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**City Council Minutes**  
**April 20, 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 April 20, 2004 in the City Hall Conference Room in Delta Junction, Alaska. Mayor Gilbertson called the meeting to order at 5:12PM.

Council members present: Mayor Roy Gilbertson, Mayor Pro tem Mary Leith-Dowling, Will Pecchia
Lou Heinbockel and Susan Kemp-Sandy (arrived telephonically at 5:35PM)

Council members excused: Mark Weller

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

Additionally five people from the community were present.

AMENDMENTS TO AGENDA ~ APPROVAL OF AGENDA

Mayor Gilbertson reported one item to add to *New Business*:

- ✓ Chamber of Commerce Request to Waive Dumping Fees

Gilbertson reported one item to add to *Unfinished Business*:

- ✓ Lawn Care Agreement

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

APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Heinbockel moved to approve the minutes from the April 6, 2004 regular meeting; Leith-Dowling seconded. Motion carried.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

Al Edgren stated the local forestry previously offered to advertise public woodcutting of the library and other project sites. He asked if any assistance for flagging can be done before publicizing advertisement.

Hallgren stated the library construction site is already under control of the contractor. What they do with the wood is their business. They have been informed that all overburden can be disposed of at the existing landfill at no charge as long as they utilize the landfill. Woodcutting service would be helpful at the end of the airport. Hallgren explained the exact area.

Dooley agreed to coordinate a permit and woodcutting efforts between Forestry and engineers at MACTEC.

Edgren said 200 cords of white spruce was stacked from clearing a military power line. The public removed it all within a two-month period. He said the public could also utilize firewood from City projects if the contractors would dispose of it at the landfill in an area that would be accessible by the public.

COUNCIL COMMENTS ON NON-AGENDA ITEMS

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

APPOINTMENT OF COUNCILMAN

Members of the Council passed secret ballots to vote for one of the two who submitted letters of interest in filling the vacated Council seat left by Robert Miller on April 6. After being tallied by White, Mayor Gilbertson announced that John Sloan would fill Council Seat F until the regular elections on October 5. Oath of Office would be administered at the next Council meeting on May 6 when Sloan would be present.

REPORTS

Rescue Squad – Sue Miller reported final drawings for the new ambulance have been completed. She stated Mike Paquette had joined the squad as an ETT. He is also a member of the Fire Department.

Fire Department – Jim Eden-Kilgour reported 1) the Fire Department received information but has not been given confirmation that they are in receipt of the Forestry 50/50 matching grant. 2) Mike Paquette, who is joining the Rescue Squad, is an Alyeska security guard who also joined the Fire Department three months ago. He volunteers both as a firefighter and an EMT. 3) Eden-Kilgour stated the new fire truck should be delivered the week of June 21.

Hallgren stated the Tok Fire Department is scheduled to receive a new 4,000-gallon tender. Insurance and license plates are required to drive through Canada but a CDL is not. Tok has not been able to afford insurance for a number of years and asked if Delta could add their vehicle to our insurance coverage for a two-week period, long enough to pass through Canada. He said Zimmerman would research the request with the insurance company.

Planner – Dennis Dooley reported he and Letha Burcham attended a training session from ACS on an addressing system that is used throughout the USA and Canada. When asked for a local address the City staff will research and then compare the information with ACS. Dooley said he figured another two months of training would be sufficient. He said the E911 plotter was purchased in error. It is the wrong one. His task now is to sell it and use the funds to purchase another. Dooley said he is awaiting additional surveys from DNR to expand what is currently available. At present the map shows downtown Delta only.

Hockey Rink – Lou Heinbockel reported he, Leith-Dowling and Hallgren met with MACTEC engineers who provided current status of the hockey rink facility and what improvements could be reasonably completed. They wish to share findings with the Hockey Association during the May 4 Council meeting. It appears it would take more money than what is available to make improvements.

Hallgren said the current hockey rink meets all the codes for when it was built but because there have been a number of upgrades since then the entire facility would have to be brought up to the current code at a large expense. MACTEC is the third set of engineers who have looked at the facility since 1999.

Leith-Dowling said she would appreciate attendance from other hockey enthusiasts.

Hallgren said staff and the Hockey Association are researching how to purchase a new Zamboni.

Heinbockel stated the goal is to provide stand-alone restrooms and a heated zamboni room this year to make the hockey rink more useable.

Hallgren said completing improvements would drain what money is available to build a new facility, if that is what is decided.

Heinbockel said there is not enough money to do what is needed for a good hockey facility. MACTEC feels another building could be built to current code and it could be improved at a later time.

Library – Mary Leith-Dowling reported the annual library Open House was successful on April 17. It was well attended and enjoyed by everyone.

Park – Will Pecchia reported the playground equipment is on order. The old equipment will be removed in early June and the tentative date to install the new equipment will be July 8, 9 and 10. He asked for anyone from the public that would be interested in helping to contact him.

Gilbertson stated Dan Beck from the school district has asked Pecchia to contact him regarding the old equipment possibly being used at the Gerstle River School.

Hallgren said Beck understands that the agreement was to scrap the equipment.

Public Works – Lou Heinbockel stated summer roadwork must include the intersection of West Fourth Street and the Richardson Highway. It is between the Steakhouse and the new gasoline service station. The road is not passable. The ground was elevated when the service station was put in and now the runoff settles in the middle of the road.

Charter Commission – Lou Heinbockel reported the next meeting is scheduled tomorrow, April 21.

UNFINISHED BUSINESS

Resolution 2004-07, A Resolution of the City of Delta Junction City Council Setting Authority to Issue Change Orders in Municipal Construction Projects

Hallgren reported Resolution 2004-07 is needed because of three major construction projects to occur over the summer months, any of which might require changes for either the City or the construction contractor. Resolution 2004-07 states that any change order that increases the cost of a municipal construction project by more than \$25,000 shall require prior approval by the City Council and signature of the City Clerk. Anything less does not need prior approval and can be signed by the Mayor and City Administrator. Smaller change orders, "crop up when there is a need for speed".

Heinbockel moved to adopt Resolution 2004-07 as presented; Leith-Dowling seconded.

Motion passed unanimously on a roll call vote.

Lawn Care Agreement

Hallgren reported the 2003 lawn maintenance contract was for \$10,867.50 with a provision of 3% annual increase (+\$326.03) if renewed. The changes to the initial contract include 1) grass cuttings at City Hall from once a week to once every 5 days, a one-third increase (+\$700.00) and 2) more grass at the cemetery to maintain (+\$600). Hallgren explained his method of calculating for the two additions and that the total wages would be \$12,500. He said Nick Herman, Delta Lawn Care operator, agreed with the changes.

Heinbockel moved to approve the lawn maintenance contract increases as presented; Pecchia seconded.

Motion passed unanimously on a roll call vote.

NEW BUSINESS

Chamber of Commerce Request to Designate May 15 as Community Clean Up Day and Waive Fees Associated with Dumping Garbage

Kemp-Sandy moved to accept the proposal requested by the Chamber of Commerce and to designate May 15 as Community Clean Up Day; Pecchia seconded.

Hallgren stated the fee waiver covers yellow-bagged garbage collected on Clean Up Day and for a period of one week following when garbage is collected and left along the roadside for pick up.

Discussion followed regarding items that are too large to fit into the yellow garbage bags, extending dump hours and waiving all fees associated.

Kemp-Sandy said it would be a winning situation for the entire community even if it would be a day of lost revenue.

Heinbockel asked to accept anything legal at no charge. He also said he would like efforts from those that need to provide community service to clean up the "eye sore" over at the barber shop.

Hallgren reported \$680 was collected at the landfill on Saturday, April 17. He said he expects expenses to drop but feels the City would still be short \$20,000 of being able to close the existing landfill.

Kemp-Sandy amended the motion to waive fees associated with dumping garbage at the landfill from noon to 4:00PM on May 15 and to accept yellow-bagged garbage delivered after Clean Up Day; Pecchia seconded.

Motion passed unanimously on a roll call vote.

Hallgren reported he authorized an additional evening once a week, extending the landfill hours for dumping. He said the hours are noon to 4:00PM every Saturday year-round, 4:00PM-6:00PM on Tuesdays between May 1 and September 30 and 4:00PM-6:00PM on Thursdays, a trial period during the month of May. The authorization will be revisited to decide if the additional hours on Thursday are beneficial to the public.

Heinbockel said he felt the landfill is not open enough to the general public.

Public Hearing and Second Reading of Ordinance 2004-02, An Ordinance Amending Chapter 5.20, Disposal of Real Property Acquired from the State of Alaska, Section 5.20.050, Terms of Sale

Leith-Dowling moved to hold the public hearing and second reading of Ordinance 2004-02, An Ordinance Amending Chapter 5.20, Disposal of Real Property Acquired from the State of Alaska, Section 5.20.050; Pecchia seconded. Motion passed by unanimous consent.

Hallgren requested adding “within 30 days” of accepting cash payment for the full amount of the bid price. See 5.20.050(a).

Leith-Dowling moved to close public hearing; Heinbockel seconded. Motion carried.

Heinbockel moved to adopt Ordinance 2004-02 with the City Administrator’s addition; Kemp-Sandy seconded.

Motion passed unanimously on a roll call vote.

Resolution 2004-08, A Resolution Setting the Public Auction Date for Sale of Certain Municipal Real Property and the Terms Thereof

Hallgren displayed a map showing lots that have been previously appraised but not yet auctioned. He stated each lot is doubled the price quoted from the last Chilton Hines appraisal in 2001. Resolution 2004-08 states “the City makes no representation of condition or fitness for any particular use. All Lots are sold as is, where is. Subsurface conditions are unknown. Some lots front on un-constructed streets or un-maintained streets.” The deed will have restrictions because the area was designated for industrial use in 1985. “Industrial use shall be defined as the use of any building or structure, or use of any lot, parcel or tract, for manufacturing, processing, warehousing, storage, distribution, shipping and any other related uses. Commercial, neighborhood business, heavy residential, medium residential and residential land uses shall be permitted on lots with industrial land use covenants and restrictions.” He said there is no restriction to the number of lots that can be purchased.

Leith-Dowling moved to approve Resolution 2004-08 as presented; Pecchia seconded.

Motion passed unanimously on a roll call vote.

Hallgren stated the auction is scheduled for 12:00 noon at City Hall on Monday, June 14, 2004. The public will be given notification.

GIS Photography from Department of Natural Resources

Dooley explained an aerial photo of Delta Junction, loaned by the Fairbanks Division of Natural Resources (DNR). It was considered incomplete because it did not capture far enough west, past Big Delta and Whitestone, or to the east, the barley project. A \$5,000 contract amendment from DNR is needed.

Hallgren said funding would come from E911.

Heinbockel moved to approve the cooperative agreement between the City of Delta Junction and Alaska DNR for Ortho-rectified QuickBird Imagery for the Delta Area of Interest (AOI); Pecchia seconded.

Motion passed unanimously on a roll call vote.

Review of MACTEC Budget

Hallgren reported engineers estimated a \$50,000 increase would be needed to cover what has already been approved. He said a number of items required more time and effort than anticipated. Some projects had dramatic changes, an example being the landfill downsizing five days prior to being approved. One project was never billed. He said MACTEC engineers would be available at the next Council meeting on May 4.

Pecchia said he preferred more explanation. The rest of the Council agreed.

Purchase Orders

PO#08785 to ACS in the amount of \$843.11 for April '04 phone service

PO#08786 to ATT & Alascom in the amount of \$572.00 for April '04 E911 service

PO#08787 to David Boadwine in the amount of \$610.01 for 1987 Mack fire truck inspection

PO#08788 to Bank of America in the amount of \$5,818.52 for miscellaneous credit purchases (office and kitchen supplies, GIS training in Anchorage for Dooley, Burcham and White, Hallgren travel for gas line meeting in Anchorage, Internet satellite lease, Boadwine travel for fire truck inspection in Pennsylvania, City phone card renewal, materials for Community Center floor repairs, Zimmerman travel to Sitka for Finance

Conference, annual credit card fee, chairs for Community Center and City Hall)
PO#08789 to Delta Fuel Company in the amount of \$1,591.22 for March '04 heating fuel
PO#08790 to Delta Medical Supply in the amount of \$7,435.00 for Homeland Security supplies
(safety tool kits, chain rescue kits, radiation alert monitors, chemical spill kits, meteorological station, etc.)
PO#08791 to GVEA in the amount of \$1,235.99 for March '04 electricity
PO#08792 to Peter Hallgren in the amount of \$862.98 for travel reimbursement (Fairbanks and Anchorage)
PO#08793 to Heiman Fire Equipment in the amount of \$612.40 for Fire Dept. nozzle adapters
PO#08794 to M2C1 Construction & Engineering in the amount of \$2,600.00 for survey of Shaw Avenue
right-of-way
PO#08795 to Resource Data, Inc. in the amount of \$2,100.00 for GIS course in Anchorage
PO#08796 to Tesco in the amount of \$611.85 for Community Center ceiling light covers
Pecchia asked about PO#08788, why a credit card fee is being paid.
Hallgren explained that the accumulated mileage and companion tickets are used for City purposes.
Janet Boyer asked about PO#08787, why Boadwine was paid extra to inspect the fire truck.
Zimmerman said it covered per diem (\$42/day) and hotel cost reimbursement.
Pecchia moved to approve purchase orders #08785 through 08796; Leith-Dowling seconded.
Motion passed unanimously on a roll call vote.

ADDITIONAL PUBLIC COMMENTS

Mayor Gilbertson called for additional public comments with none being offered.

ADDITIONAL COUNCIL COMMENTS

Heinbockel stated he was disappointed in this morning's newspaper article and the last minute filing of a grievance against Pogo Mine. Pogo's reaction was to shut down. He said Karl Hanneman recently reported there were 150 employees (88% being Alaskan residents) with the hopes to soon employ 300. Heinbockel said that it was very positive for our community and now it could be delayed for another year. Those who do not want development commonly use the delaying tactic. The permits can be worked out but it is another delay of employment for Alaskans and local residents.

Hallgren said he could not understand the reason why they could not have provided some warning. The deliberate delay showed little regard for the workers involved and harmed all of their lives.

EXECUTIVE SESSION

Prison Lawsuit with Attorney Ken Jacobus

Pecchia moved to enter into Executive Session at 6:21PM to discuss matters with City Attorney Ken Jacobus; Heinbockel seconded. Motion passed by unanimous consent.

Present during the Executive Session were five Council members (Gilbertson, Leith-Dowling, Heinbockel, Pecchia, Kemp-Sandy), three City staff (Hallgren, Cotten, White) and City Attorney Ken Jacobus. Jacobus and Kemp-Sandy were not physically present but were present telephonically.

Heinbockel moved to end the Executive Session at 7:04PM and reconvene the regular City Council meeting; Pecchia seconded. Motion passed by unanimous consent.

ADJOURNMENT

Pecchia moved to adjourn at 7:12PM; Leith-Dowling seconded. Motion carried.