



City Council Minutes
November 2, 2004 ~ 5:00PM

Regular Meeting
City Hall, Delta Junction, Alaska

The regular meeting of the Delta Junction City Council was held on Tuesday, November 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 Roy Gilbertson, Mayor Pro tem Mary Leith-Dowling, Lou Heinbockel
Leslie Feilner, Will Pecchia, Susan Sandy, John Sloan

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

Six members from the community were also present.

APPROVAL OF AGENDA

Mayor Gilbertson reported two changes to the agenda:

- ✓ PO#09360 to Debbie Heral for transcription services (charter + Council) to add to *New Business*
- ✓ Executive Session to discuss attorney advice regarding landfill – after *Rescue Squad and Fire Department Reports*

Sloan moved to approve the agenda as amended; Feilner seconded. Motion carried.

APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Leith-Dowling moved to approve the minutes of the October 19, 2004 regular meeting and the October 27 special meeting as presented; 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.

REQUEST TO SPEAK

Al Edgren - Presentation of Volunteer Fire Assistance (VFA) Grant

Al Edgren, Delta Area Forester, presented a check for \$4,997 to Fire Chief Carin Bear and Mayor Gilbertson. The check is part of the Volunteer Fire Assistance (VFA) Grant that is federally funded and passed through the State to support small (under 10,000 population) fire departments. The City of Delta Junction must match the grant amount.

Al Edgren – Public Announcement - Fire Management Policy

Al Edgren reported Wildland Fire Policy would be the topic of discussion at a community meeting that will be hosted by Alaska Wildland Fire Coordinating Group (AWFCG) on November 15. It will be held at 7:00PM at the Alaskan Steakhouse in Delta Junction. Edgren asked Council to attend the meeting to review actions taken against wild land fires and how fire conditions affected our community. He said it is important to voice

opinions. The meeting would be the first in a public forum format. The Chamber of Commerce will also be invited.

Maureen Gardner, State Parks – Support for Erosion Control Project

Maureen Gardner, Delta Park Ranger, asked Council for support in protecting the Tanana River banks near the Big Delta State Historical Park (Rika's) from natural erosion. She said engineers have worked on the erosion control project for several years. She said Senator Ted Stevens had already secured funding for the project a few years ago and the topic is now at the level of both Commissioners for Fish & Game and the State Department of Natural Resources. Gardner explained details of how the erosion affects spawning and fish habitat and also about the permitting process. She distributed a synopsis of her original request for support and asked for Council response by the end of the month. Public support is needed at this time.

Topic was tabled for the next regular meeting on November 16 to allow time for advertisement.

Mike Tvenge - Request to Advertise Skating Sponsors on Zamboni

Al Edgren spoke on behalf of Mike Tvenge, President of the Delta Skating Association. He said the zamboni belongs to the City and the Association requests permission to advertise sponsor names by displaying them on the machine.

Hallgren said sponsors of the skating program could be advertised but National Missile Defense must first be recognized because they purchased the zamboni.

Edgren asked Council for exact wording to be posted on the zamboni.

Leith-Dowling said she would like discretion so that companies such as Coors Lite are not included.

Edgren distributed a packet of designs for lighted signs and painted signs, a first step in creating the sign for the Liewer-Olmstead Ice Arena.

Discussion followed regarding options, price differences and which design was preferred.

REPORTS

Rescue Squad and Fire Department – No reports

EXECUTIVE SESSION – Attorney Advice Regarding Landfill

Sandy moved to enter Executive Session for the purposes of discussing attorney advice regarding the landfill; Sloan seconded. Motion carried by unanimous consent.

Present during the Executive Session were seven Council members, City Administrator Pete Hallgren, Planner Dennis Dooley and City Clerk Pat White.

Heinbockel moved to reconvene the regular City Council meeting at 5:46PM; Sandy seconded. Motion carried.

REPORTS Continued

Planner – Dennis Dooley reported he attended the fire hall and landfill inspections on November 1. He said the inspection for the fire hall was not prudent because the contractor was not prepared for it. MACTEC engineers did not want to cancel the inspection because the inspector from Ketchikan had already purchased his airline ticket.

Hallgren said MACTEC advised that the fire hall is not presently at substantial completion.

Dooley said steel frames for the equipment building were erected at the landfill even though not all of the steel had arrived. As of today the building is fully sheathed, is warm and ready for drywall construction.

Dooley reported he is waiting on Alaska Communications Systems (ACS) to schedule a meeting to discuss the E911 project later this week.

Dooley addressed a November 1 memo he wrote regarding the Recreation Center Project. He asked Council to contemplate a planning exercise to define "recreation center." He suggested creating a small scoping group responsible for listing functions of the recreation center and possible design. He asked that there be representatives of hockey, figure skating, the school and/or teen center, adult recreation and the City Council.

He anticipated implementation of a product by the first of February, taking time for the holidays. Title to the land, contracting a land survey and having the soil surveyed can then be completed in the spring.

Hallgren stated the amount of available funds is not yet known or definite so the City is not in a position to build this coming summer. He agreed that work on the project was necessary as opposed to doing nothing.

Discussion followed regarding making progress and moving ahead with the project.

Gilbertson offered to attend as a City representative. He suggested thinking about what the recreation center will be and what it will be named, other than the "hockey rink." He said he would like for it to be upgraded to serve the community on a grander scale. Involvement from many community members will be needed. He said the school board voted to release the 2.8 (approximately 3-acre) parcel of land to the City for the purpose of a recreation facility (a second building in the close proximity of the existing hockey rink).

Heinbockel stated, "There better be a well, septic, toilets and a zamboni room by this time next year."

Cemetery – Mayor Gilbertson reported he was asked about removing snow so that the cemetery can be accessed during winter months.

Leith-Dowling stated it was not an option because past experience has proven clearing snow invites abuse from snow machiners.

Department of Economic Development – Pete Hallgren reported he attended the Charter Commission meeting on October 20. To date the commission has created a draft preliminary for the proposed Deltana Borough Charter. Because the Governor has been interested in the progress of the charter he submitted a copy to the Chief of Staff and to the Local Boundary Commission (LBC) for their informal comments.

White reported the draft is updated after each commission meeting but there has been no interest from the local public in obtaining copies of it. Numerous copies are made available at each of the commission meetings.

Hallgren reported he will attend a Comprehensive Economic Development Strategy (CEDS) meeting in Anchorage on November 3 and will then travel to Fairbanks for the Alaska Municipal League (AML) Conference next week. He reported the fire hall has not yet reached substantial completion but hopefully will within the next two weeks. The landfill substantial completion is guessed to be sometime between Thanksgiving and early-to-mid December.

School Liaison – Will Pecchia reported a local DGSD student was chosen as an ambassador to travel to Australia next year. He asked Council to consider contributing to the estimated \$6,000 in expenses. Pecchia said he would ask the student to attend the next Council meeting and he would also find out how much the school is contributing.

Hockey Rink – Lou Heinbockel reported ice is being made at the hockey rink.

Landfill – Lou Heinbockel stated the City has received a request to open the landfill more often than the regular winter hours (Noon to 4:00PM on Saturday). It will be discussed under *New Business*. Heinbockel suggested opening it for a weeknight on a trial basis to see if the public takes advantage.

Library – Mary Leith-Dowling reported recent contributions toward the \$200,000 Rasmuson Foundation Matching Grant: \$2,500 from the Pioneers in memory of Fred Cook, \$5,000 from the Chamber of Commerce, two anonymous \$1,500 donations, but only three responded by donating their \$19.84 from their \$919.84 PFD checks. Leith-Dowling reported the board has chosen a sign for the new library. Delivery of new (birch) freestanding shelving will be the first week in December and the librarian has asked for both an unwrapping crew and an assembly crew. Volunteers are asked to commit and sign up at the library. Plans are to move everything except the books on December 4. Then the books will be moved on December 10 and 11.

Public Works – Lou Heinbockel asked where money for the \$2,731 welder comes from. He said he was concerned with excessive spending.

Hallgren stated the cost of the welder was reviewed and within the budgeted amount for public works equipment. The three gigantic dumpsters at the new landfill require a hook system to match the front-end loader.

Discussion followed regarding justification of spending.

Leith-Dowling asked to reorganize Council responsibilities of reporting. She said *Public Works* should include the *Landfill* report. She asked to eliminate some reports that are duplicates and to add a *Military Liaison* report.

Heinbockel said the hockey rink is also a Public Works subject.

Hallgren said the *Dept of Economic Development* should be changed to *Administrator*.

Sandy reported changes on the Richardson Highway near the Jarvis Bridge. She said the highway was recently surveyed. It will completely change, eliminating the two corners and requiring a bigger bridge. She said the City Council needs a liaison with the Department of Transportation (DOT) because of the on-going battle for pull-offs and passing lanes. If the road to Ft. Greely is not going to be widened, it must at least have shoulders.

Leith-Dowling reported the lights at the Richardson-Jack Warren intersection are scheduled for repair.

Hallgren stated he, Leith-Dowling and Gilbertson spoke with General Hirai regarding comments that were submitted for the Environmental Impact Statement (EIS) for transformation of U.S. Army Alaska (USARAK) concerning convoy traffic problems one and a quarter years ago. There has yet to be a response from the Army even though General Hirai agreed with their concerns.

UNFINISHED BUSINESS

Landfill Change Orders 5 & 6

Heinbockel moved for reconsideration of Landfill Change Orders 5 & 6 from the last meeting; Pecchia seconded.

Motion passed unanimously on a roll call vote.

Heinbockel moved to approve Change Orders 5 & 6 between the City of Delta Junction and UNIT SKW for the landfill project as presented at the last meeting; Pecchia seconded.

Motion passed unanimously on a roll call vote.

Reduction of Retainage for Landfill from 10% to 5%

Sloan moved to table discussion to a subsequent meeting; Pecchia seconded.

Hallgren said further information is needed.

Motion passed unanimously on a roll call vote.

NEW BUSINESS

Possible Delta Regional Economic Development Council (DREDC) Recommendation for Social Service Grant Funding Requests

Heinbockel asked to table conversation and decision making to the next Council meeting to allow time to review the Social Service Grant funding requests.

Hallgren stated the recommendations are fairly detailed. He said DREDC has requested authorization to solicit Jeff Durham as a facilitator.

Waldo Property Appraisal

No discussion.

Landfill Hours of Operation

Heinbockel stated the landfill should be opened one evening for a couple of hours during the week as a test run.

Hallgren said he would identify a time when garbage is already being handled so that it can coincide with the garbage hauler's schedule and also investigate additional costs of opening to the public.

Discussion followed regarding purchase of the welder.

Hallgren stated he would research authorization of the welder purchase.

Discussion followed regarding accruing credit card mileage for city use, circumstances around the welder purchase, purchasing during an emergency, implementing a process for purchase requisitions before actual purchasing, purchasing from an already approved budget and including the Public Works Council representative before making future purchases.

Heinbockel stated a quote of \$22,000 was recently given for a blade for the loader. He said he would rather consider spending \$45,000 for 4 or 5-ton truck with a sander mounted on the back and a plow mounted on the front. It would serve more purpose.

Hallgren said Boadwine was asked to investigate the recommendation.

Consideration of Landfill Pay Request

Hallgren stated the landfill pay request was turned in yesterday. Per contract it was to be turned into MACTEC engineers for evaluation. The City has 30 days to respond and the topic will be addressed at the next meeting on November 16.

Purchase Orders

PO#09325 to Aetna WHO-AAS in the amount of \$5,449.59 for Nov '04 group health insurance

PO#09326 to AML in the amount of \$1,150.00 for conference registrations for Hallgren, Leith-Dowling, Feilner and Cotten

PO#09327 to David Boadwine in the amount of \$2,731.49 for equipment reimbursement (Miller Wire Welder/Torch Kit)

PO#09328 to Delta Building Supply in the amount of \$1,500.00 for Nov '04 warm storage rent

PO#09329 to Emergency Medical Products, Inc. in the amount of \$1,061.70 for Rescue Squad medical supplies

PO#09330 to Emergency Medical Products, Inc. in the amount of \$3,146.26 for shelter tent for Homeland Security operation

PO#09331 to Follet Software Company in the amount of \$16,895.00 for new library software

PO#09332 to Guess & Rudd in the amount of \$5,508.17 for legal services (landfill change orders, substantial completion of new addition to EMS building, State loan/Prison issue)

PO#09333 to NC Machinery Company in the amount of \$533.22 for grader parts

PO#09334 to Wire-Communications, Inc. in the amount of \$2,361.50 for 50% deposit on telephone system for new library

PO#09335 to Lamar J. Cotten in the amount of \$6,408.96 for Oct '04 consulting services

PO#09360 to Debbie Heral in the amount of \$701.00 for transcription service (charter and Council)

Pecchia moved to approve purchase orders 09325 through 09335 and 09360, excluding 09327; Heinbockel seconded.

Heinbockel moved to amend the motion to include 09327; Leith-Dowling seconded.

Motion passed unanimously on a roll call vote to amend and include 09327.

Motion passed unanimously on a roll call vote to approve payment of all purchase orders as presented.

ADDITIONAL PUBLIC COMMENTS

Janet Boyer stated Heinbockel was adamant that the Charter Commission was not a commission of the City, yet a City agent (Administrator Hallgren) submitted a draft charter to the Governor's office and the LBC.

Hallgren said submission was informal. The project is financed with impact funds as well as heat, light and secretarial services being provided by the City. Normally funding is not available for borough or charter study.

Boyer asked what the purpose was of providing a preliminary draft to those (governor) that are not in the proposed borough.

Hallgren stated Governor Murkowski expressed a desire for a proposed borough charter be put before the voters of the affected area.

Heinbockel said the \$1,200,000 no-interest loan was part of the reason to study organization of a borough. If a charter could be accepted by LBC it is still likely the voters will not vote it in.

Hallgren said the City, with less than 1,000 residents, serves the whole community, with 4,000 residents.

Boyer said Leith-Dowling proposed earlier to broaden the City borders.

Hallgren said LBC would have to approve an expansion of the City just as they would have to approve a borough petition. LBC also abides by regulations of its own that discourage expansion of cities into the size of

boroughs. A borough would include Pogo Gold Mine but it is doubtful City limits could be extended to include Pogo.

Tana Wood asked to consider the painted signs with floodlights rather than the lighted signs. She said there is nothing that looks cheaper and uglier than a sign with one of the lights out. Regarding purchasing, Wood said there is a process before the Council passes a budget. Does Council want to review every single purchase? There is already some implied authority when a budget is passed and equipment is purchased from within that budget.

Gilbertson said more check and balance or communication is needed.

Heinbockel said some items are less expensive than others. It is possible to consider purchasing \$2,300 worth of expert certified welding instead.

ADDITIONAL COUNCIL COMMENTS

Pecchia stated Council members are not paid and they are not looking after their self-interests.

Sandy asked that *DREDC* be included in future *Reports*.

ADJOURNMENT

Pecchia moved to adjourn at 6:53PM; Leith-Dowling seconded.

Pat White
City Clerk
City of Delta Junction

Date of approval: November 16, 2004