



City Council Minutes
February 19, 2008 ~ 5:00PM

Regular Meeting
City Hall, Delta Junction, Alaska

The regular meeting of the Delta Junction City Council was held on Tuesday, February 19, 2008 at City Hall in Delta Junction, Alaska. Mayor Mary Leith-Dowling called the meeting to order at 5:04pm.

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

Council members excused: Pablo Martinez, Mike Jenkins

City employees present: City Administrator Mike Tvenge, Finance Officer Dave Zimmerman
City Clerk Pat White

Eight members from the community were present.

AMENDMENTS TO AGENDA ~ APPROVAL OF AGENDA

Heinbockel moved to approve the February 19, 2008 agenda as presented; Feilner seconded. Motion carried.

APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Feilner moved to approve the minutes of the January 15, 2008 and February 5, 2008 regular meetings as presented; Heinbockel seconded. Motion carried.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

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

Barbara Flynn introduced herself as the mother of Alexis, a 2-year old child who needs a kidney transplant. She referenced the Skate-a-thon that will be held at the Liewer-Olmstead Arena on March 8, 2008 and said she appreciated the use of the rink and also the coordinating efforts from the Delta Skating Association. [The Skate-a-thon is a COTA (Children's Organ Transplant Association) fundraiser to help finance expenses related to Alexis' on-going medical needs.]

COUNCIL COMMENTS ON NON-AGENDA ITEMS

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

Musgrove said the Public Official Financial Disclosure document, which is an annual requirement of all public officials, has become more intrusive, and he asked to consider opting out of the requirement. [Alaska Public Offices Commission requires filing of POFD statements when applying as a candidate, within thirty days following appointment, or by March 15 each year while serving a term.]

Discussion followed regarding reasons for requiring personal financial information, serving voluntarily on the Council and being required to provide information that is of not public interest, and increased opportunity to make errors on the more complicated forms.

Hallgren explained the exemption process and said it could be placed on the ballot for the October 7, 2008 election but would require adopting an ordinance. He preferred it be done early to avoid any campaign issues and said more people may run for office if the POFD regulation is waived. He asked for a draft ordinance within the next month.

REPORTS

Rescue Squad – Mary Leith-Dowling reported the Military Assistance to Safety and Traffic (MAST) would be discontinued as of July 1, 2008 due to the future combat deployment of the air ambulance medical company. Dorothy Shockley, Legislative Aide to Senator Kookesh, said the service will most likely be contracted out during the deployment of the MAST Regiment and the State is requesting letters of support, explaining the need for the program. Leith-Dowling asked for a draft resolution at the March 4, 2008 meeting.

Heinbockel said the Department of Defense (DOD)/United States Army has provided MAST service since the mid-50's and it is such a valuable service that possibly the Alaska Air National Guard might consider taking it over.

Hallgren questioned if the service would continue once the deployment is over.

Mike Paschall, local newspaper editor, said there were thirty-six MAST flights in the Delta area last year and the State of Alaska is looking to incorporate the Air Guard rescue unit that is stationed at Ft. Richardson.

Fire Department – Carin Bear reported:

- Many people were involved in three days of recovery efforts following a fatality and house fire on January 28, in which the building was too consumed to approach and a downed power line created additional interference. Bear stated she appreciated the State Fire Marshal, who was on hand for two of the three-day search, the people involved in response and recovery, and the City's loader and operator. Final identification of the deceased has not yet been received from the coroner's office in Anchorage.

- The Delta-Clearwater Moose Lodge generously donated \$500 to the City Fire Department, which Bear said is greatly appreciated.

- HAZWOPER refresher training is complete and Bear restated her invitation for landfill employees to join the Fire Department every January when they repeat the course. She said firefighters were working on a fire class through the University all this month and it includes training to carry 230-pound men out of windows.

Airport – JW Musgrove reported the packed snow has been ripped off the runway by high winds.

City Clerk – Pat White reported:

- A meeting to form a community coalition was held on January 25, 2008, in which social service needs within the community was discussed. Leith-Dowling, Martinez, Jenkins, Hallgren, and White attended along with representatives from other local agencies. Another meeting is planned for 5:30pm on February 25 to discuss substance abuse prevention, early intervention, and youth programs, with hopes of involvement from Alaska State Troopers (AST) and the school district.

- The Alaska Gasline Inducement Act (AGIA) is hosting an informational meeting also on February 25, 2008, from 6:00pm to 8:00pm at the Community Center, regarding development of the Alaska gas pipeline. The meeting is not a public hearing, so public testimony will not be taken.

- Passport processing changes were effective February 1, 2008. Children who are 16 and under (no longer 14 and under) must be accompanied by both parents and total fees have increased by \$3.00. The passport fee, payable to the Department of State, increased (\$67 to \$75 for adults and \$52 to \$60 for minors) and the execution fee, payable to the City as the Passport Acceptance Facility, decreased (\$30 to \$25). Routine passport processing is 6 weeks, but some customers have reported receiving their passports in 3.

- The grant-writing workshop on January 30 was very worthwhile.

- City Hall was open Monday through Wednesday as usual at 8:00am, however it was closed until 11:00am on Thursday and Friday, February 7 and 8, because of the cold. A few hours made a difference in running vehicles at -50° and colder, when there were only one or two other vehicles on the road. White said the cold did not stop voters from coming out for Super Tuesday (February 5) at the Community Center. There was a lot of confusion but the Republican Party ran the event. It was not a city government function and the usual election officials were not involved.

City Administrator – Mike Tvenge reported:

- Sean Bradley, General Manager of KATN (ABC Alaska's Superstation), and Station Manager Kip Harman have given permission to rebroadcast their station through an agreement they have with Dish Network, but the City will need to install a satellite dish and the necessary equipment to receive the signal. He said Sean Bradley also offered technical assistance for the digital downfeed.

Discussion followed regarding two quotes received last fall, current road conditions to the tower, and attempt to install antennas before snowfall.

Hallgren asked to recall if installation of a dish was authorized and if quotes are necessary.

Zimmerman said \$12,000 was allocated (on October 3, 2007) to purchase and install equipment.

Heinbockel said the equipment should cost less than \$1,000.

Tvenge said M2C1 was authorized to reinstall the antenna, but that project failed.

Heinbockel explained his personal experience in getting satellite service and said two dishes and three receivers cost \$1,700 to install, but thinks the smaller dish would have been adequate.

Heinbockel moved to get quotes *locally* for installation of a dish and receiver, to complete it as soon as possible, and proceed forward with the lowest quote OR get more quotes to make decisions at the March 4 meeting; Feilner seconded.

Feilner said more quotes are not necessary if the existing ones are in place.

Hallgren asked to contact the person who offered the lowest quote.

Tvenge said he would find out if the previously submitted quotes would still be honored.

Motion passed by unanimous consent.

- The street paving bid documents are under review and will be advertised soon.
- Kimberly Clark, from the office of Senator Albert Kookesh, requested more information in response to receipt of the Legislative Capital Projects Priority List.
- Elders Barrett and Thatcher from the Latter Day Saints Church shoveled sidewalks again one hour prior to tonight's meeting and Tvenge said he wished to thank them publicly.

Finance – Dave Zimmerman reported the June 30, 2007 audit report has been published and distributed to each Council member. He said an unqualified report was issued, which means there are no major faults but a couple items require addressing.

Hallgren stated all money is accounted for and spent properly. However, reconciling the bank account balance satisfactorily every month is still a significant deficiency and is a repeat finding. Hallgren asked to consider training or adding accounting modules to correct the problem. Also a new requirement for municipalities, effective January 1, 2008, deals with internal (tighter) controls. The written control program makes it more difficult to make mistakes but also easier to find mistakes. Hallgren explained the audit report and how to interpret it.

Discussion followed regarding how much Mikunda, Cottrell & Company is paid for an annual audit (\$15,000 to \$18,000 in the past few years) and past history when the City could not afford it.

Hallgren said there is no requirement for second-class municipalities to conduct accounting audits.

School Liaison – Leslie Feilner reported Spring Break is scheduled March 10 through March 14.

DREDC – Pete Hallgren reported he attended the AMLIP Risk Management Seminar in Anchorage on February 4, 5, and 6 and he shared the information with Administrative Assistant Letha Burcham, who was unable to attend because of a death in her family. Hallgren said he would attend the Chamber of Commerce luncheon on February 21, in which Conoco Phillips representatives would present gasline ideas, and he would also attend the Alaska Gasline Inducement Act (AGIA) meeting on February 25.

Library – Mary Leith-Dowling reported the library was closed during recent cold weather and Pantheon, the steel drum band, gave a very nice performance on February 16, during the Festival of Lights weekend. She said Rhonda Gilbertson, the drummer, graduated from Delta High School in 1990.

Park – Leslie Feilner expressed appreciation for the Chamber of Commerce and the "spectacular" fireworks display at the park during the Festival of Lights weekend.

Discussion followed regarding the fireworks and how they were visible from outlying areas.

Hallgren questioned whether the soccer team still needed the unused soccer goal posts (requested on December 4, 2007).

Leith-Dowling stated it would be discussed at the school board meeting on February 21.

Recreation – Lou Heinbockel asked for a report on the freeze-up at the rink.

Tvenge reported the air-handling unit that was installed lacked a (heat) component and operated over the weekend, when no one was in the building and it was -40°. The restrooms and referee room froze because of outside air that was pumped in. Fresh air is a new engineering code requirement. The Zamboni room and the mechanical room were not affected, but pipes in the walls and some toilet bowls burst in the restrooms and referee room. Tvenge said Heritage responded and everything was repaired by the end of the week. Heritage and M2C1 both claimed ownership. The air-handling unit will need a heater to bring outside air to inside temperatures and they are working on the design now. Discussion followed regarding building code and dealing with the same systems in other city facilities.

Hallgren reported recent problems at the old fire hall and the new library. He said the library had no water in the restrooms on February 7, but after leaving the doors open, it was thawed by mid-afternoon. The problem appears to be piping in the north outside wall. Hallgren said the water at the new fire station froze last week also, but it was resolved once the heat tape was turned on.

Heinbockel reported the Delta High School hockey team won the 3A State Championship and he said it is a direct result of a very active youth hockey program in this community that prepares our youth for competition statewide. He said the championship is quite an accomplishment.

Tvenge said the Pee Wees won the President's Day Tournament in Anchorage the same weekend and the Squirts won it this past weekend.

Feilner said, "The wins are an outstanding show, considering we do not have constant ice."

Discussion followed regarding ice conditions and late starts that depend on weather.

Public Health & Safety – Pat White reported in Pablo Martinez's absence and said Amelia Morlock submitted an application to join the Local Emergency Planning Committee (LEPC). She would represent the Delta Junction Fire Department and act as an alternate to Fire Chief Carin Bear. Her application was accepted by LEPC at the February 12 meeting and requires support from the City.

Hallgren moved to approve the recommendation from LEPC to accept Amelia Morlock's membership; Feilner seconded. Motion passed by unanimous consent.

Public Works – Lou Heinbockel reported Public Works Supervisor Butch Ellis is to be put on light duty, 10 to 20 hours per month and Equipment Operator Chad Morris is on medical leave for up to two months because of an injury sustained at home on January 31. Heinbockel stated the landfill operation is being well managed by Equipment Operator Stephen Selfe. He said he is bothered that the Fairbanks North Star Borough charges \$65/ton for residents to dispose of garbage, compared to \$125/ton in Delta, which is needed to break even because there is just not enough volume.

Hallgren said trash generated outside the borough costs twice as much, but also Fairbanks has 90,000 residents, which equates to a larger volume that offsets the landfill costs.

Musgrove asked about the status of Ft. Greely using the dump.

Tvenge said there is still no answer from them.

UNFINISHED BUSINESS - none

NEW BUSINESS

Sale of Property – Lots 17+18 of Block 26, Delta Junction Townsite, North Addition

Hallgren moved to approve the sale of Lots 17 and 18 of Block 26 of the Delta Junction Townsite, North Addition to Robert Rucker III in the total amount of \$8,300.00; Feilner seconded.

Zimmerman stated Mr. Rucker paid for the title search and has been reimbursed for it.

Motion passed by unanimous consent.

Possible Alternative to BOG Proposal

Tvenge explained communications with local Fish & Game biologist Steve DuBois and Dave Lorrington, a retired Lieutenant who acts as liaison between Alaska Wildlife Troopers (AWT) and the Board of

Game (BOG). Both feel the City's petition to the BOG, Proposal #45, could be headed off locally with their discretionary authority to modify the local hunt, which would eliminate the petition altogether. DuBois agreed to make inquiries about how to enact the conditions to hunting permits, but he also said the local advisory committee was against it.

Heinbockel said the advisory committee supports removing the Panoramic and Gerstle (bison) Fields from moose hunting, but the same local group chooses to shoot in our backyards.

Tvenge said they do not want to recognize the simple solution. Their response is that "more people are killed by moose than guns." DuBois and Lorrington suggested removing the City's proposal from the BOG game meetings but also did not provide an agreement to their suggestion. Tvenge asked if any Council member would plead our case in public forum at the meetings scheduled the end of February/early March, even though Proposal #45 appears to be a "dead horse."

Heinbockel said the City's action will remain "on the books" and he suggested doing the same for this (October 2008) antler-less moose hunt. The hunters involved in the 2007 cow moose hunt accepted the City's letter and ordinance that simply asked that no high-powered rifles be used in city limits in the taking of all big game. It applies during any season. He said there is plenty of area to hunt outside of city limits. He said he personally did not oppose the cow moose hunt, but did feel 900 cows was excessive. Financial interests of farmers are protected by not allowing hunting in the bison fields, so as not to drive the bison into the barley fields, but the local advisory committee cannot protect the residents living within city limits.

Discussion followed regarding powers of statewide advisory committees and attendance at the BOG meetings.

Hallgren asked Tvenge to submit a letter to the Board explaining the City would withdraw the proposal due to it being handled on a local level, but must bother them on the State level because the local advisory board is unwilling to use their authority to close the city limits to these hunts. He said the deadline for the letter is February 15.

Heinbockel said he felt the ordinance was the proper thing to do for the community and that hunters cooperated accordingly.

Resolution 2008-06, A Resolution Approving the Final Draft of the Delta Junction Water and Sewer Feasibility Study

Leith-Dowling referenced the *Delta Junction Water and Sewer Feasibility Study* and stated she proofread the entire two binders of data and maps. Jim Kaercher of Kuskokwim Architects & Engineers Inc. (KAE) requires a resolution approving the draft/study, so if the issue ever comes up again the original study has been approved and established.

Hallgren moved to approve Resolution 2008-06 as presented; Feilner seconded.

Hallgren explained that the State of Alaska managed the grant and the water and sewer feasibility may be an issue sometime in the future, but not at this time.

Motion passed by unanimous consent.

Gaming Renewals - Forget Me Knot Quilters and VFW Post #9889 Auxiliary in Tok

Heinbockel moved to show no opposition to gaming renewals for the Forget Me Knot Quilter's Guild and VFW Post #9889 Auxiliary of Tok; Feilner seconded.

Motion passed by unanimous consent.

Purchase Orders

PO#012357 to ACS in the amount of \$1,429.68 for Jan '08 phone services

PO#012358 to ATT & Alascom in the amount of \$806.83 for Jan '08 911 phones / power

PO#012359 to B&A Heating & Service in the amount of \$984.15 for boiler repairs at City Hall, the old fire station, Rescue Squad, and library

PO#012360 to Beebe's Automotive in the amount of \$1,215.50 for maintenance (oil changes) and repairs (new windshields) of 2002 and 2004 ambulances

PO#012361 - voided

PO#012362 to Crowley Petroleum Distribution in the amount of \$13,960.36 for Dec '07 and Jan '08 fuel oil

PO#012363 to GVEA in the amount of \$4,546.78 for Dec '07 electricity

PO#012364 to Grant Writing USA in the amount of \$850.00 for grant writing workshop, attended by Mike Tvenge and Pat White

PO#012365 to Guess & Rudd in the amount of \$620.00 for Dec '07 legal services (landfill agreement with U.S. Army and review substantial completion of Zamboni building)

PO#012366 to Powerhouse Signs in the amount of \$546.55 for white/black reflective strips used on Aurora Street barricade

PO#012367 to Public Safety Center Inc. in the amount of \$1,677.94 for (24) radio batteries for the Fire Department

PO#012368 to Royal Chemical Inc. in the amount of \$1,674.11 for 24 gallons of fire foam for the Fire Department

PO#012369 to Aetna WHO-AAS in the amount of \$8,104.31 for Feb '08 group health insurance

PO#012370 to Thomas or Janell Gilbertson in the amount of \$2,500.00 for Feb '08 warm storage lease

PO#012379 to Delta Wind in the amount of \$500.50 for Jan '08 advertisement

PO#012386 to State of Alaska, DEC in the amount of \$2,076.00 for annual Class II Solid Waste Permit

PO#012387 to ACS in the amount of \$1,799.67 for Feb '08 phone service

PO#012388 to ATT & Alascom in the amount of \$806.83 for Feb '08 911 phones and power

PO#012389 to Bank of America in the amount of \$1,683.96 for credit card services (renewal of anti-virus software, refund of Burcham's travel to Anchorage for OSHA training, late fee, library conference travel, library supplies, and Chad Morris' 40-hour HAZWOPER training)

PO#012390 to Bound Tree Medical LLC in the amount of \$1,500.67 for Rescue Squad supplies

PO#012391 to Crowley Petroleum in the amount of \$9,319.84 for Jan '08 heating oil

PO#012392 to GVEA in the amount of \$5,388.27 for Jan '08 electricity

PO#012393 to NC Machinery Co. in the amount of \$908.40 for 4 new grader edges

PO#012394 to State of Alaska, DEC in the amount of \$830.00 for annual septic system permit

PO#012395 to Carin Bjorn Von Letzendorf in the amount of \$967.37 for reimbursement of 8-hour HAZWOPER refresher training

Leith-Dowling stated purchase orders have been carried over from the February 5 (cancelled) meeting and those that affected everyday operations have been pre-signed.

Feilner moved to approve purchase orders 012357 through 012370, 012379, and 012386 through 012395 as presented; Hallgren seconded.

Hallgren asked about credit card late fees (012389).

Zimmerman said he felt payment was mailed in ample time (December 20, 2007) but it was not posted until January 4, 2008.

Discussion followed regarding wiring transfers and mail service during the Christmas season.

Motion passed unanimously on a roll call.

ADDITIONAL PUBLIC AND COUNCIL COMMENTS

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

Heinbockel stated Dermot Cole wrote an article for the Fairbanks Daily News-Miner in response to the position the Anchorage Chamber of Commerce has taken against the "rebate" for high-energy costs being proposed by the legislature for rural areas. He said residents of Anchorage, Kenai, and the Mat-Su area benefit from natural gas, which has a heating equivalence of \$1.25/gallon compared to rural areas that pay \$5 and \$6 per gallon for fuel oil.

Discussion followed regarding fuel and electricity costs in other communities.

Tvenge said he enjoyed the grant writing class and that he felt it was worthwhile. He offered to share information that could benefit other groups and asked for Council input of suggestions and possibilities

of grants to research. He is researching grants to remodel the old fire hall because funding is available for all phases of it, start up, engineering, and operation. He explained a two-week free trial of Metasoft, a database to research grants.

Hallgren said it is difficult to locate grants that provide operation funds but liked the suggestion of restoring the old fire station because presently \$30,000/year is spent for rent to keep equipment warm. The old fire station needs one door widened. It either needs to be torn down or repaired.

Discussion followed regarding applying for AED (Automatic Electronic Device) defibrillators in correlation to the same request on the Legislative Capital Projects List, possible repair of the green tanker (the "albatross"), and past history when grant funding covered operations of City functions through City Administrator Bill Mandeville.

Leith-Dowling stated the city offices would have to run tighter so decisions will need to be made in regards to the upcoming budget and the level of services that the City will be able to continue. She said most municipalities have a grant writer.

ADJOURNMENT

Heinbockel moved to adjourn at 7:00pm; Hallgren seconded. Motion carried.

Pat White, CMC

Approved: March 4, 2008