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**City Council Minutes**  
**June 3, 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, June 3, 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 (telephonically), Pablo Martinez, Mike Murphy, Leslie Feilner
City employees present: City Administrator Mike Tvenge, Finance Officer Dave Zimmerman
Landfill Supervisor Butch Ellis, Librarian Joyce McCombs, City Clerk Pat White
Twelve members from the community were present.

AMENDMENTS TO AGENDA ~ APPROVAL OF AGENDA

Heinbockel moved to approve the June 3, 2008 agenda as presented; Feilner seconded. Motion carried.

APPROVAL OF MINUTES OF THE PREVIOUS MEETING

White reported numerous corrections on page 2 of the May 20, 2008 draft minutes under the *Fire Department Report*. Fire Chief Carin Bear provided the necessary clarifications.

- Fairbanks Fire Marshal Ernie Mishewitz was correctly identified as the person preparing the fire prevention program for elementary grades through the 8th grade.
- Numerous changes were made to correctly identify a tanker, tender, and fire engine.
- Sentence structure was changed to explain the drainage system at the new fire hall and mechanical problems with Engine 5.
- Sentence structure was changed, with Heinbockel's approval, about deaths related to the Fire Department. Both were not vehicle related. Heinbockel stated his main point is to remove vehicles from service if they are unsafe.

Heinbockel moved to approve the minutes of the May 20, 2008 meeting as amended; 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.

REQUEST TO SPEAK - See topic after *City Clerk Report*

REPORTS

Fire Department – Carin Bear reported some substantial bills would be arriving for Class A Silvex foam, turnout gear for two new firefighters, and tools. The Engine 5 manifold problem is temporarily repaired by manually overriding the automatic tank-to-pump-fill. Bear stated several firefighters plan to attend the Alaska State Firefighters' Conference in Juneau September 22 through 27.

Airport – JW Musgrove reported there is public concern regarding C-17 airplanes that fly directly over the airport. It appears they are flying lower than what they really are, but the heavy aircraft are in protective airspace. They create an air disturbance that settles closer to the ground and could affect smaller airplanes during take-off or landing. Pilots must call the Ft. Greely tower prior to take-off, not

to get permission, but to determine if there is any military traffic in the area. The military are doing what they are allowed to do.

Feilner reported the Red Flag exercise is scheduled June 5 through June 20.

Cemetery – Mary Leith-Dowling reported grave digging is difficult because the ground is thawed only four feet. She said a section of the fence would need repair.

City Clerk – Pat White reported the Seattle Passport Agency is offering passport acceptance training in Fairbanks on June 12, 2008. On-line training is not yet available.

Discussion followed regarding the cost effectiveness of providing passport services, reduction in revenue off passport processing, and the requirement for training and refresher courses.

REQUEST TO SPEAK

Jim Harris, local resident and retired schoolteacher, stated Sutton, Alaska, which is eleven miles north of Palmer, has Sutton Manor, a senior housing facility. He questioned why Delta Junction could not have something similar. He said local residents do not want to move to a foreign place like Fairbanks when they can no longer take care of their homes. They wish to visit with friends, play cards, eat, and socialize every day in their hometown where they've lived three fourths or all of their life. Harris said the block next to City Hall is ideal and is in a good area because seniors could walk to several nearby churches, the post office, grocery store, library, Senior Center, and restaurants. He said there are local builders who can donate time, equipment, and materials to support the project and larger entities like Boeing, Pogo, and the City who might also. He encouraged grant writing and thanked the Council for entertaining the idea.

Tvenge said Foundation Search lists many grantors for senior homes or adult retirement facilities. They focus on quality of life by keeping the elderly in their own communities and near families. He agreed that it is a good idea.

Murphy said the Pioneer Home has a long waiting list so seniors should sign up at the age of 65.

Hallgren asked if such a facility would require continued government subsidy or if private individuals or a company would rent out units.

Harris said seniors would likely rent an apartment or a room once they get tired of maintaining their lawn and homes. A non-profit organization would be preferable. Harris offered to be involved and make decisions.

REPORTS continued

City Administrator – Mike Tvenge reported:

- The D6 will not be repaired until the first part of July and the one-month rental of the D8 replacement is approaching. The delay in repairs is because the rollover protection must be manufactured in England. Tvenge said AML/JIA insurance is paying all but the \$5,000 deductible and the additional cost to rent an upgraded machine (D8). It is roughly a \$10,000 difference for the month. He said options are to keep the D8 and pay the difference in cost, send the D8 back and get a D6 replacement, or go without a dozer until July when the D6 is returned. Decisions need made within the next two weeks.

Musgrove asked what direction the landfill manager preferred. Was the D8 worth the extra money or is the D6 adequate? Was purchasing cover material from Delta Sand & Gravel considered?

Ellis said the D8 performed, as he had hoped and if it is returned it must be replaced with a D6 or better because he did not want to be without a machine. Ellis said 60 hours was put on the D8 and it did easily three times the work the D6 is capable of. He suggested renting a D8 in the winter for a week or 10 days when the D6 can no longer work the frozen ground. He said not to depend on the Case tractor or the Volvo loader, but to have a machine that will maintain the current operation.

Martinez said it might be better to keep the D8 instead of paying for multiple transportation costs. He asked how many trips AML/JIA would pay.

Tvenge said AML/JIA would pay expenses less the \$5,000 deductible until the D6 is repaired, but he would research it more and keep everyone informed.

Heinbockel said the drop-dead date is June 16, prior to the next Council meeting. He suggested authorizing the City Administrator to negotiate a deal with NC Machinery.

Ellis said another cell will need to be developed in 5 to 9 years and a D6 will be unable to do that.

Tvenge said a good percentage of cover material is unusable because of the rocks and boulders.

School Liaison – Mike Murphy reported:

- Candidate declaration forms must be turned into the Division of Elections by August 1, 2008 to run in the Regional Educational Attendance Area (REAA) School Board election on October 7, 2008.
- DGSD Superintendent P.J. Ford Slack is disturbed about rumors that the school does not support youth activities such as hockey, softball, or baseball. Murphy said Ford Slack, Tvenge, and Mayor Leith-Dowling are working on a Memorandum of Agreement regarding support of sports activities.
- The school district did receive the \$9.5 million grant from the State of Alaska, but there is no plan yet to raise the \$190,000 community contribution.
- The school administration has completed the switch in moving offices and everyone is happy. Discussion followed regarding contributing toward the \$190,000 needed for the school renovations.

Lands – Pete Hallgren reported a problem with selling a sliver of land. It appears to not be a piece of property that can be sold over the counter, but it is next to existing lots that are. He said it will need to be researched, but will wait until Burcham returns from her vacation.

Library – Mary Leith-Dowling reported:

- May statistics at the library. She said 258 students from 12 elementary classes visited in a period of 6 days in addition to regularly scheduled events. 3,832 patrons checked out 2,974 items and logged on the Internet 1,347 times. Internet donations, fax and copier use through May 31 totaled \$7,787.31. To date \$9,387.31 has been collected toward the \$10,000 goal for FY08.
- The historical re-enactment of Judge James Wickersham and William Seward, performed by John Venables, was well attended on May 30.
- Registration for the summer readers program, "Catch the Reading Bug," begins Friday the 13th for 1st through 5th grades. 50 to 75 students are expected. Special guests include Delta School Librarian Tiki Levinson, the Bug Lady (Lynn Bundy), and the Bee Guy (Bill Dunham).
- Registration for a teen reader program, "Metamorphosis," begins the 13th also. It is a new program for "graduates" of previous programs who want to continue the tradition of summer reading.
- The library has received the "Picturing America" grant from the National Endowment for the Humanities. It includes more than forty laminated reproductions of American art.
- The library storage shed is completed except for painting, which will be done next week.

Park – Leslie Feilner reported:

- An area at the park was selected to locate the 5 concrete picnic tables that Gary Hall and his students completed at the Career Advancement Center. The tables will be delivered on June 10, 2008 and will be located near the Kiwanis picnic area, playground area, and volleyball court.
- Assistant Baseball Coach Don Bunselmeier and others upgraded the ball fields at the park. Feilner referenced a letter in the May 29 local newspaper that complimented Bunselmeier, Chris Morley of Morley Electric, Matt Walker of Delta Concrete, Don Jackson, and the High School baseball team. She said the ball fields look outstanding because of the many hours of volunteer labor.

Hallgren said he preferred the grass clippings not be dumped over the fence.

- Referencing a May 28, 2008 notice on the DeltaNewsWeb, Feilner said the Adult Summer Softball League is scheduled to begin on June 9 for men's teams and June 11 for coed teams.

Public Works – Lou Heinbockel reported:

- Roads have recently been graded.
- A piano has been deposited at the infamous rifle range since it was discussed at the Council meeting on May 20. Garbage has since been dumped there also and it is overwhelming.

Matt Walker asked about the plans to shut the rifle range down and if his business, Delta Concrete, could help. He said the range is a risk to his employees and asked if there would be any liability in tearing it down.

Heinbockel explained the history of the rifle range, which was set up about 15 years ago. He said he was in support of removing it.

Tvenge said he is corresponding with DNR about it.

Walker said he is interested in donating the concrete to block the driveway and excavator time.

Heinbockel said the blocks already exist; they just need to be moved. He asked to put the topic on the June 17 agenda and to consider Walker's offer.

Hallgren said the State of Alaska owns the property, which is a section line. The backstop was created from wasted materials off upgrade of the clinic road, directly across the street (Richardson Highway).

Additional Reports by Council – Lou Heinbockel asked if there was any success in collecting outstanding \$2,500 non-subscription fees.

White stated she received one letter requesting to be excused from the debt.

Discussion followed regarding ordinance and charging and collecting for fire and ambulance services.

Heinbockel said no one has ever been refused when they ask for forgiveness of a debt.

White said ambulance debts that eventually go to small claims are because all avenues have been exhausted. Nothing has ever been collected from small claims because of being in a long line of creditors. Medical costs are too high for any normal person to responsibly pay them.

Discussion followed regarding collecting fire subscriptions the same as collecting on ambulance bills and the City Council giving guidance in the process.

UNFINISHED BUSINESS

Foundation Search

Tvenge referred to a printout from the Foundation Search America website, dated May 29, 2008. He reminded Council of the agreement with Foundation Search, providing the Chamber of Commerce or the Delta-Greely school district partnered with the City. (See *City Administrator Report* in the April 1, 2008 minutes.) Tvenge said the Chamber has declined and he assumes DGSD has also because they have not responded. He said prices have changed since the agreement was made. The standard offer now is \$2,695 for a one-year subscription. This option gives access to funding for senior homes, parks, medical, etc. He said a two-year subscription is \$3,495 and a three-year is \$3,995. Tvenge asked to approve the one-year subscription. He explained benefits of the longer options and partner agreement and said full payment for the subscription is required in advance. He would research and write grants. He said the average Alaska grant is about \$60,000. A new tank for Tender 5 would be his first grant project. He explained that grants differ in requirements and that Foundation Search's function is to give access to their database.

Discussion followed regarding funding available to purchase the Foundation Search software and raising \$190,000 to support the school grant.

Hallgren said the Pogo PILT subsidizes the budget so one-quarter of a million must be cut out of spending between now and 2011.

Feilner said grants could prolong the 2011 date by offsetting the cost of spending now.

Murphy moved to not subscribe to Foundation Search; Martinez seconded.

Musgrove asked if there is any guarantee or if grant writing depends on taking chances.

Tvenge said money is refunded if 3 unsuccessful grants are written.

Hallgren asked if Deltana is interested in partnering.

Tvenge said Foundation Search does not allow more than one user. Partnering was through negotiations.

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

Heinbockel moved to subscribe to Foundation Search for one year in the amount of \$2,695.00; Feilner seconded.

Motion passed on a roll call vote with five (Heinbockel, Feilner, Musgrove, Hallgren, Leith-Dowling) voting in favor and two (Murphy, Martinez) voting against.

Musgrove asked Tvenge to research a Homeland Security style fence at the airport.

Heinbockel asked to explore looking for a place to locate a shooting range.

Remainder of Impact Funds

Tvenge reported remaining impact funds were transferred to the "Landfill/Equipment Closure Fund II" (at the January 15, 2008 meeting), because of the December 31, 2007 ending date and with the idea of withdrawing money to finish the rec center project. He asked for direction in finishing it. A hard surface is needed to replace the gravel in the common areas inside the building and the foundation for the outdoor recreation/multi-purpose court needs to be installed.

Heinbockel said to finish it during this summer construction season.

Feilner asked about options other than the rec center, specifically the ongoing problems at the fire hall. Discussion followed regarding remaining funds being used to pay for the rec center project after all the other projects (library, landfill, fire hall) were completed, changing directions in spending the remaining impact funds, and a water tank being more important than finishing the rec center.

Hallgren explained the \$225,000 of unexpended impact funds was put into the Landfill/Equipment Closure Fund II. The original landfill sinking fund was created a number of years ago and is to be used for landfill closure, new equipment, and building new cells. That account totals \$270,000 and is in a money market account.

Heinbockel said the outdoor rink was purchased and the excess MD funds were designated to finish the rec center. Funding was put into the second sinking fund to protect them. Part of the funds pay for the \$40,000 commitment to Delta Junction Motocross (DJMX) for fencing.

Discussion followed regarding the \$200,000 estimate to install the outdoor rink and pave the inside.

Stephen Hammond, M2C1 Construction & Engineering, said change orders have already been issued to Alcan Builders (for \$5,339.25 for the ice arena fireproofing) and Heritage General Contractors (\$70,750 for canopies and completion of smaller items).

Tvenge said Alcan completed the structural upgrades last fall, but was unable to complete the fireproofing because of cold weather. He said he did not want to bother getting pricing to pave and concrete inside the building and install and pave the outdoor rink arena if there is no commitment.

Feilner asked how much it would cost to get the fire hall functioning.

Bear said the building does not have many issues, but repairing the lime green tanker is of highest priority in order to have a fully operational fire service. Insurance Services Office (ISO) ratings were downgraded because of water capabilities and manpower.

Heinbockel said the lime green tanker has been an item of discussion since 1975. Fix it or get rid of it.

Bear said fixing it would be wonderful. It is unsafe only at high speeds. She attempted to write several grants and at that time the estimate for the tank was \$17,000. She said she would research it again if it will go out for bid. Bear said the fire hall doors function, but the drainage system does not.

Discussion followed regarding pumping out the sealed underground storage tank and adding \$30,000 in tanker repairs to the list of remaining impact funds.

Heinbockel said the lime green tanker leaks insignificantly so it can be added to next year's Legislative Priority List, but the outdoor multipurpose rink must be installed because it was already bought.

Hallgren said he wants \$300,000 in the landfill sinking fund by July 1, 2008, whether the account must be subsidized or money needs to be shifted.

Leith-Dowling stated the subject would be brought back for discussion at the June 17, 2008 meeting.

Heinbockel said he disagreed, and that \$300,000 is not needed in the landfill sinking fund.

Award Library Canopy Contract

Heinbockel moved to award the library canopy contract to Peter C. Sorenson, General Contractor in the amount of \$26,350.00; Hallgren seconded.

Tvenge said the engineer estimate is \$25,000, completion will be in August, and the Rasmuson Library Grant will pay for the library canopy.

Motion passed on a roll call vote with five (Heinbockel, Hallgren, Martinez, Musgrove, Leith-Dowling) voting in favor and two (Murphy, Feilner) voting against.

Award Paving Contract

Tvenge referenced the June 4, 2008 Intent to Award draft letter and the May 22, 2008 bid opening spreadsheet. He said \$553,000 is available for the base roads (Emmaus Road, South Clearwater Avenue, Rapids Street) but not the alternate roads (Kimball Street, Deborah Street, Harper Avenue, North Clearwater Avenue). He recommended awarding HC Contractors the base contract and to consider the additive alternates. HC was low bidder out of five submitted bids. Award of the additive alternates can be written up as a change order once funds are encumbered from the State.

Heinbockel moved to award the base bid for the road-surfacing contract to HC Contractors in the amount of and not to exceed \$553,952.00; Martinez seconded.

Hallgren said he wished to disclose potential conflict of interest because his home is on one of the additive alternate roads. He asked to abstain from voting on the alternate streets because of that financial interest, which was advised by City Attorney Jim DeWitt.

Heinbockel said he must disclose the same, as does Musgrove and Murphy, who live on or near listed streets.

Leith-Dowling stated Council members must live inside the city limits to be eligible to serve on the City Council. Streets affect everyone, not just the residents that live on them.

Discussion followed regarding the attorney's advice and voting by individual streets.

Hallgren said he planned to respectfully request to abstain once alternate streets are discussed.

Stephen Hammond, M2C1 Construction & Engineering, asked to make sure voting is within the proposed timeframe in which the estimate is good for.

Tvenge said the Department of Commerce might have a letter of authorization by next week.

Musgrove asked to abstain from voting on the base bid because he lives on the corner of North Clearwater and Rapids.

Margie Mullins said she felt Council members had the obligation to abstain if there was a legal or contractual appearance of evil.

Hallgren asked when the protest period begins and ends.

Tvenge said the 5-day protest period begins once the Intent to Award letter is issued to all bidders. He estimated the Notice to Proceed would be sent on June 11, if there are no protests.

Motion passed on a roll call vote with six voting in favor and one (Musgrove) abstaining.

NEW BUSINESS**Change to Landfill FY 6-30-08 Equipment Repair Budget**

Leith-Dowling said budget changes are due to the D6 dozer repairs and renting the (D8) upgrade.

Zimmerman referred to a June 3, 2008 memo and said approximately \$50,000 is left in the street budget that will not be spent this season, but there is not enough left in the landfill budget to cover the costs of the D6 repairs.

Murphy moved to transfer \$16,700.00 from the streets budget to landfill operations as requested;

Heinbockel seconded.

Motion passed unanimously on a roll call vote.

Introduction and First Reading of Ordinance 2009-01, An Ordinance for the City of Delta Junction, Alaska Providing for a Budget for the Fiscal Year 2009

Heinbockel moved to introduce and hold the first reading of Ordinance 2009-01, An Ordinance for the City of Delta Junction, Alaska Providing for a Budget for FY09, and to set the public hearing date for June 17, 2008; Martinez seconded.

Discussion followed regarding postponing comments and amendments to the budget until the public hearing date and holding a special meeting in order to pass the budget by July 1.

White stated the first budget work session was held on May 13, 2008 and the second was scheduled for May 28, but postponed and held on May 29, 2008. She said every Council member was in attendance at the first work session and all but Martinez and Feilner attended the May 29 meeting. Work sessions are recorded but they are not transcribed into official minutes.

Hallgren asked to change Draft #4 of the budget, referencing the landfill budget on page C11 of 16, to transfer \$50,000 of Pogo PILT to the landfill sinking fund because he wants to build it to \$300,000. He explained confusion between the landfill accounts (Landfill Sinking Fund I with \$270,000 and Landfill/Equipment Closure Fund II with \$225,000).

Motion passed unanimously on a roll call vote with seven voting.

Prioritize Additional Roads to Pave

Tvenge referenced a list of new roads and cost estimates and said they have not been previously bid. \$2 million was requested from the Legislature to pave streets and the base contract and additive alternates will use \$1 million. He said money is available to pave additional roads.

Discussion followed regarding scheduling a work session, M2C1's draft of suggestions and estimates, paving bike paths and parking lots at City Hall, the library, Rescue Squad, and the rec center, adding Service (clinic) Road to the list, and paving handicapped access at the fairgrounds.

Hallgren said paving additional roads would require engineering and a new bid process.

Tvenge said timing is important because of contractors working on other road projects in the area.

Hammond said it would take 6 weeks to 2 months to award a new contract.

Tvenge said Joyce McCombs is researching Rasmuson, who may partially fund paving the library parking lot.

Leith-Dowling said she has been approached about extending bike paths beyond both schools and the rec center area. The paths are used for walking as well as bicycling.

Feilner said it is a safety issue.

Hammond suggested building a bike path on South Clearwater to connect with that on the Alaska Highway and Nistler (school) Road.

Murphy asked to consider protecting the edges of the pavement, driveways, and intersections.

Heinbockel asked about adding a couple feet to Mill-Tan. He questioned the logic of the 35mph speed limit when Tanana Loop Extension, directly across Jack Warren Road, is 50mph. They both appear to be the same width.

Ellis asked to consider striping Mill-Tan so it at least has a centerline.

Murphy said expertise is needed in painting stripes on the roads.

Hammond said striping is not included in the base bid contract, but is included in the proposed additional street estimates, which were generated off of the State of Alaska Richardson Highway project that was awarded to HC Contractors. Hammond said putting off discussion would push the completion date and dependence on good weather.

Heinbockel and Murphy agreed that street criteria should depend on whether the road is a connector street and a school bus route and if there are a number of residents that reside on them.

Discussion followed regarding what additional streets to pave. It was decided to add Service Street (Clinic Road), Hayes Street, Paxson Avenue, Hess Avenue, Quartz Avenue, Salcha Avenue, and Richardson Avenue.

Hallgren was excused at 8:00pm.

Leith-Dowling authorized M2C1 to engineer the new roads.

Support Scenic Byway Extension on Richardson Highway

Leith-Dowling explained that the Scenic Byways presently covers the Richardson Highway between Fairbanks and Ft. Greely. The Fairbanks Visitors and Convention Bureau have applied for extension to Black Rapids. She referenced her draft letter endorsing the 33-mile extension south to Mile 227.

Heinbockel agreed with supporting that section of the Richardson to Black Rapids, but he felt that Delta to Glennallen is more scenic than Delta to Fairbanks.

Murphy said the extension connects with the Wild and Scenic Rivers.

Heinbockel moved to authorize the Mayor to issue a letter supporting the extension of the Scenic Byways on the Richardson Highway; Feilner seconded.

Leith-Dowling said costs incurred by the City to be involved in the Scenic Byways project have been her travel costs and issuing a few letters.

Motion passed by unanimous consent.

Purchase Orders

PO#012579 to Aetna WHO-AAS in the amount of \$7,454.66 for June '08 group health insurance

PO#012580 to Alaska Farmers Coop in the amount of \$848.00 for lawn fertilizer (for cemetery, park, and City Hall/Community Center/Library)

PO#012581 to Crowley Petroleum Distr. in the amount of \$8,727.20 for May '08 heating oil

PO#012582 to Thomas or Janell Gilbertson in the amount of \$2,500.00 for June '08 warm storage rent

PO#012583 to Rainer Equipment Transport, Inc. in the amount of \$2,815.00 for transports of D6 to Fairbanks and D8 to Delta

Heinbockel moved to approve purchase orders 012579 through 012583 as presented; Martinez seconded.

Heinbockel referred to PO#012582 and asked how much of the warm storage building is still occupied.

Ellis said the grader is in the west bay and the compressor and tools will remain on the back wall unless the area will need to be condensed.

Motion passed unanimously a roll call vote.

ADDITIONAL PUBLIC COMMENTS

Leith-Dowling called for additional public comments.

Margie Mullins questioned the purchase of the grant writing software when there is free on-line access to government grants. She said books with CDs, ranging from \$50 to \$200, are far more economical. She questioned the accountability of contractors, particularly those who built the fire station.

Tvenge said the warranty period on construction projects has passed. He said Foundation Search, the grant writing software, offers volumes of information.

Bear said the subcontractors who installed the doors went out of business.

Discussion followed regarding bonds and \$110,000 out of the \$225,000 (II fund) of remaining impact funding has already been committed.

ADDITIONAL COUNCIL COMMENTS

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

ADJOURNMENT

Murphy moved to adjourn at 8:22pm; Feilner seconded. Motion carried.

Pat White, CMC

Approved: June 17, 2008