



City Council Minutes
October 3, 2007 ~ 5:00PM
Alaska

Regular Meeting
City Hall, Delta Junction,

The regular meeting of the Delta Junction City Council was held on Wednesday, October 3, 2007 at City Hall in Delta Junction, Alaska. Mayor Mary Leith-Dowling called the meeting to order at 5:03pm.

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

Council member excused: Pablo Martinez

City employees present: Mike Tvenge, Dave Zimmerman, Butch Ellis, Pat White

Nine members from the community and one out-of-town guest were present.

AMENDMENTS TO AGENDA ~ APPROVAL OF AGENDA

Leith-Dowling reported two purchase orders to add to New Business.

- ✓ PO#012049 to M2C1 in the amount of \$10,029.50 for Donnelly Tower Retention
- ✓ PO#012050 to IBS in the amount of \$1,324.50 for library storage building materials

Heinbockel moved to approve the October 3, 2007 agenda as amended; Feilner seconded. Motion carried.

APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Heinbockel moved to approve the minutes of the September 18, 2007 regular meeting as presented; Feilner seconded. Motion carried.

CERTIFICATION OF ELECTION RESULTS

White reported 69 ballots were cast at the October 2, 2007 Municipal Election. Two absentee ballots were issued but one was not yet received (via mail) and the other lone ballot was not counted because it would not change the election outcome. JW Musgrove received 63 votes for Seat B and there were 4 write-ins with one vote each. Leslie Feilner received 57 votes for Seat D and there were 5 write-ins plus one vote for an out-of-precinct resident. Pete Hallgren received 51 votes for Seat G and there were 7 write-ins, totaling 10 votes, plus one vote for an out-of-precinct resident.

Heinbockel moved to certify the October 2, 2007 Election results as presented; Feilner seconded. Motion carried.

OATH OF OFFICE

White administered the Oath of Office to re-elected officials, JW Musgrove and Leslie Feilner, and to newly elected official Pete Hallgren. Each will serve 3-year terms, ending in 2010.

PUBLIC AND COUNCIL COMMENTS ON NON-AGENDA ITEMS

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

REQUEST TO SPEAK

Tami Defries, Military Zone Fire Management Officer for the Federal BLM Alaska Fire Service, explained prescribed burning at the Donnelly Training Area on Ft. Wainwright lands, just north of the Ft. Greely proper. It is in Phase 4, which is 5 years into the project and about 214 acres of sheer bladed, windrowed debris. Phase 4 is part of the mitigation efforts in the Memorandum of Agreement between the City and U.S. Army. Burning will begin next week and will take 3 or 4 weeks. Defries asked that issues or concerns be addressed to the BLM Fire Service. She said they planned to burn earlier this year while the air was still warm enough to relieve the smoke.

Heinbockel asked about harvesting timber.

Defries said the area would not be open but plans are to open up big timber that did not burn in the 1999 Donnelly Flats Fire. She explained efforts to notify the public about burning in the next few weeks.

REPORTS

Rescue Squad – Pat White stated Lisa Shivel reported 3 squad members completed an ETT 40-hour course on October 2 along with 9 staff members from Family Medical Center. They will continue with an EMT 80-hour course and will finish on November 8.

Airport – JW Musgrove stated he was skeptical that posted signs were effective because of motorcycle tracks right next to the signs and his witnessing four-wheelers that do not slow down for intersections. He questioned the school's ability to offer courses in driver's safety, social responsibility, or good citizenship. Discussion followed regarding reporting of incidents last year.

Leith-Dowling said it is a matter of mere seconds when a student is no longer in the vicinity of the school and it is the responsibility of the parents to take away vehicles that are used improperly.

City Administrator – Mike Tvenge reported the antenna for Channel 13 has not been installed because a second pole is needed for support.

Stephen Hammond said M2C1 had installed an antenna on Tuesday but it was the wrong one. He said they assumed they were dealing with one of the smaller antennas but found that the antenna for receiving the Channel 2 signal, which is translated into Channel 13 and rebroadcast, is the large set of arrays and will need to be 18 feet apart horizontally and 10-12 feet vertically. It will not fit on a single pole but will require mounting onto a bridge between two poles. Hammond said he is fighting a foot of snow and is at the end of the "weather window" to install a new pole and bridge and to secure it against winds. He recommended buying a dish for what it will cost to put up adequate poles and a bridge for the antenna. He said KTVF Dave Castor and KATN George Heacock differ in engineering opinions as to what equipment is necessary for maintaining KATN. He referenced photos of the Donnelly tower and explained the current structure and two setups. He said Castor feels a modulator is needed to broadcast Channel 13 and Heacock believes that Channel 13 can operate off the analog port on the Dish Network receiver, channeling thru the existing channel processor. Hammond expects a response from Heacock in the next couple of days in which Heacock will identify what equipment is needed to make Channel 13 work with DishNet. If it can run through the existing channel processor then a dish, a receiver, and the monthly subscription will be all that is needed. Mounts are already completed for a new dish antenna but he estimated the additional equipment would cost at least \$1,000 to \$6,000, depending on the need for the modulator.

Tvenge said he has two local quotes for the equipment.

Hallgren said the original motion that passed at the September 18 meeting was to install a dish if the cost was no more than \$5,000 and there was no objection to a dish feed from KATN. Since then it was learned that an RF modulator was needed and that alone would cost \$5,000.

Hallgren moved to authorize getting Channel 13 (KATN) back on the air by purchasing and installing a satellite dish upon non-objection from KATN *or* to install the original antenna on an extended leg if KATN has objection, not to exceed \$12,000.00; Heinbockel seconded.

Heinbockel asked where the potential \$12,000 would come from.

Tvenge said it would come from federal impact funds, which is paying for the tower project.

Discussion followed regarding history of grants, current spending of impact funds for the tower project, and contributions from individual TV stations to provide service in Delta.

Hammond said FCC must be notified within thirty days when a station is no longer in service. There is only one year thereafter to get it back in service. Otherwise they lose licensing to transmit.

Hallgren explained communications regarding taking the towers down. He said the old towers belonged to the military and the land belongs to the BLM. It was not until recently that the City accomplished getting a lease and part of that required removing the old rickety towers. The City has paid expenses and maintained the towers to rebroadcast Fairbanks channels into Delta for the past forty years.

Leith-Dowling said it is unclear if the City is providing the service to the local public or if the City is helping the commercial TV stations to broadcast into Delta.

Jenkins asked about the life of the antennas and/or dish.

Hallgren said the two stations (KTVF and KUAC) that went to satellite feed do not have problems. The further away from Fairbanks, the bigger and higher the antenna must be to pick up their signals to rebroadcast. FCC will require all high-powered stations to use digital in 2009 and that digital transmission is unlikely to carry long distances. How will Donnelly Dome be able to pick up the Fairbanks signals?

What is broadcast from Donnelly can be broadcast forever as analog. Equipment and licenses will be needed to receive digital signals. What is constructed at Donnelly presently appears to have unlimited life. How will Donnelly get a signal after 2009? Satellite down-feed works fine but the old antenna will likely not be able to receive signals. If digital it may last forever, according to the current known information.

Discussion followed regarding DishNet, FCC licensing, federal regulation, and dialog with KATN.

Heinbockel questioned the motion, if KATN objects to putting in a satellite feed. He said he did not want to install the antenna because the incoming signal from Fairbanks is a very weak signal.

Tvenge said there was not yet a quote for the extended leg (extra pole needed to install the antenna) but the KATN antenna is so large it won't fit on one pole.

Leith-Dowling said the motion is to approve paying for Dish Network if KATN agrees to installation of a satellite dish. If not, then the old antenna will be installed.

Motion failed on a roll call vote with three (Jenkins, Feilner, Hallgren) voting in favor and three (Musgrove, Heinbockel, Leith-Dowling) voting against.

Musgrove questioned why anything is being spent if KATN cannot give permission to use their DishNet.

Heinbockel moved to purchase a satellite dish and installation of it not to exceed \$12,000.00 upon non-objection from Channel 13 (KATN); Hallgren seconded.

Heinbockel asked that the City petition the other three commercial channels in Fairbanks to get licensing to transmit into the Delta community also.

Hallgren explained the FCC license applicability window. He said licenses become a bid commodity and applying for one is difficult.

Motion passed unanimously on a roll call vote.

Finance – Dave Zimmerman reported receipt of the annual PILT, which is \$540,000.

Heinbockel stated the PILT is Federal funding that is filtered through the State of Alaska.

Hallgren clarified that Congress appropriates money every year toward the PILT. 1997 was the first year PILT was available to communities and it is based on the number of incorporated communities inside the southeast Fairbanks census district, that being the City of Delta Junction and the City of Eagle. Tok is not incorporated. Delta's portion is based upon the number of residents that live within city limits compared to the number of residents that live within Eagle's city limits. The PILT is not an entitlement but is because of the large, federal non-taxable presence in various western states.

DREDC – Pete Hallgren reported he would inquire with DREDC and the Chamber of Commerce for interest in applying for grants that are available for various projects. The City, as the only local government, must sponsor the grants.

Library – Mary Leith-Dowling reported approximately forty-five people attended Alaskan Author Day on September 29, which featured guests John Haines and Brooke Bellinger. She said tickets are being sold for a performance by folksinger, songwriter, and yodeling champion Bill Staines on October 24.

Recreation – Lou Heinbockel reported Heritage is making progress on the Zamboni addition at the rink. Tvenge said Alcan Builders is nearing completion of the rink upgrade and cleaning up after fireproofing. The last phase of the contract is electrical and the contractor is still on the project. Heritage poured the foundation and slab for the Zamboni addition, which was covered before snow fell. Ten-inch studs are in and framing will begin this week. The waterline is being dug and the septic system will be installed this week also.

Heinbockel referred to a Letter to the Editor of the September 27, 2007 Delta Wind, in which Ray Cockerille, Project Manager for subcontractor Gundersen Painting, Inc., questioned his comment (made at the September 4 meeting) that the cost to replace the sheetrock was a “total rip-off.” Heinbockel said Cockerille explained everything in his letter to the paper but had they met with M2C1 engineers that day, as scheduled, it might have been viewed differently. According to the paper, the entire area is to be repainted. Heinbockel said he still has a problem spending \$3,519 to replace three pieces of sheetrock.

Public Works – Lou Heinbockel reported all roads have been graded but it is evident that they will need more material added in the near future. Paving may never happen with what little money is available. He reported Butch Ellis is researching better welding equipment for the landfill. He asked that impact funds not be used and to find the \$3,500 elsewhere in the budget.

Hallgren said a D8 is needed at the landfill.

Ellis said the Grizzly is in operation and working fine but there is no one beating down the door for rocks. Jeff Durham, who asked the City to donate rocks for the Sullivan Roadhouse, postponed getting them until next spring.

Department of Transportation (DOT) Liaison – Mary Leith-Dowling reported City Hall has received calls regarding no streetlights in downtown Delta Junction. It is a State DOT job and Equipment Foreman Bill Helkenn identified that there is a direct short somewhere. A work order has been issued but it is not known when the lights will be repaired.

UNFINISHED BUSINESS

Brush Clearing Along City Streets

Tvenge briefed Council on the brush-clearing project. Initially it was to be done by DOT but because of their unavailability he called four contractors. Two quotes were received in time to be put in the agenda packet on September 14 for the September 18, 2007 Council meeting, which he was unable to attend. The third contractor, who was actually the first one called, faxed his quote on September 18. Tvenge said the other two contractors were given a map showing the streets, in which he, Butch Ellis, and Alaska Motor Coaches identified. Some roads may be added and some may be omitted. Big trees were marked and the project (clearing 8 feet from the shoulder in toward the right-of-way) was clear to the contractors. Upon receiving the first bid, Tvenge called to clarify that the project specs were fully understood. All three bidders gave a price per acre, which is standard. He said now that the quotes have been received, it is clear a formal bidding process is required per the procurement policy. He said the Department of Commerce, Community, & Economic Development (DCCED) gave approval for brush clearing and agreed it is part of the road-paving grant.

Heinbockel said there is no alternative because the roadsides need to be cut, but some shorter sections could be done in-house. He, Ellis, and Tvenge would put bid packets together.

Hallgren moved to authorize the City Administrator to hire by force account to clear selected areas this fall, not to exceed \$5,000.00 of paving funds; Heinbockel seconded.

Ellis asked that the hired contractor provide his own equipment and cut low enough to be able to maintain.

Zimmerman asked that “cutting to ground level” be required.

Margie Mullins said GVEA was recently clearing trees and making them into potato chips. She asked why they are not expected to maintain areas where electrical lines are located. It would cut costs.

Tvenge said he compared streets with them when they were clearing.

Motion passed unanimously on a roll call vote.

NEW BUSINESS

Sale of Lots 1, 2, and 23 of Block 28

Zimmerman reported the over-the-counter property cost is \$12,100 for the three lots. A clear title report was received and payment was deposited into the City Permanent Fund and Council approval is needed. Tvenge said the three lots total 42,116 square feet, which is shy of the minimum lot size (43,560 square feet, established at the April 17, 2007 Council meeting). He said over-the-counter property is not subject to existing city lots and the *Residential Subdivision Policy* but he would request well and septic locations. He said Friends of Delta Agriculture were moving closer to town.

Hallgren moved to approve the sale of Lots 1, 2, and 23 of Block 28 to Friends of Delta Agriculture for \$12,100.00 plus the standard title search fee of \$250.00; Feilner seconded.

Feilner asked to establish location of well and septic.

Heinbockel amended the motion to include the sale be contingent on well and septic placement not encroaching on neighboring properties; Feilner seconded.

Amended motion passed by unanimous consent.

Motion passed by unanimous consent.

Support Items for the Recreation Facility

Unencumbered impact funds were discussed.

Tvenge said trading in the D6 for a D8 Dozer has been pre-approved by DCCED. The list of support items is to identify use of the remaining impact funds. The Delta-Greely Skating Association (DSA) and the Delta Junction Motocross have both submitted request lists. Both qualify for the parameters of the recreation funds. Tvenge said he priced out the DSA list from Becker Arena, who is the main supplier for replacement parts at the rink. He said the outdoor rink, basketball court, and tennis court is still being researched. He asked Heritage for a price to construct an outdoor rink but it would be more costly because of colder weather. He said he would know more by the October 16 meeting.

Charlie Hennager, Acting President of DSA, referenced the list created on August 24, 2007 and explained the multi-use concrete pad. Constructing it in June would be more cost effective than doing it now. The added rink would give Delta opportunity to host tournaments and abide by USA Hockey rules. Hennager explained hourly ice rent in Fairbanks, interests in travel to Delta, and boosting local economy by hosting tournaments. The second ice rink would allow a larger tournament.

Tvenge said a large section inside the rink was paved a couple years ago. He said Alcan provided a quote of \$87,721 to concrete the remaining areas in the building but would bring that quote down if postponed till June 2008. However, no price break was given. An exhaust and intake fan could still be installed this year. It would relieve the moisture condition by removing the moisture-laden air from the building before it condenses. Alcan quoted \$24,522 for the exhaust fans, to be done by Morley Electric and Holaday-Parks, Inc. Insulation, heat, and the air-handling system were removed from the original contract and the fans would be a low-cost solution to the moisture problem.

Hammond said EF1 (Exhaust Fan 1) was part of the original design. The ventilation system was to add hot air and the EF1 was to circulate and remove the moisture. (Adding 160° water to ice creates moisture.) He said when heat was eliminated from the contract there was no need for insulation and the mechanical engineer recommended the exhaust fan. A switch, located in the Zamboni room, would turn on the fan whenever the ice is zammed (resurfaced by the Zamboni).

Discussion followed regarding savings to not paint the exhaust hood.

Hallgren moved to negotiate a change order to the rink contract to reinsert EF1 without the painting requirement to a maximum of and not to exceed \$2,200.00; Heinbockel seconded.

Motion passed unanimously on a roll call vote.

Discussion followed regarding concrete and rubber matting.

Tvenge stated information would be clear at the October 16 Council meeting.

Purchase Orders

PO#012039 to Aetna WHO-AAS in the amount of \$6,847.66 for Oct '07 group health insurance

PO#012040 to DEMCO in the amount of \$531.60 for library book repair supplies

PO#012041 to T/J Gilbertson in the amount of \$2,500.00 for Oct '07 warm storage rent

PO#012042 to GVEA in the amount of \$2,440.17 for Aug '07 electricity

PO#012043 to Hale & Associates, Inc. in the amount of \$873.22 for liability and workers compensation payroll insurance audit

PO#012044 to Tyler Technologies, Inc. in the amount of \$2,474.00 for Fund Balance accounting software

PO#012045 to Heritage General Contracting in the amount of \$86,737.50 for progress billing #1 of Zamboni building

PO#012046 to M2C1 Construction & Engineering in the amount of \$13,079.50 for retention release of Donnelly tower construction and change order to install KATN antenna

PO#012049 to M2C1 in the amount of \$10,029.50 for Donnelly Tower Retention

PO#012050 to IBS in the amount of \$1,324.50 for library storage building materials

Feilner moved to approve purchase orders 012039 through 012046 and purchase orders 012049 and 012050 as presented; Jenkins seconded.

Musgrove asked what is needed to repair a library book. He also asked about 012044.

Leith-Dowling said stiff plastic is used to enhance binding of books and it is purchased by the case.

Zimmerman said Fund Balance is the brand name of the software used at City Hall.

Hallgren asked about PO#012050.

Zimmerman said storage materials are paid by the Rasmuson Foundation grant, not the general budget.

Motion passed unanimously on a roll call vote.

ADDITIONAL PUBLIC AND COUNCIL COMMENTS

Al Edgren encouraged the Council to have a special meeting to expedite quotes for fear of running out of concrete time (season).

Heinbockel said all other concrete work could wait until next summer if the impact grant would allow it.

Margie Mullins asked questions about locating a buried relative.

Leith-Dowling said that information is at City Hall and it is available to the public.

Mullins asked why KATN would not provide what is necessary to pick up their channel in Delta, like the other two channels.

Jenkins said KATN is not concerned with providing service. Locals who do not own dishes bring their grievances to the City.

Heinbockel said private enterprises should be involved in providing the service. The City should not but they have for the past forty years.

ADJOURNMENT

Heinbockel moved to adjourn at 7:06pm; Jenkins seconded. Motion carried.