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**City Council Minutes**  
**March 2, 2004 ~ 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 March 2, 2004 in the City Hall Conference Room in Delta Junction, Alaska. Mayor Gilbertson called the meeting to order at 5:03PM.

Council members present: Mayor Gilbertson, Mayor Pro tem Mary Leith-Dowling, Will Pecchia,
Lou Heinbockel, Robert Miller and Mark Weller

Council members excused: Susie Kemp-Sandy

City employees present: Pete Hallgren, Dave Zimmerman and Pat White

Additionally five community members were present along with one out-of-town engineer.

AMENDMENTS TO AGENDA ~ APPROVAL OF AGENDA

Mayor Gilbertson reported four items to add to *New Business*:

- ✓ Resolution 2004-06, A Resolution Requesting Grant Assistance from the Rasmuson Foundation
- ✓ PO#08666 to Delta Texaco in the amount of \$1,040.49 for Feb '04 fuel oil
- ✓ PO#08674 to Alaska Industrial Hardware, Inc. in the amount of \$508.04 for shop equipment
- ✓ PO#08676 to Buffalo Fuel Inc. in the amount of \$844.19 for fuel used at the landfill

Leith-Dowling moved to approve the agenda as amended; Heinbockel seconded. Motion carried.

APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Leith-Dowling moved to approve the City Council minutes from the February 17, 2004 meeting; 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.

CORRESPONDENCE

Deltana Fair Association, Inc. - 2004 Gaming Permit Renewal

Heinbockel moved to show no opposition to Deltana Fair's gaming permit application; Weller seconded.

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

REPORTS

Fire Department – Jim Eden-Kilgour stated he wished to explain the need for the used tender that was discussed at the previous meeting. He distributed handouts supporting his request. Eden-Kilgour stated the current tender holds 3,400 gallons of water and is in good running condition. However, the tank needs

replacing and it has no ability to pump water without the use of a portable pump. It can carry water and dump water but it does not interface with Deltana's operation procedures. It would cost less than \$5,000 to replace the tank that constantly requires patchwork. He stated the tender in question is a rare opportunity because this type of vehicle is not easy to find. The low mileage (16,000) is typical because tenders only travel to and from fire incidents. The only thing that keeps it from a National Fire Protection Association (NFPA) Class A status is that it does not have storage capabilities for ladders. Eden-Kilgour explained the Insurance Services Office (ISO) rating, what it will take to obtain a better rating and his goal plans in lowering it.

Discussion followed regarding requirements for CDL licensing and manual transmission versus automatic.

Heinbockel stated he had concerns about purchasing equipment for the fire department, given history of past experiences.

Eden-Kilgour said the Fire Department could provide 7,000 gallons of water between two vehicles. He explained the process of utilizing water from the local rivers and the options he has with the equipment available. He said the tender would replace the underground tank and it would increase their ability to respond well over 100%.

Gilbertson said he would vote against purchasing the tender unless it could be inspected.

Weller asked for a representative from the Fire Department to accompany Dave Boadwine, Equipment Operator. He said the vehicle would have to be driven with a full tank.

Hallgren stated Boadwine alone could provide a good evaluation. A \$5,000 deposit is required. It would be returned if the specs did not prove as advertised. The deposit would not be returned if nothing was found to be structurally wrong but we opted to back out of the purchase agreement.

Kilgour said the vehicle has been on the market since last August and it is still available because it's a five-speed standard transmission, not an automatic.

Discussion followed regarding the circumstances in which the vehicle was put on the market and the cost of plane fares.

Weller asked to allow a two-week advance before purchasing airline tickets.

Heinbockel said to check out the vehicle mechanically and then deal with how to get it back, possibly pursuing a way of shipping it instead of driving it 4,300+ miles.

Hallgren said once Boadwine has inspected it and it proves favorable, purchase it within 30 days to avoid having to put down a deposit. There is no problem with bringing it back immediately.

Weller moved to approve inspection of the tender by a City representative; Pecchia seconded.

Weller amended to include authorization to purchase upon City recommendation for no more than \$88,500 (including the \$5,000 deposit); Pecchia seconded.

Discussion followed regarding the possibility of making an offer and lowering the cost.

Heinbockel said water-on-wheels is more practical than a buried tank.

Hallgren reported the procurement code specifies that small purchases, using grant funds, which are less than \$100,000, do not require the bid process. Impact funds will be used to purchase the used tender.

Motion passed unanimously on a roll call vote.

Department of Economic Development – Pete Hallgren reported the Community Center is closed for in-house maintenance. Bob Morley recommended purchasing the new divider doors for \$8,820 from Doors Specialties of Alaska. The price includes installation. EDA funds would be used to replace the worn out divider. Each section will weigh only 300 pounds versus approximately 850 with the current one.

Hallgren reported money is available from Homeland Defense to purchase a one-ton 4X4 emergency responder vehicle.

Weller said a snowplow is needed to get into areas that are drifted or blown shut with snow.

Heinbockel said it could be used to sand intersections, safeguarding them for pumper trucks on the move.

Hallgren reported he would attend both the landfill pre-bid conference and the Municipal Gas Line Advisory meeting in Fairbanks on March 3. He said seven library bids were opened today. It appears the

low responsive bidder was UNIT/SKW, LLC and their bid was \$1,046,700. He would request to authorize award of the bid at the next meeting once time allows review of the bids.

School Liaison – Will Pecchia reported bids for new elementary school was rescheduled for March 10.

Hockey Rink – Pete Hallgren reported work on the hockey rink (recreation center) had been delayed because of funding. What was left from the fire hall, library and landfill projects was to be put toward rink improvements. Originally PDC & Bettisworth were lined out to complete the work but because of the delay they are no longer able to fulfill those obligations. Hallgren stated he, Gilbertson and Leith-Dowling met with a MACTEC engineer and architect. They reviewed the 1999 study and MACTEC will present 15% drawings, estimates and cost for their service. The plan is to complete a number of the amenities this summer.

Library – Mary Leith-Dowling reported Librarian Joyce McCombs attended the Pacific Northwest Library Conference in Seattle. The Library Association is researching ways to fund furnishing the new library. The new library will have twice the space of what it currently has.

Heinbockel asked to consider citizens who wish to participate in contributing to the library project.

Park – Will Pecchia reported a park committee was formed and their input will be presented at the work session on March 8.

UNFINISHED BUSINESS

Authorization to Purchase Used Fire Tender

See *Fire Department REPORT*

NEW BUSINESS

Carin Bjorn Von Letzendorf “Pastor/Captain Bear” Award

Hallgren reported he wished to recognize “Pastor Bear” for her dedication as Captain for the Delta Junction Volunteer Fire Department (DJVFD). Bear received the Interior Firefighter of the Year Award from the Interior Fire Chief’s Association, recognizing her for nearly 400 hours of volunteer work during the last calendar year. He said Bear responded to 27 of the 39 fire calls last year.

Council members expressed appreciation to Bear for her efforts.

Resolution 2004-06, A Resolution Requesting Grant Assistance from the Rasmuson Foundation

Heinbockel moved to approve Resolution 2004-06, requesting funding from the Rasmuson Foundation for assistance on the new community library; Leith-Dowling seconded.

Motion passed unanimously on a roll call vote.

Sale of City Property (Lots 3+4, Block 12)

Hallgren reported an error was made in selling Lots 3+4 of Block 12, in that the sale was not taken to Council for approval prior to finalizing the transaction. The deed has already been signed. The rules were designed for Council to know in advance should they opt to not sell a certain piece of property. He said City staff would try not to make the mistake again.

Heinbockel moved to approve sale of Lots 3 and 4, Block 12 to Delta Industrial Services, Inc. in the amount of \$7,450.00 with the effective date of February 24, 2004; Weller seconded.

Motion passed unanimously on a roll call vote.

Notice of Intent to Award Fire Station Bid

Hallgren reported nine bids were received for the Fire Station and Rescue Squad addition. He said MACTEC reviewed the bids and recommended award be given to Richard Stanton Construction.

Leith-Dowling moved that we 1) find that Richard Stanton Construction is the responsive low bidder on the Fire Hall/Rescue Squad building (IFB No.: 04001) and that we issue a Notice of Intent to Award the full project (base bid, Alternate 1 and Alternate 2) to Richard Stanton Construction in the full sum of \$1,756,100.00 and 2) authorize the City Administrator (upon expiration of the bid protest period without

receipt by the City of any timely and sufficient protest) to issue an award of the project in the name of the City to Richard Stanton Construction; Heinbockel seconded.

Discussion followed regarding the base bid, Alternate 1 (adding the extra bay for the Delta Rescue Squad) and Alternate 2 (completing the upstairs quarters for volunteer fire fighters).

Hallgren said he would issue a Notice of Intent to Award to all bidders on March 4. It will start the bid protest period. If there is no protest within a timely manner he then is in a position to issue the actual award.

Motion passed unanimously on a roll call vote.

Potential Recreation Center Improvements with MACTEC

See *Hockey Rink REPORT*

Purchase Orders

PO#08652 to Aetna WHO-AAS in the amount of \$4,553.75 for March '04 health insurance

PO#08653 to ACS in the amount of \$843.06 for Feb '04 phone service

PO#08654 to Alaska Municipal League in the amount of \$1,360.00 for 2004 annual dues

PO#08655 to Delta Building Supply in the amount of \$1,500.00 for March '04 warm storage

PO#08656 to Kenneth P. Jacobus in the amount of \$23,698.93 for legal fees associated with the prison lawsuit

PO#08657 to L.N. Curtis & Sons in the amount of \$10,447.93 for 5" cold weather fire hose

PO#08658 to Lamar Cotten in the amount of \$6,688.44 for Feb '04 consulting service

PO#08659 to MACTEC Engineering & Consulting, Inc. in the amount of \$157,281.78 for new library and fire station engineering services

PO#08660 to NC Machinery Co. in the amount of \$683.96 for grader repair parts (blade edges)

PO#08666 to Delta Texaco in the amount of \$1,040.49 for Feb '04 fuel oil

PO#08674 to Alaska Industrial Hardware, Inc. in the amount of \$508.04 for shop equipment

PO#08676 to Buffalo Fuel Inc. in the amount of \$844.19 for fuel used at the landfill

Heinbockel moved to approve purchase orders 08652 through 08660, 08666, 08674 and 08676; Pecchia seconded.

Heinbockel asked for bills to be presented in a timely fashion.

Motion passed unanimously on a roll call vote.

ADDITIONAL PUBLIC COMMENTS

Tana Wood asked that those that attend the Roundtable meetings be informed of the location change (Community Center to the Conference Room) during the month of March.

ADDITIONAL COUNCIL COMMENTS

Pecchia, referring to discussion from the December 2 Council meeting, asked about the zoning ordinance that was to be in place by March 15.

Hallgren stated it is a priority along with updating the cemetery ordinance. The Council voted to enforce the zoning ordinance, with the effective beginning date of March 15. A work session is needed to accomplish it.

Heinbockel reported the charter commission held its first meeting on February 18. A permanent chairperson will be elected at the next meeting on March 17.

ADJOURNMENT

Pecchia moved to adjourn at 6:15PM; Heinbockel seconded. Motion carried.

Respectfully Submitted,

Pat White, City Clerk