



**City Council Minutes**  
**May 2, 2006 ~ 5:00PM**

**Regular Meeting**  
**City Hall, Delta Junction, Alaska**

The regular meeting of the Delta Junction City Council was held on Tuesday, May 2, 2006 at City Hall in Delta Junction, Alaska. Mayor Thomas “Roy” Gilbertson called the meeting to order at 5:00PM.

Council members present: Mayor Roy Gilbertson, Mayor Pro tem Mary Leith-Dowling, Lou Heinbockel Pablo Martinez, Mike Jenkins, Mike Tvenge, Leslie Feilner

Council members excused: none

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

Two members from the community were also present.

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

Hallgren requested discussion of correspondence from City Attorney Jim DeWitt be added to the Executive Session.

Leith-Dowling 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 from the April 18, 2006 regular meeting and the April 25, 2006 executive meeting as presented; Feilner seconded. Motion carried.

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

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

#### **REPORTS**

**Cemetery** – Mary Leith-Dowling reported there was only one broken fence rail, very little winter repair.

**City Administrator** – Pete Hallgren reported:

- Leith-Dowling, Gilbertson and Hallgren would meet with Lieutenant Colonel Edward (Ted) Hildreth III on May 5. He will be the new commander of the 49th Missile Defense Battalion at Ft. Greely. A Change of Command Ceremony from Lieutenant Colonel Gregory Bowen to Hildreth is scheduled on May 8.
- Governor Murkowski is planning to release a draft agreement with oil producers on May 10. The Municipal Advisory group will meet on May 10 in Anchorage. Hallgren will be in Pittsburgh for the Child-at-Risk Training with AST and DGSD representatives. (The *Safe Schools Interagency Team Planning Program* was discussed at the February 7, 2006 Council meeting.) The Department of Administration will host a gasline meeting for the community on May 24 at City Hall. Department of Commerce, Community & Economic Development (DCCED)

Commissioner Bill Noll and his staff met with a few members from the public, Leith-Dowling and Hallgren on April 26.

- Council members were invited to attend the quarterly Military / Civilian Cohort luncheon on May 17.
- Teck-Pogo scheduled a public information meeting on May 17 from 4:00 to 8:00PM at City Hall.
- The first internal cut of next year's budget will be released on May 5. The City's general fund will have to cover the \$200,000 in administration expenses, which were previously paid by impact funding, if the present functions and employees are to be sustained. Hallgren said the budget would show a shortfall from the landfill operation also. There would be an additional \$30,000 deficit on top of the \$100,000 that was used for the sinking fund.

Tvenge asked for a work session once the initial draft is released.

Hallgren asked Council to review the draft and provide input before the normal budget process begins. The budget is to be adopted at the June 20 meeting. Work sessions can be set up in the next 6 weeks. He said he was working with Representative John Harris on capital improvement projects for Delta.

**DREDC** – Mike Tvenge reported 3 positions were open for Delta Regional Economic Development Council (DREDC) elections on June 19. Any interested residents were encouraged to join.

**Library** – Mary Leith-Dowling reported 318 people attended the Library Open House on April 29. 83 baskets were auctioned and 36 items were raffled. More than \$6,200 was collected, with a few baskets yet unclaimed. Leith-Dowling said Library Board members gave many hours of their time collecting donations and making baskets for this successful event.

- The library will host a slide show presented by John Sloan at 7:00PM on May 5. Sloan will share his two trips to Sri Lanka when he helped rebuild homes and wells after tsunami destruction.
- Summer library hours will begin May 15. The library will be open from 10:00 to 6:00PM Monday through Saturday and noon to 5:00PM on Sundays.
- Library staff are preparing for summer reading programs, which begin June 16. They expect at least 100 children to enroll. Ten or twelve classes have scheduled field trips before the end of the school year.

**Park** – Leslie Feilner reported Delta Sanitation delivered a dumpster to the park, opposite the concession stand. She said Hallgren authorized High School Baseball Coach Dave Schmidt permission to make improvements to the dugouts.

Hallgren stated the 50-gallon trash barrels would be removed from the park to encourage use of the dumpster. The "aluminum cans only" barrel is half full of regular garbage and is a nuisance to maintain.

Feilner reported signs would be posted regarding no alcohol at the park.

**Recreation** – Mike Tvenge referenced and explained a booklet about rink management, specifically operating a facility, making ice and making the facility profitable while keeping costs low. Tvenge reported the Skating Association scheduled the annual end-of-the-season rink cleanup starting at 9:00AM on May 6. Effort will continue in recycling aluminum cans. Tvenge asked about fuel delivery and if the Skating Association could utilize the contract with the fuel supplier that services all other City facilities.

Discussion followed regarding the Skating Association reimbursing the City to pay the contract price.

Heinbockel said fuel had to be a large portion of the Skating Association's budget and because the City receives some energy funds from the Governor it ought to benefit the program also. He said he wanted to entertain the idea of paying for the rink's fuel.

Hallgren said the last of that money was spent last December and the legislature has declined to fund the fuel assistance money again. There is hope, but no guarantee, that there will be some form of revenue sharing re-instituted even on a possible one-year basis. \$50,000 in revenue sharing is in the first draft budget report but it will not be known if it passes until at least May 12.

Zimmerman said a motion was passed last fall to reimburse the Skating Association for fuel oil over what their average has been in the past 2-3 years. So far they've fallen below their average.

Heinbockel said he felt the City should pay the rink's fuel bills instead of subsidizing the landfill for \$130,000. Extra monies should be funneled into programs for kids. He said Alaska is rolling in money and instead of sharing it with communities they are building bridges to nowhere. One billion will be spent on two sorry bridges while rural communities are going out of business. Heinbockel said he would discuss the rink fuel issue during the budget process.

Tvenge said they were still drawing out moisture from the rink facility.

**Department of Transportation (DOT) Liaison** – Mary Leith-Dowling reported she spoke with Bill Helkenn, the local supervisor since Gene Eggleston's retirement. Helkenn recommended taking before and after photos of the section of Nistler Road that will undergo repairs because they may serve a purpose in the future should the road require possible Statewide Transportation Improvement Program (STIP) repairs. The current plan is to utilize the used-ground asphalt in mid-June and reclaim that section of Nistler. Leith-Dowling said repairs are estimated to cost \$17,000 but DOT Regional Manager Mike Coffey asked if there was any disagreement in using the additional (\$3,000) funding as discussed and voted on at the April 4 meeting. Leith-Dowling said she felt Council would approve if it resulted in a better repair job. Council members showed no opposition to Leith-Dowling's direction in applying the additional \$3,000 to the Nistler Road project.

## **UNFINISHED BUSINESS**

### **Generator for Partners for Progress Consortium**

Hallgren reported Partners for Progress Consortium built the Delta Career Training Center. The City subsidized the project with \$1.5 million from federal impact funds. The Rasmuson Foundation and other organizations also contributed to the facility. Classes are currently being taught at reduced rates for Delta residents, courtesy of impact funds. The Consortium received a recent request for information from the Rasmuson Foundation regarding an application they submitted to make more improvements to their facility. Part of the request included an emergency generator to be used in housing local residents at the training center in the event of a power outage. That expenditure (\$40,000+) detracts from other building improvements. Hallgren said he always assumed the school building would act as emergency housing in a crisis situation but learned they do not have a backup generator. The training center was built and, with a backup generator, appeared to be more adequate to care for community needs. GVEA, the local electric company, positioned the John Brown generator in Delta last fall to prevent power outages when electrical lines are disrupted. Purchase of a backup generator for the career center became unnecessary.

Heinbockel moved to drop the request for the backup generator in order to support Partners in Progress in using the money for other facility needs; Leith-Dowling seconded.

Motion passed unanimously on a roll call vote.

### **New Fee Schedule for Community Center and City Hall Conference Rooms**

Hallgren stated he reviewed written applications from non-profit groups to waive rental fees for the Community Center and City Hall facilities. He referenced his memo, dated April 28, 2006, and said it was possible to charge half the fee to non-profits and/or still allow them to submit a fee waiver request in person, not simply via written request. The person would be required to appear before Council. Hallgren said few cleaning (damage) deposits are collected because so many users are granted waivers. Also fronting the \$300 cleaning deposit may cause hardship to some non-profit groups. (They are returned upon the janitor's inspection.)

Leith-Dowling said the subject made the front page of the April 27, 2006 issue of the Delta Wind and no one from the community offered any opinion. She said she would stand firm against allowing free use of the conference rooms and Community Center because buildings require funding to operate.

Tvenge asked if any cleaning deposits were not returned.

White said two weddings resulted in forfeit of cleaning deposits.

Hallgren stated the policy also addresses a \$200 charge for a lost key.

Discussion followed regarding fees and how the conference rooms are used.

Hallgren said, according to his proposal, non-profits would pay \$37.50 (half) for use of the large City Hall conference room and \$10 (half) for the small room.

Tvenge asked how much the Community Center is subsidized.

Zimmerman said maintenance for the Community Center through April cost approximately \$16,000.

Hallgren said it did not include any sinking funds.

Leith-Dowling moved to adopt plans #1 (Reduce fees by half for all non-profit groups, but still require \$300 cleaning deposit), #2 (Set cleaning / damage deposit for City Hall facilities as \$200 for the large conference room and \$25 for the small conference room), and #3 (continue as in the past but have user groups appear before Council to request reduced or waived fees) and that the effective date be June 1, 2006; Feilner seconded.

Martinez asked to eliminate reducing fees and simply charge all non-profits half the costs to rent.

Leith-Dowling amended the motion to adopt the proposed plans, allowing all non-profits to pay half-rate of the rental fees, the full cleaning deposit and no option of requesting a fee waiver; Feilner seconded.

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

## **NEW BUSINESS**

### **Introduction and First Reading of Ordinance 2006-06, An Ordinance Approving a Memorandum of Agreement with U.S. Army Alaska and Providing for an Effective Date**

Hallgren referenced his 2-page memo, dated May 1, 2006, which explained the public hearing at the next Council meeting on May 16. He said if Council agreed to enter into an agreement with U.S. Army Alaska (USARAK) over the Eddy Drop Zone it would be by ordinance, which requires two meetings to enact. USARAK has granted an extension until May 18, 2006 to allow for public comments. USARAK is planning to provide a noise demonstration for the public. Should the ordinance not pass upon the second reading Council is precluded from continuing further discussions with USARAK. He recommended Council members move onto the second reading no matter how they felt about a settlement with USARAK.

Leith-Dowling moved to introduce Ordinance 2006-06, An Ordinance Approving a Memorandum of Agreement with U.S. Army Alaska and Providing for an Effective Date, hold the first reading and set the public hearing date for May 16; Heinbockel seconded.

Hallgren referenced the draft MOA, dated May 1, 2006. His memo referenced the MOA and acknowledged that changes will be made within the next two weeks. He received one of the first proposals from USARAK earlier today. He asked for authorization to continue work on the MOA so that it can be presented on May 16. The documents were published on the City's website as well as a link on the deltanewsweb site. Hallgren read from his memo, "If an agreement is reached between the City and USARAK, any such compromise agreement would be adopted only after opportunity for public input to the City Council at its meeting on May 16. Any such agreement would not preclude any other aggrieved person from pursuing their own comments or remedies, including litigation, at their own expense." He said there is no present agreement with USARAK. Only the draft MOA exists. The ordinance does not go into effect until it passes the second reading and public hearing and only then will the execution of the MOA be authorized.

Motion passed unanimously on a roll call vote.

### **Award of Lawn Maintenance Bids**

White reported the lawn maintenance bid opening was held at 2:15PM on April 28. The low bidder for the Richardson Highway was Alaska Alpine Flora for \$4,700. The low bidder for the City Park was also Alaska Alpine Flora in the amount of \$4,300.

Hallgren recommended awarding the park bid but not the Richardson because of the high costs involved.

White stated Department of Transportation (DOT) clears the section along the Richardson between Rapids Street and the Baptist Church, between the four-wheeler trail and the wooded area along the Delta River. She said Steve Joslin asked that it be removed from the list of responsibilities because of

DOT's willingness to provide the service. The rough ground is brush-hogged because a lawnmower is not capable of performing the job. Joslin also addressed the deep ditch line that DOT built in front of IGA Food Cache last fall. He said the purpose of the ditch line was to separate the bank from the parking lot. Because of its present slope it can no longer be mowed using a riding lawnmower. Only a push mower or weed whacker can be used. Joslin suggested 1) lifting the mower blade to avoid contact with rocks, or 2) check for rocks each and every time that grass is mowed, 3) let the businesses along the Richardson maintain their own sections of turf, or 4) provide community service jobs of picking up rocks from the grass areas. White stated the median near the Triangle has been referenced as an eyesore also.

Heinbockel agreed to do nothing with the Richardson because of the expense.

Leith-Dowling said she spoke with Helkenn who suggested weed killer in the meridians.

Discussion followed regarding past history of maintaining the Richardson Highway and capping the meridians with asphalt and/or painting them green.

Heinbockel moved to award the park contract to Alaska Alpine Flora in the amount of \$4,300 and to reject all bids on the Richardson Highway; Feilner seconded.

Motion passed unanimously on a roll call vote.

Hallgren said force account would be used to pay for the City Hall / Community Center / Library grass cutting and maintenance. John Lunn will not begin the summer job until June 15 and Joslin Enterprises submitted an offer to maintain the three lawns for \$210 per cutting.

Heinbockel moved to accept Joslin's proposal and authorize the City Administrator to use judgment regarding necessary cuttings; Leith-Dowling seconded.

Discussion followed regarding thatching as insulation and removing it as soon as the ground thaws for a greener lawn.

Motion passed unanimously on a roll call vote.

### **Proposal to Create Program Template for E911 First Responder Maps**

Hallgren referenced a proposal from Peter Hickman, dated April 20, 2006. He said Hickman was training Letha Burcham on using the Geographic Information Systems (GIS) program to create maps for the area as a service to emergency responders. He said the goal was to provide a set of maps for each emergency vehicle and each set would have a street listing guide, as requested by local firefighters. The proposal to create a program template will allow printing on a regular basis after each edit (identifying new roads and map changes). Burcham maintains aerial photos where she inserts subdivisions, street names and landowner information. Deltana Community Corporation (DCC) provides street names in the Deltana area. Anyone requesting electrical hookup or phone service must first be issued an address.

Mike Paschal, Rural Deltana Firefighter, said emergency responders lack information in the field. They need to locate a scene as well as the easiest way to access it. The books provide the information stored in the computer and it will all tie into E911.

Hallgren said payment would come from the E911 fund.

Leith-Dowling moved to approve Hickman's proposal as presented, not to exceed \$3990; Martinez seconded.

Motion passed on a roll call vote with six (Leith-Dowling, Martinez, Tvenge, Jenkins, Feilner, Gilbertson) and one (Heinbockel) voting against.

### **Purchase Orders**

PO#010785 to Aetna WHO-AAS in the amount of \$6,633.30 for May '06 group health insurance

PO#010786 to Arctic Fire & Safety Co. in the amount of \$1,200.00 for six magnetic lites for City and Deltana Fire Departments (Homeland Security Grant)

PO#010787 to Arctic Fire & Safety Co. in the amount of \$1,960.00 for gas detection meters for City and Deltana Fire Departments (Homeland Security Grant)

PO#010788 to Delta Sanitation, Inc. in the amount of \$532.83 for April '06 dumpster service

PO#010789 to Delta Surveys Associates in the amount of \$2,085.00 for Waldo residential survey

PO#010790 to Lamar Cotten in the amount of \$900.00 for April '06 consultant services  
PO#010791 to Simplex Grinnell in the amount of \$583.00 for annual fire extinguisher inspection  
PO#010792 to Tanana Adventure Sports in the amount of \$3,698.00 for two back up generators  
for City and Deltana Fire Departments (Homeland Security Grant)  
PO#010793 to Tait's Custom Trailer Sales in the amount of \$8,091.00 for 7 X 14' cargo trailer  
to store safety equipment for Deltana Fire Department (Homeland Security Grant)

Heinbockel asked about purchasing from Arctic Fire & Safety, Tait's and Tanana Adventure Sports. Who places the orders for Homeland Security equipment? He asked to explain competitive bid protocol.

Zimmerman said Rural Deltana firefighter Ernie Wyrick was a main player. Three quotes were received for the trailer. Tait's was better built but was approximately \$100 more expensive. Zimmerman said 3 quotes are required for items over \$1,000 and bidding is required for items over \$10,000.

Heinbockel asked if local suppliers were asked for quotes on the \$1,200 in magnetic lites.

Zimmerman said he was given the affirmative so did not make any inquiries.

Heinbockel said he had contact from local businesses that insist they can provide the items. He said this Council's intent is to make sure locals are given the chance to compete. He disagreed with spending US federal dollars to buy Canadian trailers.

Zimmerman said Delta Medical Supply, the business in question, had received approximately \$10,200 for items not yet received. He said he did not supervise every item purchased.

Heinbockel said he thought our government was spending an amazing amount of money as a result of terrorist attacks on the United States. We are quick to spend but cannot allow a non-profit group to use a public facility.

Hallgren said the grant allows no money to cover administration of it. That is a service from the City.

Heinbockel said residents should purchase from local businesses whenever possible.

Discussion followed regarding purchasing locally.

Leith-Dowling stated more work goes into purchasing an item than is realized.

Mike Paschal said the Homeland Security grant precludes local purchase as criteria, probably due to more remote locations where local purchasing is more of an issue.

Heinbockel said the City is responsible for the spending and he needs proof that outside businesses are the lowest price.

Paschal said the purchases were the lowest prices and he knew because he was involved in the process. Those items purchased locally were not necessarily the lowest price.

Leith-Dowling moved to approve purchase orders 010785 through 010793 as presented; Feilner seconded.

Tvenge asked about Lamar Cotten's services.

Hallgren said Cotten was involved in legislative bills related to borough issues. He will also attend the Municipal Advisory (Gasline) meeting in Hallgren's absence.

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

## **EXECUTIVE SESSION**

Heinbockel moved to enter into Executive Session at 6:35PM to discuss submitting individual ambulance claims to a collection agency and attorney correspondence; Tvenge seconded. Motion carried. Present during the Executive Session were Roy Gilbertson, Mary Leith-Dowling, Lou Heinbockel, Mike Tvenge, Mike Jenkins, Leslie Feilner, Pablo Martinez, Pete Hallgren and Pat White.

Leith-Dowling moved to end the Executive Session at 7:41PM; Feilner seconded. Motion carried.

## **ADJOURNMENT**

Heinbockel moved to adjourn; Feilner seconded. Motion carried.