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**City Council Minutes**  
**October 21, 2003 ~ 5:00PM**

**Regular Meeting**  
**City Hall, Delta Junction, Alaska**

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The regular meeting of the Delta Junction City Council was held on October 21, 2003 in the conference room at City Hall in Delta Junction, Alaska. Mayor Gilbertson called the meeting to order at 5:04PM.

Council members present: Roy Gilbertson, Mary Leith-Dowling, Lou Heinbockel, Mark Weller
Will Pecchia, Robert J. Miller

Council member excused: Susie Kemp Sandy (requested 10-5-03)

City employees present: Pete Hallgren, Dave Zimmerman, Dennis Dooley, Lamar Cotten, Pat White

Additionally there were nine members from the community, one out-of-town guest and two out-of-town guest speakers.

AMENDMENTS TO AGENDA ~ APPROVAL OF AGENDA

Mayor Gilbertson reported additional items to be added to the agenda:

- ✓ PO#08312 for the library computer - to be discussed under *New Business*
- ✓ Memorandum of Agreement (MOA) between the City of Delta Junction and the Ft. Greely Police – to be discussed under the *Public Health & Safety Report*
- ✓ Purchase of Airport Lot 4, Block 1 – to be discussed under *New Business*

Leith-Dowling moved to approve the agenda to include the add-ons as presented; Heinbockel seconded. Motion carried.

APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Heinbockel reported a portion that needed corrected: In the *Public Works* Report he asked that the records show the grade reductions on the city intersection were in fact completed.

White reported another correction made: Under discussion about PO #08256, in *Purchase Orders*, the City authorized expenditure of “up to \$60,000” from the city’s coffers for the additive alternate, crack sealing on Mill-Tan.

Discussion followed regarding city reserves.

Hallgren stated the city’s reserves were down over \$100,000 after spending \$110,000 on the USARAK lawsuit and the Mill-Tan crack sealing. He said he is not comfortable with the reserves below \$200,000.

Heinbockel moved to approve the minutes from October 8, 2003 as amended; Miller seconded. Motion carried.

PUBLIC COMMENTS ON NON-AGENDA ITEMS
COUNCIL COMMENTS ON NON-AGENDA ITEMS

Mayor Gilbertson called for public and Council comments on non-agenda items with none being offered.

REQUEST TO SPEAK

Shannon Uzzell (ooh-zell), Girl Scout Rural Development Director, introduced herself and **Carolyn Remmen**, a VISTA (Volunteers In Service to America) volunteer. Uzzell explained that the Farthest North Girl Scouts Council, based in Fairbanks, provides girl scouting to Alaskans. Girl Scouts is a non-profit, volunteer-based program that enriches communities by building strength in girls. Girl Scouts has a strong history in Delta but is presently in need of leadership. Because of this, the Delta program is in jeopardy. Uzzell asked Council to support her in marketing and locating leaders and in gaining community support to strengthen the Girl Scout program in Delta. Leaders work with girls to build skills and provide opportunity to interact with other girls and adults, in a non-judgmental environment, which empowers the girls to become successful leaders. In selling Girl Scout cookies, girls plan out projects and then identify how many boxes need to be sold in order to make enough profit to meet their project requirements. Essentially the girl scouts learn goal setting and financial responsibility. Uzzell stated the Girl Scout program in Delta must be well established in order to meet the projected growth within the next five years. Mary Beth Ellis is the current leader for a Brownie/Junior group. Her job responsibilities have increased. More than one leader is needed to manage the number of girls interested in participating in the program. Uzzell offered her phone number (1-800-478-4782) and asked that anyone or any group interested in providing leadership or an extension of service contact their office or the local leader. She will advertise in the local newspaper also.

CORRESPONDENCE - None

REPORTS

Rescue Squad – Roger Harris reported runs are up 20% from last year. Because of the drastic increase in cardiac cases they have applied for grant funding to purchase additional Lifepaks to outfit other ambulances. Currently they have one Lifepak 12.

Hallgren reported bids would be opened on the new ambulance on November 10.

Airport – Hallgren said he spoke with Fred Sheen/GVEA regarding the power poles at the airport. The City paid for four electrical poles and two transformers. GVEA put in five poles and one transformer. The second transformer will be put in when it is needed at no additional cost to the City. The transformer for the fifth pole will be paid by whomever purchases the lot(s).

City Clerk – Pat White reported that due to the term ending for Seat E, Mark Weller was technically no longer a member of City Council and needed to be sworn into his newly elected office (Seat D). He took that Oath of Office in the presence of city staff, Pete Hallgren, Dave Zimmerman and Letha Burcham, on October 20.

Department of Economic Development – Pete Hallgren reported he took pictures of the trash near the barbershop. He identified the landowner, posted notice on the door and mailed a letter requesting that the area be cleaned.

Hallgren reported most of the emergency TV repairs are completed. It appears to have created better coverage and reliability in town. Ft. Greely rebroadcasts the signals on their cable system but now their cable system is producing a poorer picture. He will proceed by communicating with GCI. Signal enhancers are still being used and will eventually be placed on the new towers. All work will be done in-house.

Heinbockel said he is amongst the residents getting poor reception on Channel 13 and it is worse now than prior to the emergency repairs. Others though have reported the reception is much better than before.

Hallgren said he spoke with consultants and worked with Tom Ferri, independent consultant, at the Donnelly site. He said there are several items that can help upgrade the final signal. Where the antennas are pointed can make a difference. Most of them point toward Deltana. There are companies that can run computer simulations of signals based on topography and elevation. MACTEC will investigate that. The

radio transceiver was rebuilt and the signal showed improvement. The antenna moved more toward FAI. The other radio system (Delta FD repeater) is problematic. A new antenna has been ordered and will be put in place for the winter. If the reception does not improve, they will then look at other options. Hallgren said the repeater must have worked well in the past and he will attempt to improve what has already proven successful.

Eden-Kilgour stated he had attempted to have radio checks on the Deltana and the Delta repeaters but stopped because 2/3 of the duty officers could not reach the repeater or the signal could not reach them.

Hallgren said we need to find out if it ever worked right and then how to fix it. He said Alascom will charge the City \$18,000 to install the new antennas for EMS and Deltana on the downtown Alascom tower. They will also start charging for use of the downtown tower.

Discussion followed regarding communication and areas that are suited for it.

Harris stated the Donnelly repeater is very important. He is able to communicate as far away as Summit Lake. Without the Donnelly repeater there is no communication. The reason it has not worked recently is because it was turned down, due to interference with TV reception.

Hallgren said as of last week the repeater is at full power and it does not appear to interfere with TV reception.

Hallgren said \$434,000 PILT (payment in lieu of taxes) funding from the State was received.

Hallgren stated the landfill lease would hopefully be signed within the next few days. The landfill operators brought up several items: They have requested that no one enter the landfill when the gates are locked. Throwing garbage over the fence and entering with the intent to salvage from the landfill are not permitted either. It is believed to be a regular routine. Recent gate damage was deliberate. Also the big doors on the joint fire station building were left open. Hallgren stated the equipment might be susceptible to freezing if the doors are not maintained when the temperatures get colder. And the last item must be repeated - Batteries and household hazardous waste are not to be disposed in the local landfill. They will be accepted in the new landfill.

Hockey Rink – Al Edgren reported on behalf of Councilman Heinbockel. He requested motion censor lights be installed on the most-used doors at the hockey rink to offset the cost of huge electrical bills. The existing lights are left on for security reasons. The Hockey Association does not wish to continue paying \$500/month for electricity. Because there is question of vandalism, Edgren stated he would check into locating secure cages for these motion lights. He estimates no more than \$200-300 per light and installation should not exceed \$2,000.

Hallgren stated there is nothing in the hockey budget to pay for these features. There is funding under maintenance and repair in the EDA money that could pay for it though.

Landfill – Lou Heinbockel stated the lease agreement should have been signed before August 1. Now there are requested changes. It is the operator's job to keep hazardous waste out of the landfill. He asked how doors could be left open between one to three weeks. He said maybe the lease does not need to be signed and the City should simply take it over.

Discussion followed regarding the landfill operation, rate increases and who will use the landfill. .

Hallgren said consultants would be able to instruct cost of operating the new landfill once garbage is delivered to the gate. He said if enough residents use the landfill, expenses would not be as high as expected. The new landfill will also have strict standards of operation.

Park – Will Pecchia reported he met with former Council member, Judy Dewar, to discuss past history of park issues.

Discussion followed regarding the capital matching grant of \$25,000 to be used for playground equipment and park improvements.

Hallgren said the half-court basketball court was thought to cost more than \$25,000. It is up to Council to determine how the money is to be spent.

Weller said the basketball court, located behind the Delta School, doubles as an ice-skating rink and a tennis court. A picnic area and another volleyball court were other considerations. There was correspondence regarding the condition and dangers of the existing playground equipment also. Weller said it would be nice to have volunteers head the projects.

Hallgren said steel fence posts had successfully been removed within the last few weeks. Originally the Little League set up to play baseball before the park existed. Later, when the park was developed, these fence posts, which were sunk in concrete, were cut off at ground level. The metal stubs had become dangerous.

Pecchia asked about cost estimates for a basketball court and using concrete from the missile site.

Weller stated he had checked with Delta Concrete and estimated \$15,000.

Gilbertson stated it is too late this year but possibly next year as long as someone is in charge at the time the cement is rejected at MD and there are volunteers ready to work when the cement is poured.

Personnel – Mayor Gilbertson reported the summertime help has been laid off and Dave Boadwine is back to regular hours.

Public Health & Safety – Robert Miller, Captain for the Ft. Greely Police, reported he drafted a Memorandum of Agreement (MOA) between the City of Delta Junction and Ft. Greely Police. He asked for input from Council, the Rescue Squad and the Fire Department. He explained the agreement would allow EMS and the Fire Department to radio the Ft. Greely Police Department for traffic control assistance at accidents.

Lynn Harris, Delta AST dispatcher, stated the legal aspects allow Ft. Greely to respond only when EMS or AST request aide and even then they can provide nothing more than traffic control. They are not allowed to restrain, write tickets or provide law enforcement.

Miller stated they are sworn federal police officers for law enforcement. They do not patrol the highway. They will assist EMS, AST and fire responders if they are asked to help.

Pecchia said the Richardson Highway passes Ft. Greely. If a written agreement were in place they would be allowed to assist and be of benefit, especially if they were able to respond to a call quicker due to their geographic location.

Eden-Kilgour stated the firefighter duties at a vehicle scene are fire suppression, extrication and traffic control. If a situation arises that requires all three, it is difficult when there are only three firefighters at the scene. He said they would accept any help that is offered.

Miller said the draft was up for discussion and not “set in stone”. He is also proposing the same agreement for LEPC and the greater Deltana area. Anything inaccurate can be changed.

Discussion followed regarding MOA’s and the need for one with the Fire Department.

Lynn Harris said support is appreciated. The general rule is that there is not additional need for traffic control. That is not to say a situation may arise, especially if there were a mass casualty.

Miller said the purpose of the agreement was for the safety of the people and the community as a whole. Wording can be changed.

Heinbockel said the MOA simply states if there is a need, we’re there to help.

Public Works – Lou Heinbockel requested Council consider adding a pickup, with plow and sander to be used on intersections, to the city’s “fleet of vehicles”.

Regional Government Options Study Committee – Final Report and Presentation

(moved from *NEW BUSINESS*)

Cotten reported copies of his PowerPoint presentation, available as handouts, are the result of a study, which began a couple years ago and was funded by a grant. Instead of the Council looking into borough related issues a committee was formed from a cross section of the community. Those that volunteered for the committee are listed on the front cover of the executive summary. The direction, given by the Council, was to look at financial feasibility of a borough in the Delta-Greely Regional Educational Attendance Area

(REAA). The reason was because the State is considering forcing the joining of Delta and Tok into one organized borough. The Council believes that long term, if there ever were a borough, it should be one within the local REAA. The focus was to review and analyze the situation under a healthy debate. The study included minimum existing powers to be assumed (education, planning and taxation) and current existing city services (library, road work and other community services). A borough does not operate on grants but it is common that local governments throughout Alaska have a portion of their operating budget that is grant money. Throughout the study the committee took a conservative view so the cost of services was not underestimated and people are not misled. The study also assumes full staffing in the first year, similar to what the city presently has. Cotten provided history and examples of other communities. Presentation of findings, questions and discussion continued for nearly two hours. Copies of the executive summary, titled *Regional Government Options Study – Delta/Greely Regional Educational Attendance Area* are available at City Hall.

UNFINISHED BUSINESS

Final Library Design Budget

Hallgren stated MACTEC's proposed agreement for final library design bidding and an on-sight construction inspector is not to exceed \$209,346.00. He recommended proceeding.

Heinbockel moved to authorize Hallgren to execute the agreement with MACTEC; Leith-Dowling seconded.

Discussion followed regarding cost of construction and cost of design.

Heinbockel said everything done has cost more in the end than what was planned in the beginning for the past 30 years.

Hallgren reported MACTEC has assured the goal of having the library facility built by next year. Going with another firm is out of the question.

Motion passed unanimously on a roll call vote.

Final Landfill Design Budget

Hallgren reported MACTEC's proposal for engineering design and services for the new class II solid waste landfill and septage disposal facility is not-to-exceed without authorization cost of \$361,476.93. This would carry through construction and inspection with the same completion date (no later than September 2004).

Heinbockel moved to authorize execution of the engineering design and construction administration services for the new class II landfill; Leith-Dowling seconded.

Weller stated he has reservations about a new landfill.

Discussion followed regarding use and costs of the new landfill.

Motion passed unanimously on a roll call vote.

NEW BUSINESS

Sale of Airport Lot/Partial Payment Traded for Services

Hallgren explained that Airport Lots 1 and 2 were sold at higher prices because they included improvements (taxiway and electrical poles). Lots 3 and 4 do not have access to the taxiway and electricity. Mr. Musgrove purchased Lot 2. He now wishes to purchase the adjoining Lot 3, reducing it by the expense he invested in developing the taxiway.

Weller moved to approve the sale of Airport Lot 3, Block 1 to JW Musgrove for the price of \$4,960.00 (\$7,000 minus \$2,040, cost of improvement); Pecchia seconded.

Hallgren stated there will be further work that needs done to complete the taxiway.

Motion passed with five (Weller, Pecchia, Miller, Leith-Dowling, Gilbertson) voting in favor and one (Heinbockel) voting against.

Sale of Airport Lot 4, Block 1

Weller moved to approve the sale of Airport Lot 4, Block 1 for the price of \$7,000 to Michael and Jilene Prestegard; Pecchia seconded.

Hallgren said Lot 4 is less expensive than Lots 1 and 2 because the property owner will have to build their own entry way as well as provide their own source of electrical power. Because GVEA put in an extra pole, it can be used for the transformer, servicing Lot 3 and 4. The lot owners would have to pay for that transformer.

Motion passed unanimously on a roll call vote.

Regional Government Options Study Committee – Final Report and Presentation

Discussed after *REPORTS*

Purchase Orders

PO#08256 to Exclusive Landscaping in the amount of \$5,930.00 for final payment of Mill-Tan paving
(carried over for reconsideration from October 8th meeting)

PO#08270 to Alaska Communications Systems in the amount of \$768.42 for Oct '03 phone service

PO#08271 to Alaska Industrial Hardware, Inc. in the amount of \$682.73 for grinder, drill and wrenches

PO#08272 to ATT & Alascom in the amount of \$575.33 for Oct '03 E911 service

PO#08273 to Bank of America in the amount of \$1,296.70 for credit card services (Cotten travel, Mayor travel,

park gate fence and office and kitchen supplies)

PO#08274 to Delta Equipment Rental in the amount of \$1,320.00 for compactor rental used on city streets

PO#08275 to Delta Fuel Company in the amount of \$690.68 for Sept '03 fuel oil

PO#08276 to FundBalance, Inc. in the amount of \$2,411.00 for annual software renewal

PO#08277 to GVEA in the amount of \$791.33 for Sept '03 electricity

PO#08278 to Guess & Rudd in the amount of \$4,404.35 for attorney fees (EDZ injunction, EDA lien on dump

truck, LEPC interpretation)

PO#08279 to Hope Counseling Center in the amount \$13,401.48 for Social Services Grant Award

PO#08280 to Hope Counseling Center in the amount \$2,340.00 for Social Services Grant Award

PO#08281 to Kurt's Construction in the amount of \$2,418.00 for gravel used on city streets

PO#08282 to MACTEC Engineering & Consulting, Inc. in the amount of \$50,838.66 for payment on fire station and EMS bay design

PO#08283 to Sears in the amount of \$4,539.63 for equipment maintenance tools

PO#08284 to Tom Ferri Company in the amount of \$7,149.94 for TV translator repairs

PO#08285 to Weidner Construction in the amount of \$640.00 for septic service

PO#08286 to W.S. Darley & Co. in the amount of \$1,839.70 for fire department hose and couplings

PO#08312 to Peter Hallgren in the amount of \$716.36 for reimbursement to purchase library computer

Heinbockel moved to approve purchase order #08256 as presented; Weller seconded.

Miller asked that the expenses cover changes requested by the Council.

Heinbockel agreed, saying the extra \$5,930.00 was for crack sealing and it was an additive alternate to the bid contract. The project went over what it was thought to cost.

Motion passed on a roll call vote with five (Heinbockel, Weller, Pecchia, Miller, Gilbertson) voting in favor and one (Leith-Dowling) voting against.

Weller moved to approve purchase orders #08270 through 08286, and additional purchase order 08312; Miller seconded.

Heinbockel stated PO #08285, for \$640.00, pays for septic service to the city park, Community Center, City Hall and Fire Department. He wanted Council to recognize that Weidner Construction is one of five (three in Delta and two from Fairbanks during the Summit Arctic Man spring snow machine event) pumping firms that empty septage into the city's landfill facilities for an annual fee of \$100.

Heinbockel said lots of tools are being purchased.

Zimmerman stated payment comes from the general fund and it is charged against street maintenance. Presently \$5,400 has been spent on tools, to be used by the equipment operator for work on the city's equipment.

Motion passed on a roll call vote with five (Weller, Miller, Pecchia, Leith-Dowling, Gilbertson) voting in favor and one (Heinbockel) voting against.

ADDITIONAL PUBLIC COMMENT

Al Edgren reported the Local Emergency Planning Committee (LEPC) is actively pursuing another grant. They were recently awarded approximately \$260,000 from Homeland Security. More money will be made available for emergency service equipment. A little effort on the city's administrative staff will assist in handling the funds. Edgren said Julia Phillips is titled as the LEPC Chairman and Robert Miller, City Council Public Health & Safety Officer will hold the Co-Chairman seat. He asked to meet with Miller, Mayor Gilbertson and Pete Hallgren to brief the grant.

Hallgren said LEPC representatives have asked for the city to provide the administrative duties (bidding, purchasing, etc). Dennis Dooley has offered his services. It may now cover the cost of purchasing the pickup with a plow and sander. There will be housing for it in the newly refurbished equipment building.

Edgren reported upcoming articles would indicate that \$22 million would be distributed throughout the State of Alaska. Fairbanks will receive half a million, Anchorage \$1 million. Those budgets are overwhelming for volunteers working on the projects.

Edgren reported Mike Tvenge was recently elected as the new Hockey Association President.

ADDITIONAL COUNCIL COMMENT

Weller said he wished to pursue the MOA presented by Miller. Any cooperation between departments is appreciated.

Hallgren said Delta has many good volunteers including those that serve as Council members.

ADJOURNMENT

Heinbockel moved to adjourn at 7:55PM; Miller seconded. Motion carried.

Respectfully Submitted,

Pat White
City Clerk