

January 21, 2003 - City Hall
Delta Junction City Council
~~5:00pm~~ 4:00pm Regular Meeting

MINUTES

Mayor Roy Gilbertson called the Council meeting at 4:10pm. Other Council members present were Susie Kemp, Henry Summers and Mark Weller. Mary Leith-Dowling was excused. Lou Heinbockel arrived at 4:37pm. Ron Beck passed away on January 10, 2003.

AMENDMENTS TO AGENDA - APPROVAL OF AGENDA

Hallgren identified two proposals from MACTEC to be added.

- ✓ TV Repeater Repairs
- ✓ Emergency Communications Repairs

Kemp moved to approve the agenda as amended; Summers seconded. Motion carried.

APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Summers moved to approve the minutes from the January 7, 2003 regular meeting; Kemp seconded. Motion carried.

REQUEST TO SPEAK

Henry Summers, Public Health & Safety Director, presented an appreciation plaque to Lynn Harris, resigning Squad Chief for the Delta Rescue Squad. Harris will remain on the EMT squad but will step down from duties of Squad Chief. Harris has been a member of the Delta Rescue Squad since 1994 and the Squad Chief since 1998.

CORRESPONDENCE

2002 Website Visitation Report

LIO Teleconference Schedule

Notification of Liquor License Renewal for Buffalo Lodge #187

Resignation Letter from Delta Rescue Squad Chief

Bill & Melinda Gates Foundation Contribution to Delta Community Library

Council Seat Vacancy ~ Work Session Rescheduled

Hallgren stated a new Council member must be appointed within 30 days of a vacancy. Because Ron Beck ran unopposed there is no runner-up in line to fill his position.

Mayor Gilbertson reported he offered the position to Beck's wife, Shirley. She declined, as she is unable to fill the position at this time.

Hallgren said the Council position must to be filled by the second meeting in February. He reported the work session to discuss impact funds, scheduled for Saturday, January 18, was cancelled because of his illness and others who were unable to attend. Hallgren suggested rescheduling the work session after the new Council member is appointed. Discussion followed and Council set Saturday, March 1 as the new work session date.

REPORTS

Rescue Squad - Lynn Harris stated election of officers is done annually. This year she opted to step aside. Roger Harris was elected as the new Delta Rescue Squad Chief. The assistant chief is Bethel Ellis. Harris will provide an updated roster.

Harris thanked Council for supporting the squad.

Gilbertson reported Summers is working with the squad and will report back to Council and make recommendation for improvements to both the fire and City equipment.

Hallgren stated the plan calls for three ambulance bays. One potential plan is to build a new rescue squad building and upgrade the existing fire station. He reported that DeWitt, the City attorney, says a new ambulance can be purchased without putting out for public bid. Hallgren is waiting to receive that in writing.

Harris stated it takes 120 days from the date the actual contract is signed to complete the construction of the vehicle.

Summers said the plan is to pick up the ambulance in May.

Hallgren reported Deltana Fire Department has submitted their specifics on two pieces of equipment they need. Bid packets are presently being put together.

Ernie Wyrick, RDFD Assistant Chief, said there is a period of 260 or 270 days required for fire apparatus.

Dept of Economic Development - Pete Hallgren reported on today's Roundtable meeting. More new, long term, permanent residents appear to be planned and will aid the growth of the community. He stated he would like to have more local suppliers and more local hire. The biggest problem is to beef up the local economy to construct homes for both MD employees and also for the projected 12-15 new teachers that the school district wants to hire. The price of existing homes is increasing so as to justify the cost of building a new home.

Weller asked about the number of National Guard families coming into Delta.

Hallgren stated the National Guard's mission has changed dramatically since December when President Bush made it a permanent installation. The Guard, not the military, will be operating the base. People will be stationed in the community for many years. They will not cycle on regular rotation as with the Army.

Gilbertson reported the first 23 security people would be here within the next three months. Where will they be housed? They will probably be unaccompanied for the first year and stationed at Wainwright or Richardson. The long-term plan is to be stationed with their families within the Delta community. Gilbertson said there would be 50 or 60 high tech positions and they all plan to use amenities in Delta.

Hallgren said the Delta community could not handle the full influx within the next year because of lack of housing units.

Cotten reported more on the housing issue, about Alaska Housing, exclusive use for military and meeting housing needs in Delta. The new commission has assigned staff to further investigate options.

Cotten reported 169 of the 294 people working on the MD project this month are local residents. Most of the office staff is locals. The sub census includes Paxson and Tok.

Cotten reported that Sgt. Brian Wassman has joined the Delta AST detachment. He comes from Nenana. Two more positions have been requested to total 6 positions, not including the Fish & Game officer.

Gilbertson said Delta would see a big increase in population.

Cotten said the projection is 300 guardsmen - just the military aspect, not civilian. Boeing will always have a presence on post.

Library - Summers reported that \$8,048 was donated to the public library by the Bill & Melinda Gates Foundation. (See correspondence.)

Park - Heinbockel said he received a letter from Diane Ludwig about age appropriate equipment. She'd like consideration in adding it to the park. Heinbockel said it is a good idea and he would like to consider it.

Hallgren said \$25,000 for park improvement is available. It was planned to construct a half-court basketball court/tennis rink.

Heinbockel asked about acquiring title to the City park.

Hallgren said it would be discussed tonight under Legislative Priorities. (See New Business)

Public Works - Heinbockel asked about portable barriers to mark roads that are not maintained. One road, Aurora Avenue that is between Deborah and Kimball Streets, is never maintained because of the wind and snow. People continually get stuck there.

Hallgren stated he would ask Morley to put up signs to block the entrances.

OLD BUSINESS

- **Regional Government Options Study**

Cotten stated the (\$30,000) study grant was awarded and sought after because of external and internal issues into this area, forcing the issue to our front plate. He said the objective is so we, our community as a whole, can make the best decision with the best understanding. Senator Wilkens wants to lean on areas that do not pay for their schools. Instead of the community jumping in to fight, Cotten said to look at our options. To begin Cotten suggested creating a steering committee. Cotten agreed to have one person, instead of two, from each of the five groups (DGSD, Chamber of Commerce, DCC, City and DREDC) and then have Council select five more people from the broader region to represent different areas, one being the farming community. He said to have it in a committee setting, have public input and keep on task. Cotten described his ideas of how to proceed with the study, to help understand what regional and rural government has been in the last 10 to 40 years and to look at the different powers of services on all the different layers of types of government available in the State of Alaska. Only two sub-state governments are recognized by the State. One is a city and one is a borough. Schools are a service provided by government on a State or borough level. Look at where Delta is with respect to population, property evaluations and other information that we can glean from Census and other sources without spending money creating new data. Look at the four different models of government as 1) the current one, considering other services to provide, 2) a first-class city with the current boundaries which means it would take on costs and responsibility for education, 3) a second-class city having expanded boundaries and 4) a borough which is no different than a first-class city in terms of what it is responsible to do in an unorganized borough. A borough is however a regional government. There has been discussion to add Tok or Healy Lake. Cotten said to go in the direction that will best characterize that, which represents the Delta community. Look at services and figure out how we will pay for them, whether it is a head tax, a fuel transfer tax, severance tax on mining, property tax, sales tax on electricity or sales tax on general stores. The outcome of the study is NOT to advocate a borough, but to define if it is even feasible. The study will be a good baseline of information when we are addressed with this issue in the future. Cotten stated this subject is not likely to go away. He also said the State has already made up their mind for Delta to be a candidate to form a borough.

Hallgren said the State is looking at Delta and the surrounding (Deltana) area. He sees no desire from either Tok or Glennallen to become part of a Delta borough. He also said two layers of local government are not needed. The City is not needed should Delta become a borough.

Discussion followed regarding other communities, their size and borough formation.

Cotten asked to contact the five different entities and then get five others to serve on a committee.

Gilbertson said to approach residents of the greater Deltana area to get involved. DREDC is local. The regional government options study group should consist of one representative from each of the five groups (City, DGSD, DCC, DREDC, Chamber of Commerce) and then five from the Deltana area.

Cotten said Deltana took a vote to investigate regional government and it is known that they want to participate.

Weller asked about leaving the government the way it is and have all residents in this unorganized borough pay a State income tax in lieu of forming a borough. He said he would rather pay income tax than to create more government.

Heinbockel moved to direct Hallgren and Cotten to move forward with plans to create a committee based on Cotten's handout, *Regional Government Options Study Questions*; Weller seconded.

Motion passed unanimously on a roll call vote.

Heinbockel said it must to be stated very clearly that we are not promoting a borough. He wants to see equal emphasis placed on evaluating other options and not just what it will take to form a borough.

Weller thanked Cotten for expanding the opportunity for involvement on the study committee to residents outside the City limits.

- **Mil-tan Road Paving Decisions with Richard Bonwell**

Hallgren reported there is \$120,000 of State funds available to pave the remaining one-mile of Mil-tan. He asked, "Where will the money go? What type of paving do you want? How wide should it be?" Hallgren said it is hoped to have the bids out by early March with airport runway resurfacing because both projects require crushed gravel.

Richard Bonwell, MACTEC engineer, introduced Mike Brady, staff engineer. He said two items must be answered. 1) How wide does Mil-tan need to be paved? And 2) what is to be used for the paving surfaces?

Mike Brady distributed *Evaluation of Surfacing Options*, explained the handout and the two different surface types (High Float and asphalt).

Brady read from his report, explaining life expectancy of surfacing and cost and maintenance, which were scaled according to the life cycle of each type of surfacing.

Gilbertson said asphalt/black top is cheaper and easier to maintain.

Heinbockel asked what type of surface the State is putting on Tanana Loop Extension.

Brady said high float.

Summers stated the closest asphalt plant would be six miles down the road at the newly erected plant, Great Northwest.

Bonwell reported on the MACTEC proposal and the different aspects of what it entails.

Heinbockel moved to accept the proposal from MACTEC, requesting to stay within budget constraints and use asphalt pavement to complete the one-mile section of Mil-tan Road.

The new asphalt will be the same as what is already there. It will last longer and require less maintenance. Summers seconded the motion, clarifying the asphalt width would be two 11-foot lanes with a one foot paved shoulder on each side.

Discussion followed.

Weller asked for the lanes to be 26'. There will be more traffic and more youth on bicycles.

Heinbockel asked to see what it would cost to add a wider shoulder to the entire two miles of road. Standard shoulder? Heinbockel said the State added no more than 12 or 18 inches to the Richardson Highway between Delta and Ft. Greely.

Gilbertson said Mil-tan is one of the best-built roads in Delta. He described the road and its widths. This spring it will have been paved for 8 years and it is the first time it will require maintenance. Maintenance consists of crack sealing.

Discussion followed regarding adding an alternate to the crack sealing and the width of roads and shoulders.

Bonwell said near the landfill the width is 12 feet with no shoulder.

Heinbockel said 12 feet with no shoulder is perfectly adequate in driving a school bus.

Weller asked to expand the shoulder on the existing pavement as a safety factor.

Hallgren will look into finding out if EDA funds will cover this existing road maintenance, expanding the shoulders and sealing cracks on the one-mile of existing pavement.

Motion passed unanimously on a roll call vote to have MACTEC complete the one-mile on Mil-tan Road.

Brady said to consider having a detached pedestrian bike path.

- **MACTEC Proposal to Rebuild the Existing TV Translators**

Hallgren stated that the design for removing and replacing the existing TV antennas and tower structures at Donnelly Dome would be expensive but not to exceed \$35,697. He estimates that the total cost may be close to \$185,000 to rebuild the entire system. \$150,000 would be for actual work. It will include new wooden towers, similar to what exists now. There is question of metal towers interfering with signals.

Bonwell is still researching the design of how the system was originally built. He said it appears the three antennas must be sideways of each other and distanced apart in order to function properly. They also must be accessible for maintenance. The towers must be structurally strong enough to withstand the wind.

Gilbertson asked about digital requirements.

Bonwell said 2006 is the supposed deadline mandated for digital TV. He said his opinion is that in the real world, only the big metropolitan areas will have it. In the western United States that (2006) date is unreasonable. Chances of it working in Alaska are not good.

Discussion followed about radio and TV stations in the area and in the interior of Alaska.

Gilbertson said he would like long-term effects for whatever the City does do.

Discussion followed regarding TV stations, history in Delta, reception, lack of maintenance, ownership of towers and a successful plan to rebuild the towers, possibly being metal.

Hallgren said MACTEC does not plan to put the Delta FD repeater on these towers.

Bonwell said there is an issue about being close to the repeater. He will investigate and report back.

Hallgren said KUAC radio would be included in the tower.

Bonwell said it is likely that there will be two separate bids, explaining the items each would cover. The tower will require oversight administration for inspections to ensure the project is completed successfully. \$7,400 of the design fee will cover construction inspections. The remainder of the contract (\$28,300) is for plans, specifications and two separate bidding documents (one to build the tower and the other for placement of signal reception apparatus). The new equipment shed will be positioned in a corrected spot and the contractor will route and hook up cables. A new power feed must be replaced at the Alascom building. The current one lies on the ground. This will require the City to work with Alascom.

Hallgren said less than \$50,000 remains in the non-federal grant. Also \$480,000 in impact grant is available for this and for the emergency radios.

Heinbockel said the study must include our ability to get to the tower site and maintain presence on that site. Do we legally have a right to be there? He said he would hate to spend and later be told to move. The towers belong to whom? The site is federal military installation and the road is controlled by the military. Could we move to a different location?

Bonwell said the towers must be that far south in order to get the signals coming out of Fairbanks.

Heinbockel provided history as early as 1965 with KTVF. Commercial companies provided nothing. Everything done has been through the City via donations and maybe some from Chamber of Commerce.

Bonwell said he realizes it must be south but further south than the new landfill site? Maybe it's lower than Shaw Creek Flats. But maybe the ridge on Waldo's property could be a consideration.

Heinbockel said he thinks we're stuck with the Donnelly site, if we have a legal right to be there.

Kemp said the ownership and right to access issues need to be resolved.

Gilbertson said move on to do the research.

Weller moved to accept the MACTEC proposal to complete the research needed to rebuild and upgrade the TV system; Kemp seconded.

Gilbertson requested a letter be written, notifying that the City is upgrading and rebuilding our existing system. We want to give an opportunity to have input as well as request a letter of no objection from the Army (Henry suggested the Army Range Control out of Wainwright) and Alascom.

Bonwell stated he would write the letter for the City to issue.

Motion passed unanimously on a roll call vote.

- **MACTEC Proposal to Rebuild the Emergency Communication Systems**

Hallgren stated this proposal would include rebuilding the communication systems for 911 and the Deltana Fire Department. The repeater for the City has been located on Donnelly Dome and may be taken care of during the TV repairs. The idea is to clarify the uncertainties and get the projects accomplished by rebuilding the antennas, cables and equipment. Once everything is functioning at full power and there are still problem areas that don't receive coverage then we can research further. As with TV there is uncertainty with emergency communications.

Hallgren reported that Ernie Wyrick attended a teleconference with the State who is working with Motorola on a statewide system of emergency communications. It will be digital and will not be compatible with our current system.

Hallgren recommended rebuilding systems now and add on, if necessary, at a later date. Otherwise we may wait forever and get nothing done.

Kemp moved to accept MACTEC's proposal to prepare plans, specifications and cost estimates for repairs on antennas, cables and emergency radio equipment; Summers seconded.

Motion passed unanimously on a roll call vote.

- **Richardson Highway Improvements**

Hallgren stated Valdez would like us to tie in with them to request the State do improvements to the Richardson Highway.

Summers stated the roads would be getting maintained shortly.

Kemp said there are two issues regarding repairs on the Richardson Highway. One problem is with the convoys and the need to have more passing lanes between here and Fairbanks and south to Black Rapids. The other issue is that the Department of Transportation doesn't plan to build the shoulders on the section of road toward Ft. Greely for several years.

Gilbertson wants to support the Valdez resolution.

Heinbockel said, as a Council, we need a similar resolution to take action.

Weller said there are no shoulders all the way to Black Rapids and beyond to Rainbow Ridge. The area is one of the most beautiful passes he's ever seen, not to mention being a tourist's attraction.

Kemp said it could become more of an issue because of the build up of military activity.

NEW BUSINESS

- **Liquor License Renewal for Buffalo Lodge #187**

Summers moved to have no objection to the Buffalo Lodge renewing their liquor license; Weller seconded.

Motion passed unanimously on a roll call vote.

- **2003-2004 Legislative Priorities**

Hallgren stated Representative Harris has asked for Delta's legislative priorities. Hallgren identified issues that he drafted:

1. Terminate the prison question
2. Pave Kimball, Rapids (to Kimball), South Clearwater and Deborah
3. Purchase the City Park from Mental Health Trust even though we have 21 years left on the lease. Now is probably the time to ask legislature for the funds to purchase it before the price increases.

Heinbockel agreed that the prison question needs resolved. It is something the State owes this community.

Heinbockel asked why Rapids (along the airport, then changes into North Clearwater) was dropped. He said that if Rapids is paved, it must be paved all the way to Nistler Road. South Clearwater is a major collector and is used by school buses every day. He stated paving should include Kimball, Deborah and Hayes which all run in an east-west direction.

Heinbockel asked to look at roads in the north-south direction and put Harper on the list.

Kemp asked to discuss at the next meeting the Nistler-School-Tanana Street name. That road has been called Nistler Road, Tanana Street and School Road. It needs clarification for correct identification.

Gilbertson asked to add repairs to the existing bike paths that the State put in. Instead of adding this to the legislative priorities, he asked to write the State a letter. Can DOT cover it as maintenance since they are the ones who put them in?

Discussion followed about bike paths from the BLM to Jack Warren Road. It was decided that the history of the school and bike paths needs researched.

Council agreed that they were satisfied with Hallgren's list of 2003-2004 Legislative Priorities.

Adam Kofoid, Craig Taylor store manager, stated the bike paths established in Fairbanks through federal money stipulate the State would maintain them. It may be the same in Delta.

- **June 2002 Audit Report**

Hallgren suggested putting off the audit report for the next meeting. All agreed.

- **Purchase Orders**

- PO#07604 to ATT & Alascom in the amount of \$572.10 for January E911 service
- PO#07605 to ACS in the amount of \$771.32 for Dec/Jan phone service
- PO#07606 to City of North Pole in the amount of \$4,454.32 for Jan '03/June '03 dispatch service
- PO#07607 to DEMCO Media in the amount of \$1,647.31 for library books and materials
- PO#07608 to Delta Sanitation in the amount of \$533.00 for Oct, Nov and Dec garbage pickup
- PO#07609 to Guess & Rudd in the amount of \$958.36 for December legal services
- PO#07610 to GVEA in the amount of \$970.13 for electricity
- PO#07611 to Life Assist, Inc in the amount of \$558.20 for Rescue Squad backboards
- PO#07612 to OCLC Lacey Product Center in the amount of \$595.00 for library materials
- PO#07613 to NC Machinery Company in the amount of \$616.00 for four grader blades

Kemp moved to approve payment of purchase orders #07604 through #07613; Summers seconded. **Motion passed** unanimously on a roll call vote.

Council took a recess at 6:07pm and resumed at 6:24pm.

NEW BUSINESS CONTINUED

- **Loader Bid Protest with Jim DeWitt, City Attorney**

Hallgren called Jim DeWitt, City Attorney, connecting via teleconference phone.

DeWitt addressed the Council and explained the scheduled loader bid protest procedure. Because the City of Delta Junction does not have ordinances that specifically cover protests, the terms of the *Invitation for Bids* will cover the procedure this evening. He explained his role as the advisor to Council. Pete Hallgren's role is advocate for City administration. DeWitt stated he is neutral, as the law requires Council to be. And anything he may say cannot be interpreted as advocacy for or against either party. Council acts as judges and DeWitt will assist in reaching a decision. DeWitt asked Council to choose between two options. Either conduct the hearing tonight or appoint a hearing officer or another person.

Heinbockel moved to hold a hearing tonight and allow Council members to act as Hearing Officers; Summers seconded.

Motion passed unanimously on a roll call vote.

Dewitt explained brief procedures for the Council. The burden of proof is showing that the City Administrator's decision was wrong lies on the protesting party, Construction Machinery (CMI). CMI will present their side first, then the City and then Craig Taylor. Time allocated is equal, about half an hour each. Council must decide to allow adequate time to both parties but it must be equal. Time can be allowed for a rebuttal, as much time remaining in the allocated 30 minutes.

Chad Daniel Gerondale introduced himself to Council, stating he represents Construction Machinery Industrial, LLC (CMI) in protest to the wheel loader bid. He distributed packets of information, copies of his protest outlining 10 problems with the bid. He described each of them.

Adam Kofoid introduced himself during his allotted time period. Kofoid is the Store Manager in Fairbanks for Craig Taylor Equipment (CTE). He made his presentation.

Questions and answers were exchanged between Council members, CMI's representative, City Administrator Pete Hallgren and CTE's representative.

DeWitt asked Council how they wished to proceed.

Council decided to go into Executive Session to deliberate the protest.

DeWitt asked Hallgren to leave during the session.

EXECUTIVE SESSION TO DISCUSS BID PROTEST

At 7:54pm **Heinbockel moved** to go into Executive Session to deliberate the loader protest by Construction Machinery; Kemp seconded. **Motion carried.**

Present were Mayor Gilbertson, Lou Heinbockel, Susie Kemp, Henry Summers and Mark Weller. Also present were Jim Dewitt, City Attorney, via teleconference, and Pat White, City Clerk.

At 8:20pm **Summers moved** for Council to come out of Executive Session; Kemp seconded. **Motion carried.**

Heinbockel moved that the City of Delta Junction redefine the bid specs, re-advertise and re-bid the purchase of a wheeled loader; Kemp seconded.

Motion passed unanimously on a roll call vote.

EXECUTIVE SESSION TO DISCUSS LEGAL MATTERS

Hallgren asked Dewitt to stay on the line to discuss bankruptcy matters.

At 8:23pm **Heinbockel moved** to go into Executive Session for the purpose of discussing financial matters pertaining to the City; Summers seconded. **Motion carried.**

Present were Council members (Gilbertson, Heinbockel, Kemp, Summers and Weller), City employees (Dennis Dooley, Lamar Cotten and Pat White) and City Attorney (Jim DeWitt via phone line).

At 9:48pm **Heinbockel moved** for Council to come out of Executive Session; Summers seconded. **Motion carried.**

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ADJOURNMENT

Meeting adjourned at 9:48pm.

Respectfully submitted,

Pat White
City Clerk