

September 17, 2002 - City Hall
Delta Junction City Council
5:00pm Regular Meeting

MINUTES

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

AMENDMENTS TO AGENDA - APPROVAL OF AGENDA

White requested 1) a waiver for use of tables and chairs from the Community Center and 2) Resolution 2002-18 be added under New Business.

Hallgren requested to add 1) discussion of aerial mapping under New Business and 2) an Executive Session to discuss personnel matters regarding the planner position. He distributed a packet of confidential information.

Leith-Dowling moved to approve the agenda as amended; Summers seconded.

Motion passed unanimously.

APPROVAL OF MINUTES FROM THE PREVIOUS MEETING

Summers moved to approve minutes from the September 3, 2002 meeting; Kemp seconded.

Motion passed unanimously.

NO PUBLIC COMMENTS ON AGENDA ITEMS

NO COUNCIL COMMENTS ON AGENDA ITEMS

REPORTS

Rescue Squad - No report

Airport - **Mark Weller moved** to reopen Ordinance 2002-10 for selling the airport lots; Leith-Dowling seconded.

Weller requested to open up lots 15, 8, 9, 1 and 2 on the new plats. The taxiway would be approximately 400 feet. The materials cost, not including clearing, would be between \$1,500 and \$2,000. With 3-4 poles to get to the lots, it would cost an additional \$4-5,000. Materials alone would be \$6,000 and then add whatever the dirt work would be. Labor would consist of clearing and removing about 400 feet of debris. Weller proposed putting the lots up for sale. If they are sold, the City can complete the work.

Gilbertson asked about the final survey. Weller confirmed, stating more lots would be opened up for sale upon demand. According to the Ordinance Hallgren had stated lots would be sold sequentially.

Weller asked Hallgren to edit out appropriate dates and appropriate lot numbers from the Ordinance as it is written.

Leith-Dowling suggested opening lots up sequentially from west to east. Hallgren requested clarification. The order in which the lots will be sold is 15, 8, 1, 9, 2.

Weller stated future lots need to be sold in this same order but not necessarily the first sale if the 400 feet of roadway is being put in.

Beck asked about buyers requesting certain lots at the other end of the strip.

Weller stated, "The hang up is the cost." Revenue must be received from the sale of the first lots in order to open up the second set of lots. The lots must be auctioned before they can be put up for sale.

Hallgren stated there might be another additional 300 feet of roadway to be put in.

Weller said it would be up to the surveyor. He feels where the existing road is now, is accurate.

Hallgren said if he moved the lots north from where they were staked then it would be in line.

This needs to be clear.

Weller asked how soon the lots could be open for sale.

Hallgren stated he would be ready by October 16.

Motion passed on a roll call vote to open the airport lots for sale. Heinbockel opposed.

See additional Airport reporting after Parks discussion.

Cemetery - Mary Leith-Dowling reported on the completion of the paved drive down the center of the old section of the cemetery. She stated it is much improved and was a combination of efforts between Deltana and Delta.

Leith-Dowling said paperwork was done Monday, September 16, to use State gravel for improvements on the backside.

Hallgren stated the City costs would essentially be \$3,000 after reimbursements by grant money.

City Clerk - Pat White reported there are no others running against incumbents Beck and Heinbockel for the City Council elections on October 1.

Dept of Economic Development - Pete Hallgren reported impact funds still have not arrived. As of last week paperwork from the Secretary of Defense's office informed that work done at the Partnering Conference did not get to the Congressional Conference Committee in time and there is no FY03 impact spending authorized. The good news is that a similar amount of unused FY02 money will be used. Instead of 9.6 million it is possible to get 17 million.

Hallgren reported the Clinic Road is now finished. Final cost of improvement was \$26,500. Emmaus Road shoulder work will be finished today or tomorrow. Kimball Street is ready and fabric has been picked up. Work will be done in the next couple of days. Hallgren requested Mayor Gilbertson, Heinbockel and Dave Boadwine meet to finalize what needs accomplished.

Hallgren reported status on the option to purchase the Waldo property for the new landfill. Harding ESE hired an archaeologist for \$10,000 to complete the survey required by the State Historic Preservation Officer (SHPO) to search for antique artifacts. SHPO signed off on it today. Work that was previously authorized can now resume. A cat road is to be put in about 75 feet within the northern boundary all the way to the northwest boundary, a 100' X 6" test well will be drilled, and a second similar hole will be drilled about ¼ mile south along the western boundary of the property. There will be 15 pits, 12-15 feet deep, on more than half the property. This will be done on September 24. Harding ESE will then verbally report thereafter and the City can exercise the option to purchase the property.

Discussion continued about general funding and where money comes from to pay for such things as the \$10,000 needed for the SHPO archaeologist.

Heinbockel asked how long the general fund can advance funds while waiting for reimbursement monies the City does not see.

Hallgren stated presently the City is able to pay for services.

Weller asked about the emergency translator on the Alascom tower.

Hallgren stated Harding recommends engineering this winter to find the problem. It is not known if the two translators should be put together, whether they should be in separate areas or whether one should be moved to an entirely new position. Presently two translators are feeding off one cable. It could be all the way to Shaw Creek. Again, Hallgren stated the City is waiting for impact funds.

Hallgren stated Harding ESE recommended not do interim work on the translators until next spring because it would basically raise the price by \$20,000. He spoke with Harding, asking them to give a figure on what it would cost for the mayor to climb up the tower and install a brand new set of transmission cables, doing it ourselves.

Heinbockel stated the City does not have enough liability to have anyone from our community climb the existing tower. It is too unsafe. He also stated he will refuse to vote on anymore spending until a plan is drawn up to do it right.

Hallgren said there is an RFP out for a contract City engineering firm. Responses are to be in by September 23. Council members can make decisions from there.

Weller asked about impact money and when it might be here.

Gilbertson stated it could be two weeks to two months. Discussion continued.

Hallgren stated the City could go back to January 1 for reimbursement once the funding arrives.

Finance - No report

Hockey Rink - Lou Heinbockel reported the Hockey Association has about \$4000 of improvement parts on order. This is to rebuild boxes for participating players. It has been on order since June

21. There will be 22-25 players this year. They are crowded now with the usual count of 16 players.

Council discussed funding and lack of it.

Gilbertson asked if the Hockey Association would put out the request, he would be able to find people to pledge the money and come up with what is needed to fund the project.

Beck said the Council needs to know where money is coming from in order to know if we are doing the appropriate thing.

Weller stated he would like to see grant reports on a quarterly basis. Printouts should show where money was spent, what is earmarked and what is left over. Hallgren agreed to do that.

Hallgren reported there is no money available to repair or maintain the hockey building under the 2003 general fund budget.

Beck moved to table the discussion of hockey rink improvements until the next meeting when it can be explored to determine if there is any way to find funding; Kemp seconded.

Motion passed with Heinbockel opposing.

Landfill - No report

Lands - Susie Kemp reported the Visitor's Center, which is owned by the City, has been neglected and is in bad shape. She will present a list of repairs needed. Replacing the vinyl on the bathroom floors and replacing and repairing shelving are just a couple items of consideration. Maintenance money is needed to accomplish the repairs.

Heinbockel stated the land is owned by DOT and the City leases it.

Hallgren stated any maintenance work would qualify under the EDA grant. He stated, besides giving interested parties "ownership", it is much easier for the City to provide materials and have it installed by volunteer labor than it is to put out to bid or forced accounting. The cemetery work is an example of this.

Kemp stated she spoke with the Visitor's Center manager who offered to get the work done if the materials could be provided.

Hallgren said the riding lawn mower is fixed. Bob Morley will mow the lawn at the Community Center, City Hall and along the highway before winter.

Hallgren reported George Sandlin completed the ground maintenance contract successfully.

Library - No report

Park - Lou Heinbockel reported there was a moose episode jumping over the fence and Bob Morley had already repaired the damage. He also reported a picnic table was hoisted on top of the pavilion. It was later blown down. The table is repairable.

Airport (continued) - Mark Weller requested to allow Jack Morris to speak regarding the map presented earlier. Council members reviewed the map with Hallgren and Morris. Morris stated the corners need to match. The point up against the bank should be the same. There is 150 feet of tree barrier.

Morris stated there is no need to build another 300 feet of taxiway. It's just a matter of a bulldozer straightening it out. The property in question is all on Andreassen's access.

Personnel - No report

Public Health and Safety - Henry Summers stated there is an ordinance for subscribers and non-subscribers fees. To make the change of increasing rates, as discussed at the last Council meeting, the Ordinance will have to be changed.

Summers reported Alyeska donated twenty sets of bunker gear to the Delta and Deltana Fire Departments. Summers requested the City address a letter of appreciation.

Public Works - Lou Heinbockel asked why a meeting is needed about improvements on Kimball Street.

Mayor Gilbertson said he doesn't believe it needs extensive work like Clinic Road. He wants clarified how far down it needs to be dug.

Beck asked about how the road will get blocked once the project gets started.

Heinbockel stated the plan is to block Harper and Kimball as well as near the school district office.

OLD BUSINESS

- **TV Repair**

Heinbockel asked Hallgren to explain his opinion on why he wants to just put up new cable. If we do not have a receiving antenna why would we put new cable up?

Hallgren stated he had discussion with Harding ESE and the Mayor, trying to find a solution to do something for the winter. Harding recommends doing major engineering upgrade over the winter and all the rebuilding of the towers next spring. It would save \$20,000 or more. Could we make an inexpensive change to improve the reception?

Kemp stated many people do not have satellite or cable.

Hallgren stated having satellite or cable would not allow us to get the Fairbanks Evening News.

Weller asked to explain, "We do not have a receiving antennae"?

Heinbockel stated there are three antennas on a tower. The one on the furthest west end is designed specifically to receive the signal from KTVF/Channel 11. Every one of these signals on a different frequency must have different antennas. Apparently Channels 11 and 2 were close enough that someone decided to disconnect Channel 11 and splice it into two. This caused the poor signals. Part of the reason is also because the tower has sunk and the antenna is literally pointed at the ground.

Weller asked if Mike Miller would be able to fix it for the winter.

Heinbockel said he feels the City should "not spend five cents down there until we can do it right".

NEW BUSINESS

- **Request to change number on last Resolution (2002-15)**

White explained the error in numbering and the need to change 2002-15 to 2002-16.

Leith-Dowling moved to change Resolution 2002-15 (requesting FY03 PILT funding from the DCEC) to 2002-16; Heinbockel seconded.

Motion passed unanimously on a roll call vote.

- **Resolution 2002-17, A Resolution Prioritizing Capital Projects in the Community for Submission to the State of Alaska for FY04 Funding Under the Capital Matching Grant (CPMG) Program**

Leith-Dowling explained the plan to construct a mausoleum in the center of Rest Haven Cemetery. It is part of a continued effort for improvements and is a joint effort between the City and Deltana. She added that the local Pioneers have expressed interest and will possibly help with the cost.

Weller moved to approve Resolution 2002-17; Leith-Dowling seconded.

Motion passed unanimously on a roll call vote.

- **Resolution 2002-18, A Resolution Requesting Capital Funding through the State of Alaska, Village Safe Water Program**

Lamar Cotten explained the project is a first step in a long-term plan toward possibly having a series of community wells. It is both a health and safety issue. He suggests a competent engineering firm assist the City in looking into it.

Hallgren asked that the engineering firm look at the possibility, if it is realistic, of getting fire hydrants. The availability of one near a home will reduce insurance rates.

Weller asked about freezing.

Heinbockel stated it has proven feasible in other arctic environments.

Weller moved to approve Resolution 2002-18; Kemp seconded.

Motion passed unanimously on a roll call vote.

- **Aerial mapping**

Hallgren stated if the wells come up dry and the holes come up good, the City will be advised by Harding ESE to purchase the Waldo property for the landfill. Two items are needed before we put out RFP for actual design. 1) A topographic survey of the proposed landfill area is needed. Harding recommends hiring an aerial photographer. Harding will mark corners with a

big white X. The photos would be taken before the snow falls and after the leaves fall. 2) Contour maps are needed. We could wait until spring to do this but we will not be in position to have the design work completed. The contour map is needed for the National Environmental Policy Act (NEPA) study. Because this is federal dollars the NEPA study must be completed on this major construction. The NEPA study can be done over the winter but not without the aerial topographical map.

Hallgren requested the Council approve proposal for both the aerial photography and the contour map at a maximum cost of \$9,000. There is good reason to follow through with the aerial photo if Harding gives a good report.

Weller asked what happens if Harding gives a good report, the aerial photo is completed and the NEPA study is done.

Hallgren stated an RFP for design would be put out for bid in the spring. Whether it could be built by the end of the summer is not known.

Discussion followed. It was determined that fall and spring, after the leaves are gone and before snowfall, are the only times of the year to accomplish the aerial photography.

Heinbockel stated the City has waited since January for funding and there is still no assurance. He would vote to not spend money the City does not yet have.

Hallgren stated the option to purchase the landfill property expires in December. Harding will give a verbal recommendation on how to exercise the option.

Gilbertson suggested tabling the discussion until the next meeting on October 2 when information will be confirmed.

Hallgren said he would pass on to Missile Defense that we are running out of time and patience waiting for money.

- **Purchase Orders**

- PO#07325 to Airport Equipment Rentals, Inc. for rented equipment used on Clinic Road in the amount of \$3,278.50
- PO#07326 to Aetna US Health Care for September insurance premium in the amount of \$3,249.00
- PO#07327 to Alaska Industrial Hardware for purchase of Fire Department compressor and air pump in the amount of \$847.99
- PO#07328 to ATT & Alascom for September (911 telephone lines and Donnelly Dome power) in the amount of \$572.10
- PO#07329 to Bank of America for August charges (weed cutter parts, Fire Dept logos, ATT phone card, chair leg parts, Cotten/Kilgour/Hallgren travel) in the amount of \$2,203.59
- PO#07330 to Buffalo Center Auto Parts for pressure washer for City equipment in the amount of \$4,000.00
- PO#07331 to Buffalo Center Auto Parts for grader parts and maintenance in the amount of \$874.46
- PO#07332 to Craig Taylor Equipment Company for Kimball Street road fabric in the amount of \$5,252.28
- PO#07333 to Fundbalance, Inc for Fund Account training in the amount of \$2,856.48
- PO#07334 to Deltana Community Corporation for maintenance on cemetery fence in the amount of \$4,000.00
- PO#07335 to Delta Building Supply for Clinic Road culverts in the amount of \$939.20
- PO#07336 to Guess & Rudd for legal services in the amount of \$982.85
- PO#07337 to Kurt's Construction for Clinic Road gravel in the amount of \$1,400.00
- PO#07338 to NC Machinery Company for repair of grader sprockets in the amount of \$693.48

Heinbockel moved to approve purchase orders #07325 through 07338; Weller seconded.

Motion passed unanimously on a roll call vote.

- PO#07339 to T.J.'s Land Clearing for settlement of mowing brush in the amount of \$1,500.00

Hallgren explained purchase order #07339. He stated that under approval of the Council, work was not to exceed \$7,700. However, the City was billed for \$10,425 and the work done was not to the standards desired by the City. T.J.'s Land Clearing was paid \$7,700.

Hallgren met with Mayor Gilbertson, Dave Boadwine and two members from T.J.'s Land Clearing. The company did the work but not to the quality that was expected. He reported that Dave Boadwine had them do an additional ¾-mile of work on Mil-Tan Road. They offered to reduce the bill by \$1200. That left a remaining balance of \$1,500.

Discussion followed.

Gilbertson said additional work was done between Reeve Avenue and Jack Warren. He is comfortable with paying the balance because of the extra work completed.

Heinbockel moved to approve purchase order #07339 to pay the additional \$1,500; Weller seconded.

Motion passed on a roll call vote with Weller opposing.

- **Request to Waive Fee for Use of the Community Center's Tables and Chairs**

Heinbockel moved to approve fee waiver of using the table and chairs from the Community Center as long as they are not needed for another event on October 19; Weller seconded.

Motion passed unanimously on a roll call vote.

ADDITIONAL PUBLIC COMMENTS

Tana Wood suggested if the City winds up getting FY03 money as leftover FY02 money make sure it is not subject to the same restrictions as the 02 money. She asked if federal money is not considered "use it or lose it".

Hallgren stated use of FY02 money was discussed at the Partnering Conference. The FY02 money does not lapse until October 1, 2003. However, by moving the money to the State it is considered by the feds to be obligated. A five-year period begins as soon as the State gets the funds.

Ernie Wyrick reported he received a letter from Lt. Gov. Fran Ulmer's office with a \$26,000 bill for the used fire equipment. There apparently is a letter that was supposedly signed. The Fire Department does not have a copy of this letter. Kevin Kelly is trying to find the letter that released the equipment from Ft. Greely. Bottom line, if Rural Deltana can't pay they will no longer be in line for any type of federal funding. According to the letter, because the City declined the offer of the property, Rural Deltana could not get it from BRAC, they had to get it from the State. The bill originates from the State of Alaska Department of Property Management.

Hallgren stated the letter is misleading in his opinion. The reason the property was signed off by the City was so that Deltana could pick it up. The City signed off with the feds because it was threatened that it would go to the dump. That was around April 2001. Sometime in mid July Deltana received a bill for "10% of the original purchase price" of the equipment.

Discussion followed.

Hallgren stated the State has not produced a copy of anything signed.

ADDITIONAL COUNCIL COMMENTS

Heinbockel stated he has been quite negative this evening and it is out of frustration about not getting anything accomplished. Some things were done this summer but with lack of promised funding we are not able to move forward.

EXECUTIVE SESSION

Weller moved to go into Executive Session at 6:32pm to discuss personnel for the planner position; Kemp seconded.

Motion passed with unanimous consent.

Council came out of Executive Session at 7:41pm.

ADJOURNMENT

Weller moved to adjourn the regular City Council meeting; Leith-Dowling seconded.

Motion passed with unanimous consent.

Respectfully submitted,

Pat White
City Clerk