



City Council Minutes
July 18, 2006 ~ 5:00PM

Regular Meeting
City Hall, Delta Junction, Alaska

The regular meeting of the Delta Junction City Council was held on Tuesday, July 18, 2006 at City Hall in Delta Junction, Alaska. Councilman Lou Heinbockel called the meeting to order at 5:03pm with a quorum of four present.

Council members present: Lou Heinbockel, Mike Jenkins, Mike Tvenge, Pablo Martinez
Council members excused: Mayor Pro tem Mary Leith-Dowling, Leslie Feilner
City employees present: Pete Hallgren, Dave Zimmerman, Pat White
Approximately 7 members from the community were also present.

AMENDMENTS TO AGENDA ~ APPROVAL OF AGENDA

Heinbockel reported two additions to *New Business*:

- ✓ Change to March 20, 2006 Fuel Award
- ✓ Purchase Mapping Software Upgrade for E911 Addressing

Martinez moved to approve the agenda as amended; Jenkins seconded. Motion carried.

APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Jenkins moved to approve the July 5, 2006 minutes as presented; Martinez seconded. Motion carried.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

Tana Wood inquired about the recent rock sale.

Hallgren reported one boulder was sold and a local business is showing interest. The sale price of 5¢/lb is good till the end of the month. He joked that it would be to the garbage haulers advantage to deliver trash (.0525¢ per pound) and leave with a load of boulders (5¢ per pound), essentially paying nothing.

COUNCIL COMMENTS ON NON-AGENDA ITEMS

Jenkins asked to revisit discussion from the July 5 Council meeting in which Delta Junction Moto-Cross (DJMX) Club President Scottie Brown asked for \$10,000 to build a racetrack near the Deltana fairgrounds. Jenkins moved to spend \$10,000 of the remaining funds from Missile Defense projects for construction of the DJMX racetrack; Martinez seconded.

Tvenge said funding would be assuming there was no chance the racetrack would fail. Would the momentum of interest see to fruition?

Scottie Brown said the club had 20-plus members. He identified several longtime area residents who were members and said their involvement guaranteed no failure.

Hallgren asked about the grant from the State.

Brown stated the club had requested \$10,000 from a DGSD Quality Schools 2 (QS2) grant through Alaska Association of School Boards, Alaska Initiative for Community Engagement. A decision would not be known until September.

Hallgren said he suspected impact funding, specific to the rec center, might be used and he would inquire with the State and Department of Defense (DOD).

Heinbockel asked to wait for a full Council and locate funds before making a decision.

Tvenge said the \$2 million leftover from Missile Defense construction projects was dedicated for the rink. Would those monies be used to fund the racetrack?

Hallgren said the money was earmarked by motion and can change by motion.

Stephen Hammond stated his company, M2C1, volunteered their professional services to assist the DJMX Club develop a site plan and observation tower.

Jenkins withdrew his motion.

Hallgren said it would be a topic at the August 1, 2006 Council meeting.

Martinez asked about progress of electricity on Phillips Road.

Hallgren said a letter to Representative Harris was still in draft form. Hallgren said he was uncertain if it would even be addressed until the next legislative session.

REQUEST TO SPEAK – Pastor Ken Gabel, King’s Chapel

Ken Gabel introduced himself as pastor of King’s Chapel. He thanked Council for use of the Community Center in April, May and June and also for reducing the rental rate to non-profits. He said he was not yet able to locate property to purchase or lease. He understood the policy to limit groups but because of his circumstances and anticipating growth of their congregation he asked to be granted a 90-day extension.

Discussion followed regarding availability of the Community Center, other church facilities, and past history, reason to create policy.

Gabel asked for another 90 days only.

Martinez moved to extend King’s Chapel’s use of the Community Center for 90 days; Jenkins seconded.

Hallgren asked when the extension begins.

Martinez said to start the 90-day period on August 1.

Tvenge asked about the connection with another church.

Gabel said he is communicating with one church but needs the ability to expand. He is committed to finding a way to establish King’s Chapel.

Motion passed unanimously on a roll call vote with a quorum of four.

REPORTS

Fire Department – Pat White reported receipt of a card from Fire Chief Carin Bear who addressed the City Council and staff for the flowers sent during her recent recovery.

Airport – Mike Tvenge stated Leslie Feilner opted for a ditch should a decision be made in her absence regarding vehicles crossing the runway.

Heinbockel asked to discuss the topic when a full Council is present. “We’re fighting a losing battle spending money yet unable to stop people.”

Cemetery – Pat White reported the landfill operators dug a gravesite while completing equipment work at the old landfill.

Tvenge said it is the reason Boadwine justifies having a 3-man crew.

Hallgren said topsoil and seeding is being planted to close the old landfill again.

City Clerk – Pat White reported receipt of two letters of interest for the City Council vacancy, one valid and one not. One applicant understood the one-year residency clause in the advertisement as a prerequisite to holding office. That applicant resided within City limits but moved to the Clearwater area, disqualifying him as a “city voter” per Ordinance 1.10.20. She stated advertisement was altered to clarify that requirement. White said letters of interest would be accepted until the close of business on August 4 and appointment would be made at the August 15 meeting. She reported July 23 is the deadline

to register to vote, update current voter registration or update party affiliation for the Primary Election on August 22. September 3 is the deadline to register to vote in the City Council municipal election on October 3.

City Administrator – Pete Hallgren reported:

- USARAK attorneys notified him on July 17 that the Record of Decision (ROD) would be signed within the next week or so. (The Memorandum of Agreement was signed by City Council on May 16, 2006 and the ceremonial signing on May 29, 2006.) Construction of the Eddy Drop Zone (EDZ) project has been advertised and award is scheduled for mid-September. The range would be ready to use by September 2009, if not sooner.
- Referencing the #15 (Missile Defense Impact Funds) Omnibus Quarterly Progress Report, Hallgren said the library, fire hall and landfill projects have officially been closed.
- Referencing the July 18, 2006 Landfill Inspection Report, Hallgren reported the landfill / septage inspection on June 27 scored a 96% compliance rating from Alaska Department of Environmental Conservation (ADEC) Solid Waste Program. No substantial insufficiencies were reported except for two problematic areas. Rock sizes limit the amount of cover used in the pit. Hallgren said the septic system is operating as designed and septic waste pits are still draining. Moving the solid waste is planned for September, once it is dried to 10%.
- City Hall carpet arrived and Hallgren stated he would hire an experienced carpet installer who would be paid hourly wages using in-house accounting.
- State of Alaska DEC requested completion of the Brownfields Grant application to address the triangle property where the Visitor's Center is located. The land is owned by the State but was used by the Army for many years. The State feels the property was never properly cleaned up. The Brownfields grant funding would be used to dig holes to inspect if contamination runs under the highway. He said the State wishes to transfer the property to the City upon "a clean bill of health." Presently the Farmer's Market, a parking lot and a potential arch pose no problems. He said he would complete the grant application.
- Referencing a July 12, 2006 letter from Governor Frank Murkowski Hallgren stated \$400,000 was approved for downtown arterial street and school access paving and improvements. Two previous grants totaled \$360,000 and of that \$20,000 was used for recent Nistler Road repairs. The available funds will not meet the costs of road improvements as outlined in the December 21, 2005 Legislative Priority List, which is the reason to revisit the topic at the August 1 Council meeting. The street priority must be updated if it differs from the current order: Kimball, Deborah, Rapids, North Clearwater, South Clearwater and Harper. Hallgren stated he was given prior authority to hire M2C1 to provide the engineering work necessary before making decisions.

Heinbockel stated the approximate cost per mile of paving needed to be known and it would be different with the condition of each road.

Hallgren said some roads might require subsurface work. He explained the difference between asphalt and chip seal and past experience when Mill-Tan was paved.

Tvenge asked to verify which roads Boadwine has difficulty in grading.

Heinbockel said major roads are those that connect with paved roads. Rapids Street (airport road), North Clearwater and South Clearwater are obviously main thoroughfare roads as is Emmaus (Kusz) Road, which is more difficult and expensive to pave because of being in a swamp area.

Discussion followed regarding preferences between asphalt and chip seal.

Hallgren stated he would discuss paving with M2C1.

Finance – Dave Zimmerman referenced a July 12, 2006 letter from Mikunda, Cottrell & Company, Certified Public Accountants & Consultants. He said the company has done audits for the City of Delta Junction for the past 6 years. He said \$19,900 was paid for their financial service in 2004 and \$16,800 in 2005. Zimmerman asked to approve continued engagement for the year ending June 30, 2006.

Hallgren said he recommended continuing audits to ensure proper spending. To switch auditors would only cost more.

Discussion followed regarding full system auditing and past experience without annual audits.

Martinez moved to continue audit service with Mikunda, Cottrell & Company; Jenkins seconded.

Motion passed unanimously on a roll call vote.

DREDC – Mike Tvenge reported the Delta Regional Economic Development Council (DREDC) met on July 17. Good comments were received regarding the Recreation Assessment / Community Calendar that was put together by Social Service Grant recipients, Janet Boyer and Eileen Herman. DREDC discussed follow up with another assessment. He reported elections resulted with Steve Fields as the new president, Brian Corty is Vice President and Nancy Morris is the Secretary. After several years Paul Knopp stepped down from his presidency. Tvenge said he wished to publicly thank Knopp for his dedication to the committee.

Library – Pat White reported about 30 people attended storyteller Joy Steiner's presentation on July 13. Fifteen people attended Steiner's workshop on July 14 and she performed for the Summer Reading program. The Summer Readers Awards Banquet was scheduled for July 21, wireless Internet continues to have great response and Jonathan Kimble's Eagle Scout landscaping project is about half done.

Hallgren said the library septic backed up today, requiring the system be pumped. The reason is yet unknown but it indicates major problems with the leach system.

Park – Mike Jenkins reported youth football was organized and they use the soccer field at the park for their practices. Their first official game is scheduled for July 29.

White stated soccer practices would be held at the elementary school. She spoke with Dave Becker who said Little League, soccer and football coaches worked out an arrangement to avoid conflicts.

Personnel – Lou Heinbockel reported Ben Blais was hired to cut weeds in the medians that made a major improvement to the area. He said IGA and a number of businesses along the Richardson Highway maintain their own store frontage. Heinbockel asked that the City purchase a DR string trimmer because blades have proven hazardous to passing vehicles. He attempted to use his own trimmer but wore out 18 feet of string.

Recreation – Mike Tvenge said volunteers moved rink parts to the facility. The rink parking lot will be available for fairgoers July 28 / 30 but maybe in the future a \$2 parking fee could be considered.

Public Health & Safety – Pablo Martinez reported Local Emergency Planning Committee (LEPC) was working to rewrite the Emergency Operations Plan (EOP). It was put out to bid and the lowest bidder was Jill Missal of Anchorage for \$9,500. He explained possible problems with the funding and referred discussion to *New Business*.

Public Works – Lou Heinbockel asked to explore the possibility of receiving refrigerators and freezers at the landfill that have not been previously serviced (Freon removed, certified and tagged). The problem is locating a serviceman. Could the landfill accept appliances that need decontaminated and charge the customer that fee up front or must the appliance be previously serviced before being taken to the landfill?

Tvenge said the Anchorage landfill does. Spray paint indicates the status of the appliance.

Heinbockel said he accumulated 1,480 pounds of garbage over a period of 8 months and spent 2 hours and \$76 to dispose of it. He said he felt that was very reasonable.

Charter Commission – Lou Heinbockel reported vote on borough formation would not happen in October but more likely next spring.

Hallgren said consultant Lamar Cotten expects an internal report in the near future from the Local Boundary Commission (LBC) responding to the charter petition application. LBC is involved with all

boundary changes across the State, whether it is annexing 2 square blocks or shutting down an entire city. He said he was also surprised that the Deltana Borough application had not moved quicker.

Department of Transportation (DOT) Liaison – Lou Heinbockel said it would be nice if the Department of Transportation (DOT) would cut the medians and ditch lines along the Richardson Highway. He said he never understood why they built the road so high. The steep ditches make it dangerous to maintain the roadsides.

Heinbockel called for a break at 6:15pm and called to reconvene at 6:21pm.

UNFINISHED BUSINESS - none

NEW BUSINESS

Council Consideration of Interim Mayor and Mayor Pro tem

Heinbockel asked to take no action. He said Mary Leith-Dowling was comfortable filling in as Mayor in her Mayor Pro tem position. He asked to select an acting mayor and mayor pro tem and reorganize after the October election once there is a full 7-member Council. He said he was more comfortable making that decision when there were more than 4 decision makers present.

Tvenge said a mayor pro tem could be voted in at any time should it be necessary.

Discussion followed regarding available options of filling the two titles, signature requirements when issuing checks and when a full Council would be present.

Heinbockel asked that Leith-Dowling serve as Mayor Pro tem until October. The remaining Council members agreed.

Change to March 20, 2006 Fuel Award

Hallgren explained the fuel contract was awarded to Dipper Fuel, Inc. on March 21, 2006. A letter, dated July 13, 2006 reported Dipper Fuel would no longer distribute fuel as of that date. He said Finance Officer Dave Zimmerman spoke with Delta Fuel, the next lowest bidder (who bid \$2.12 for #1 winter diesel and \$2.19 for #2 summer diesel, one penny more than the awarded bid). Delta Fuel would honor their bid and accept the 3-year fuel contract for the price they proposed in March through the length of the contract, ending March 21, 2009 subject to price adjustments from the refinery.

Jenkins moved to re-award the Heating / Diesel #1 (winter) and Heating / Diesel #2 (summer) 3-year fuel contract to Delta Fuel, Inc. for \$2.12/gallon and \$2.19/gallon respectively and to allow price changes as the supplier price changes; Martinez seconded.

Heinbockel said service from Delta Fuel has always been flawless in the past.

Motion passed unanimously on a roll call vote.

Hallgren said a contract would be prepared for Delta Fuel and a letter would be issued to Dipper Fuel accepting their withdrawal from the contract.

LEPC Request Approval of RFP to Rewrite Delta-Greely Emergency Operations Plan (EOP)

Wayne Santos reported the Local Emergency Planning Committee (LEPC) was presently filling vacant seats. The local group and representatives from the State office are scheduled to be at the Deltana Fair to host the Earthquake Cottage, a simulation of an actual earthquake, and provide information regarding infectious diseases and planning for emergencies. He referenced and distributed newly printed LEPC brochures. Santos reported John Lunn was making progress in renovating the Emergency Operations Center (EOC) in the old fire station. He asked if they could have any excess carpet leftover from replacing carpet at City Hall.

Hallgren said it was likely there would be remnants because of City Hall's triangle floor pattern. Any additional expenses must come from the general fund because the impact projects were closed out.

Santos reported 3 official proposals were received for the advertised Emergency Operations Plan (EOP) Request for Proposal (RFP). The bids ranged between \$9,500 and \$50,000. Other interested parties did

not actually apply. He said the \$9,500 bid met the contract criteria. Santos explained how the contract fit into the budget in phases in case completion of the project expanded over a two-year period. Discussion followed regarding the LEPC baseline grant versus Homeland Security funding and revising the EOP on a continual basis.

Santos stated the LEPC would not meet again until September.

Martinez moved to approve LEPC's RFP to rewrite the Emergency Operations Plan as presented, not to exceed \$9,500 and subject to funding anticipated from Homeland Security; Jenkins seconded.

Motion passed unanimously on a roll call vote.

Purchase Mapping Software Upgrade for E911 Addressing

Hallgren said the ArcView program produces maps generated for first responders. It uses aerial photos and the goal is to identify every piece of property in the Deltana area. The editing program attachment costs \$5,500 and will allow mapping that has other-than-straight-lines. It will provide accurate curves. Hallgren said E911 funding (money collected monthly from area phone owners) covers the project and approximately \$1,500 is spent annually for upkeep of the project. Addressing is required for electrical and phone hookups.

Mike Paschall stated Peter Hickman, Geo-Spatial Applications Consultant, broke the existing map into sections so that responders could view general areas for individual subdivisions and streets. The maps provide property boundaries and building locations. It will be an ongoing project and updated on a regular basis. The project accurately maps the entire community.

Discussion followed regarding the area encompassed by the maps.

Paschall said technology in Delta is 40-years old and this project puts data in the hands of emergency responders.

Hallgren said the mapping system would not become obsolete.

Paschall asked to consider purchasing the mapping software through the Homeland Security grant.

Discussion followed regarding purchase of the software from Environmental Systems Research Institute, Inc. (ESRI).

Martinez moved to approve the purchase of the program software to upgrade from ArcView to ArcEditor as discussed not to exceed \$5,521.99, including the cost of delivery; Jenkins seconded.

Hallgren said he would research Homeland Security funding.

Motion passed unanimously on a roll call vote.

Paschall said rural Deltana firefighters and the Alaska State Troopers were all very excited about the mapping product.

Discussion followed regarding locating a resident during an emergency.

Purchase Orders

PO#011003 to Bank of America in the amount of \$2,182.24 for June '06 credit card purchases (replace City Hall notebook computer, repair parts for chain saw, material for Children's Hour at library, Hallgren's travel to Juneau for MAG meeting)

PO#011004 to Buffalo Center Auto Parts in the amount of \$846.99 for landfill shop supplies and replacement parts for John Deere tractor and riding lawn mower

PO#011005 to Guess & Rudd in the amount of \$1,982.11 for June '06 legal service fees (MOA with USARAK on EDZ, Ice Arena and engineering contract)

PO#011006 to Aetna WHO-AAS in the amount of \$7,273.73 for July '06 group health insurance

PO#011007 to ACS in the amount of \$1,321.78 for July '06 phone/Internet service

PO#011008 to ATT & Alascom in the amount of \$808.81 for July '06 911 phones/power

PO#011009 to Delta Building Supply in the amount of \$1,500.00 for July '06 equipment storage

PO#011010 to Delta Fuel Company in the amount of \$1,445.29 for landfill equipment diesel fuel

PO#011011 to Emergency Medical Products, Inc. in the amount of \$735.73 for Rescue Squad Life Support Pak and neck collars

PO#011012 to Green Grass of Alaska in the amount of \$1,433.33 for July '06 park lawn contract
PO#011013 to Joslin Enterprises in the amount of \$2,609.33 for July '06 cemetery lawn contract
PO#011014 to State of Alaska in the amount of \$50,000.00 for 2nd annual prison loan payment
PO#011015 to Willis of Alaska, Inc. in the amount of \$3,500.00 for FY07 annual insurance fee

Martinez moved to approve purchase orders 011003 through 011015 as presented; Jenkins seconded.

Tvenge referenced purchase order 011012, stating he was pleased to see grass cut after the lengthy rain.

Martinez asked about replacement parts for the John Deere tractor (011044).

Heinbockel said the old tractor has been under repairs for years.

Motion passed unanimously on a roll call vote.

ADDITIONAL PUBLIC AND COUNCIL COMMENTS

Heinbockel called for public comment with no public remaining at 7:05pm. Heinbockel called for additional Council comments.

Tvenge said he witnessed Heinbockel out mowing the "business boulevard" last week. It was looking pretty tacky prior to but much better afterwards. He thanked Heinbockel for his initiative. Tvenge said he wished to apologize to Stephen Hammond for the delay regarding upgrades to the rink facility. Progress was not moving as fast as he hoped but he said he was grateful Hammond is still interested.

Heinbockel said John Lunn is doing an exceptional job maintaining the city grounds. He said he had concerns about the landscaping between the Community Center and the library and that it will be difficult to mow in the future.

Tvenge said four-wheelers cross the south end of Mill-Tan Road and are tearing up the shoulder of the paved road. He asked to consider putting extra gravel in the ditch to prevent four-wheelers from eroding the blacktop. It would keep them in the ditch and would also save future expenditures when road repairs are needed.

Heinbockel said the sorry four-wheelers chew up the blacktop when they run along the ditch line and only flat surfaces allow driving at excessive speed. It is evident on Mill-Tan and Nistler. Heinbockel said it was breaking the law to ride a four-wheeler alongside the road. Four-wheeler tires have caused a 12" drop next to the paved sidewalks along Nistler. It presents a danger to runners and bicyclists and filling it with gravel needs consideration.

Zimmerman asked if cobblestone rock could be used for the erosion.

Discussion followed regarding solutions to protect paved roads and sidewalks from destruction.

ADJOURNMENT

Tvenge moved to adjourn at 7:21pm; Jenkins seconded. Motion carried.

Pat White, City Clerk

Date of approval: August 1, 2006