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**City Council Minutes**  
**January 15, 2008 ~ 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, January 15, 2008 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  
Pete Hallgren, JW Musgrove, Pablo Martinez, Leslie Feilner

Council member excused: Mike Jenkins

City employees present: City Administrator Mike Tvenge, Public Works Supervisor Butch Ellis  
City Clerk Pat White

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

Mayor Leith-Dowling welcomed Ron Liewer and introduced him as the "Ice Man," stating he is reason there is skating and hockey in Delta Junction and it is he, who the Liewer/Olmstead Ice Arena is named after.

Liewer stated he attended Council meetings for ten years to gain support for an indoor skating facility.

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

Heinbockel moved to approve the January 15, 2008 agenda as presented; Feilner seconded. Motion carried.

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

Martinez moved to approve the minutes of the January 2, 2008 regular meeting and the minutes of the January 7, 2008 special meeting 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.

#### **REPORTS**

**Rescue Squad** – Pablo Martinez reported medical supplies and AED (Automatic Electronic Defibrillators) batteries were recent purchase requests from the Rescue Squad.

**Airport** – JW Musgrove referenced Finance Officer Dave Zimmerman's January 11, 2008 budget report, which reviewed the past six months of expenditures. He said the Delta Pilots' Advisory was attempting to change their billing cycle (under a calendar year) to match that of the City's fiscal year. He presented a check in the amount of \$4,000 to cover insurance premiums through June 30, 2008. Musgrove explained the Pilots' collection process and some of the expenses associated with operating the airstrip (windsocks, traffic cones, reflectors, etc.).

**City Clerk** – Pat White reported:

- The 3rd annual Relay for Life is scheduled May 9 and 10, 2008 at the high school track/football field. Coordinators have asked if the City plans to sponsor a team. White said she would organize the event but is unable to attend and Leith-Dowling and Feilner would act as team leaders, if the City plans to participate. She asked Council members, volunteers, and staff to commit with their families to walk during the 24-hour relay and also to contribute individually toward the \$250 team sponsorship fee.

Discussion followed in support of hosting a team for the American Cancer Society Fundraiser and how the City Slickers have participated in the past.

- A request was received to renovate the kitchen at the Community Center, specifically replacing the cabinets, counter, stove, and microwave.

Discussion followed regarding the age of the appliances (installed in the early 80's), their potential of being fire hazards, if energy efficient appliances are necessary, and recent years in which new carpet, wainscot, and room dividers were installed, restrooms were renovated, and the roof was replaced.

Tvenge stated he would provide an estimate of what the upgrades would cost.

- A grant-writing workshop would be held in Fairbanks on January 30 and 31 and presented by The State Division of Fire & Life Safety and Grant Writing USA. Tuition is \$425 and includes all materials (workbook, resource CD, and sample grant proposals). White asked that she, Administrative Assistant Letha Burcham, and City Administrator Mike Tvenge attend the two-day workshop. She said Finance Officer Dave Zimmerman is interested only in reviewing the materials.

Discussion followed regarding available funding for training, spending and establishing a more realistic budget, Burcham and Hallgren attending the Public Entity Risk Management Seminar in Anchorage on February 4, 5, and 6, and putting grant writing into practice.

Heinbockel moved to approve sending as many employees to the workshop that can benefit from the training and to use funds from the travel and per diem budget; Hallgren seconded.

Motion passed unanimously on a roll call.

**City Administrator** – Mike Tvenge reported:

- The State of Alaska DCCED accepted the City's proposal to create a Landfill Equipment Closure Fund II for remaining impact funds. Approximately \$225,000 will be deposited into Alaska Municipal League Investment Pool (AMLIP), a money market fund associated with the Alaska Permanent Capital Management Company. The sinking fund is a State of Alaska requirement and will earn interest.

Hallgren said the original sinking fund (that does not have impact funds) could be used because it has no restrictions as the Fund II does.

- The 2008 Legislative Capital Projects Priority List was submitted to the Office of the Governor and copies of it were mailed to Senator Gene Therriault (District F), Representative John Harris (District 12), Senator Albert Kookesh (District C), and Representative Woodie Salmon (District 6). Letters from Alaska Motor Coaches, supporting road paving requests, and the Chamber of Commerce, supporting the end-of-Alaska-highway arch, were attached.

- Adjustments were made to the air-handling units at the fire station and the library today after a walk through of the heating and ventilation systems with John Martin from Siemens Building Technologies.

- \$13,349.68 has been collected on annual fire subscriptions. To date, 39 of 93 City of Delta Junction commercial subscriptions and 97 of 331 residential subscriptions have been returned.

Hallgren stated \$15,000 was budgeted as income from fire subscriptions, but it does not cover the cost to run the Fire Department. He reported on a recent fire incident in Fairbanks, in which a home burned, that was 180 feet from the fire coverage boundaries. He said both the City Volunteer Fire Department (DJVFD) and Rural Deltana Volunteer Fire Department (RDVFD) respond to local fires no matter where they are located in the area. Fairbanks residents must pay several hundred dollars in taxes for fire protection, but because there are no taxes in Delta, residents pay a subscription fee, which is basically a donation. Fire protection is provided whether or not the subscription is paid. However, if fire protection is required to a non-subscriber's residence, a fee of \$2,500 is charged.

Discussion followed regarding similar arrangements between RDVFD and Deltana residents and benefiting from "cheap fire insurance."

Hallgren challenged all local residents who do not want government to make a donation to their fire department because "everyone to some degree needs fire and police protection."

**Finance** – Mary Leith-Dowling referenced Zimmerman’s six-month report and asked for input.

Heinbockel said he was concerned that 50% of each department’s budget has been spent.

Discussion followed regarding beginning-of-year bills, excessive energy costs to villages and lower income residents, PFD bonuses for heating costs, and larger cities that have access to natural gas.

Hallgren said the landfill revenue for 6 months (the most productive months) is 56% of the budget compared to expenses that are running at 63%.

Heinbockel said he fears having to subsidize the landfill forever.

**School Liaison** – Tana Wood, local resident and President of the School Board, said the school district is dealing with high heating costs and the School Board welcomed local input.

Leith-Dowling stated she mentioned the school building structure and heating expenses at the meeting with Senator Gene Therriault and Representative John Harris on January 7, 2008.

**Library** – Mary Leith-Dowling reported:

- Kerri Canepa from the State Library informed Librarian Joyce McCombs that the Delta Community Library was selected with three other libraries and the Fairbanks school district to be part of a pilot project grant for Playaway audio books. She explained the project and said 15-20 titles would be circulated for three months, starting in March, and she encouraged public participation.

- The library hopes to qualify for upgrades to the public access computers with the Gates Grant.

- Pantheon, a steel drum band, will perform at City Hall in the old library (now Council Chambers) on February 16, 2008 during the Festival of Lights weekend, right after the fireworks display in the park. The Delta Library Association is sponsoring the band. (The Community Center was previously booked for the Women’s Aglow Dance on the same day.)

Musgrove stated he is impressed with the continuous flow of traffic and activity at the library.

Hallgren said the library was asked to encourage donations from patrons as a way to increase revenue and at this time they were slightly exceeding the \$10,000 that was requested.

Tvenge said snow would be removed from the park in time for the fireworks display on February 16.

Hallgren moved to approve use of fireworks in the park during the Festival of Lights event on February 16, 2008 and hosted by the Chamber of Commerce; Heinbockel seconded.

Motion passed by unanimous consent.

**Personnel** – Mary Leith-Dowling reported Bob Morley was hired to fill the landfill scale house position.

**Recreation** – Lou Heinbockel asked Ron Liewer his opinion on the rink upgrades.

Liewer said his first stop in town, upon arriving in Delta from his road trip up the Alcan in time for the Open House, was to visit the rink. Liewer explained that an arena roof in Fort Nelson, British Columbia collapsed last April, stating many people do not understand why so much money had to be spent to reinforce the structure here in Delta. He said the money spent might save lives ten years from now because “buildings do collapse.”

Discussion followed regarding a possible “100-year” snowfall and how a crane held up the roof of the Tok rink for two years because the building was structurally unsound.

Musgrove asked about recent rumors regarding the Zamboni door.

Tvenge said the electronic door was probably bumped but not discovered until later. One valve froze but damages were minimal and repaired.

Discussion followed regarding an incident at the school many years ago when the door was left open and pipes froze, use of a remote door opener on the new Zamboni addition, and permanently mounting the device on the Zamboni.

**Public Health & Safety** – Pablo Martinez requested a lease agreement be drafted for use of the Emergency Operations Center (EOC) facility so that the Local Emergency Planning Committee (LEPC) can submit it for reimbursement to the City. He said City employees and City Council members will be required to take the National Incident Management System (NIMS) training, specifically 700 and 800 level courses, to meet Homeland Security grant requirements.

**UNFINISHED BUSINESS****Brush Cutting Contract**

Musgrove referenced the Brush Clearing Specs draft and asked to change *Hydro-Ax* wording to read *Brush Clearing*.

Heinbockel moved to pursue the brush-clearing project per specifications as amended; Feilner seconded.

Hallgren asked to have City Attorney Jim DeWitt review it before it is publicized and that it can be issued after DeWitt's review without needing further Council approval.

Discussions followed regarding homeowners who may prefer brush remain in the right-of-way in front of their homes and how that consideration will inhibit completing the job.

Leith-Dowling stated initial request for the brush cutting came from bus drivers and the ability to transport should be given precedence.

Motion passed unanimously on a roll call.

**NEW BUSINESS****Purchase Orders**

PO#012316 to Amazon.com Credit Plan in the amount of \$690.52 for library books and materials

PO#012317 to B&A Heating & Service in the amount of \$3,645.25 to replace boiler in Rescue Squad building

PO#012318 to Becker Arena Products, Inc. in the amount of \$70,338.41 for balance of outdoor skating rink

PO#012319 to Buffalo Center Auto Parts in the amount of \$1,446.56 for batteries for fire trucks, anti-freeze for landfill equipment, and grader parts (heater hose, cable tie, bore adapter, gear oil)

PO#012320 to Delta-Greely School District in the amount of \$8,000.00 for design/build/set up of 5 concrete tables for the park

PO#012321 to Frontier Plumbing Supply, Inc. in the amount of \$13,341.01 for heat recovery ventilation system at the Delta Sportsman's Association facility

PO#012322 to Heritage General Contracting in the amount of \$65,122.67 for Dec '07 progress billing of Zamboni building

PO#012323 to World Book, Inc. in the amount of \$834.75 for annual upgrade of library reference books

Feilner moved to approve purchase orders 012316 through 012323 as presented; Martinez seconded.

Heinbockel referred to #012317 and said cost to replace the cracked boiler was very reasonable.

Discussion followed regarding glycol being added later and disposal of the defective boiler.

Motion passed unanimously on a roll call.

**ADDITIONAL PUBLIC AND COMMENTS**

Flower Cole reported batteries are in need of being replaced in the fire alarm at the Community Center. She asked if her application to join the LEPC was approved by City Council.

Hallgren moved to approve Cole's application to join LEPC, acting as the Deltana Community Corporation (DCC) representative; Feilner seconded. Motion passed by unanimous consent.

Tana Wood stated Community Librarian Joyce McCombs should be recognized for her role in running the library because hardly a month passes without the library being recognized with an award or getting another grant or setting a new record. Wood said McCombs should teach grant writing courses.

Leith-Dowling called for additional Council comments with none being offered.

**ADJOURNMENT**

Heinbockel moved to adjourn at 6:23pm; Martinez seconded. Motion carried.