



August 20, 2002 - City Hall
Delta Junction City Council
5:00pm Regular Meeting

MINUTES

Mayor Roy Gilbertson called the regular City Council meeting to order at 5:05pm. Present were Mary Leith-Dowling, Susie Kemp, Lou Heinbockel, Ron Beck, and Mark Weller. Henry Summers was absent.

AMENDMENTS TO AGENDA - APPROVAL OF AGENDA

Add-ons:

- Hallgren requested discussion on purchase of a gas powered pressure washer under New Business
- Hallgren requested providing some lots for the school to build some houses
- Lamar Cotten requested to allow Mike Andrews, Executive Director of Alaska Works Program, as a guest speaker, discuss AWP efforts in Delta

Kemp moved to approve agenda to include add-ons as amended; Leith-Dowling seconded. Motion passed unanimously.

APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Weller identified changes later in the meeting. See his request under Airport discussion.

Heinbockel moved to approve August 6, 2002 minutes as presented; Weller seconded. Motion passed unanimously.

NO PUBLIC COMMENTS ON AGENDA ITEMS

NO COUNCIL COMMENTS ON AGENDA ITEMS

REQUEST TO SPEAK

Lamar Cotten introduced Mike Andrews, Executive Director of Alaska Works Partnership, Inc. (AWP), Tom Brice, the Apprenticeship Outreach Manager who is based out of Fairbanks, and Dan Rednall, Project Manager based out of Anchorage. AWP works directly with the project contractors on base. Statewide they provide construction training.

Mike Andrews distributed packets that describe their organization. The partnership company was formed in 1996 by the building and construction trades unions and their apprenticeship programs that are statewide in Alaska. They receive most of their funding through the request of Senator Ted Stevens, who was concerned about the shortage of construction workers in this State, particularly outside of Fairbanks and Anchorage. These rural areas do not have access to training. The Ground Base Missile Defense project (GMD), Fluor, Alaska Inc., and the building trades did come to an agreement for the labor. They wrote AWP into their agreement to maximize the Delta

region, use local hire for the project and to provide apprenticeship opportunities for residents and high school students coming out of the school district.

Andrews stated local residents need one point of contact, one place to access information on the jobs through the trades and with the contractors. AWP is part of the Fluor Alaska Construction Trades Labor Management Committee where a lot of the information comes through in terms of scheduling, manpower requirement, the buildup and the timing. This will enable AWP to keep up with efforts toward local hire. AWP has an agreement with Delta Mine Training Center (DMTC) to serve as an in-take office for local residents where they can gather information they need, particularly where job training funds kicked in to make sure residents are eligible for the funds. It will provide information on how to contact the unions and find out what is required to work as semi-skilled workers and how to access and register for the apprenticeship programs. The AWP goal is to set up a strong construction training system in Delta, knowing it is not just for the GMD project.

A benefit of being located at DMTC is that the Alaska Works Partnership will be able to move people right into apprenticeship programs as they open up. Because AWP was formed with the building trades and their apprenticeship programs they have written contacts to accept people into the programs wherever they do training. This opens up local hire opportunity, not only for adults but also high school students. It is a great way to get involved in the construction trades, particularly in commercial and industrial trades. On the high school level at DGSD the program will provide a construction career path, offering hands-on experience building homes for resale to perpetuate the program or to use for teacher housing. AWP is looking at how to stage this immediately, starting this fall semester and hopefully having a solid program in the second semester. Andrews stated they are also looking at recent graduates in hopes to pick them up in this process. Alaska Works would like to introduce the Alaska Chapter of the Associated General Contractors Program, which involves elementary and junior high, providing construction awareness and later focusing on guiding toward a career in construction.

Andrews stated they plan to train staff at DMTC for the in-take process and orientation in September and then have open recruitment in October. He said Alaska Works feels strongly that they can provide a solid program and look forward to providing Delta residents the best shot at local employment. This program is a gateway to Missile Defense jobs as well as other jobs and the apprenticeship programs. Andrews stated Alaska Works has an agreement with Fluor Alaska, and is the preferred provider in this agreement.

Council members discussed the need for this program in the schools. Jack Morris has a certificate program lined out at DGSD.

AWP instituted tech-prep agreements to get dual credits (both high school and college) that will be applied toward an Associate's Degree in Apprenticeship Technology. It can be tied into engineering, architecture or project estimator or simply finish a college education.

Andrews stated once the program is established and put together, there might be other sources to fund and extend it for a longer term.

Hallgren displayed a map which Dan Beck and Whit Hicks reviewed. They are looking at a piece of property on South Clearwater that would work for the students to build on. Hallgren requested that if the Council approved of the idea possibly they could partner with the school to work on it.

Heinbockel stated the quality of property is much better than what is out there. Harper property might be better for this project. He suggested maybe the school could trade property with the City. Discussion followed on what is owned by the school, the State, and the City.

NO CORRESPONDENCE

REPORTS

Airport - Mark Weller brought up the \$6,750 airport insurance bill. He reported that Jack Morris, of the Pilot's Association, stated a few years ago the insurance was \$2,400 then jumped to \$3,500 and now is \$6,750. Morris said the Pilot's Association is willing to pay \$3,375, exactly half. Discussion followed. Hallgren will address a letter to Pogo, requesting their input.

Weller referred to page 2 of the August 6, 2002 minutes. He stated the sentence "Price for poles (3-4 per lot) would range from \$3,900 to \$5,200 and the landowner would be responsible for their own power once the poles are placed" was not clear in what he wished to set forth. Weller explained his idea was to put 3 or 4 poles from where the power exists right now down to 1st lot and then it would be the property owner's responsibility to get power to their lot. In a subdivision it would cost \$1,350 for each pole. The City would have \$15,000 in development costs (\$1,350 X 3 or 4 poles, \$7,000 for the taxiway gravel, and \$4,000 to clear). If two lots were sold for \$7,500 each, the City would recoup the investment costs.

Council discussed the sale of airport properties.

Weller requested to get the taxiways done and lands auctioned off this fall. If 3 or 4 lots are sold the City can then put in the back lots.

Gilbertson suggested selling lots and then put that money back into improvements.

Weller distributed copies of specifications for surface materials provided by DOT in Fairbanks.

Hallgren will provide information at the next meeting, reporting an estimate for clearing the airport lots as well as checking with Harding's surveyor to possibly complete the airport.

Cemetery - Mary Leith-Dowling stated other than the back gate, the fence is pretty well done. And it looks good, definitely improved.

Weller asked about the memorial wall. Leith-Dowling stated she has received a couple of quotes and is still pursuing the idea.

Gilbertson requested a letter of appreciation be addressed to those that did work. He stated this community would not function without the volunteers. Council members agreed, stating many community members do far more than what they are paid for. Leith-Dowling will provide White with a list of names.

City Clerk - Pat White reported election packets are available for Council seats. She reported that Lou Heinbockel and Ron Beck both verbalized interest in filing for re-election. All Declarations of Candidacy forms must be submitted no later than September 6.

White also reported receiving an e-mail from Elaine Test, TAPS Coordinator. Test expressed her delight in the outcome of the Eco-Challenge park cleanup project on August 11 and the 250-mile competition following it. She stated Jerry Zachgo served them with hospitality as little as twice a day, mostly providing them with firewood. White stated she addressed a letter, published in the August 16, 2002 Delta Wind, but, at the time, did not understand the extent of those involved with maintaining the tent area at the finish line. Not only did the finish line and the size of the tent get changed, but also much hospitality was extended. Zachgo was not recognized enough for his involvement from August 12 through August 18.

Parks - Pete Hallgren reported on the Armed Forces Eco-Challenge event. He could not identify how many loads the dump trucks carried off. The group spent two hours with chain saws, Pulaski's and clippers, taking down a ton of brush. They even swept the street up behind them. The sun came out just as the labor was finished so they were able to enjoy the food provided by the caterers on fresh-cut lawn. The work was all done along Deborah Street. Hallgren said it was fascinating to stand back and watch the skyline change. It was as if the workers were a swarm of locusts. There were 92 workers, not including City employees Bob Morley, Dave Zimmerman, and Hallgren himself.

Department of Economic Development - Pete Hallgren reported he, Mayor Gilbertson and Lamar Cotten will attend the Community Impacts Partnering Conference in Fairbanks on August 26 & 27. Many questions are already answered.

Hallgren reported Harding will be test drilling to see if the property is suitable for the landfill. They will also give specs and estimates within the next two weeks.

Hallgren stated his plans to advertise by RFP for a City Engineering Firm, to be on-call and located no further than Fairbanks. RFP will be required for the larger items, such as the landfill, for the actual design. But the smaller things would need someone on-call. There is no grant money to be used on the airport lots.

Cotten referred to a memo he sent to Council members. It addressed two issues: 1) Housing - Cotten is planning a meeting with representatives of the Alaska Housing Finance Corporation (AFHC), USDA-Rural Development, hopefully someone from the banking industry, a Boeing representative, and Chamber of Commerce. The purpose of the meeting is to provide information about the different housing programs. Tentative dates are Sept 19, 23, and 30. 2) Capital Project Development - It is a difficult issue of trying to gauge what is needed in the future, whose responsibility it is and of course, if the City is to get into the housing business. A suggestion is for the City to go through an educational process. There is growth potential here in Delta.

Cotten reported of today's roundtable meeting. Amongst the issues that were addressed, the one that seemed to be revisited is the mutual aid for public safety, ambulance and health care. Discussion followed about Ft. Greely getting an ambulance on post with plans to staff three EMTs. The City needs to prepare a mutual aid agreement.

Hallgren stated potential joint use of Allen Army Airfield is on the table again. He and Ken Cole will be going to a conference in early September. Hallgren stated Senator Murkowski is now interested. Council discussed need for use of the airfield.

Hallgren said it would be best if the State sponsors it. A better plan may come out of further investigation.

Finance - Ron Beck said he would like to understand what type of report he should provide. Gilbertson stated he would work with him.

Hockey Rink - Lou Heinbockel stated Carns General Contractors provided quotes for concrete work to be done at the hockey rink. The total cost would be \$37,666 and will include slab work on the south approach, walkway pad, and the sidewalks. If nothing else gets done at the hockey rink this year, Heinbockel recommended redoing the south approach so that gravel is not brought onto the ice. He recommended the north entrance, also. If money were allocated Heinbockel would like it to go toward the hockey rink.

Landfill - Roy Gilbertson said that Harding finished up septic pits. They are filled in, and new ones are in operation.

Library - Mary Leith-Dowling reported the Librarian, Joyce McCombs, organized a slide presentation by Mikki and Julie Collins. This presentation, about their lifestyle in remote Lake Minchumina, Alaska, near the Denali National Park, was to be at 7:00pm at the Community Center.

Park & Public Works - Lou Heinbockel reported he obtained a key and padlock for the old rifle range, and gated it off so that vehicles cannot enter. Heinbockel's son, Eddy, put in a backstop. Every single road is blocked off at the old landfill site. This removed all hazards.

Heinbockel stated he would like all the interior ball fields cut before the snow flies. The school maintains the fields during ball season but not afterwards. Beck stated the grass is high enough that a brush hog is needed. Heinbockel agreed and stated Dave Boadwine is to brush both sides of the airstrip also and along the roadsides. Richard McDonald has taken some of the bigger trees out at the street corners. This wood now needs to be hauled out. Heinbockel wants to get it done before fall.

Heinbockel reported that Dave Boadwine used the small, rented cat at the cemetery. This road is currently 40' wide but can only be 24' wide. Dave is to cut it back.

Heinbockel stated he witnessed the arrival of the 91st load of gravel being delivered to the clinic road in a two-day period. He said it is obvious the cost of doing business and getting things done is pretty high. Brush hogging and cleaning up roadsides will cost about \$20,000 and the improvement on the clinic road will be another \$20,000. He stated work on Kimball Street is needed, even if only stopgap improvements. The road sign needs to be elevated. Boadwine graded it this morning. The road materials are sinking. A real fix is to do what is being done at the clinic road. The City is dealing with \$100,000 for this construction year and we will quickly run out of funds.

Hallgren stated we could not pave under Maintenance. We can only widen, improve, and maintain.

Personnel - Roy Gilbertson referred to Hallgren's report. Hallgren stated there are 4 or 5 applicants in the first tier of choices for the planner position.

Gilbertson said he would like to see a planning commission formed, this being a mixed group of residents throughout Delta and Deltana. He has researched a group of potential volunteers who are willing to sit on a planning board. This way the people of the community are well represented. They have input in decisions before it is presented to the City Council. Projects need to go up for bid by the 1st of April so action needs to be taken now.

Discussion followed on how to form the committee, identify their purpose, guidelines to set out, what is to be accomplished, how to set tasks and projects, and what authority the board would have.

Cotten said it couldn't be overstated that the public needs to buy in and have some ownership. He gave some combinations, schematics and operational costs.

Leith-Dowling stated at one point the City had a planning commission with an operating scheme. They would have public meetings to determine which streets and other projects had priority.

Council agreed to set the agenda for the public to respond.

Kemp suggested advertising for volunteers, adding to Gilbertson's list that will probably be the nucleus of the group. Leith-Dowling suggested having appointees.

Gilbertson stated he would like more community involvement within the next few years.

OLD BUSINESS

- **Equipment Building and Hockey Rink**

Hallgren said he must move forward on the equipment building and/or work on the hockey rink. A loader will be put out for bid within the next week. It will compliment the grader, to be used for road maintenance and also at the dump. The City has used the grader for 23 years. Hallgren stated the new landfill would come with its own equipment.

Gilbertson said the Deltana Fire Department is using the bay at the landfill that used to house the grader. At present there is no building to keep the equipment. Gilbertson said something needs done about a building. There is room behind the fire station and also behind the Steakhouse.

Hallgren stated the hockey rink would require \$50,000. The equipment building will cost \$150,000 for 40' X 60'. He said both projects would have to come out of impact funds

Beck suggested we proceed with the foundations for now, doing what we can afford until the City receives the impact funds. Gilbertson agreed and requested decisions be made on the location.

Heinbockel requested using the impact funds if they are available. He stated that realistically, if the City is going to build a \$150,000 building, it will require design and engineering and the bidding process, and nothing will get constructed until next June. For now, the City will have to rent space.

NEW BUSINESS

- **Should the State pave the Old Richardson Highway?**

Hallgren reported he received a call concerning paving the Spengler Road (Old Rich) if the State is doing the Tanana Loop. The argument is that more work should be done if the State can chip seal Quartz Lake Road when no one lives on either side of the 3½-mile road. Where is the priority? Council discussed other roads needing maintenance.

Hallgren offered to write a letter to the Department of Transportation on behalf of the residents who live on Spengler Road.

Gilbertson asked to include the loop around Olmstead and Triple H Road in Hallgren's letter to the State.

Gilbertson stated several individuals have approached him about reports that Tangles Road will not be maintained after the 1st of September. Four miles from the lodge there is an \$80,000/mile project to put a trail into Swede Lake. Gilbertson stated he was requested to get help to keep the Tangles Road open until the end of September. Gilbertson stated there were two summer fatalities by the Tangles Lake Lodge due to poor road maintenance.

Weller suggested getting with Deltana for their support.

Kemp suggested addressing the Denali (Tangles Road) as a separate issue.

Hallgren stated there was discussion with Senator Murkowski and Representative Harris. There is argument among area residents because some want maintenance and some do not.

- **Contract Duties by Lamar Cotten**

Hallgren stated, "What exactly does Lamar do? Basically anything I ask him to do." Hallgren referred to the March 25, 2002 contract. This was reviewed in April. Hallgren stated his plan is to renew with Cotten until he is able to get a planner in-house. Hallgren stated he needs both Cotten and a planner at least through next summer. He further discussed other employees and their length of employment. The wages fall under the impact funding.

Weller asked about the borough study. Cotten responded, stating it is not an advocacy. It is educational. This study is not to begin until the fall. Cotten reported aspects of forming a borough. He stated he has talked to many former borough employees with experience and reported there are pros and cons of both sides. Our community would ultimately make the decision.

- **Resolution 2002-15 requesting FY03 payment in lieu of tax funding from the Department of Community and Economic Development**

Heinbockel moved to adopt Resolution 2002-15 requesting PILT money; Weller seconded. On a roll call vote the motion passed unanimously.

- **Public Hearing, Third Reading and Adoption of Ordinance 2002-12, An Ordinance Amending Expenditure of Municipal Revenues**

Heinbockel moved to open public hearing on third reading of Ordinance 2002-12; Kemp seconded. Motion carried. There was no discussion.

Kemp moved to close public hearing on Ordinance 2002-12; Heinbockel seconded. Motion carried.

Kemp moved to adopt Ordinance 2002-12; Weller seconded.

Discussion followed and Hallgren reviewed the differences between the existing Ordinance with the newly written one. The existing Ordinance states any goods and services priced above \$500 and less than \$5,000 would require quotes, goods/services above \$5,000 requires competitive bidding. The new revised Ordinance states the City can purchase goods and services up to \$1,000 without having to address the Council; competitive bidding, proposals, or quotes will be required on goods/services between \$1,000 and \$10,000; and competitive bidding will be required on anything above \$10,000. The newest portion states professional services may be obtained without competitive price quotes so that the City is not forced to hire the lowest bidder. The City can act

only on *prior* approval by City Council on both the \$1,000/\$10,000 goods/services, over \$10,000 goods/services and the professional services.

Heinbockel said he has a tendency to vote against this because we have a difficult time following procedures. Some of these purchase orders are under today's vote to accept, yet still under the old existing ordinance. Some would have required competitive bids. Heinbockel requested that if we pass this ordinance he would like to see the Council follow procedure.

Leith-Dowling stated this newly revised ordinance is so that Council can do just that. The way the old ordinance is written is part of the problem.

On a roll call vote the motion to adopt Ordinance 2002-12 passed unanimously.

- **Purchase Orders**

- PO#07242 to AK Department of Economic Development in the amount of \$1,802.00 for refund of duplicate payment
- PO#07243 to Aetna US Health Care in the amount of \$3,008.50 for August Health Insurance premium
- PO#07244 to Airport Equipment Rentals in the amount of \$1,400.00 for dozer rental for street work
- PO#07245 to AK Communications Systems in the amount of \$772.27 for August phone service
- PO#07246 to ATT & Alascom in the amount of \$572.10 for August E-911 service
- PO#07247 to Amazon.com in the amount of \$547.73 for library materials
- PO#07248 to David Boadwine in the amount of \$724.23 for construction signs/blade sharpener
- PO#07249 to Carns General Contractors in the amount of \$800.00 for 4 loads of gravel for street maintenance
- PO#07250 to Craig Taylor Equipment Co. in the amount of \$1,509.29 for brush hog blade and road fabric
- PO#07251 to Delta Texaco in the amount of \$5,910.00 for six grader tires
- PO#07252 to Dynamed in the amount of \$529.45 for new ambulance supplies
- PO#07253 to Fox International LTD, Inc. in the amount of \$590.26 for yellow warning lights for fire department
- PO#07254 to Golden Valley Electric Association in the amount of \$611.48 for July power
- PO#07255 to Kurt's Construction in the amount of \$2,760.00 to load and haul off ditch materials
- PO#07256 to Mark Miller in the amount of \$680.20 for TV equipment maintenance
- PO#07257 to Our Designs, Inc. in the amount of \$572.40 for fire department badges and supplies
- PO#07258 to Penworthy Company in the amount of \$542.70 for library materials
- PO#07259 to T.J.'s Land Clearing in the amount of \$10,425.00 for mowing brush/trees
- PO#07260 to Willis Corroon Corp. of Fairbanks in the amount of \$37,526.00 for commercial insurance package
- PO#07261 to Willis Corroon Corp. of Fairbanks in the amount of \$6,750.00 for airport liability insurance

Weller moved to approve purchase orders #7242 up to and including #7250; Kemp seconded.

Council discussed #7249. Heinbockel stated there were actually 12 loads of gravel used for street maintenance. The Mayor and Ed Carns both donated 4 loads (\$200/20 yard) each, all used on Emmaus (Kusz) Road. However, procedure was probably not followed and competitive quotes were not received.

On a roll call vote to approve payment of purchase orders #7242 though #7250 was passed unanimously.

Weller moved to approve purchase order #7251; Heinbockel seconded.

Heinbockel stated that in the future the Council must write up bid specs for service over \$5,000.

Weller asked to have Council members called for approval over the phone.

On a roll call vote to approve payment of purchase order #7251 the motion passed with one (Kemp) abstaining.

Weller moved to approve #7252 through #7258; Heinbockel seconded.

Zimmerman explained #7255 with wording correction.

Weller requested indicating equipment and hours in breakdown description of charges.

On a roll call vote the motion to approve payment for #7252 through #7258 was passed unanimously.

Heinbockel moved to approve purchase order #7259 for amount of \$7,700, not the amount of \$10,425; Weller seconded.

Council discussed difference in paid amount versus billed amount. On a roll call vote the motion passed unanimously.

Kemp moved to approve payment for #7260; Beck seconded. On a roll call vote the motion passed unanimously.

Weller moved to approve #7261 and put payment in attention to Jack Morris; Beck seconded. On a roll call vote the motion passed with one (Heinbockel) opposing.

Heinbockel stated he feels the City needs to be out of the airport business. The insurance will continue to go up. Every other town in this state has the State provide insurance for their airport.

Hallgren stated the City's major income has been PILT, now over \$300,000. It did not used to be that way. Other major income is State Revenue Sharing that is about \$60,000. This is $\frac{3}{4}$ of the City's annual budget wrapped up in insurance costs. What we have in this town is not sustainable.

- **Request to Purchase Power Washer**

Hallgren reported Dave Boadwine requested a gas powered, high-pressure washer to clean heavy equipment. Boadwine collected three prices (AIH in Fairbanks for \$3,995, Alaska Rubber in Fairbanks for \$4600+, NAPA in Delta for \$4000). Hallgren recommended purchase of the one here at Delta.

Heinbockel moved to approve purchase of high-pressured washer; Weller seconded. On a roll call vote motion passed with one (Beck) opposing.

ADDITIONAL PUBLIC COMMENTS

Connie Ott questioned Purchase Order #7246 for E-911 service. Hallgren stated this payment is collected in a special interest bearing account. Discussion continued.

Hallgren stated he would have a better report at the next meeting.

NO ADDITIONAL COUNCIL COMMENTS

EXECUTIVE SESSION - City Finances

Weller moved to go into executive session; Heinbockel seconded. Motion carried.

Council took a five-minute break at 7:20pm and then went into Executive Session.

Dowling moved to come out of executive session; Beck seconded. Motion carried.

ADJOURNMENT @ 8:33pm

Respectfully submitted,

Pat White
City Clerk