

October 15, 2002 ~ City Hall
Delta Junction City Council
5:00pm Regular Meeting

MINUTES

Mayor Gilbertson called the meeting to order at 5:00pm. Also present were Leith-Dowling, Kemp, Beck and Heinbockel. Summers and Weller were excused.

AMENDMENTS TO AGENDA - APPROVAL OF AGENDA

Hallgren requested to add an Executive Session at end of the meeting to discuss the million-dollar debt and to discuss a piece of City property to consider putting up for sale.

White requested to add a fee waiver request from Women's Aglow to use the Community Center under New Business. She also requested Brooks Ludwig from Delta Division of Parks be allowed to speak under Request to Speak.

Kemp moved to approve the agenda as amended; Heinbockel seconded. Motion passed unanimously.

APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Heinbockel moved to approve the minutes from the October 2, 2002 as presented; Leith-Dowling seconded. Motion passed unanimously.

NO PUBLIC COMMENTS ON AGENDA ITEMS

NO COUNCIL COMMENTS ON AGENDA ITEMS

REQUEST TO SPEAK

Brooks Ludwig distributed packets with information explaining the resolution of support given to Division of Parks in 1999 when they requested funding to finish the Alaska Road Commission (ARC) garage/shop building at Big Delta State Historical Park (Rika's). Funding approval was received after 3 years. The packets also explained description and justification of the project, the breakdown of (\$454,750) cost and the specific location of the building. The building under discussion is actually a 2-story building that is 40'X80' but is "dug into the footprint of the ground."

Ludwig wished to express his appreciation for support and share his plans for the building. They are gathering information from the City, the Chamber of Commerce and the Delta-Greely School District to get ideas to feed back to the design and construction staff in Anchorage who will come up with concept plans. Some earlier ideas included a stage and auditorium. One design will incorporate this. Several more designs will be prepared upon ideas and input from the community. Ludwig would like as much input into this project as possible. The Delta Greely Arts Council was involved at one time and wanted to make it into a theatre. Another idea was a large conference room. The team from Anchorage will have a public meeting in Delta next spring so that community members can get involved and have an opportunity to express their ideas.

Ludwig stated at this time they are just identifying users and their needs, finding out what people want and finding out issues to incorporate into the design. State Parks is now looking at ways to make things right out at Rika's. They are considering redesigning the parking flow so that people are funneled through the visitor's center, where they are given an orientation, before going out to explore the park. Ludwig asked Council and Community to give their comments and ideas. He will advertise in the local newspaper. He works only through the end of October but would encourage opinions and ideas be given to his supervisor, Anna Plager, Northern Area Superintendent (451-2651). Construction would not begin until 2004 or 2005 but

Ludwig requests ideas and opinions be shared so that they are prepared for the meeting next spring.

Gilbertson asked if the building is used for storage. Ludwig stated Whitestone currently uses the building as a packaging and mailing facility. Parks will reclaim this building and possibly reframe it into two different levels with the upstairs used exclusively for a history-transportation museum, which would blend in with the DOT grant, telling the story of the Valdez/Fairbanks Trail turning into the Richardson Highway and interpret some of the transportation methods in Alaska with Rika's being at the crossroads.

Gilbertson asked if the antiques were still there. Ludwig said they are all gone. Ludwig said the building sat vacant for 15 years, was heated, and now can finally be finished and put to use.

NO CORRESPONDENCE

REPORTS

Rescue Squad - No report

Airport - Hallgren reported the final plat would be presented for approval on November 5. The auction is on Monday, November 18. Hallgren and the Mayor will walk it.

Beck asked about the power line.

Hallgren stated it goes down the center of Blocks 1 and 2 but not beyond Lots 5, 1 and 2.

Cemetery - Mary Leith-Dowling stated she does not need a work session but will need a couple other people to help lay out Ordinance revisions in order to have a City employee do the digging of cemetery work.

City Clerk - Pat White asked Council members for suggestions or ideas to donate an item for the Alaska Conference of Mayors (ACoM) auction at the AML Conference banquet on November 14. The item should be representative of our city. White offered to make an Alaskan flag wall hanging but emphasized it is not specific to Delta. Mayor Gilbertson suggested a buffalo picture from the Visitor's Center/Chamber of Commerce. Gilbertson and Kemp suggested checking with local photographer, Mike Kingston. Leith-Dowling suggested a gift package from Delta Meat & Sausage. White will inquire about both, stating the AML/ACoM auction item must be mailed by November 1.

Dept of Economic Development - Pete Hallgren reported impact funds have not yet arrived but it is further along than it was. We now have the planner selected, just need the money. Harding ESE has finished the investigation of the Waldo property. The wells came out dry and they have recommended we purchase the property, but we do not have the money to purchase. Later in the meeting Hallgren stated he would ask Council to make decisions about the architect and engineering firms to do some of the work under the impact funds. Decisions can still be made even though the impact funds are not here.

Hallgren reported that Kimball Street was completed 18 hours before the snow fell. Vickie Naegele wrote an article in the Fairbanks News-miner. That same morning EDA in Anchorage called, needing to know that the work was maintenance, not construction.

Hallgren reported that a significant amount of money from the EDA grant will be available to use on roads next spring. He requested Council consider hiring one or two temporary workers to help Dave Boadwine complete roadwork next year. This summer, under forced accounting, proved good. The City now has the expertise proven to fix other streets.

Heinbockel asked about plans to purchase more equipment for the City in time for next year's construction season.

Hallgren said the four-yard loader is still a priority. He talked to a potential bidder and is finalizing the bid package.

Gilbertson stated the equipment would be good for snow removal.

Beck stated the equipment building is needed to store the equipment.

Hallgren stated there is money for the loader and dump truck under the EDA grant.

Finance - Ron Beck reported he talked to Dan Beck, School Superintendent, today and the school will make a recommendation to hire a construction trade instructor on Thursday night. The teacher will go to work on November 1. The school is in the same situation as the City, there is no money.

Gilbertson reported on the impact money status. It is now with General Kadish and then will move onto the Secretary of Defense.

Hockey Rink - No report

Landfill - No report

Lands - Susie Kemp addressed a "ratty piece of paper on the wall", a map put together a long time ago. It is far better than what is available. She will have it reproduced. The streets are all named. Most landowners are indicated on this map. Kemp said she's not come across anything in City Hall that comes close to the information provided off this map. It is outdated but a good start to what the City needs.

Library - Mary Leith-Dowling reminded that the Red Hackle Pipe Band is scheduled to be in Delta on October 26. Instead of at the Community Center it will be held at the school's large gym so that people can sit high enough to see the dancers. The Library Board and the Key Club will feed them at the Community Center.

Leith-Dowling reported that Joyce McCombs, Librarian, was informed that the library will get a technical support grant from the Bill and Linda Gates Foundation and it will provide a couple computers and training.

Park - Lou Heinbockel said he was glad to see softball fields were mowed down before winter. Someone mysteriously mowed the inside ball field area, all three of them.

The school district does hardball field. It was not known who did the work.

Personnel - No report

Public Health and Safety - Pete Hallgren distributed a report from the Fire Department on behalf of Henry Summers. The report was from Fire Chief, Jim Eden-Kilgour. Hallgren recommended Council read it, saying a lot of it is impressive information and he feels it is worthwhile. There is a plea to hire a fire chief. Hallgren said he is coming to believe there is a lot more work than what can be expected from a volunteer. He will investigate funding for this idea. He asked Council to provide their suggestions.

Public Works - Lou Heinbockel said Kimball Street was discussed earlier.

OLD BUSINESS

- **Second Reading, Public Hearing and Adoption of Ordinance 2002-13, An Ordinance Amending Chapter 3.20 Delta Code of Ordinance for Fire Subscription Fees and Charges for Non-Subscribers**

White clarified ordinance number (2002-13) was posted on the agenda in error (as 2002-19).

Leith-Dowling moved to open the public hearing for Ordinance 2002-13; Kemp seconded.

Hallgren explained that the fees for non-subscriber have not increased in a number of years.

This ordinance does not affect subscriber fees.

Gilbertson said he feels \$2,500 is higher than it should be.

Kemp stated she agreed with Gilbertson except that we need to do all we can to get the word out because our subscriber fees are so low. Home and business owners should be signing up.

Leith-Dowling said the new fees need to be promoted, that to subscribe would be the better way to go. It needs to be advertised.

Hallgren said the reduction or waiver of fees is also in the Ordinance amendment.

Beck asked how much it costs to canvass the community, through a mailing.

Hallgren said it would cost about \$150 in postage to send an informational letter with a copy of the Ordinance.

Gilbertson stated it should invite public input also.

Heinbockel suggested adopting the ordinance, then informing the public of these changes to fire subscription fees.

Tana Wood suggested raising the subscription fees slightly (to \$75 or \$125) unless the City wants to be the same as Deltana. She said Deltana did let them know when they increased their rate. Wood asked if the City has the capacity to collect the fees if they do not get paid.

Heinbockel said years past the City had gone through small claims on uncollected debts. Historically those that ask were excused.

The fee to fight the fire may be higher than the loss of the fire. Certainly the homeowner is not going to have the money to pay the bill.

Hallgren said the fire department does not just respond to the fire, they will fight the fire so that it does not spread.

Heinbockel stated the philosophy was to support a "volunteer" organization that was set up to help those in a time of need. Anytime that need is out there, they should be there. He understands the reason for trying to get money for services provided but the \$2,500 is a high amount to expect insurance companies to pay.

Beck asked how many subscribers the City presently has.

Zimmerman stated he would estimate a little over 200, but is not sure of count.

Heinbockel asked if they were current. He said there used to be more of an effort to collect. This mailing should make people more aware and want to subscribe.

Beck said to slip a return envelope for payment.

Hallgren said this project will be a chore but would be put together before the next meeting. He will research and find out restrictions set in the past, to whom the rules apply and if volunteers are given discounts or exemptions. The State statute does allow this.

Heinbockel said there was a time when some were not expected to pay fees. Council members were not to pay. That was a long time ago.

Hallgren said Letha Burcham is an excellent employee and will do a fine job in putting this together.

Heinbockel moved to close the public hearing; Kemp seconded.

Motion passed unanimously.

Heinbockel moved to adopt Ordinance 2002-13; Leith-Dowling seconded.

Motion passed unanimously on a roll call vote.

- **Increased speed limits within the boundaries of the community**

Hallgren stated he did not receive a response to his August 8 letter. A reminder was sent. Hopefully there will be an answer by November 5.

NEW BUSINESS

- **Recommendation - Selection of/negotiation with on-call engineering firm**

Hallgren reported on the RFP for engineering and architectural services. He distributed paperwork on his recommendations. He said the City has a variety of needs for architectural, structural and general engineering projects, not only with federal impact funds but also for the EDA grant and communications. Of the six responses Hallgren stated he and Cotten would recommend to split up some of the work, giving PDC, Inc. of Fairbanks the work requiring architectural and structural which will be the biggest portion of the work and will include conceptual drawings and cost estimates for the fire department, skating rink, City complex, what they might look like and where they might go.

He requested that the Council share ideas and make some choices to pass on the better ideas to the public and onto DREDC for input. To start construction some design work will be needed for the City equipment building. Hallgren discussed on-call items of service. He asked Council to allow him to negotiate with PDC, Inc. He feels they would be the consulting City Engineers. PDC clearly has better depth and more experience, particularly in the architectural and structural engineering. They would partner with Charles Bettisworth & Company. He recommended continuing to work with Harding ESE, specifically with the landfill due to other BRAC work and all landfill work since then. Hallgren would like to continue their services for some of the smaller projects such as the D66 runway under the EDA grant and the TV translator/emergency repeater communications work under a variety of grants.

Hallgren stated all the firms were fairly weak on the communications expertise so no one provided a good proposal. Therefore, Hallgren requested the City stick with Harding for two reasons. He said Harding would work on paving Mil-Tan. Harding is currently under contract with DOT in Fairbanks to complete studies to convert existing gravel roads into paved roads. He feels Harding has current experience on what we will need done on Mil-Tan Road. It would also tie into in-house engineering work on maintenance of other City streets. The other reason is, because it has not snowed yet, he would like to get Harding to come to Delta tomorrow or Thursday to look at Mil-Tan to see if they can actually do the engineering work, putting the Mil-Tan paving for bid before the first of the year. If we put it up for bid in the spring we will be competing with other projects.

Heinbockel asked what is considered as "paving".

Hallgren stated paving is anything over the gravel, whether it is chip seal or asphalt. It would be up to the Council to decide.

Heinbockel stated if we are going to start hard surfacing the roads we need to know the best route to go and how much of either we can get. If they are doing the Tanana Loop Extension with chip seal that firm should be able to be very competitive with the Mil-Tan project. He stated paving to him is bituminous black top. He knows of none that is planned for Delta.

Hallgren said there is no hidden bituminous black top plan. Originally black top was planned for Mil-Tan but when the money came through the State grant identified using chip seal.

Gilbertson said the same company that does chip seal on Tanana Loop also does the black top. They are set up to do black top at Greely, some on the airport and on the missile field next year.

Heinbockel said on the tour he learned the roads were to stay gravel.

Gilbertson said they are planned to be paved from the highway. How far in, he does not know. Hallgren said the recommendation would be to have Harding recommend the type of surface for Mil-Tan.

Kemp moved to accept recommendation to authorize Hallgren and Cotten to negotiate with PDC, Inc. and with Harding ESE as stated in the memo (distributed by Hallgren at the beginning of the meeting); Leith-Dowling seconded.

Hallgren said he would invite PDC to Delta to negotiate to hire. If a contract cannot be worked out Hallgren's second choice would be Design Alaska.

Hallgren said we would not hire until we have the federal impact dollars.

Council discussed the companies who put in proposals.

Motion passed unanimously on a roll call vote to accept Hallgren's recommendation for hire.

- **Purchase Orders**

- PO#07402 to Aetna US Health Care in the amount of \$4,080.50 for October group health insurance
- PO#07403 to Bank of America in the amount of \$1,608.94 for September expenses (travel for the planner, annual virus protection for two workstations, FD training manuals, office supplies, travel to the Joint Planning Conference in Fairbanks)
- PO#07404 to Lamar Cotten in the amount of \$1,760.57 for September planner consulting fees
- PO#07405 to Delta Texaco in the amount of \$525.97 for September fuel charges
- PO#07406 to FundBalance, Inc. in the amount of \$2,411.00 for annual software maintenance
- PO#07407 to Tom Ferri Company in the amount of \$933.50 for FD radio antenna repair
- PO#07408 to W.S. Darley & Co. in the amount of \$689.46 for (1 1/2) Saberjet spray nozzle

Leith-Dowling moved to approve purchase orders 7402 through 7408; Beck seconded.

Motion passed unanimously on a roll call vote.

- **Fee waiver request from Women's Aglow**

Kemp moved to approve waiver request from Women's Aglow to use the Community Center; Beck seconded.

Motion passed unanimously on a roll call vote.

NO ADDITIONAL PUBLIC COMMENTS

NO ADDITIONAL COUNCIL COMMENTS

EXECUTIVE SESSION

Heinbockel motioned to go into Executive Session at 6:01pm, after a short break, to discuss legal matters regarding the million-dollar debt and also to discuss a request to sell a piece of City property; Kemp seconded.

Motion passed.

Heinbockel moved to come out of Executive Session at 6:48pm; Leith-Dowling seconded.

Kemp moved to hire Kenneth P. Jacobus, P.C. to represent the City in matters pertaining to Allvest and Delta Corrections Group LLC; Heinbockel seconded.

Heinbockel clarified the City is not firing our current City attorney, James DeWitt.

Motion passed unanimously on a roll call vote.

ADJOURNMENT of meeting was at 6:49pm.

Respectfully submitted,

Pat White
City Clerk