



City Council Minutes
August 17, 2004 ~ 5:00PM

Regular Meeting
City Hall, Delta Junction, Alaska

The regular meeting of the Delta Junction City Council was held on Tuesday, August 17, 2004 in the City Hall conference room in Delta Junction, Alaska. Mayor Gilbertson called the meeting to order at 5:07PM.

Council members present: Mayor Roy Gilbertson, Mayor Pro tem Mary Leith-Dowling, Mark Weller
Susie Kemp-Sandy, Lou Heinbockel

Council members excused: John Sloan, Will Pecchia

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

Additionally four members from the community and one out-of-town guest were present. MACTEC engineers (Richard Bonwell and Dave Halverson) and City Attorney Jim DeWitt attended during the Executive Session. DeWitt was present telephonically.

AMENDMENTS TO AGENDA ~ APPROVAL OF AGENDA

White reported three items to add to *New Business*:

- ✓ Request from Deltana Fair Association for Tables and Chairs
- ✓ PO#09116 to Alaska Communications Systems (ACS) for Aug '04 phone service
- ✓ PO#09118 to Bank of America for credit card purchases

White also reported an Executive Session would be added toward the end of the meeting to discuss construction projects with MACTEC engineers and the City attorney. The Executive Session was carried over from two attempts for a special meeting, scheduled and postponed on August 12 and August 16.

Hallgren stated that Council might be asked to resume the regular meeting to take appropriate action after the Executive Session.

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

APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Heinbockel moved to approve the minutes from the August 3, 2004 meeting; Kemp-Sandy 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.

REPORTS

Airport – Mark Weller reported he and Al Edgren, Delta Area Forester, discussed trading property with the Pilot's Association. The trade involves the triangle shaped piece of land between the heliport and Cummings' business cabin. The land is presently borrowed from the Division of Lands.

City Clerk – Pat White reported advertisements for the four Council seats are posted around town, on the Delta website (deltanewsweb.com) and the local newspaper. The filing period is August 24 through September 9. Election is on October 5.

Department of Economic Development – Pete Hallgren reported one of the landfill rocks was donated to the Delta Greely School District. Dick Karr would deliver it to the school where it will be used as a spirit rock.

Hallgren reported he would be in Fairbanks with the City attorney on August 18 to discuss the 1.2 million State loan and also the potential purchase of the park. He reported the Economic Development Administration (EDA) granted a 2-month extension to complete the Comprehensive Economic Development Strategy (CEDS) report.

Hockey Rink – Lou Heinbockel referred to Hockey Association President Mike Tvenge for rink updates.

Tvenge reported Alaska Mechanical is using the hockey rink through October to store insulation, sheet rock and other building materials. One area was left open in case concrete could be poured. Alaska Mechanical is donating \$3,000 for using the building for the 3-month period.

Discussion followed regarding rental donation and annual insurance rates.

Gilbertson reported the school agreed to release the 2 1/2 to 3 acres next to the current hockey rink if a new rink is built. Paperwork and surveying is in process. He said it would be the best use of that property. Closing of the street would be discussed upon completion of a new rink. Gilbertson stated another foreseeable project would be placing a sky-bridge or walkway across Nistler Road to join the schools.

Discussion followed regarding storing the new zamboni at the high school.

Gilbertson stated the old one could be stored in his building free of charge.

Personnel – Mary Leith-Dowling reported three part-time employees were hired to replace the summer aides at the library.

Public Works – Lou Heinbockel asked that a letter be submitted to the business responsible for repairs to Fourth Street. He said he felt they should be held responsible to reimburse at least 50% of the repair cost. He explained the situation, what was done and what needs done to correct the problem. He said those that created the problem should help with the solution.

Tvenge reported trees were cleared last year on the west side of Mil-Tan Road. Grass was planted and it is now waist high. He asked what responsibility the City had in maintaining the roadside.

Discussion followed regarding equipment, the possibilities of meeting Tvenge's request and maintaining the meridians that are the State Department of Transportation (DOT)'s responsibility.

Gilbertson asked that a letter be addressed to Dwight Nissen for all his volunteer effort to beautify the road. He services the community in many areas and this is one that is very apparent.

Cotten reported on the joint DREDC-City Council-Military-School District meeting held on August 16. Social service needs for both the community and the military were discussed. Services need prioritized for the \$450,000 funds. DREDC will recommend priorities and present proposals and recommendations to the City Council. One topic that evolved out of conversation was PPV (private, public ventures). It opened doors for possible development, operation or ownership of joint use in recreation facilities between civilians and the military. Cotten said he would meet on August 19 to discuss the topic further, hopefully locate the facility off post and research costs. He reported Ft. Greely's population is between 1700 and 2000.

Gilbertson said those at the meeting clearly portrayed that the military wants community involvement.

Hallgren stated if the military is able to work with the community it would reduce operation costs, especially if the amenities were to be built with a mix of private and public dollars.

Charter Commission – Lou Heinbockel reported the next Charter Commission meeting is scheduled for 6:00PM on August 18.

Park – Pat White reported three truckloads of pea gravel were donated by Delta Concrete and delivered by Jim White. Kent Scifres, from the school district, spread most of the gravel with a bobcat and Elders Spackman and Tompkinson raked the rest by hand.

UNFINISHED BUSINESS - none

NEW BUSINESS

Status Report of 2002 Social Service Grant Funding

Hallgren explained the 2002 report and a spreadsheet of how funding was spent. He said, of the \$52,000 left over from the FY02 grant, DREDC recommended funding two counseling programs and to use the remaining FY02 funds in the interim until the FY04 packet process is complete. The topic was voted down at the last meeting.

Heinbockel moved to reconsider authorizing continued funding to LEAP and HOPE on a month-by-month basis as requested; Kemp-Sandy seconded.

Motion passed unanimously on a roll call vote.

Heinbockel said he appreciated knowing the results of what the programs produced.

Leith-Dowling asked if LEAP and HOPE were worthy of extension, why was Delta Youth Court (DYC) not?

Zimmerman said DYC returned unused monies and would probably reapply for FY04 funds.

Hallgren said the community supports the DYC 100%.

Heinbockel moved to allow the City of Delta Junction to continue funding the counseling programs known as LEAP and HOPE, not to exceed the monthly rates (LEAP - \$2,244 and HOPE - \$1,280), provided sufficient funds remain from FY02 grant funds or until the selection process for the FY04 cycle is completed; Leith-Dowling seconded.

Motion passed unanimously on a roll call vote.

Purchase of City Park

Hallgren reported purchase of the park has been delayed because of State regulations. The purchase cost is over \$100,000 and therefore the Board of Trustees must issue a public notice. The period would end September 27. Hallgren stated an additional \$1,200 would be due once all the paperwork is complete. There are current problems regarding a contract versus a quitclaim deed. Hallgren said the Declaration of Intent is the only item that needs returned at this time.

Discussion followed regarding terms of sale, interest rates and what options the City had.

Hallgren would inquire about the high interest rate. He said he considered the annual lease to have an extreme increase. (It jumped from \$1.00 to \$8,500).

Resolution 2005-02, A Resolution Requesting FY05 Payment in Lieu of Taxes Funding from the Department of Community and Economic Development

Heinbockel moved to approve Resolution 2005-02 as presented; Kemp-Sandy seconded.

Hallgren said PILT would be \$465,797.00.

Motion passed unanimously on a roll call vote.

Request from UAF to Waive Rental Fees for Conference Room on August 19+20

Heinbockel moved to waive fees for the University of Alaska to provide Small Business Development classes as long as there are no other scheduling conflicts for August 19 and 20; Leith-Dowling seconded.

Motion passed unanimously on a roll call vote.

Request from Deltana Fair Association for Tables and Chairs

Kemp-Sandy moved to approve the request to waive fees associated with the Deltana Fair Association using tables and chairs; Leith-Dowling seconded.

Motion passed unanimously on a roll call vote.

Purchase Orders

PO#09106 to Aetna WHO-AAS in the amount of \$5,449.59 for Aug '04 group health insurance

PO#09107 to ATT & Alascom in the amount of \$875.65 for Aug '04 911 service
PO#09108 to Carns General Contractors in the amount of \$2,802.00 for gravel used on 4th Street
(264 yards of 1" minus and 144 yards of 3" minus)
PO#09109 to Delta Lawn Care in the amount of \$4,166.66 for Aug '04 lawn care service
PO#09110 to Guess & Rudd in the amount of \$6,449.99 for attorney fees (Allvest, landfill, sales tax)
PO#09111 to GVEA in the amount of \$970.14 for July '04 electricity
PO#09112 to Salamander Technologies Inc. in the amount of \$1,050.55 for Firetrax software and laminator
PO#09113 to Sunshine Services in the amount of \$900.00 for 180 yards of 3" screened gravel used on 4th St
PO#09114 to Willis of Alaska, Inc. in the amount of \$7,425.00 for renewal of airport liability insurance
(Aug 2004 through Aug 2005)
PO#09116 to Alaska Communications Systems (ACS) in the amount of \$747.71 for Aug '04 phone service
PO#09118 to Bank of America in the amount of \$2,851.57 for credit card purchases (employee travel, software
book, carpet cleaner, vacuum cleaner)

Leith-Dowling moved to approve purchase orders 09106 through 09114, 09116 and 09118; Kemp-Sandy seconded.

Heinbockel asked about 9114. Normally the Pilot's Association pays half the insurance charges.

Hallgren said the Pilot's Association was billed the entire amount this year.

Motion passed unanimously by a roll call vote.

ADDITIONAL PUBLIC COMMENTS

Janet Boyer asked about purchase orders 9108 and 9113, if they were both for road repairs on Fourth Street.

Hallgren confirmed and said employee and equipment costs should be included. He stated he would issue a letter requesting reimbursement even though Economic Development Administration (EDA) funds were authorized to cover the costs. Reimbursement funds could be used on other streets in need of repair.

Al Edgren reported the last large purchase of the FY03 Homeland Security Grant is radios for the Rescue Squad and Fire Departments. Both departments will have opportunity to test radios to find what they prefer before purchasing.

Edgren asked if it would be worth investing the time and effort to compile a list of minor projects under \$5,000 that would improve the hockey facility by this fall. The storage room for the zamboni, a well and bathrooms are not going to happen but there are some minor improvements that can be done.

Short discussion followed regarding improvements.

Edgren agreed to prepare a list of possible improvements.

Tvenge said a sign for the building is one item that is needed.

ADDITIONAL COUNCIL COMMENTS

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

EXECUTIVE SESSION

Heinbockel moved to enter into Executive Session with the City Attorney to discuss construction project claims and MACTEC's request for additional funding; Kemp-Sandy seconded. Motion carried.

Council recessed for a short photo session before resuming the meeting at 6:18PM.

Present during the Executive Session were five Council members (Gilbertson, Heinbockel, Leith-Dowling, Kemp-Sandy, Weller), two City staff (Hallgren, White), two MACTEC engineers (Bonwell, Halverson) and City Attorney Jim DeWitt, who was present telephonically. Bonwell and Halverson exited after their presentation and Council discussed their performance with DeWitt. MACTEC engineers returned to the Executive Session at 7:35PM.

Heinbockel moved to end the Executive Session at 8:02PM and reconvene the regular City Council meeting; Weller seconded. Motion carried.

Kemp-Sandy moved to authorize MACTEC to issue change order #4 on the landfill project; Heinbockel seconded.

Motion passed unanimously on a roll call vote.

Heinbockel moved to budget additional monies to MACTEC for engineer services estimated to be needed to reach closeout of construction projects (library, landfill and fire station) not to exceed \$102,004.00; Leith-Dowling seconded.

Motion passed unanimously on a roll call vote.

Hallgren explained MACTEC's (8101125) invoice for \$3,356.00 pertaining to services on the hockey rink facility. It includes a cost overrun of \$1,117.51 above the previously authorized \$10,000.00 budget. He said it would be included in purchase order approvals at the next meeting on September 7. Hallgren asked if Council would authorize the additional \$1,117.51 cost.

Weller moved to authorize additional payment of \$1,117.51 to MACTEC for engineering services provided on the recreation center; Leith-Dowling seconded.

Motion passed unanimously on a roll call vote.

Hallgren explained a request for contract adjustment to the design and construction of the new library was discussed at the last (August 3) Council meeting. He asked for reconsideration.

Discussion followed regarding the process of reconsideration.

Gilbertson moved to reconsider approval of paying MACTEC \$22,700.62 for library change order (#2); Heinbockel seconded.

Weller asked to postpone the decision until a full Council could be present.

Heinbockel said the bill needs to be paid.

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

Gilbertson moved to approve \$22,700.62 payment as requested by MACTEC; Heinbockel seconded.

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

ADJOURNMENT

Heinbockel moved to adjourn at 8:15PM; Weller seconded. Motion carried.

Pat White
City Clerk

City of Delta Junction
Date of approval: September 7, 2004