



City Council Minutes
October 6, 2004 ~ 5:00PM

Regular Meeting
City Hall, Delta Junction, Alaska

The regular meeting of the Delta Junction City Council was held on Wednesday, October 6, 2004 in the City Hall conference room in Delta Junction, Alaska. Mayor Gilbertson called the meeting to order at 5:05PM.

Council members present: Re-elected Mayor Roy Gilbertson, Mayor Pro tem Mary Leith-Dowling
Lou Heinbockel, newly-elected Leslie Feilner
Will Pecchia (opened meeting and certified election results)

Council member excused: Re-elected John Sloan, re-elected Susan Sandy

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

Six members from the community were also present.

AMENDMENTS TO AGENDA ~ APPROVAL OF AGENDA

White reported 5 items to add to *New Business*:

- October 20 Pogo Roundtable Meeting
- Authority to Issue Certificate of Substantial Completion on Library
- Request to Waive Rental Fee for Use of Conference Room on a Regular Basis
- City Library Septic/Delta Presbyterian Well
- Purchase Orders (#09263 through 09268)

Hallgren asked to move *Election Results and Certification* to the next item on the agenda because of Pecchia's need to return to work.

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

ELECTION RESULTS AND CERTIFICATION

White reported 108 ballots were cast at the polls on October 5. Two more were cast as questioned ballots and five were by absentee. Three absentee ballots have yet to be returned, however, they will not affect the election outcome. Seat B received 86 votes for Thomas L. "Roy" Gilbertson and 8 as write-ins. Seat D received 77 votes for Leslie A. Feilner and 12 as write-ins. Seat F received 27 write-in votes for John Sloan and 24 other write-ins. The next highest vote taker was Nate Griswold who received three votes. All others (19 write-ins) received one or two votes each. Seat G received 88 votes for Susan C. "Susie" Sandy and 7 as write-ins.

Heinbockel moved to certify the October 5 election results as presented by the Canvass Board; Pecchia seconded.

Motion passed unanimously on a roll call vote with four (Heinbockel, Pecchia, Leith-Dowling, Gilbertson) voting and constituting a quorum.

OATH OF OFFICE

Re-elected official, Thomas L. "Roy" Gilbertson, and newly elected, Leslie A. Feilner, were sworn into office by City Clerk Pat White. Susan C. Sandy and John Sloan would receive the Oath of Office at the October 19 meeting.

Hallgren read State Statute, "The mayor of a second-class city is elected by council and serves until a successor is elected and qualifies. The Council of a second-class city shall meet on the first Monday after certification of the regular election and elect a mayor who takes office immediately."

After discussion Council members agreed upon 5:00PM, Monday, October 11 to elect the mayor and mayor pro tem. The Special Meeting would be held in the City Hall conference room.

Pecchia excused himself thereafter.

APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Leith-Dowling moved to approve the minutes from the September 21, 2004 meeting; Heinbockel seconded. Motion carried.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

Al Edgren reported the Delta Skating Association would host a dinner and "kick-off" event at the Moose Lodge on November 6. Both a live auction and a write-in auction will be offered along with a ribs/chicken dinner, which will be catered by Adam's Ribs. Tickets will be sold throughout the community. The theme is "Kit-a-Kid". Money generated will create a loaner program to outfit underprivileged youth with hockey gear. Edgren stated they are looking for sponsors and would gladly advertise their names across the new zamboni.

COUNCIL COMMENTS ON NON-AGENDA ITEMS

Leith-Dowling reported her trip to Dawson Creek, where she attended the Alaska Highway International Forum, was both interesting and positive. In attendance were representatives from British Columbia, Yukon and the State of Alaska. They officially formed the Northern Rockies Alaska Highway Tourism Association and their purpose will address issues pertinent to promoting the Alaska Highway.

REPORTS

Rescue Squad – Dennis Dooley reported the new ambulance broke down near Laird River Hot Springs and was towed to Whitehorse. He volunteered to drive down to pick up the two stranded EMTs. They returned on October 4. Arrangements have been made for the two EMTs to fly back and drive the repaired ambulance home. He said MEDTEC would reimburse expenses associated with the breakdown.

Planner – Dennis Dooley reported the Department of Natural Resources (DNR) is close to completing photo coverage of the Upper Tanana Valley for E911 mapping. He said he feels there are enough necessary records to initiate E911 with ACS. His goal is to be ready by the first of the year.

Hallgren stated addressing requires a tremendous amount of time. They are finding duplicate street names and whole subdivisions that were not known to exist. He thanked Council for instituting the \$75 addressing fee.

Dooley stated there are numerous conflicts. Today a subdivision with street addresses surfaced. It has existed since 1959.

Discussion followed regarding the history of the subdivision and the 1,000 lots in that subdivision.

Dooley stated the subdivision is within City limits and there is no notation where water and sewage are to be located. It would create a problem in the future if it were not addressed now.

City Clerk – Pat White reported the 54th AML Local Government Conference is scheduled in Fairbanks on November 8-12. Newly Elected Officials Training is November 8-9. She said registration forms must be submitted before October 15 so that accommodations may be arranged. White stated Irene Catalone, Department of Community & Economic Development (DCED), plans to attend the Fairbanks conference. She would be available to offer additional training to our Council that is more specific to our own municipal code.

White reported she made arrangements with Debbie Heral to cover her absence at the upcoming meeting. Heral presently oversees the charter commission meetings and would also transcribe the October 19 meeting if necessary. White was unsure of the dates that she would be absent.

White reported a phone poll was taken between September 27 and 29 requesting authorization to purchase bookshelves and a phone system for the new library. The rush was due to the library nearing substantial completion and the librarian needing to create a work plan for "moving in". White stated **Leith-Dowling moved** to 1) authorize the City to enter into a contract to purchase a telephone system from Wirecom in the amount of \$4,723.00 and to 2) authorize the City to enter into a contract to purchase custom-made bookshelves from Alaska Correctional Industries in the amount of \$36,681.48. Heinbockel seconded the motion. Five (Leith-Dowling, Heinbockel, Sandy, Gilbertson, Pecchia) voted in favor and one (Weller) voted against purchasing the telephone system. Six (Leith-Dowling, Heinbockel, Sandy, Weller, Gilbertson, Pecchia) voted in favor of purchasing the bookshelves. John Sloan was not available to vote. **Both motions passed.**

Department of Economic Development – Pete Hallgren reported:

- The D6 cat would arrive around early to mid November.
- Two Deltana fire trucks should arrive within the next two weeks.
- He met with MACTEC at the new fire station on October 5. There is concern with the "Snoopy Dog" well, whether operation will be easy or not. Richard Stanton Construction, fire station contractor, has agreed to postpone additional plumbing until the situation can be researched at no cost to the City. The fire station construction is past their completion date but they, nor the City, have claims.
- A check for \$1.2 million was received today from the State of Alaska to pay off the prison settlement. The settlement is scheduled for October 11 in Anchorage. There is enough in the budget to deal with settlement payments. He said the City's largest annual infusion of cash (\$463,000 PILT) would be available before the next meeting on October 19. There will be no "cash flow" problem to the City.
- Research for landfill prices is in progress. \$117/ton was passed at the September 21 meeting (Ordinance 2005-03). After nine months of operating the landfill, figures are better known as to the volume of garbage that must be managed. MACTEC engineers are presently extrapolating the volume into tonnage. It will then be matched to the estimate that was presented by MACTEC in August 2003.
- Advertising for the new equipment operator position will be posted by the end of the week.
- A tour will be scheduled for garbage and septic haulers to view the new landfill.

Airport – Leslie Feilner agreed to be responsible for airport issues.

Library – Leith-Dowling stated librarian Joyce McCombs reported donations toward the Rasmuson Foundation Matching Grant continue to arrive. The library staff is packing and preparing to move into the new library.

Charter Commission – Hallgren reported the commission is thus far successful in preparing a draft charter. He has had inquiries from around the State regarding its progress. He feels Council and the Commission are being as responsible as possible for the City and its surrounding area in trying to come up with the best possible charter to put to the voters.

Public Works – Heinbockel reported his concerns regarding operating the landfill at the same time of maintaining responsibilities for other public works. He said the Council must control access to the new landfill. There should be no more sharing or distributing keys. If the City is unable to manage it, it should be leased to another party that can.

UNFINISHED BUSINESS - none

NEW BUSINESS

Public Hearing and Third Reading of Ordinance 2005-04, An Ordinance Amending Outdated Sections of the General Code

Leith-Dowling moved to postpone the public hearing and third reading of Ordinance 2005-04 until October 19; Heinbockel seconded.

Motion passed by unanimous consent.

October 20 Pogo Roundtable Meeting

Council discussed rescheduling of the next Pogo Roundtable from October 13 to October 20.

Hallgren stated the quarterly meeting with Missile Defense and the State of Alaska regarding impact funds is scheduled on the same day.

Heinbockel stated the date also conflicts with the next charter meeting that starts at 6:00PM.

Leith-Dowling agreed to attend as a City representative.

Gilbertson asked to inquire if others could participate.

Library and Landfill Pay Requests

Hallgren reported MACTEC recommended approving the amended request in which copies were made available to Council.

See *Purchase Orders*.

Authority to Issue Certificate of Substantial Completion on Library

Heinbockel moved to authorize issue the Certificate of Substantial Completion for the new library as approved by MACTEC; Leith-Dowling seconded.

Hallgren stated the City was ready to take over the new library even though the contractors have yet to finish everything. It was agreed that both the library staff and construction workers would avoid interfering with each other.

Motion passed unanimously on a roll call vote with four (Leith-Dowling, Feilner, Heinbockel, Gilbertson) voting.

Request to Waive Rental Fee for Use of Conference Room on a Regular Basis

(Heart Fur Animals, non-profit organization whose purpose is to provide animal care education)

Heinbockel moved to approve fee waiver as requested by Heart Fur Animals as long as the room is available and not later rented by a paying customer or organization; Feilner seconded.

Motion passed by unanimous consent.

Approval of Plat - Sunrise Subdivision

Leith-Dowling moved to table discussion until October 19; Heinbockel seconded.

Motion passed by unanimous consent.

City Library Septic/Delta Presbyterian Well

Hallgren, referring to the October 3 letter submitted by the Delta Presbyterian/Faith Lutheran Churches in Partnership, explained additional costs incurred to drill the new well. He said it related to the library construction project.

Leith-Dowling moved to approve payment of \$3,912.89 to the Delta Presbyterian/Lutheran Churches; Feilner seconded.

Motion passed unanimously on a roll call vote.

Purchase Orders

PO#09244 to Amazon.com in the amount of \$743.42 for library books

PO#09245 to B&A Heating & Service in the amount of \$626.25 boiler maintenance at City Hall,
Community Center and Waldo residence

PO#09246 to Brodart Company in the amount of \$568.80 for library annual book lease

PO#09247 to Case Credit in the amount of \$4,932.96 for landfill dozer parts

PO#09248 to Delta Texaco in the amount of \$722.04 for Aug/Sept '04 diesel

PO#09249 to Interior Building Supplies, Inc. in the amount of \$7,856.62 for Community Center
metal roof materials

PO#09250 to Lamar Cotten in the amount of \$5,973.48 for Sept '04 consultant services

PO#09251 to MACTEC Engineering & Consulting, Inc. in the amount of \$12,958.06 for Sept '04
library engineering services

PO#09252 to MACTEC Engineering & Consulting, Inc. in the amount of \$27,006.91 for Sept '04

landfill engineering services

PO#09253 to M & J Auto Body in the amount of \$813.80 for fire truck windshield replacement
PO#09254 to NC Machinery Company in the amount of \$532.12 for grader edges replacement
PO#09255 to Office Max in the amount of \$541.92 for library printer, camera and paper supplies
PO#09256 to Polaris Junction in the amount of \$1,611.59 for Homeland Security metal saw
PO#09257 to Sunshine Services in the amount of \$2,000.00 for 200 yards of D-1 gravel for streets
PO#09258 to Aetna WHO-AAS in the amount of \$5,449.59 for Oct '04 group health insurance
PO#09259 to Delta Building Supply in the amount of \$1,500.00 for Oct '04 rent for equipment
PO#09260 to MACTEC Engineering & Consulting, Inc. in the amount of \$5,981.68 for landfill contractor claims

PO#09261 to Zamboni, Frank J & Company, Inc. in the amount of \$63,199.50 for zamboni

PO#09263 to Airport Equipment Rentals, Inc. in the amount of \$943.75 for compactor used to widen street near fire station

PO#09264 to B & A Heating & Service in the amount of \$1,075.55 for Rescue Squad boiler maintenance

PO#09265 to Carns General Contractors in the amount of \$1,620.00 for gravel used to widen street near fire station

PO#09266 to Delta Building Supply in the amount of \$4,118.77 for Community Center roof materials

PO#09267 to UNIT SKW LLC in the amount of \$413,150.55 for Sept '04 Landfill Progress Payment #5

PO#09268 to UNIT SKW LLC in the amount of \$167,048.27 for Sept '04 Library Progress Payment #5

Leith-Dowling moved to approve purchase orders 9244 through 9261 and 9263 through 9268 as presented; Heinbockel seconded.

Motion passed unanimously on a roll call vote.

ADDITIONAL PUBLIC COMMENTS

ADDITIONAL COUNCIL COMMENTS

Mayor Gilbertson called for public and Council comments with none being offered.

ADJOURNMENT

Leith-Dowling moved to adjourn at 5:57PM; Feilner seconded. Motion carried.

Heinbockel moved to reconvene the meeting to reconsider the special meeting on Monday, October 11; Leith-Dowling seconded.

Motion passed unanimously on a roll call vote.

Discussion followed regarding Council participation.

Heinbockel moved to hold the mayor and mayor pro tem election at the next regularly scheduled meeting on October 19; Leith-Dowling seconded.

Motion passed by unanimous consent.

Heinbockel moved to adjourn at 6:05PM; Leith-Dowling seconded. Motion carried.