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**City Council Minutes**  
**October 17, 2006 ~ 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, October 17, 2006 at City Hall in Delta Junction, Alaska. Mayor Mary Leith-Dowling called the meeting to order at 5:00pm.

Council members present: Mayor Mary Leith-Dowling, Mayor Pro tem Lou Heinbockel  
Mike Tvenge, Leslie Feilner, JW Musgrove, Pablo Martinez (arrived at 5:10pm)  
Council member excused: Mike Jenkins  
City employees present: Pete Hallgren, Dave Zimmerman, Letha Burcham, Pat White  
There were 5 members from the community present.

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

Leith-Dowling reported two purchase orders to add to *New Business*:

✓ PO#011251 to ACS and 011252 to GVEA

Hallgren reported Airport Property Exchange for Services under *Unfinished Business* would be postponed.

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

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

Heinbockel moved to approve the October 4, 2006 minutes as presented; Feilner seconded. Motion carried.

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

Leith-Dowling called for public and Council comments on non-agenda items with none being offered.

#### **CORRESPONDENCE**

Hallgren referenced a letter dated October 9, 2006 from Fort Greely Junior High School Principal Brian Schaffer, responding to a September 15, 2006 letter from Lt. Col. Gregory McClinton regarding relocating students in the event access to Ft. Greely is denied because of security measures. Hallgren said not enough information is available to discuss the topic.

#### **REPORTS**

**Rescue Squad** – Pete Hallgren reported Squad Chief Jill Longnecker asked to pay a stipend to squad members for responding to ambulance calls. He would research possibilities and report back to Council.

**Fire Department** – Carin Bear reported she was pleased to report that membership is increasing because of Ft. Greely involvement. The leak at the fire station has worsened and is now molding near the ceiling. She explained the deterioration. Bear also reported successful training of new firefighters.

Hallgren stated he believes the problem with the leak is from one of the metal seams in the second floor siding near a window. The contractors were to have come to Delta to investigate the problem.

Bear said she felt it extends beyond that because of additional leaks in the bay area. Insulation on the pipes needs replaced also.

Hallgren stated he would investigate the problem.

Feilner asked if the fire station doors functioned properly.

Bear stated there have been no additional problems since the doors were repaired.

**Airport** – JW Musgrove reported he researched Dr. Andreassen's proposal from the June 6, 2006 meeting. He would present it on paper to both the Council and Dr. Andreassen.

**City Administrator** – Pete Hallgren reported:

- Congressman Don Young would be in Delta on October 18, 2006. Hallgren said he hoped there would be time to visit the rink facility during his visit. He asked Council members to join them.
- An Enhanced Use Lease (EUL) Environmental Assessment (EA) hearing is scheduled at the Community Center on October 19. The EUL consists of a hotel, medical facility and a RV park. It is planned to be built by private developers outside Ft. Greely's gates and would be available to the general public.
- Mike Tvenge removed the satellite dish from City Hall and sealed the roof where the dish had previously been positioned.
- City Hall offices would be closed on October 18 in observance of Alaska Day. Flooring replacement for the restrooms and kitchen would be started at that time.
- The Federal Impact Funds Quarterly Report was completed and distributed on October 16, 2006.
- The next Missile Defense Roundtable is scheduled for January 16, 2007. The October 17 meeting was sparsely attended.
- Mikunda, Cottrell & Company accountants are conducting the annual audit this week.
- The Denali Commission has grant money available for recycling. It could be used to purchase an aluminum crusher, which would allow the Skating Association to ship bulk aluminum weight rather than volume.

Tvenge said the United States recycles 2.5 million tons of aluminum cans each year. The purpose of the Denali Commission grant is to reduce impact on landfills, but this would be useful in recycling cans that raise money for the skating program.

Discussion followed regarding percentage of aluminum that does not get recycled, economic means of recycling, and the recycling center at Fairbanks North Star Borough (FSNB).

**DREDC** – Mike Tvenge referenced the Social Service Grant applications summary and reported that each applicant was represented at the October 16 Delta Regional Economic Development Council (DREDC) meeting. He said the diverse services that were represented positively impact the community and he asked Council to endorse DREDC's recommendation of them. Because several of the programs extend beyond the June 30 deadline, an extension will be requested through December 31, 2007. Tvenge stated the applicants consisted of Big Brothers/Big Sisters, Deltana Hospice & Palliative of Care, Delta-Greely Skating Association, Delta Youth Court, Delta Chamber of Commerce and Hope Counseling Center. The total applications, with some adjustments, came within the maximum budget.

Burcham stated copies of the actual applications are available upon request.

**Library** – Mary Leith-Dowling said library staff was researching more entertainment to offer the public. She said the library stayed busy even through the Internet crisis when lines were cut between Anchorage and Fairbanks yesterday.

**Park** – Leslie Feilner reported some trees had fallen at the park but were promptly removed.

**Recreation** – Mike Tvenge reported:

- Many interests presented in the Recreation Survey that was compiled last spring can be addressed once the upgrades at the rink are completed. There may not be room for a bike path but a running track inside the arena is possible.
- A number of new skaters registered for figure skating and USA hockey.
- The zamboni is periodically left unattended while the operator opens the entrance to the building. Tvenge said an overhead door opener could be installed at a minimal expense.

Hallgren said it would be considered an upgrade and asked Tvenge to prepare costs to present for approval.

**Charter Commission** – Lou Heinbockel reported LBC staff anticipates a preliminary report on the Deltana Borough Petition early this week according to the Division of Community Advocacy (DCA).

## UNFINISHED BUSINESS

### Draft Recreation Center Design Contract

Hallgren stated he recommended signing the rec center design contract with the local engineering firm.

Heinbockel moved to authorize the Mayor to enter into a contract agreement and execute the Recreation Center Design contract with M2C1 Construction and Engineering; Tvenge seconded.

Hallgren referenced the contract and said everything in Exhibit A, items 1 through 5.3, would be constructed under the base bid. Design work would cover items 5.4 through 5.6, which would be additive alternates.

#### EXHIBIT A

1. Upgrade the existing structure
2. Install insulation
3. Install ventilation
4. Install fire detection and suppression capabilities
- 5.1 Potable water in team rooms and for the public
- 5.2 Plumbed restrooms
- 5.3 Zamboni room
- 5.4 Second level, heated public viewing area
- 5.5 Additional team and referee rooms
- 5.6 Mechanical room

Hallgren said construction would be complete by the end of October 2007. Impact grant authorization with the State ends June 30 but he would submit a letter requesting a formal extension through December 2007.

Tvenge said he had many questions answered and was comfortable with the contract.

Martinez asked why the cost-plus fee in Article 6 was not a fixed rate.

Hallgren said the fee covered services of consultants and subcontractors, not M2C1 base work. It was standard. He said the basic package has existed for several months and because of missing the December deadline, the bid package will now not go out until spring. Negotiations can still be made but time is important.

Martinez asked about travel expenses in Exhibit D.

Brad Hammond, M2C1 foreman and representative, stated the firm owned vehicles. Incidentals would be charged if they were required to obtain an additional vehicle. It is part of normal contractual wording.

Musgrove said definition is needed so it is clear how often the incidental fee can be expected.

Hammond said he would provide clarification on October 19.

Martinez asked about the 10% G&A in Article 6. He said the amount usually runs about 6 or 8%.

Hallgren stated the 10% was within industry standards.

Al Edgren stated M2C1 was working on behalf of the City to prepare a contract and any incidentals outside of that contract would be directed to Pete Hallgren. He asked that those involved in the Skating Association be allowed to help in decision-making whenever possible.

Hallgren said the City is dealing with professionals with expertise in areas not cast in concrete but fairly standard. The project will not be inexpensive. Direct cost for M2C1 to produce a turnkey facility will be many thousands of dollars. We must rely on them as the engineering firm for their structural expertise

and they must rely on communication regarding what the desires are for that facility and staying within the funding that is available.

Discussion followed regarding design and engineer costs.

**Motion carried** by roll call vote with five (Heinbockel, Tvenge, Feilner, Musgrove, Leith-Dowling) and one (Martinez) voting against.

Hallgren said execution of the contract would be on October 19, 2006.

## **NEW BUSINESS**

### **Authorization to Apply for Emergency Management Performance Grant**

Hallgren referenced material related to the Emergency Management Grant and said he would recommend authorization to apply for it but currently felt it would *not* be applied for. He explained the grant, stating it is a matching grant offered to a number of municipalities throughout the State of Alaska and funded year to year. Delta's opportunity for the grant is because Unalaska did not continue their interest. They may next year, which would make renewal after it's first year less likely if Delta were to apply. It would pay for a part-time emergency management person. Hallgren said Fire Chief Carin Bear is the most qualified to take the position but does not have the time to devote to it. He said he did not want to spend the time completing the paperwork unless a person was located to take the job.

Carin Bear said the Local Emergency Planning Committee (LEPC) agrees that the Emergency Management position is necessary but requires a lot of work. She explained details of the most recent LEPC meeting regarding members and new titles, the upcoming community wildfire drill, and updated information about the Avian (bird) flu plan. Bear stated Ft. Greely authorities are supportive of personnel becoming involved in volunteer services within the community and they plan to coordinate schedules so it can happen.

Tvenge asked if anyone could qualify as an Emergency Manager.

Bear said the person must have an emergency services background. She suggested someone in the area who is retired and can dedicate time that is closer to a three-quarters-time job.

Hallgren explained City concerns related to adding another employee position.

**Heinbockel moved** to authorize the grant application process if a person is located to fill the position; Feilner seconded.

**Motion carried** by unanimous consent.

Heinbockel stated he was grateful for Ft. Greely's support in responding as backup to two recent fires.

Bear explained the two recent cases.

Hallgren said the mutual agreement is that Ft. Greely responds upon request from one of the local fire departments.

### **Purchase Orders**

PO#011234 to ATT & Alascom in the amount of \$799.57 for Oct '06 911 phones and power

PO#011235 to Bank of America in the amount of \$599.88 for credit card charges (City Hall copier drum replacement, summer library reading program supplies, 4X4 radio speaker for Ford, chains for chainsaw used on streets, graphic card replacement for mapping room computer)

PO#011236 to Craig Taylor Equipment Co. in the amount of \$654.46 for brush hog parts

PO#011237 to Delta Building Supply in the amount of \$1,500.00 for equipment storage

PO#011238 to Delta Fuel Co. in the amount of \$732.00 for Sept '06 landfill equipment fuel

PO#011239 to Dipper Fuel, Inc. in the amount of \$1,138.02 for June '06 landfill equipment fuel

PO#011240 to Gabe's Truck & Auto Repair in the amount of \$610.00 for towing Medic III to Fairbanks when air bags failed

PO#011241 to Guess & Rudd in the amount of \$3,257.02 for Sept '06 legal services on rink design contract with M2C1

PO#011251 to ACS in the amount of \$1,318.28 for Oct '06 phone service

PO#011252 to GVEA in the amount of \$2,152.41 for Sept '06 electricity

**Feilner moved** to approve purchase orders 011234 through 011241 and 011251 and 011252 as presented; Heinbockel seconded.

Tvenge asked about invoice 011240. Does insurance not cover towing?

Discussion followed regarding using a local tow company and what they are capable of towing.

White stated the policy was unclear and the insurance company has not yet been called. Money would be reimbursed if it turns out to be a covered item.

Hallgren said Rescue Squad members were interested in purchasing a new ambulance.

**Motion passed** unanimously on a roll call vote.

#### **ADDITIONAL PUBLIC AND COUNCIL COMMENTS**

Al Edgren thanked Council for moving forward with the M2C1 contract to upgrade the rink facility. He said the Skating Association would be involved in the project to relieve as much burden as possible so that everyone involved is happy with the end result.

Hallgren said he was grateful for the input and advice.

Tana Wood invited Council to the Safety Summit at the High School on October 19.

Tvenge announced the annual Skating Association fundraiser at the Moose Lodge on November 18.

Heinbockel said he is thankful the Skating Association was willing to work closely on the rink project, although he felt their priorities were reversed. He said he feared the rink would end up as an insulated ice cube and there would be no plumbing or heated restrooms and no zamboni storage.

Hallgren explained the contract covered the base bid "to 5.3" which would include plumbing and the zamboni room.

Edgren said it was a debate over the past year on whether to build a separate building that would provide all the needed accommodations (heated locker rooms, restrooms, zamboni room) or upgrade the existing facility so that the public could actually use it. A separate building was not the way to go.

Tvenge said he wanted to acknowledge Dave Zimmerman for all his hard work.

#### **ADJOURNMENT**

Feilner moved to adjourn at 6:18pm; Heinbockel seconded. Motion carried.

Letha J. Burcham, Acting City Clerk

Pat White, City Clerk

Date of approval: November 7, 2006