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**City Council Minutes**  
**September 15, 2009 ~ 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, September 15, 2009 at City Hall in Delta Junction, Alaska. Mayor Mary Leith-Dowling called the meeting to order at 5:00pm.

Council members present: Mayor Mary Leith-Dowling, JW Musgrove (telephonically), Lou Heinbockel, Sherman Stebbins, Pablo Martinez (arrived at 5:40 PM)

Council members excused: Mayor Pro tem Pete Hallgren, Dawn Grossmann

City employees present: City Administrator Mike Tvenge, Finance Officer Dave Zimmerman, Acting City Clerk Letha Burcham

Nine members from the community were present.

AMENDMENTS TO AGENDA ~ APPROVAL OF AGENDA

Heinbockel moved to approve the agenda as presented; Stebbins seconded. **Motion carried.**

APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Heinbockel moved to approve the minutes of the September 1, 2009 meeting as presented; Musgrove seconded. **Motion carried.**

PUBLIC COMMENTS ON NON-AGENDA ITEMS

John Sloan, local Golden Valley Electric Authority (GVEA) representative, announced the GVEA monthly board meeting will be held here in Delta Junction on October 26, 2009 at 6:00 pm in the large conference room at City Hall. He encouraged the council and all GVEA members to attend. If the meeting is well attended, it may be possible to hold at least one meeting a year here in Delta in the future.

COUNCIL COMMENTS ON NON-AGENDA ITEMS

Leith-Dowling asked for council comments on non-agenda items with none being offered.

CORRESPONDENCE

October 6, 2009 Municipal Election Sample Ballot

Leith-Dowling called attention to the sample ballot in the council packets and stated that only the current incumbents have filed.

US Census Bureau – To Hire Locally

Leith-Dowling reported that the US Census, Anchorage Recruiting Office has sent an announcement that they are recruiting for the upcoming census and looking for local workers. The crew leaders will start on Jan. 10, 2010 with a \$26.50 per hour wage.

Burcham added that regular enumerators would be paid at \$25.00 per hour.

Leith-Dowling said that she was under the impression that public servants would not be considered for employment as it may affect people's opinions on things being asked on the census.

Heinbockel said he thought that it was discriminatory.

REPORTS

Rescue Squad – Michael Nuckols reported the new Medic I hit a moose on Sunday, September 13, 2009. The ambulance was fully insured. In summary of the incident he said that the ambulance was headed north carrying a 14-month old child and his mother to Fairbanks Memorial Hospital. There were 3 moose in the road; the driver began breaking and was driving under the 65 mph speed limit but was unable to avoid hitting one of the moose. The moose struck the driver's side and there was damage to the front forward panel, and probable radiator damage. It was towed to Fairbanks North Star Borough Transportation Department for repair. He said we would need to get two quotes for repair; one will be with the Borough and the other from a dealer. He stated that to the best of his knowledge there were no major injuries as a result of the accident. Salcha Rescue transported EMT Levi McLaren and the mother of the child from the scene. He said that they were still gathering information and hoped to know more after the Rescue Squad meeting.

Stebbins asked if the insurance company knew that this was an emergency vehicle and if they had a way to expedite the process or were the two estimates still required.

Nuckols replied that he had inquired to that effect and was told that the two estimates were needed.

Leith-Dowling asked about the status of Rescue II and if we have an ambulance that is in working.

Nuckols stated that Rescue II was just returned to Delta today so that we have a fully functioning ambulance. Rescue III has problems with the air shock system leaking which started happening on Sept. 9. The vehicle is drivable but not very comfortable for patients. That vehicle will remain in Delta for a while. On Sunday, Sept. 11 old Medic I would not start and had to be towed. So, the squad is happy to have Medic II back as the other two will have to be in the shop for repairs soon. They will be short one or two vehicles for the next month or so.

Stebbins stated that he knew we had a joint use agreement with Ft. Greely to react to emergencies inside the city. He expressed concern that there were no emergency services on site at the football game.

Nuckols said they do not provide for that. The squad is not staffed to sit at non-emergency situations and wait for an emergency. They get many requests from the community to staff everything from the Relay for Life, volleyball games, cheerleading events, etc. They just do not have the people to support those requests like they should.

Stebbins asked if the school district requested emergency service be present at the football game and if we are unable to provide that, could Ft. Greely help or are they not in that business at all.

Nuckols answered that if the post commander allows them to do it and the individuals were willing to volunteer their time his guess is that they might do it. It is not in the inter-support services agreement to provide that. We have never asked that specifically, the bottom line is that the post commander would have to support it. He also stated that he had given Pat White, Mike Tvenge and Dave Zimmerman a copy of a job description for an emergency services administrator. He and Dr. Andreassen had discussed the concept of the position and how it could work into the existing structure and still remain in the confines of the budget restraints that they have. Dr. Andreassen is willing to concede some things. The job description has a lot of different duties in it and salary consideration will have to be worked out as well.

Mayor – Leith-Dowling reported discussion on a Comprehensive Economic Development Strategy (CEDS), which has a five-year time limit and will be outdated in November. That is what the Delta Regional Economic Development Council (DREDC) worked on and it is a big project. Any grant applications want to know that you have such a plan in place. She believes that the City should attempt to get some funding so that we see what changes are needed to update it since we have the basic one in place. She has been talking this over with Tvenge and discussing the possibility that we could get funding through a Community Block Grant to get the DREDC back together to do all the work to update it. It is a big committee and involves a lot of hours of work and has expenses to go with it. It must be done if we are going to continue on doing anything else in the community. Funding for community services cannot be applied for until this is done. She said since there is no other area wide government, as usual it is on the city's shoulders. She has Tvenge investigating what we can get going on it.

Acting City Clerk – Letha Burcham reported:

- A reminder that council meetings are scheduled for the first and third Tuesday of every month. But because the Municipal Elections are the first Tuesday in October. City Council meetings in October will be on the 13th and the 20th with the Certification of Election Results on October 13.

- The November 17 meeting will be postponed to November 24 due to the number of council attending the AML Conference in Anchorage. Airline rates are reduced for anyone wishing to make arrangements now. E-mail was received indicating that the Captain Cook block of rooms with the \$89 rate was nearly full so at the clerk's suggestion she has reserved a block of 5 rooms for the City. Burcham just needs the travel details from those who are going and which dates so she can make final arrangements and release the unneeded rooms.

- The Chamber of Commerce luncheon will be held this Thursday, Sept. 17 at the Alaskan Steakhouse with Larry Davey, General Manager for Teck Pogo as guest speaker.

- Also, the H1N1 Pandemic Influenza workshop will be held on Thursday, Sept. 17, 2009 at City Hall from 8:30-4:30pm. She must let Janice Weller know who will be in attendance.

Leith-Dowling said she would be attending.

Nuckols stated that there would be four from the Rescue Squad attending.

Tvenge said he would be in and out.

- The city received an invitation to JUNETEENTH ALASKA ALCAN HIGHWAY CELEBRATION on Wednesday, October 28, 2009 here at City Hall in the large conference room at 2:30 pm. This event is a ceremony dedicated to the African American army engineers who built the historic Alcan Highway during World War II. There will be several meetings around the state and a portion of it here.

Leith-Dowling said she would attend.

Stebbins asked for a clarification on the October and November City Council dates.

Burcham replied October 13 & 20 and November 3 & 24.

Heinbockel asked to be excused for the meeting on October 13.

Finance – Dave Zimmerman reported that the Certificate of Deposit, which comes up for renewal on September 29, 2009, is at 1% for 6 months. The current rate is .7% for six more months and for a year only .95%. Wells Fargo is at .5% for 6 months and for a year at .85%. He has talked to individuals and at the bank and was advised to roll over for another six because they feel the rates are going up after the 1st quarter of 2010. This is a \$100,000 plus CD.

Heinbockel moved to take Zimmerman's advice and renew our Certificate of Deposit with Mt. McKinley Bank for another 6 months; Stebbins seconded. Motion carried unanimously on a roll call vote with Heinbockel, Stebbins, Musgrove (telephonically) and Leith-Dowling voting.

Library –Leith-Dowling reported:

- The Sweet Adelines concert was held on Saturday, Sept. 12 and between 80-100 people came. There was room for lots more and basically the cost of the ticket was what it cost to bring them here. The Library Board paid for the food and refreshments served to them afterwards. She said it was great fun. It wasn't just singing, they acted out most of the songs.

- Joyce McCombs is busy filing grant reports including: a Yearly Tech Atlas survey (where you tell them where all your computers are and the status of whether they are working or not), the State Library Technology Report, Public Library Assistance Grant Report (where we get money from the state every year to help us run the place), and the Annual State Library Report (which has to do with how many people walk through the door, how many circulations and all that). In the past 12 months 46,737 patrons were served; 35,783 items were checked out from the library and 21,320 people signed in for using the Internet. There is always a certain number who never sign in.

Tvenge pointed out that it was an average daily count of 130 people.

Leith-Dowling said that it also did not include those who sit outside and use the Internet. These are only those who have walked through the door.

Stebbins said that he had read the article in the paper regarding the outside electrical outlets being shut off and wondered if it was because the electric bill was going up.

Leith-Dowling answered no; it was more the fact that they didn't bring long enough extension cords so they were actually pulling up onto the lawn to plug in. The decision was made to turn them off.

Stebbins said they should not be coming for more than twenty or thirty minutes anyway.

Leith-Dowling said they need to charge their batteries before coming.

Tvenge added that on Thursday, September 17 the parking bumpers will be put in place at 8 am and hopefully be done by the time the library opens. The bumpers will be secured once they make sure the spacing is the way it needs to be and added that in addition to the parking bumpers at the library, three others will be installed at the Community Center.

Park / Recreation – Tvenge reported that the ball field pavilion has been winterized and closed for the season. Playground outhouses are still open and maintained.

Stebbins said he is always looking for good deals and he found on the DRMO Government Liquidation site that there are two full sized, lighted baseball scoreboards in Fairbanks. They are about 9' - 10' long by about 5' high and he wanted to know if he were to get these at a very low bid would the City like to get these installed and purchase the posts. He would like to place one at the full-sized baseball field for the high school kids and one on the adult softball field. He explained that they were self-contained systems with a remote control box that is battery operated and a generator or an extension cord run to the sign. Whoever is keeping score can enter the information on the little keypad and it controls the scoreboard. He said he is going to put in a low bid and see what happens. He said they would probably cost \$5,000 - \$6,000 apiece retail.

Nuckols stated that state and local governments who are interested in items can have them withdrawn from the auction and the items could possibly be granted through the Department of Defense to the local government at no cost.

Stebbins said they can be covered for protection during the winter months and they do not go on the auction until sometime in November so he has plenty of time to drive up and take a look at them.

Public Works –Heinbockel said that we received ten power poles free of charge from Doyon, Ind. who also delivered them. He asked if all the poles would be used at the outdoor rink.

Tvenge said that it was the recommendation from the lighting plan to put five on each side. But that it could be modified.

Heinbockel stated he is convinced that they need to be LED instead of the old mercury vapor lights, as the cost would be high.

Zimmerman agreed and stated that it would be about \$300 a month for the vapor lights during the winter. Discussion ensued about what type of system could be used to ensure the lights would not be left on all the time and all the problems that could be encountered.

Heinbockel added that Morley Electric has augured the holes for setting the sleeves, which will hold the basketball stands.

School Liaison –Stebbins reported that the school has wrapped up the weatherization project for this season. Workers are coming in evenings to work after the kids go home. A grant was received for a wood chip boiler system and construction will start on it next spring. The present boiler has already been set up for adaption to the new wood system which will be located near the modular used for the football team.

UNFINISHED BUSINESS

Resolution 2010-02, Granting A License To Use Granite Avenue Right of Way

Leith-Dowling explained that this request was approved at the last meeting but we found we needed this official document to comply with City Ordinances.

Heinbockel moved to approve Resolution 2010-02, to grant a license to use Granite Avenue Right of Way; Martinez seconded. **Motion carried** unanimously on a roll call vote.

Musgrove interjected that he hoped Orcutt had agreement with item #5 on the resolution because if she ever sells her place, the new owner will have to apply for a new license. He also noticed how quickly others in the community have stepped up to get a piece of Granite Avenue.

Heinbockel commented that the City had a request approximately 25 yrs ago to do essentially the same thing. Granite Avenue has come before Council before, the last time by the Colombo family. The council chose not to abandon it at that time and we are choosing not to abandon it this time. He suggests that the

Council continue to follow along the same lines. He said if the City ever needed to build that road for some reason we will still have the right to do so as long as we are only granting licenses.

NEW BUSINESS

Delta Industrial Services (DIS)-Request to Vacate a Portion of Granite Avenue (4th Street to the Southern Boundaries of Lot 11, Block 4 and Lot 7, Block 2

Heinbockel moved to deny the request to vacate this portion of Granite Avenue, based on his last comments; Stebbins seconded.

Musgrove asked if anyone was present from DIS.

Michael Crouch (Delta Industrial Services) explained that they had requested this two or three years ago. The problem is that this is an unimproved road. He had a long conversation with Tvenge about the high traffic area down there. Any improvements that DIS does, like paving, will just run into an unimproved area of gravel 60' wide. There needs to be some kind of plan to turn it into a road. Granite Avenue going south is really highly traveled. He would like the council to come up with a plan to improve it.

Heinbockel asked Crouch if Granite Avenue was currently being used as a road.

Crouch replied that the road between the car wash and the gas station is used a hundred times a day. When you come out of the car wash you cross that 60' right of way. He says for him to pave that he would come out each side and then there is a 60' dirt strip that divides it. He said he has discussed with Tvenge about what it would need regarding culverts and such, but he can't run pavement on a dirt stretch.

Heinbockel said that if this motion passes he would suggest the same licensing deal that was offered to Mrs. Orcutt, which is a revocable license to use that property.

Crouch replied that what he wants is to pave the whole thing.

Heinbockel said Orcutt is putting a septic system under it.

Crouch said that before he can make that type of investment, he would need something that would say that if the city decides to turn it into a street, it would have curbs and drainage because the problem down there is trying to get the water to flow right.

Heinbockel agreed that there is a problem with the water flowing right, but DIS created the problem by raising the elevation of everything around the city's road. When the city asked for some help after spending considerable amounts of money to improve that road we were ignored by DIS. Two letters were sent and nobody even chose to respond to us.

Crouch said he never saw the letters.

Tvenge asked if Crouch could design a plan that would marry in to his current plans to have paved parking including a plan that the city could approve and see if the licensing applies. That may be part of a future development; not just paving, but a design plan.

Discussion continued regarding DIS having placed their fencing on city property.

Stebbins said that if you construct your business in such a way that uses city property you cannot assume that it will be released to you in the future.

Crouch says that is not what he is asking. He says it has all been surveyed and set back from the right of way, but if he paves his parking lots, it would be the same as having a 60' wide gravel strip down the middle of Fred Meyer's parking lot. He says the city does not want to incur the costs, and he is not asking the city to do that. He is asking that if the right of way cannot be vacated, he wants some kind of agreement that assures him that if he incurs all that cost, next year the city will not come in and take it back.

Leith-Dowling asked Crouch to come up with a plan then it will be revisited.

Martinez said only thing the city is able to do is issue a revocable license and that even if the city took it back, it would be for a road.

Tvenge reiterated that it was not currently planned to make it a road.

Stebbins asked if the city could release that section of road so that it could be paved.

Leith-Dowling said a document could be generated similar as to what was done for Orcutt. She asked that Crouch devise a plan and bring it back before the council for further consideration.

Discussion continued regarding setting precedence and other known similar situations.

Tvenge recommended that the council deny the Granite Avenue vacation request but entertain a motion at a later date to review a design plan to grant the license. **Motion carried** on a roll call vote.

Leith-Dowling told Crouch to come up with a plan for council review for license to use Granite Avenue and since the council has granted them before it would be very likely it could all be worked out.

Heinbockel explained some history behind the bad feelings he and some of the council have toward the development that has taken place in that area.

Purchase Lighting, Ten (10) LEDs, for Outdoor Rink

Tvenge gave out diagrams of lighting for the outdoor rink explaining that the factory gave the recommendation of putting up 10 fixtures, containing 140 light emitting diode (LED) light bulbs each. He said the plan is not too much lighting; it is the same that is used in Anchorage for the outdoor parks. To achieve that candlepower we need 10 lights; 5 per side. We have the wooden poles. He recommends 6' arm rather than the 4'. The price is \$1475 each; the LEDs use 50% less power. The material cost is \$16,140 shipped, including the arms. He explained about the huge effort of volunteers and named each one involved. He asked the lighting company what they could do to help due to the effort of all the volunteers. The company gave us a \$2500 discount. The total new cost including the arms and 10 lighting fixtures is \$13,640.

Stebbins asked if these funds were coming out of the paving fund.

Leith-Dowling said it was coming out of the rink funds.

Tvenge explained the reasoning behind using the more expensive bulbs. He said the life expectancy of these is 150,000 hours; they have a five-year guarantee, are energy efficient and work best in the cold temps. The lights are brighter and whiter than some other types.

Heinbockel asked what was left in reserve for the rest of the projects at the rink.

Tvenge said \$15,000.

Heinbockel asked about the installation and costs of burying the cable. He doesn't expect that portion to be done by volunteers.

Tvenge said he does not have any estimate but asked if once he knows the installation costs could he proceed with ordering depending on costs.

Heinbockel said he guesses that Morley Electric will set the poles since they are the ones who moved them.

Stebbins asked if some of the street paving grant money could be used.

Heinbockel said no.

Stebbins said that perhaps buying 8 lights instead of 10 might leave enough money for the installation.

Martinez moved to buy the 10 lights from Arctic Sales not to exceed \$13,640; Heinbockel seconded.

Motion carried unanimously on a roll call vote.

Stebbins asked about Richard Jensen being at the meeting to address the placement of a power pole by GVEA and wondered why it was not on the agenda for this meeting.

Jensen said he needed to have a utility easement and GVEA must have not gotten the paperwork in on time. He said the problem is that the right-of-ways are there, but not designated as easements. GVEA says they are designated as alleyways. They cannot place poles until they are designated as easements.

Heinbockel said no problem to grant the easement, we just need to have the paperwork.

Jensen cautioned the council not to give them exclusive use because he feels one day we will have a gas-line and it will be needed for that also.

Leith-Dowling clarified it would be a utility easement.

Tvenge added that a plan was approved previously, however the landowners would not grant permission. So it has to go a different route.

Purchase Orders

PO#013729 to Raymond Andreassen c/o Family Medical Center in the amount of \$2,500.00 for Aug' 09 ambulance sponsor fee

PO#013730 to Crowley Petroleum in the amount of \$1,894.31 for Aug '09 diesel fuel and heating oil

PO#013731 to Delta Concrete Products in the amount of \$1,200.00 for gravel at outdoor ice rink, topsoil at Community Center, and 3/4 minus gravel used at library parking lot

PO#013732 to Delta Professional Development in the amount of \$1,213.63 for Aug '09 vehicle fuel

PO#013733 to Heritage General Contracting in the amount of \$512.50 for boiler cleaning and tuning at City Hall

PO#013734 to Powerhouse, Inc. in the amount of \$2,272.00 for streets posts and signs (twelve street posts, four "10mph" speed limit signs, four "Slow" signs, eight "Slow – Children at Play" signs)

PO#013735 to Tyler Technologies, Inc. in the amount of \$2,474.00 for annual renewal of Fund Balance accounting software (October 1, 2009 / September 20, 2010)

Martinez moved to approve payment of purchase orders 013729 through 013735 as presented; Heinbockel seconded.

Musgrove asked if the work that was done on the City Hall boiler was working.

Tvenge answered yes and that a major problem was discovered and taken care of.

Motion carried unanimously on a roll call vote.

ADDITIONAL PUBLIC AND COUNCIL COMMENTS

Martinez asked about the grant that may cover the expense for the emergency services administration position.

Tvenge said that he received a draft of the job description.

Stebbins said he would like to have a large push bumper constructed and engineered specifically for the new ambulance when it comes back from repair. He was going to contact Sam Porter regarding doing something similar to what Porter has on his own vehicle. He feels it could make a difference in transporting to Fairbanks in the future. It could also affect our insurance rates if we keep having moose strikes and large claims on the insurance.

Leith-Dowling and Heinbockel both agreed that this was the only time this has ever happened.

Discussion continued regarding moose accidents and the many road miles without incidents.

Heinbockel commented that he was glad that he had the opportunity to express to Crouch some of the history regarding DIS being uncooperative in the past and continually asking for things. They had requested earlier in the year that Granite Avenue be paved. He felt that telling Crouch about the city's letters being ignored was a good thing for him to hear and be aware of. They are asking for help and now he will maybe understand why the city is reluctant to give any. He said that Stebbins had a concern about the development on city right-of-ways; but it has been historically done here. The council has approved some, but most of it has been done without the council even being involved. He said he wants to work with DIS to get the issues settled to the best of their interests as well as the city's.

ADJOURNMENT

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