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**City Council Minutes**  
**March 4, 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, March 4, 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 (telephonically)

Council members excused: Mike Jenkins, Pablo Martinez

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

Seven members from the community were present.

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

Heinbockel moved to approve the March 4, 2008 agenda as presented; Feilner seconded. Motion carried.

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

Feilner moved to approve the minutes of the February 19, 2008 regular meetings as presented; Heinbockel seconded. Motion carried.

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

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

Musgrove said he attended the local Fish & Game Advisory meeting on February 27, 2008, but did not participate in discussion.

#### **CORRESPONDENCE**

##### **Resignation letter from City Council member Michael Jenkins**

Leith-Dowling referenced a resignation letter from Michael Jenkins who officially resigned due to his work schedule and inability to attend meetings.

Heinbockel moved to accept Michael Jenkins' letter of resignation with regret; Feilner seconded.

Motion passed by unanimous consent.

Discussion followed regarding filling the vacancy by appointment at the April 15, 2008 meeting.

##### **Request for the City of Delta Junction to Administer the Community Health & Social Services Grant**

[Deborah Hayes, Statewide Program Director of Northwest Resource Associates, Alaska Center for Resource Families, submitted a letter, dated February 26, for *Correspondence*. Hayes requested the City of Delta Junction administer the three-year grant during its first year. A second correspondence,

from Pete Hallgren, dated February 29, disagreed with the City acting as sponsor of the grant because 1) Alpha Omega, who is an experienced non-profit agency, had already expressed interest, 2) the City had already experienced the “less successful” Department of Defense grant related to social services, and 3) reductions in functions and staff at City Hall is pending. E.mail correspondence was received on March 3, 2008 in which Hayes rescinded the request for the City to oversee the grant and instead requested a resolution of support for the project and a partnership agreement to use City Hall conference rooms.]

Leith-Dowling referenced handouts, which were distributed by Joseph Brokus, a representative of Northwest Resource Associates.

Deborah Hayes, Director of Northwest Resource Associates, joined the meeting by telephone.

Brokus stated the group’s name changed from Delta Junction Health and Social Services Coalition to Deltana Community Human Resources Partnership. He asked for a letter of support from the City Council and said Northwest Resources would administer the grant because the agency has immediate tools and resources available to facilitate the initial grant process. He said the original founders, instead of a third party, would determine the success or failure of the initial grant. Also, Northwest Resources Associates could meet the time constraints of the deadline to submit the grant proposal. Brokus said the goals for the first term are to get approval of the initial grant to conduct an assessment of what the community needs, to solicit partnerships and/or representatives of partnerships, and to establish a governing administration and duties within the organization. He asked for Council input.

Leith-Dowling asked if March 18 would be too late and if, by showing support, the resolution should identify needs within the community and what services are not currently available.

Hayes said the next Council meeting on March 18, 2008 is not too late and she would provide a draft proposal within the next week. She referenced her February 26 letter and said some of the project goals are to identify current community resources and existing partnerships to glean statistics that could provide for valuable information required for other kinds of State and federal government funding. She said multiple partners are crucial if more than one project is identified. A new partner is Andrea Hammond, Director of Alaska Crippled Children and Adult Association (ACCA). They do provide some services for the Delta area and they are currently a State Department of Behavioral Health grantee as is Northwest Resource Associates. Part of the initial phase is to strengthen relationships to create a more sustainable project.

Feilner asked Hayes if she inquired with the school district regarding use of their buildings. She also asked what role the City would play in being involved through a resolution.

Hayes stated she would ask for the same support from the School Board on March 20. She said the community seems to prefer after-hour meetings and she would like the option of using City Hall because of its neutral location. Also, there is no funding available to rent facility space. Hayes said she would appreciate continued Council involvement and it would be important to share updates with the City in terms of what is being built and what is happening. She said collaborate partnership is needed in the community assessment process.

Hallgren said the coalition would provide a worthwhile service and he agreed in drafting a resolution. He also had no problem with free use of meeting rooms, but he did not support being the grant sponsor for the first year.

Discussion followed regarding use of the conference rooms.

Brokus said to contact him, Deborah Hayes, or Barbara Flynn if there are further questions.

Leith-Dowling stated specifics can be worked out at a later date and a resolution would be on the next agenda for the March 18 meeting.

### **Gasline Proposal**

See discussion prior to *Purchase Orders* under *New Business*.

### **REPORTS**

**Rescue Squad** – Lisa Shivel reported runs are down, with only 10 in February.

**Fire Department** – Carin Bear reported this year’s fireworks display during Festival of Lights weekend was located better in the park because of where the debris fell. She said she passed the practicals on the firefighter course, but will have to wait 2 or 3 months for results on the theoretical.

**Airport** – JW Musgrove reported the State of Alaska is conducting a statewide survey and requested input regarding improvements to airports and infrastructure. He said some sort of physical security, such as a fence, is needed because of the proximity to the missile base. Musgrove said the Delta Pilots' Advisory Committee collects voluntary fees to use the airport and some of it will be used this summer to replace tie-down anchors, estimated to cost \$500 plus cost to rent a tool to drive the cables into the ground.

**Cemetery** – Mary Leith-Dowling stated bungee cords on the back gates will need to be replaced with latches this summer.

**City Clerk** – Pat White asked to address lawn maintenance contracts at the March 18, 2008 meeting.

**City Administrator** – Mike Tvenge reported:

- John Bittney and Pete Fellman, staff to Speaker John Harris, submitted the Legislative Capital Projects Priority List to the governor and it will be reviewed next week. He said several of Delta’s items fit into the criteria set by Governor Palin. Also, paving and a basketball court, last year’s capital priority projects, were added to the Senate Supplemental Budget Bill. They were vetoed last year and will likely be vetoed this year.

Hallgren said the request for paving is \$500,000.

Tvenge said the basketball court was \$45,000.

- He and Zimmerman met with Ft. Greely Contracting Officer Representative Christine Boerst and Attorney Advisor Rob Warren on March 3, 2008 to discuss Ft. Greely’s use of the municipal landfill. Tvenge said the ultimate answer was “no” because both options (\$125/ton and \$120/ton after exceeding 70 tons in volume per month) are more than the \$85 to \$90/ton they expected.

Heinbockel said the City is not able to renegotiate the price.

- The brushing contract has been advertised and five contractors have requested maps. The bid opening will be at City Hall at 2:00pm on March 21, 2008. The contract completion is mid-summer.

Musgrove asked why the performance bond was set at \$4 million and if it is reasonable.

Tvenge said City Attorney Jim DeWitt made the recommendation.

Zimmerman said the industry standard was \$1 million liability coverage with an accumulative \$2 million. It basically doubled by increasing last fall to \$2 million for a single occurrence with a \$4 million cap. He said he would research who establishes that requirement.

- Tvenge said he would provide a report to Council boxes regarding the recent request to renovate the kitchen at the Community Center.

**Finance** – Dave Zimmerman reported the final report on Missile Defense Impact Funds was submitted in January and the last of the funds has been received. It will be used between now and June to finish the ice arena, Zamboni addition, and outdoor hockey rink projects. As a courtesy an additional report will be submitted after June 30, 2008.

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

- Library staff attended the library conference February 28 through March 2. Leith-Dowling said she attended the archive portion on March 1 and she and Librarian Joyce McCombs are enthused about a possible grant and getting help on the project. She gave several examples of historic items and asked that local residents not throw away items that could possibly be of value. She said the library staff has saved local newspapers for many years, but there are a few missing gaps.
- Inside temperatures at the library dropped to 40° and were not noticed until Monday morning, after the building had been closed for the weekend.

Discussion followed regarding placing a red light indicator in windows to alert temperature problems and Sensaphones that automatically dial a designated number or multiple numbers when inside temperatures reach a certain degree.

Heinbockel asked to find out how much it would cost to put “cheap insurance” in every building because problems arise on weekends when buildings are not used.

Tvenge said he would research it.

**Personnel** – Mary Leith-Dowling reported Jeremy Williams was recently hired after Bill Smith resigned from the maintenance position.

Tvenge said he would recommend hiring Williams, but he is presently not being paid the full maintenance wage. He said Equipment Operator Chad Morris would be out for one more month.

**Recreation** – Lou Heinbockel reported the septic system froze at the rink and he recommended putting a heater on the septic tank. He said he is concerned about the \$3,000 bill from Kel’s Septic.

Tvenge said Heritage is taking full responsibility for the freeze-up and he explained possible reasoning for the failure (done late in the season and ground cover was too frozen to provide adequate protection). He said he and Zimmerman met with M2C1 on March 3 and they agreed to warranty the septic system for another season. Tvenge said the septic system is 8’ underground and should not freeze because the line is insulated all the way to the leach field.

Discussion followed regarding restrooms not being available until Christmas, the severity of the incident in which the tank was half frozen before being discovered, and an option of installing a heater.

Hallgren said he was both displeased and worried because heat tapes for septic systems is one of the most aggravating expenses to the City, especially when locals know how to build septic systems in the Delta area without those expenses.

Heinbockel said paying \$100/month for 6 months out of a year is less expensive than facing a \$3,000 bill.

Discussion followed regarding the heated slab, ice shavings and other volumes dumped into the septic system, and a functioning heater system at the landfill.

Hallgren suggested using impact funds to purchase a reasonable heater with a wall switch, particularly if it is installed but never turned on.

Tvenge said the problem should be known this time next year and he would inquire about the cost of a heater.

**Public Works** – Lou Heinbockel reported a snowdrift was moved on Donnelly Dome and there will not be a problem accessing the transmission towers for the rest of the year. However, the Stryker team is in the area. He asked about establishing a policy to deal with uncovered loads at the landfill and advertising it well through radio, television, and newspaper media. He also suggested closing the landfill operation on windy days. He asked about refusing to serve people who bring uncovered loads and said the City is not an enforcement agency but a penalty and a reward might resolve the issue. It could be called the Unsecured Load Service Fee and it would cover the cost of a tarp and bungee cord. Butch Ellis said several bags of garbage have recently been seen on Mill-Tan, Nistler, Remington, and near the Jarvis Bridge on the Richardson. He asked that a policy be adopted and explained how other facilities in Alaska were successful in dealing with the problem. They turned customers away when they arrived with unsecured loads and after a few weeks the problem was resolved. He said tarps and bungee cords are already available at the scale house.

Hallgren asked for a draft resolution, setting out the policy and proposed fees, at the March 18 meeting so that the public has opportunity to comment.

**Department of Transportation (DOT) Liaison** – Mary Leith-Dowling reported she received correspondence from Superintendent P.J. Ford Slack about a meeting that is scheduled at 2:00pm on March 27 to deal with signage on Nistler Road, near the school zone. She said she or Tvenge should attend the Fairbanks meeting because crosswalks and lighting on Nistler will be discussed.

Tvenge said if the City is not represented, they are not interested.

Heinbockel asked to inquire about moving the two speed limit signs on Nistler. The one near the fairgrounds needs to be moved closer to town because the Deltana Fair happens only 4 days a year and increasing the 25mph zone to 50, after the hockey rink, would not affect the school situation at all.

## **UNFINISHED BUSINESS**

### **Installation of Equipment to Rebroadcast KATN Signal**

Tvenge said two quotes to install a dish on the Donnelly tower were received last fall before snowfall. He said a quote from M2C1, received prior to the meeting, is \$7,645.

Discussion followed regarding scope of work, equipment already at the tower, a recommendation by M2C1 to weld the dish to the tower, and equipment costs that were thought to be in the \$1,000 range. Leith-Dowling asked to discuss the topic again at the March 18, 2008 meeting.

## **NEW BUSINESS**

### **Introduction and First Reading of Ordinance 2008-05, An Ordinance Exempting the City of Delta Junction from Public Officials Financial Disclosure Filing Requirements**

White reported Pete Hallgren and Jim DeWitt provided input and editing of the draft ordinance. She said communities with a population of more than 1,000 also must comply with Campaign Disclosure Law, AS 15.13.010(a)(2). According to the Department of Commerce, Community, & Economic Development (DCCED), the population of the City of Delta Junction was 1,003 in 2006 and 1,044 in 1983. As of July 1, 2007, it is 974 and seldom exceeds 1,000. White said a Campaign Exemption Statement is now part of the filing packet. It is a simple form and part of election procedures, a matter of submitting candidate campaign information to the Alaska Public Officials Commission (APOC). She said the City could include opting out of campaign disclosure requirements at the same time of opting out of POFD filing, but wording is not included in the draft ordinance.

Heinbockel moved to introduce Ordinance 2008-05, hold the first reading, and set the public hearing date and adoption for March 18, 2008; Feilner seconded.

Hallgren said he preferred not to see the campaign disclosure on the ballot, that accepting large donations is of public interest. He asked to add wording to the title of the ordinance to read "... to put the question to the Delta voters at the next regular election."

Discussion followed regarding the February 28, 2008 Delta Wind editorial on the subject, required reporting, and potential to violate the law.

Motion passed unanimously on a roll call vote.

### **Resolution Supporting MAST**

White requested postponing the Military Assistance to Safety and Traffic (MAST) resolution to the March 18, 2008 meeting.

### **LEPC Agreement for Use of Emergency Operations Center (Emergency Operations Center (EOC))**

Leith-Dowling explained the Local Emergency Planning Committee (LEPC) uses the old fire hall to hold monthly meetings. Their funding would allow for operations and is the reason for the agreement.

Zimmerman stated he reviewed the draft agreement with Pete Hallgren, who suggested inserting wording in the third paragraph to read "... agree to enter into a *non-exclusive* month-to-month lease ..." He said \$20,000/year is budgeted to cover insurance, electricity, and fuel oil for the old fire hall and recovering \$3,600 from LEPC would be helpful.

Hallgren stated the State Defense Force also uses the meeting space and is the reason for the non-exclusive clause.

Heinbockel moved to approve the use agreement between the City of Delta Junction and Delta-Greely LEPC as presented and amended; Feilner seconded.

Motion passed unanimously on a roll call.

**CORRESPONDENCE****Gasline Proposal**

Hallgren said he attended the Alaska Gasline Inducement Act (AGIA) meeting on February 25, 2008 at the Community Center. He referenced his February 29 memo and asked that his comments be submitted by the City, and if not, authored under his name before the comment period ended on March 6. Hallgren said the gasline is of extreme importance to Delta and a boon to all of Alaska. He explained his memo, which asked that the needs and expertise in unorganized areas not be ignored. He pointed out three items: 1) There are no restrictions on local taxation during construction of the proposed gasline, and since there are no taxes in Delta, there would be no opportunity for income off the gasline. He asked to include funding for impacts to unincorporated areas, such as Delta, tribal entities, and non-municipalities like Tok. 2) Delta Junction is interested in being the location and placement of a temporary construction camp, permanent compressor station, and gasline off-take site. 3) Operating an off-take would foster Alaska use of natural gas, making it available in smaller communities. Hallgren said his concern is to not commit all State royalty gas so that it is available to communities like Delta in the future.

Heinbockel moved to accept Pete Hallgren's recommendation to submit his comments using the City's letterhead; Feilner seconded.

Motion passed by unanimous consent.

**Purchase Orders**

PO#012399 to Aetna WHO-AAS in the amount of \$7,656.37 for Mar '08 group health insurance

PO#012400 to Alcan Builders, Inc. in the amount of \$14,444.24 for Ice Arena exhaust fan

PO#012401 to Delta Professional Development in the amount of \$755.96 for Feb '08 vehicle fuel

PO#012402 to Thomas or Janell Gilbertson in the amount of \$2,500.00 for Mar '08 rent

PO#012403 to Guess & Rudd in the amount of \$4,117.57 for legal services

PO#012404 to M2C1 Construction & Engineering in the amount of \$11,125.00 for Dec/Jan construction management of Ice Arena

PO#012405 to Mikunda, Cottrell & Company in the amount of \$2,678.00 for final FY07 audit

PO#012406 to Morley Electric, Inc. in the amount of \$1,155.00 for relocation of thermostats at library

PO#012407 to M2C1 Construction & Engineering in the amount of \$10,300.00 for bid design of city streets

Feilner moved to approve purchase orders 012399 through 012407 as presented; Heinbockel seconded.

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 said the entire community has benefited from Missile Defense, who provided many nice structures with federal dollars, including a new elementary school. Pipeline wealth was shared with the community in the mid-70s but it was a one-time impact payment of \$500,000. The City still owns the lime-green "albatross" tanker, but no longer has the police department.

**ADJOURNMENT**

Heinbockel moved to adjourn at 6:48pm; Feilner seconded. Motion carried.