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**City Council Minutes**  
**June 21, 2005 ~ 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 Tuesday, June 21, 2005 at City Hall 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, Lou Heinbockel  
Leslie Feilner, Lynnetta Marcellus, Mike Tvenge

Council members excused: John Sloan

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

Three members from the community were also present.

#### **AMENDMENTS TO AGENDA ~ APPROVAL OF AGENDA**

Leith-Dowling moved to approve the agenda as presented; Feilner seconded. Motion carried.

#### **APPROVAL OF MINUTES OF THE PREVIOUS MEETING**

Heinbockel moved to approve the June 7, 2005 minutes as presented; Leith-Dowling seconded. Motion carried.

#### **PUBLIC COMMENTS ON NON-AGENDA ITEMS**

#### **COUNCIL COMMENTS ON NON-AGENDA ITEMS**

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

#### **OATH OF OFFICE**

Mayor Gilbertson welcomed new Council members, Lynnetta Marcellus and Michael Tvenge.

White administered the Oath of Office. Marcellus accepted Seat E (one-year term) and Tvenge accepted Seat G (two-year term). Appointments would expire and the seats would be open at the next regular election in October 2005. Marcellus agreed to assume Council responsibility as *School Liaison*. She and Feilner would join together on the *Park*. Tvenge agreed to take *Recreation*, which Heinbockel presently held. Tvenge also agreed to be the Council rep for *Delta Regional Economic Development Council (DREDC)*.

#### **REPORTS**

**Fire Department** – Carin Bear reported the Fire Prevention program would be finished this month.

Bear said she was operating two radios simultaneously as a way of becoming accustomed to the new radios. She reported progress on furnishing the new fire station. It is a slow but productive process.

**City Clerk** – Pat White reported she attended the Northwest Clerk Institute in Tacoma. The most valuable course was Computer Technology because the new techniques would be beneficial on a regular basis. The highlight was attending a Seattle Mariners game in which they beat the Philadelphia Phillies 5-1.

**City Administrator** – Pete Hallgren reported:

- The new ambulance's transmission was being repaired (for the third time) at the Ford dealer in Fairbanks. It is still under warranty.
- DEC scheduled the annual landfill inspection for June 23. Two youth were hired to do light clean up of debris around the fences in preparation of the inspection.
- MACTEC is sponsoring a public Open House for the new landfill the afternoon of Tuesday, July 5. It would be during the hours in which the landfill would normally be open to the public and would be an opportunity for the public to see septic pits, buildings and areas of the landfill that will otherwise not be accessible during regular business hours.
- The library construction contract is to be closed out within the next two weeks.
- The Rescue Squad finally has a working telephone. Wiring was also installed and ready for when the old fire station is renovated into the LEPC Emergency Operations Center (EOC) on the other end of the building. Hallgren said a notional budget of \$10,000 from impact grant funds would be used for the renovations, which Bob Morley was presenting working on.
- Renovations at City Hall included new carpeting and a new front walkway. Blinds were recently installed in the conference room (old library).
- Grass cutting at the Waldo house was offered to the grass cutting contractors on a one-time basis.
- The brushwork at the park was halfway done but the DR mower was being repaired.
- Governor Murkowski was invited to attend the Chamber of Commerce luncheon on July 22. If he accepts the invite the luncheon would be held at the Community Center and the public would be invited. Part of the Governor's invite would include a tour of the newly completed construction projects.
- A federal agency informed they would be in contact around the middle of this month regarding potential layout of the proposed railroad.
- The Mutual Aid Agreement between the City, Deltana and Ft. Greely fire departments would be signed on June 22. Hallgren, Gilbertson and Fire Chief Carin Bear would attend.
- An IMA PARO (Installation Management Agency / Pacific Area Region Office) representative would meet with the City on July 1 to discuss amenities at Ft. Greely that might be available for construction and possibly for joint use between the Delta community and the military.
- Hallgren attended the BRAC hearing in Fairbanks. The presentation was excellent. 3,000 people attended. They did not focus on the fact that closing Eielson would harm the interior's economy. They actually attacked the criteria that rated Eielson down. An example was Eielson's elevation above sea level. The ranking made no sense because the criteria made no sense. Their point was clear; the decision to close Eielson was not properly founded.
- If Governor Murkowski signs the State grant to finish the new school, the (\$250,000) loan given to DGSD would not be needed. It would then be available for intended infrastructure projects.
- One or two phone numbers at the library have proven unnecessary and would be cut.
- One of three dumpsters was removed between the library, Community Center and City Hall. The library would share one with the Community Center.

**DREDC** – Ruth St. Amour reported DREDC received two more applications for the Recreation Coordinator / VISTA volunteer. St. Amour said she suspected DREDC would offer the position to a lady from Montana and were awaiting the results of a background check. Jody Zollman would attend supervisor training next month. She would be overseeing the Recreation Coordinator.

**Library** – Mary Leith-Dowling reported 88 enthused children were signed up for the summer reading program. Participation would include being in the parade at this year's Deltana Fair in August.

**Park** – Roy Gilbertson reported he had received complaints regarding drinking at the park. Upon investigation he found broken beer bottles and garbage cans half full on a regular basis. Discussion followed regarding banning alcohol from City property, providing a dumpster and whose responsibility it was to clean up after activities.

Heinbockel said in past years there had always been alcohol consumption with adult leagues and no history of problems because of it. He would discuss the issue with Richard Lester who oversees the adult baseball program.

**Public Works** – Lou Heinbockel said the streets were graded within the past two weeks and John Lunn's grass cutting and upkeep around City Hall/Community Center/Library was very nice.

Hallgren reported regulations had changed within the past 20 years so a new fuel tank was needed at the Community Center. The 500-gallon underground tank was too close to the well. The new tank would be 1,000-gallons and it would be installed aboveground.

**Charter Commission** – Lou Heinbockel reported the Charter Commission was in recess for an unknown length of time.

**Department of Transportation (DOT) Liaison** – Mary Leith-Dowling reported she had no update to report regarding meeting with DOT to clarify City and State road maintenance responsibilities.

**Additional Reports by Council** – Leslie Feilner asked when construction on the Richardson would begin.

Leith-Dowling said she thought construction would start no sooner than the summer of 2006.

Discussion followed regarding maintenance on the Clearwater route (Olmstead and Fales) and Souhrada Road.

## UNFINISHED BUSINESS

### **LEPC Recommendation of Emergency Coordinator Position Description**

Hallgren recommended postponing discussion on the Emergency Coordinator (EC) position description until City Attorney Jim DeWitt was able to give advice.

### **Emergency Operations Center (EOC) Renovations**

See *City Administrator Report*

## NEW BUSINESS

### **Public Hearing and Second Reading of Ordinance 2005-08, An Ordinance Providing for the Sale of a House, Known as the "Waldo House" and Surrounding Property**

Heinbockel moved to open the public hearing and second reading of Ordinance 2005-08; Leith-Dowling seconded. Motion carried.

Hallgren stated that most communities use ordinances when they sell property. However, City Ordinance also requires an election if property is valued over \$250,000. Additionally there are procedures for selling land that is obtained from the State, requiring an ordinance, as well as land that is not obtained from the State, which requires an extremely detailed resolution. Details were spelled out in this ordinance and powers to set the date of the auction were given to the mayor. Hallgren, referring to Attachment A, said the property had yet to be surveyed.

Gilbertson called for public comments with none being offered.

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

Heinbockel moved to adopt Ordinance 2005-08, An Ordinance Providing for the Sale of the Waldo House and Surrounding Property as presented; Leith-Dowling seconded.

Motion passed unanimously on a roll call vote.

### **Public Hearing and Second Reading of Ordinance 2005-09, An Ordinance Amending Chapter 3.21, Sanitary Landfill, Section 3.21.100, Fees, Authorizing Reducing Landfill Rates from \$117/ton to \$85/ton for a One Year Period**

Hallgren reported the new landfill fee was set at \$117/ton in September 2004. Implementation of those fees was held off until the new landfill opened. In the meantime there was an interim increase at the old landfill and at this point a way to cut the increase would be to use money from the Pogo PILT. In the unlikely circumstance that the agreement does not get signed the two sinking funds (one to close the landfill and one to purchase new equipment) could be tapped. If nothing were to be deposited into those funds for one year it would make up for the deficit. He recommended using the Pogo PILT for at least one year. Providing an approved landfill for garbage and septic waste is a public service. It would be difficult for businesses and residences to operate without the service. So in order to have a reasonable cost of living he recommended using a portion of the Pogo PILT to hold down the cost to the entire area. He said he hoped Ft. Greely would participate once the operation had proven successful. Increased volume would make the operation more economical. Rates would automatically increase to \$117/ton in one year.

Heinbockel moved to open the public hearing and second reading of Ordinance 2005-09; Feilner seconded. Motion carried.

Gilbertson called for public comments with none being offered.

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

Tvenge asked if the City required covered loads.

Hallgren said yes, that current Code required it.

Leith-Dowling moved to adopt Ordinance 2005-09, An Ordinance Amending Chapter 3.21, Sanitary Landfill, Section 3.21.100 Fees, Authorizing Reducing Landfill Rates from \$117/ton to \$85/ton for a One Year Period; Feilner seconded.

Motion passed unanimously on a roll call vote.

### **Public Hearing and Second Reading of Ordinance 2005-10, An Ordinance Amending Municipal Code Chapter 1.67, Enhance 911, Section 1.67.020, Surcharge on Local Access Telephone Lines, Increasing Monthly Phone Charges from 75¢ to \$2.00**

Hallgren reported the phone company would charge more per month for E911 phone hookups than what was collected at 75¢ per phone, creating a deficit to provide the E911 service. Two bills were introduced during the recent legislative session. The one that passed was requested by Fairbanks North Star Borough (FSNB) and increased the collectable rate to \$2.00/month/per phone. That increase would allow the City to switch from 911 to E911. 911 dispatch for the Rescue Squad and fire departments is currently paid from the general fund, not E911. This would allow the City to break even financially and provide better service for the entire area.

Leith-Dowling moved to open the public hearing and second reading of Ordinance 2005-10; Feilner seconded. Motion carried.

Gilbertson called for public comments with none being offered.

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

Leith-Dowling moved to adopt Ordinance 2005-10, An Ordinance Amending Municipal Code Chapter 1.67, Enhance 911, Section 1.67.020, Surcharge on Local Access Telephone Lines, Increasing Monthly Phone Charges from 75¢ to \$2.00; Feilner seconded.

Discussion followed regarding benefits of having local emergency services.

Marcellus said she paid much more than \$2.00/month before moving to Delta Junction.

Motion passed unanimously on a roll call vote.

### **Public Hearing and Second Reading of Ordinance 2006-01, An Ordinance for the City of Delta Junction, Alaska Providing for the Budget for the Fiscal Year 2006**

Hallgren referred to his June 16 Budget Memo Amendment. He explained a \$100,000 error in the draft budget. In short the net money from land sales was to be deposited into the Permanent Fund. The Waldo property would be considered income but it was not expensed out into the Permanent Fund, therefore showing spendable income over \$100,000.

Heinbockel asked if the proceeds from selling the Waldo property must be put into the City's Permanent Fund. He said the City's Permanent Fund savings account was established when the State gave the City 300 or 400 acres of land to dispose of. Sale of the Waldo property would be a different situation because the property was purchased out of a federal grant and it does not comply with normal land sales.

Gilbertson said he understood that money was to go back into the reserve to be used toward the recreation center. Therefore he felt it needed to go back into the federal fund to be used as intended.

Discussion followed regarding the proceeds of the sale.

Leith-Dowling moved to open the public hearing and second reading of Ordinance 2006-01; Heinbockel seconded. Motion carried.

Gilbertson called for public comments with none being offered.

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

Heinbockel said the June 14 budget work session was cancelled but he addressed his concerns with Hallgren during the week.

Hallgren explained discussion pertained to increasing the City Clerk's wages. Standard increase for City employees was 4%. Hallgren explained reasoning for increasing White's salary by 8.8%. The Administrative Assistant, Letha Burcham, would receive a 19% increase because of her increased job responsibilities with E911 addressing. Reverting back to discussion regarding proceeds from the Waldo property, Hallgren quoted wording to add to the ordinance, "Section 2(a) - The Waldo property was purchased utilizing Federal Impact Grant funds for construction of a new landfill. Any net revenue received from the sale of the Waldo house shall not go into the Permanent Fund but instead be utilized for any purpose authorized under the Federal Impact Grant." Hallgren clarified that the money would not go into the General Fund or the Permanent Fund. It would be used on federal impact projects.

Heinbockel moved to accept the amended wording; Marcellus seconded.

Motion passed unanimously on a roll call vote.

Leith-Dowling moved to adopt the amended version of Ordinance 2006-01, An Ordinance for the City of Delta Junction, Alaska Providing for the Budget for the Fiscal Year 2006; Feilner seconded.

Motion passed unanimously on a roll call vote.

### **Purchase Orders**

PO#09984 to ACS in the amount of \$1,416.01 for June phone lines

PO#09985 to ACS in the amount of \$8,317.55 for new fire hall phone services

PO#09986 to Asplund Supply, Inc. in the amount of \$876.76 for library wet/dry vacuum

PO#09987 to ATT & Alascom in the amount of \$812.79 for Donnelly phone power

PO#09988 to Bank of America in the amount of \$5,712.45 for city credit card expenses

PO#09989 to Big Brothers/Big Sisters in the amount of \$5,375.02 for Social Services Grant, #2 payment

PO#09990 to Delta Chamber of Commerce in the amount of \$3,936.17 for Social Services Grant, #2

PO#09991 to Delta Fuel Company in the amount of \$3,836.19 for June heating oil

PO#09992 to Delta Sanitation, Inc. in the amount of \$547.50 for May dumpster service

PO#09993 to Delta Texaco in the amount of \$2,100.13 for May vehicle fuel and oil

PO#09994 to Delta Youth Court in the amount of \$1,550.00 for Social Services Grant, #2 payment

PO#09995 to Guess & Rudd in the amount of \$4,506.07 for new landfill arbitration

PO#09996 to Guess & Rudd in the amount of \$790.00 for May fire department legal services

PO#09997 to Joslin Enterprises in the amount of \$2,533.33 for June cemetery lawn contract

PO#09998 to MACTEC Engineering & Consulting, Inc. in the amount of \$1,841.02 for landfill delays

PO#09999 to Sam's Club in the amount of \$1,776.30 for City Hall chairs

PO#010000 to Mark Weller in the amount of \$1,166.66 for June park lawn contract

Heinbockel asked about 09986 and said \$876 was pricey for a vacuum cleaner. He was grateful that it would be used at both City Hall and the library. He asked about 09987.

Zimmerman stated \$812 was for the monthly lease of the two E911 phone lines. \$72 was the monthly fee for electricity at the Donnelly site.

Bear said there is discussion to eventually move the City's repeater from the Donnelly Dome site to a city location for emergency services.

Leith-Dowling moved to approve purchase orders 09984 through 010000; Feilner seconded.

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

#### **ADDITIONAL PUBLIC COMMENTS**

Mayor Gilbertson called for public comments with none being offered.

#### **ADDITIONAL COUNCIL COMMENTS**

Leith-Dowling asked about recent translator problems.

Hallgren said Alascom was having an unscheduled problem and they replaced equipment.

Gilbertson said he appreciated being able to use the property money for construction projects. He hoped to be able to sell the Waldo property by the middle of July.

Hallgren said he would need to get it surveyed because the original property lines were only 8 acres out of 12 and do not match what is actually being sold.

Heinbockel reported there was fresh snow on the Granites yesterday, the last day of spring. There was also fresh snow on Coal Mine Road.

#### **ADJOURNMENT**

Leith-Dowling moved to adjourn at 6:36PM; Feilner seconded. Motion carried.

Pat White

City Clerk

Date of approval: July 5, 2005