ellis has had so far and with additional training, things should be easier from now on, now that the books are in better order.

Weller asked if there was a problem with the software company being such a long distance from Alaska.

Drew said it shouldn't be but to have Ellis get them to come up and do training every year, and upgrade the software package.

Bost said that to buy all new software from another firm would be about ten to twelve thousand dollars to start with, and to have all the necessary modules. The only advantage to buying all new software would be to have local Alaskan support, but might be worth the additional cost.

Johnson asked what is the expense to get the books in balance.

Bost said regardless of what software you go with, there would be accounting training to go with it which is an expense.

Drew said the City is already into the new fiscal year. When you get the new year established, then we will be looking at the next fiscal year's methods to be completely in compliance. If we get the new software installed and the training done, we will be ready to go by July 1st. Since the auditors have been at the City, Ellis has a better idea what has been supplied to the auditors. The June 30th numbers are good but haven't been posted to the new year yet, because we would like to see the fund balance numbers entered by the account software people when they come up to do the upgrade and training.

Good asked how the City is financially.

Bost said the City finances look good.

Good asked about the City's fixed assets.

Drew said the fixed assets were not audited, which is not uncommon.

Bost said there might be differences in the actual value if the old fixtures don't come off the books or are not devalued. Those numbers were taken from the last audit in 1990 and those numbers may not be accurate at this date.

Bost and Drew discussed grant expenditures, cash receipts, personnel files, PERS, the permanent fund, land sales and State and single audits requirements. They reviewed the balance sheets for all the accounts and funds of the city.

Good commented that the state puts out a format for school account ledgers so there is continuity with each school in the State. He asked if there was one for municipalities.

Bost said there isn't any set guidelines because there is such a big difference between municipalities.

REGULAR COUNCIL MEETING MINUTES

CALL TO ORDER

The meeting of the regular council meeting was called to order at 5:10 by Mayor Gilbertson with council members Lou Heinbockel, Mark Weller, Rick Johnson, Nat Good, Susie Kemp and Mary Leith-Dowling present.

APPROVAL OF AGENDA

Heinbockel added the purchase order to Mikunda, Cotrell & Co. to Old Business that was postponed at a previous meeting.

Weller added discussion of airport matters about a draft contract to Old Business.

Heinbockel removed the Airport Subdivision Survey from the airport report as he didn't put it on the agenda and therefore does not have a report.

Mayor Gilbertson added Debbie Joslin to Request to Speak.

Leith-Dowling moved to approve the agenda with additions and deletions; Kemp seconded.

Motion passed by unanimous consent.

APPROVAL OF MINUTES

Heinbockel deleted from the March 13, 2001 minutes the sentence on page 5, line 38 that starts with "Maybe the legislature has to come..."

Leith-Dowling moved to approve the minutes of the March 13 and 20 meetings with corrections; Good second.

Motion passed by unanimous consent.

Joyce Duff pointed out that it should be House Bill 149 instead of Senate Bill 149 discussed on page three of the March 13 minutes.

Motion passed unanimously.

REQUEST TO SPEAK

Debbie Joslin spoke to council about redistricting due to the outcome of the Census. Populations have gone down in the past ten years and Delta is about 3,000 people short of remaining in the same voting district. She attended a meeting of the State Redistricting Board, which is comprised of 5 people. They have until April 18 to come up with draft plan, which will then be submitted for approval.

North Pole's district is low in numbers and is looking at adding Delta to their area. This would put Delta in Jeanette James' district.

Mat-Su will most likely get another house seat as their population grew and North Pole may lose a seat.

Only 2 of 50 people that Joslin talked to like the idea of being part of North Pole's District. There is petitions of signatures circulating stating Delta residents don't want to be part of North Pole's district. She feels we have different life styles from the North Pole area residents. Another map shows us possibly grouped with Glennallen and other villages into one voting district. There is a great possibility that our area will be used for 'spare parts' in other districts.

Weller asked where do we get more people to make the total up to the 3,000 people we need to make up our district?

Joslin said Tok would like to be with us, but they are in District 36 and that is a huge area already, so the chances of that are slim.

Good said chances are good we will lose the population of Cordova and District 35 will most likely go away to be used by other areas to make up their numbers.

Joslin urged council to start thinking about this now, and what is the most attractive option for us?

Weller said council has passed a resolution supporting Delta as a rural community.

Kassie Farrar asked how that affects the hunting and fishing status of the community?

Heinbockel said the board will look at the economical and social ties and will put Delta in North Pole District, as we are more similar to them than Valdez.

Joslin pointed out the Mat-Su area has agriculture and other similar things like us. If we are one voice, they may listen to us concerning where we would like to be.

Kemp thought we would lose our representation if we were in the North Pole District.

Northern Mat-Su Borough is rural compared to the North Pole area. Kemp said we need to have a workshop on this and draw out ideas with Deltana.

Mayor Gilbertson will set up a workshop with Deltana and Debbie Joslin.

Pete Hallgren (attending telephonically) introduced Richard Bonwell from Harding ESE to present the Final Waste Management Plan to council. We will also be holding a public hearing for it at this meeting tonight.

The new permit for landfill is issued through 2003. We will need to apply for a new one for a facility off the cantonment area when we have reuse at Fort Greely. If there is no reuse of Fort Greely we will have to renovate existing landfill, but if there is reuse at Fort

Greely, we need a new site with about 80 acres and build the option with the new site plans.

Richard Bonwell with Harding ESE of Fairbanks explained the new plans are derived from the other draft plans and revisions have been made from the input they received from the community at the meeting we had previously. The scenarios and concerns that need to be addressed of the different options are as follows:

- 1 Operational changes at existing landfill.
 - i. Issues with neighbors when burning causing black smoke.
 - ii. Wild life issues with bear control and electrifying the fence.
 - iii. Using the three existing septage pits and liming the pits each time they are used.
 - iv. Develop operational plan with the contractor to include covering trash better to discourage the bears from a smaller working face.
- 2 Long term solid waste disposal system for the City. This would include a new site, and incinerator and a building for household hazardous waste for disposal by the contractor.
 - i. The new site hasn't been selected, but one that isn't near residences and has deep ground water would be preferred.
 - ii. A Septage lagoon system would be included in the new plan and site. The cost is expensive.
 - iii. The costs are much more than the existing landfill, but necessary to include all the needed elements including land purchase.
 - iv. Three permits are required from DEC for this plan. An in-depth conceptual design plan needs to be completed for these permits.
 - v. Cost increases for replacing equipment and the incinerator, as well as developing a new pit area are included in the figures and graph.
 - vi. This option would be needed and implemented only if there was a large stream of waste coming from the reuse of Fort Greely.

To close the existing landfill would cost approximately \$70,000.

Hallgren said it would be more expensive than what we have now, but less than shipping the waste to Fairbanks for disposal.

The incinerator is for the benefit of NMD, who requested one is included in the area plan.

Weller move to open the public hearing on the Solid Waste Management Plan; Kemp second.

Motion passed by unanimous consent.

Weller moved to close the Public Hearing; Leith-Dowling second.

Motion passed unanimously.

Kemp moved to adopt the final Solid Waste Management Plan and Feasibility Study; Weller seconded.

Roll call vote with motion passing unanimously.

REPORTS

Airport - Mayor Gilbertson said there was a meeting at noon in the Teck building today and reported that Teck is looking at moving the bulk of their operation to "Wild Bill's" strip down the Alaska Highway. They would still like to support the D66 strip. They

will move all their equipment and operations to “Wild Bill’s” warehouse, which is big enough to hold all their equipment.

Good said they have used the City airstrip for a long time and wondered what have they donated to the City?

Mayor Gilbertson said they have agreed to pay a portion of the insurance on the airport.

Ellis said that the City has not received the portion of the insurance Jack Morris said Teck was going to pay, unless it was received while she was gone.

Council’s concerns with the move is that when they start flying out of the strip out of town, the community won’t enjoy the benefits that they have shared from their operation.

Approximately over 50 people are working on the Teck operation right now.

Mayor Gilbertson reported Wild Bill said he has a letter from Matt Freeman, FAA, stating we are in violation of FAA rules.

Weller suggested surfacing the airport, putting in a taxiway to the City property on the other side of the strip and giving Teck land to use on that side of the airport.

Mayor Gilbertson will call Matt Freeman and report back to council. Another meeting will be set up with the airport committee.

Corrections Facility – Mayor Gilbertson reported he sat in on a teleconference on HB 149 this afternoon. Cost per bed per day for a prisoner is now offered at \$89 per day with yearly revisions. HB 149 will repeal both bills that were in place for the prison at Fort Greely. This new bill will become effective June 1, 2001. It is scheduled to be heard Thursday or Friday.

Department of Economic Development – Leanna Dube reported to council that she would be taking a leave of absence.

Hockey – Weller reported the figure skaters were skating today and it should be the last time, as the ice will be melting soon. The school will surplus the big outdoor ice rink.

Lands – Kemp reported Ray Patterson would like to buy several lots on School Road.

Kemp moved to approve the sale of Block 23 lots 1,2,5,6,7,8 for a total cost of \$19,000.00; Heinbockel seconded.

Weller would like to see a new appraisal being done on our property.

Mayor Gilbertson said to be sure we own these lots.

Ellis said she asked Sorensen and she assured her we own them.

Mayor Gilbertson requested land maps be provided which shows the lots more clearly.

Roll call vote motion passed unanimously.

Personnel – Mayor Gilbertson said we need to talk about hiring a financial officer, and a possible planner and developer.

PH&S - Johnson reported on and presented a worksheet for the ambulance billings. This does not reflect the write offs that were presented to council.

The new fire truck has arrived from Juneau. It will be at the next council meeting for everyone to see. Johnson thanked Sorensen for the help she provided in the office while she was in there alone as well as the help with the fire department.

OLD BUSINESS

Dan Beck talked to council about the vacation of North Clearwater Street. It is taking longer than expected and there are agencies that need to give approval before we can move forward. Final drawings will be finished soon. The City does not have the paperwork on the land yet, but the project is almost ready to start clearing. The City can

then start building the road. Does the City still want to vacate the road now? Beck wants to be sure that the City wants to go ahead with the plan.

Mayor Gilbertson said the flagging is out there now, and it doesn't leave enough room for the parking at the hockey rink. Is there a problem with the traffic at the school now with the stop signs?

Beck said the traffic problem is much better now, but there are still some cars going through there too fast.

Mayor Gilbertson asked for a map showing the route the road will take and what will happen to the existing roadway.

Beck said it has to be left open for fire department. They don't know what they will be doing yet, as plans are not finalized.

Weller said the parking lot has problems. The only entries to the parking lots are on the walkways to the school back parking lot.

Johnson said it would be prudent to remove the street from the campus. A plat from Saarloos will be coming soon and we can see what it will entail and we can estimate the costs.

Good said it would be great to move the parking to the old hockey rink area.

Kemp said it is hard to maneuver in that parking area as it is now.

Heinbockel moved to pay the invoice to auditor that was previously postponed; Kemp seconded.

Roll call vote with motion passing unanimously.

NEW BUSINESS

Heinbockel moved to table the Purchase Order to Guess & Rudd until the next meeting and put a purchase order number with it. Weller seconded.

Motion passed by unanimous consent.

Heinbockel says we need a job description for a finance officer and administrator.

Kemp says we need to get someone who also writes grants.

Weller asked if we could use some of the permanent fund to do something at the airport.

Heinbockel said we can use some of the funds we have to do some improvements in the community, but can't touch the permanent fund without a vote of the residents.

Weller discussed the land that the airport committee wants to develop and asked should it be sold or leased.

Heinbockel would like to see it leased instead of sold.

Mayor Gilbertson said we need to make improvements to the airport. We can add 400 feet to the airport at both ends as it is now.

Kemp would like to see it resurfaced.

ADDITIONAL COUNCIL COMMENTS

Johnson said the audit needs to be addressed. Ellis needs help with the finances, as there has not been enough training provided for her and she has a lot of work to do with both the clerk and finance job.

Kemp addressed the bombing that has happened recently. There is a public service announcement out in the community from Mike Rawalt asking for those that have damage due to the bombing to report it. There is a claims office phone number that can be called. There have been reports of problems with basements cracked throughout the area.

City of Delta Junction Council Meeting Minutes

April 3, 2001

Page 7

Mayor Gilbertson said he talked to the Army about the dropping of more 2000lb bombs and told them it shouldn't be done. They stopped after he talked to them.

Good said he will be in Juneau at the end of the week.

Mayor Gilbertson said all the RIF letters at Fort Greely go out tomorrow and are effective July 3, 2001.

Meeting adjourned at 8:03pm

Respectfully submitted,

Pamela R. Ellis

Clerk/Treasurer/Administrator