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## City Council Minutes

November 7, 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, November 7, 2006 at City Hall in Delta Junction, Alaska. Mayor Mary Leith-Dowling called the meeting to order at 5:02pm.

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

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

Eight members from the community were present.

### AMENDMENTS TO AGENDA ~ APPROVAL OF AGENDA

Heinbockel moved to approve the agenda as presented; Feilner seconded. Motion carried.

### APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Martinez moved to approve the October 17, 2006 minutes as presented; Feilner seconded. Motion carried.

### PUBLIC COMMENTS ON NON-AGENDA ITEMS

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

### COUNCIL COMMENTS ON NON-AGENDA ITEMS

Leith-Dowling called for Council comments on non-agenda items.

Musgrove asked about the mold and roof leaks at the fire hall.

Hallgren said he investigated but was unable to determine where the leaks originated. He said there is a possibility of a gap near the chimney above the mechanical room and he would contact the building contractor. Hallgren said he planned to hire Siemens to inspect the ventilation system at the fire station in an attempt to cut energy costs. Lighting is likely not the problem.

Carin Bear said it might resolve the constant alarm connected to the ventilation system.

### REPORTS

**Rescue Squad** – Squad Chief Jill Longnecker stated she wished to discuss the stipend she requested for EMTs. She said squad members are on call 24 hours a day, 7 days a week, 365 days a year. Average calls require no less than 2 hours and not more than 8 (typical for Fairbanks runs). Volunteers give up family time and wear on their own vehicles. Longnecker reported runs to date totaled 236. She said the Rescue Squad has a good working relationship with firefighters who assist during vehicle accidents. It is not unusual for EMTs to assist in patient care at the clinic while the physician on call treats the patient and/or stabilizes them for additional transport.

Leith-Dowling said emergency responders go above and beyond the call of duty. No one is against the idea of paying a stipend but it needs clarified if it is legal to pay a volunteer and if it is affordable.

Longnecker referenced a travel allowance sheet from Interior Region Emergency Medical Services and one from Tom Dean of Tok, stating they are able to reimburse their volunteers. She said the Good Samaritan Law is not affected according to State of Alaska if a volunteer is paid a stipend or some form of reimbursement.

Hallgren said City Attorney Jim DeWitt would provide a written statement that a stipend could not be issued lawfully unless there is a change in the State Statute. Hallgren said he authorized Longnecker to contact DeWitt to discuss information she has from the other entities. Mileage for personal vehicles used to respond to ambulance calls can be reimbursed. It would be a topic of discussion on November 21.

**Fire Department** – Fire Chief Carin Bear reported all bids for the FEMA grant were in by October 31. Bids for the forestry grant are due by mid-November.

**Airport** – Leslie Feilner reported some signs are posted at the airport.

Musgrove said the first snow of the season proved that some people obey signs and others do not. Residents that live in remote communities become accustomed to obeying signs posted near their airports. That is not so in Delta. With the signs posted troopers can now enforce them to stop people from driving across the airstrip.

**City Clerk** – Pat White reported the deadline for mandatory passports has been moved to June 1, 2009 (from January 2008) to cross the border back into the United States from Canada or Mexico. Air travel requires passports by January 1, 2007 but only for international flights, not domestic. Applicants can renew a passport without going through a passport agency as long as the expired passport was issued less than 15 years ago and the applicant was at least 16 years of age at the time the passport was issued. The expired passport can be used in place of an original birth certificate for proof of U.S. citizenship. Adult passports are good for 10 years and children (under 16 years of age) are good for 5.

**City Administrator** – Pete Hallgren reported:

- The City Hall tile project is complete. The front entrance sidewalk will be completed next spring.
- Extension for Social Service Grants beyond June 30, 2007 was denied but the rec center project would be extended through the end of 2007. Hallgren said \$75,000 is available for Social Service funds and any money not used will be used on the rec center. DREDC has made their recommendations that will be brought for Council approval.

Tvenge said some Social Service proposals have projects that are throughout the year so the decision to not extend beyond June of '07 may affect their programs.

- The Alaska Municipal League (AML) Conference will be held in Juneau November 12 through 17. Hallgren, Zimmerman, Tvenge, Feilner, Martinez and Leith-Dowling planned to attend.
- Hallgren planned to pick up 9 boxes of paperwork from Fairbanks on November 8. The boxes are left from construction projects with MACTEC, who are closing their Fairbanks business.
- The front-end loader transmission will be replaced for approximately \$25,000. The loader is no longer covered by warranty but Volvo may contribute to that cost. Money to pay for the repair would come out of the landfill sinking fund.

**Finance** – Dave Zimmerman reported PILT in the amount of \$483,000 was received from the State of Alaska. The City budgeted for \$475,000 so the \$8,000 difference was placed in the money market account where it is drawing 5% interest.

**School Liaison** – Mike Jenkins reported 400 students are enrolled in the Delta Elementary. He said Salcha Soil & Water District and Delta Industrial built a walking track around the school building and the school was grateful for their assistance in the project.

**Library** – Mary Leith-Dowling reported the Library Association hosted Jack Coghill who told the story of Alaska becoming a state. The event was well attended by approximately 40 people. Leith-Dowling reported use of computers has increased because of patrons submitting job applications online.

Tvenge said he heard a lot of feedback about Story Hour on Wednesdays and wished to thank the library staff for the program.

**Park** – Mike Jenkins reported the outhouse doors were open.

Hallgren said he would check it out.

Feilner said a fencepost near the toddler area would need to be replaced.

**Personnel** – Pete Hallgren reported the maintenance job would be divided between a maintenance position and a part-time contractor to maintain boiler systems.

**Recreation** – Mike Tvenge referenced portions of the Recreation Survey that was conducted by Eileen Herman and Janet Boyer last spring. He asked for others to offer suggestions to that survey. Tvenge thanked the Fire Department and operators Steve McCombs and Bob Kimball for flooding the two skating rinks with 64,000 gallons of water. The rink will be ready to use tomorrow. Tvenge said the Big Dipper outdoor rink already sold.

Stephen Hammond thanked Council members for awarding the rec center project to M2C1. He distributed a draft preliminary schedule, dated November 7, that spelled out the intended approach. It addresses four areas of interacting planning, which will require Council involvement, a designated point of contact or a review team. Hammond said he needed someone administratively to funnel information through. He would act as Project Manager for M2C1. He asked to meet with Council or a representative by the end of this week. Hammond referenced his November 7 document and requested approval to hire Chris Zweifel as his Structural Engineer. He said the structural survey could be completed on November 16. He explained the scheduled timeline in order to meet completion by the end of September or first of October. He said a term in the contract required M2C1 to obtain written approval from Council before hiring any sub-consultants.

Heinbockel moved to approve M2C1 Construction and Engineering to contract with ZZ Consulting: Chris Zweifel P.E. S.E. Structural Engineer; Jenkins seconded.

Motion passed unanimously on a roll call vote.

[Hallgren and Tvenge met with M2C1 at 1:30PM on November 10.]

**Military Liaison** – Mary Leith-Dowling reminded Council members of the Veterans Day Ceremony at Ft. Greely on November 10 and the Christmas Ball on December 2.

**Public Health & Safety** – Pablo Martinez referenced information provided by Pat White regarding ambulance forgiveness requests.

White referenced letters from recipients. One requested the City accept half the bill as payment in full. The other asked for full forgiveness. White recommended adjustment of the bills accordingly.

Martinez moved to adjust R06-74/75 (5-2-06 \$770 in full) and R06-136 (7-10-06 \$690 reduced by 50%) as recommended; Feilner seconded.

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

Heinbockel said he voted against the motion because he felt all requests should be treated equally, that no one should be denied forgiveness.

**Public Works** – Lou Heinbockel reported status of the school light saga. Some worked, some did not.

Hallgren said Morley Electric was hired to repair the school streetlights.

Heinbockel said streetlights were turned off in the past when the community could not afford to pay for them. He said the landfill loader has very few hours on it to have transmission failure. The landfill operation is partially subsidized by the sinking fund and he had a problem with taking \$25,000 more to repair the loader. Heinbockel said he voted against the current rates charged at the landfill (last June 20, 2006) because he felt it should pay for itself and not be subsidized. He said he had no problem providing a stipend for EMS volunteers and he found it hard to believe that a stipend would be in violation of state law. The ambulance core generates more revenue than what would be paid in a stipend. Heinbockel said

as time passes and the budget is reduced (landfill, library, cemetery, etc.) services will need to be paid by users.

Tvenge said the computer on the loader confirmed transmission failure was not because of the operators.

Hallgren said it was one of the reasons why Volvo might be willing to help cover the repair costs.

**Charter Commission** – Lou Heinbockel reported Department of Commerce Commissioner Bill Noll sent correspondence indicating the LBC Preliminary Report on the Deltana Borough proposal would be issued no later than the week of November 13.

**Department of Transportation (DOT) Liaison** – Mary Leith-Dowling stated she would contact DOT about repairing the lights at the Richardson Highway and Jack Warren Road intersection.

**UNFINISHED BUSINESS** - none

## **NEW BUSINESS**

### **Change to Fire Department Budget in Order to Purchase Equipment**

Hallgren referenced a packet of information dated November 3, 2006, showing equipment items, lowest bid prices, and proposed changes to the FY6-30-07 budget. He said the Fire Department received a \$50,000+ grant over a year ago. He explained the federal grant and necessary match and said the equipment overran the grant by \$11,828.10. Hallgren explained proposed changes in shifting money between line items in the Fire Department budget.

Heinbockel said he could not see a way of making it through the fiscal year because of the horrendous expenses at the fire station. The building has used 3,540 gallons of fuel for heat since July 2006. In all likelihood more money will need deposited into the operations of the Fire Department because of the ridiculously over-designed heating system. He questioned why the government could not fill oxygen bottles if they are willing to do it.

Bear said the Ft. Greely Fire Department is in the process of getting new systems to fill their oxygen bottles and the City Fire Department needs its own capability. It is not prudent to rely on Greely's capabilities, especially in the event of a major catastrophe.

Discussion followed regarding the process of filling oxygen bottles, having an unlimited supply of them, and maintaining them.

Heinbockel moved to approve rearranging the fire department budget internally as presented; Feilner seconded.

Motion passed unanimously on a roll call vote.

Hallgren explained his recommendations for each item and the difference in bids received for the three items (oxygen refill station, fire hoses, and firefighting gear).

Martinez moved to award the bid for the oxygen tank refill air station to Arctic Fire & Safety, Co., Fairbanks, AK in the amount of \$21,497.40 and to include delivery to Delta Junction; Jenkins seconded.

Motion passed unanimously on a roll call vote.

Feilner moved to award the bid for ten Duracon 50' cold weather 2.5" fire hoses to L.N. Curtis & Sons, Eagle River, AK in the amount of \$1,302.50; Jenkins seconded.

Motion passed unanimously on a roll call vote.

Feilner moved to award the bid for 8 sets of firefighting "turnout" gear to L.N. Curtis & Sons, Eagle River, AK in the amount of \$16,179.20; Jenkins seconded.

Motion passed unanimously on a roll call vote.

Hallgren said application for the federal grant and putting the bid requests together were completed on a voluntary basis by Fire Chief Carin Bear and other firefighters. He said it was a quality job.

Bear explained part of the FEMA grant paid for firefighting training and the HAZWOPER course. At this time firefighters will maintain their certification.

### **Stipend for EMT Responders**

*See Rescue Squad Report.*

**Purchase Orders**

PO#011281 to Aetna WHO-AAS in the amount of \$7,273.73 for Nov '06 group health insurance

PO#011282 to Buffalo Center Auto Parts in the amount of \$631.74 for equipment antifreeze, oil, bulbs

PO#011283 to Delta Building Supply in the amount of \$907.52 for City Hall ceramic tiles and adhesive for kitchen and restroom flooring

PO#011284 to Delta Industrial Services in the amount of \$543.00 for rental of street compactor

PO#011285 to Delta Sanitation, Inc. in the amount of \$579.09 for Oct '06 dumpster services

PO#011286 to Delta Professional Development in the amount of \$1,252.29 for Oct '06 diesel

PO#011287 to Emergency Medical Products Inc. in the amount of \$1,432.06 for EMT supplies

PO#011288 to Mikunda, Cottrell & Co. in the amount of \$9,000.00 for interim progress billing on audit services

**Feilner moved** to approve purchase orders 011281 through 011288 as presented; Martinez seconded.

Tvenge asked about the cost of an annual audit, referring to #011288.

Zimmerman said the past three years have averaged \$18,000/year.

Heinbockel said the community had previously gone without an audit for at least 10 years.

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

**ADDITIONAL PUBLIC COMMENTS**

Leith-Dowling called for addition public comments with none being offered.

**ADDITIONAL COUNCIL COMMENTS**

Leith-Dowling called for additional Council comments.

Heinbockel stated the coldest part of winter has not yet hit for the energy costs to be so horribly expensive. He said he hoped the Alaska State Legislature would address that because some individuals have a hard time paying those high bills.

Tvenge said he has read and heard of several fuel thefts within the community within the past two years. He suggested securing vulnerable tanks by spot-welding near the cap to position a lock.

**ADJOURNMENT**

Feilner moved to adjourn at 6:20pm; Jenkins seconded. Motion carried.

Pat White, City Clerk

Date of approval: November 21, 2006