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**City Council Minutes**  
**April 6, 2010 ~ 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, April 6, 2010 at the Delta Junction City Hall. Mayor Mary Leith-Dowling called the meeting to order at 5:00pm.

Council members present: Mayor Mary Leith-Dowling, Dawn Grossmann, Sherman Stebbins
JW Musgrove, Pablo Martinez, Lou Heinbockel

Council member excused: Mayor Pro tem Pete Hallgren

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

Five members from the community were present.

AMENDMENTS TO AGENDA ~ APPROVAL OF AGENDA

Heinbockel moved to approve the April 6, 2010 agenda as presented; Martinez seconded. Motion carried.

APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Martinez moved to approve the March 16, 2010 minutes as presented; Grossmann 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.

CORRESPONDENCE

Request to extend 3-month rent policy and reduce Community Center fees - See *Accept or Revise Rent Policy* under *New Business*.

REPORTS

Rescue Squad – Mike Tvenge reported Medic III is ready for pick up. The problem was not a blown head gasket. The EGR cooler was replaced and there were other repairs to the oil cooler. Ford is discounting work because they recognize maintenance issues with Medic III. The repairs, which cost approximately \$662, were less than towing it back to Fairbanks.

Airport – JW Musgrove reported packed snow is gradually melting and a contingency of aircraft is working on Fish & Game projects in the next couple of days.

Mayor – Mary Leith-Dowling reported Ecology & Environmental, Inc. (E&E) is scheduled to be at the Community Center to discuss Hazard Mitigation Planning on April 27 at 7:00pm. She asked Council members to attend the public meeting.

City Administrator – Mike Tvenge reported:

- Ten applications were received for the Emergency Medical Services Assistant position and he, Fire Chief Carin Bear, and Delta Rescue Squad Chief Mike Nuckols will conduct interviews April 7/9.
- Ruby Hollembaek is applying for a grant through USDA to upgrade the Community Center kitchen. New appliances at the Community Center would provide opportunity for the Farmer's Market and other local producers to sell products from a DEC-approved kitchen.

- Mayor Leith-Dowling has imposed seasonal weight restrictions on city streets. All city streets are subject to weight and local restrictions, effective April 8, 2010 and until further notice. Axle weight shall be 50% of allowable maximum axle load.

- On April 2, Mike Paschall reported the old landfill building, which houses Rural Deltana Fire Department equipment, was broken into and burglarized. Missing items that were reported to the troopers are a Stihl chainsaw, a Honda pump, and 4 fuel cans. Property value was estimated at \$1,150 and damages, \$200. Tvenge said the City owns the building and Deltana owns the equipment.

Lands – Lou Heinbockel referred to discussion at the last Council meeting and asked if the twenty acres that past Mayor Roy Gilbertson proposed to donate for the senior housing project was discussed at the Deltana Community Services Partnership (DCSP) meeting.

Leith-Dowling said the DCSP meeting might be on April 15.

Library – Mary Leith-Dowling reported:

- Application for the 2011 Public Library Assistance Grant, which is about \$7,000, will be filed with the Alaska State Library this week.

- The Library Open House and Silent Auction is scheduled for April 24, 10:00 to 4:00pm.

- Senator Lisa Murkowski will be at the library on April 8 to meet the public.

- A new record was set in March, with 4,400 patrons visiting the library.

- Joyce McCombs met with Duane Meyers and several people from the Governor's Council on Disabilities and Special Education. They discussed stimulus funds that could be used at the library to bring video conferencing and webinar (online learning) into the community.

- **Public Health & Safety** – Pablo Martinez reported National Public Health Week is April 5-11. Health information, healthy snacks, free blood pressure screening, and testing for iron and mercury levels will be offered at the Delta Public Health Open House at the Jarvis office on April 7.

Musgrove said he received an e.mail from a person that lives in the Bergstad area where a humungous gravel pit is being used for shooting rapid-fire weapons. There is no ordinance about shooting inside city limits unless there happens to be a bull moose at the other end of the bullet. The resident cannot do anything because he does not own the property or gravel pit, the City has no enforcement authority, and Alaska State Troopers (AST) may not be cooperative unless someone gets hurt.

Discussion followed regarding the gravel pit being near a State highway and AST, the dangers involved with guns and alcohol, young kids with motocross bikes using it during summer months, and Jim Schooley filling in the gravel pit across the highway.

Heinbockel asked to get hold of the landowners for permission to post notices and barricades.

Stebbins said nothing can be done unless notices are posted and only the owner or someone who has been given that right can post 'no trespassing' signs.

Grossmann asked if anyone has complained about C17 activity.

Tvenge said there have been no complaints made at City Hall.

Musgrove said night flying in Alaska will stop soon and it is much cheaper to fly in Delta than at Elmendorf. It can be an irritant, but a C17 is quieter than a C141 and other military jets.

Heinbockel said he appreciates the fact that the flight pattern is not over his house.

Public Works – Lou Heinbockel reported two newly paved streets have serious running cracks, one on Aurora Avenue near the park and one on Healy Street near George Sandlin's property.

Leith-Dowling said repairs are needed on Mil-Tan, which was paved 7 years ago.

Tvenge said the engineers feel Mil-Tan is "to be expected" and would not be under warranty.

50th Birthday Celebration – Dawn Grossmann reported the Anniversary Planning Committee is still working on a budget for the event and she presented logo designs that will be used on t-shirts, commemorative pins, and other memorabilia.

Discussion followed regarding preferences to the logo designs, a DJ or live music at the July 25 picnic, the float for the Deltana Fair Parade, samples of 50th anniversary balloons, and research of Delta Junction history.

Heinbockel asked to look into having the picnic catered.

Additional Reports by Council – Lou Heinbockel reported not everyone uses computers to access information and it would be a courtesy to advertise that the landfill is not offering rate reductions for Community Clean Up Day on May 22. Ten dollars for each classified ad is an acceptable fee.

Musgrove said he would prefer a more formal looking bulletin board for public notices at City Hall. Discussion followed regarding purchasing ones similar to those in the front entrance at the library.

UNFINISHED BUSINESS

Replat of Over-the-Counter Property – Blocks 26 and 27 of North Delta Townsite

Tvenge said over-the-counter lots off South Clearwater, Salcha, and Healy are approximately one-quarter-acre in size and were modified to meet the *Residential Subdivision Policy* lot size, which is not less than one acre. He said Delta Surveys' replat combines remaining lots in the Delta Junction Townsite, North Addition to create five new lots - 6A of Block 26 (Lots 3, 4, 5, 6), 9A of Block 26 (Lots 7, 8, 9), 16A of Block 26 (Lots 13, 14, 15, 16), 15A of Block 27 (Lots 11, 12, 13, 14, 15), and 19A of Block 27 (Lots 3, 16, 17, 18, 19). Some stranded lots could not meet the one-acre specs – Lots 13 and 14 of Block 28, Lots 6 and 7 of Block 31, and Lots 15 and 16 of Block 31.

Discussion followed regarding zoning issues and development in residential areas.

Musgrove said it would be helpful to know what lots were in the past.

Sebastian Saarloos, Delta Surveys, said he could provide that information.

Stebbins questioned prices, if previous costs would simply be added together. He said he thought they were grossly inflated when he first researched purchasing property in Delta.

Tvenge said the newly created lots would be auctioned off first. He explained the process and that Lot 16, which was incorporated with 13, 14, and 15 to create 16A of Block 26, was abandoned and not previously auctioned.

Saarloos stated GVEA has no objection to the vacation of the twenty-foot public utility easement in Lot 16A of Block 26, which is on the corner of Salcha and South Clearwater. He said most monuments were recovered and he would do a walk-around once the replat is complete.

Heinbockel moved to approve the preliminary replat of Block 26 and 27 of the Delta Junction Townsite, North Addition; Martinez seconded.

Tvenge said costs, including the title search, are still under the projected costs of the replat.

Motion passed by unanimous consent.

Tvenge said the property would be available in July and prices would be reevaluated for a minimum bid.

NEW BUSINESS

Accept or Revise Community Center and City Hall Conference Room Rent Policy

Leith-Dowling referred to a request from Mary Louise Longwell to extend use of the linoleum side of the Community Center for a period of six months and to consider reducing the rent fees.

Tvenge quoted policy, "Renting community facilities on a weekly basis is limited to ninety days."

Leith-Dowling asked to make a decision to accept the written policy or revise it.

Grossmann said renting City facilities has been brought up in the past, particularly when it is competitive to local businesses. She said a committee is needed to review the policy and make it fair. Discussion followed regarding City rental rates being low, increased fuel prices, organizations and agencies that rent without paying, the ninety-day policy that provides space to new businesses that are not yet established, monopolizing the Community Center, procedures in dealing with non-profits, and other available space in town.

Mary Louise Longwell said dancers need a 30x30 space that is not carpeted. Renting space at the school is difficult because of so many other scheduled events. She explained her business, which will be called the Enquire Ballet Ensemble.

Musgrove moved to grant a 6-month use permit to rent the Community Center; Grossmann seconded.

Heinbockel said he was in favor of the extended use as long as there is an understanding that if there is an emergency or demand, that it will pre-empt the arrangement.

Tvenge said if rental rates change, he would like it done by July 1 when the new fiscal year starts. He questioned the \$25 fee for the linoleum side of the Community Center.

Grossmann said to grandfather Longwell in, if action is taken tonight.

Motion passed on a roll call vote with five (Musgrove, Grossmann, Martinez, Heinbockel, Leith-Dowling) voting in favor and one (Stebbins) voting against.

Musgrove asked Longwell to provide a progress report.

Longwell said she will report how many attend her classes and she will also invite visitors.

Leith-Dowling asked for commitment to work on the rent policy. She, Martinez, and Musgrove agreed to serve on the committee.

Changes to Lawn Maintenance Contract

Tvenge said lawn contracts for the cemetery and park were awarded in 2008 with potential to be extended up to 2 additional years at an annual 3% increase. 2010 is the third year. Tvenge said several additions and changes have been made to the contracts. Forrest Seibold, Alaska Wildland Support, accepts the amended contracts and is willing to take on another season as well as work around 50th anniversary activities.

Grossmann asked to address the complaint about removing bagged debris and more mowing needed outside the cemetery fence near Tanana Loop Extension.

Tvenge said he and Seibold reviewed the complaints and number of grass cuttings. There are fourteen cuttings at the cemetery, one each week, and seven at the park, every two weeks.

Heinbockel moved to extend cemetery and park lawn maintenance contracts with Alaska Wildland Support (a.k.a. Forrest Seibold) for the third year of the contract; Martinez seconded.

Heinbockel said he feels Seibold does a very fine job.

Musgrove questioned how many changes could be made to a contract before it becomes different. He suggested not rewriting the contract.

Tvenge said the changes were more or less clarifications.

Discussion followed regarding whether a rewritten contract should be put out for bid, both parties agreeing to the changes, saving changes for next year's contracts, and adding wording to this year's contract to acknowledge the clarifications.

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

Purchase Orders

PO#014194 to Aetna WHO-AAS in the amount of \$10,984.88 for April '10 group health insurance

PO#014195 to ATT & Alascom in the amount of \$655.78 for March '10 911 phones and power

PO#014196 to Buffalo Center Auto Parts in the amount of \$507.04 for supplies (oil, grease, gloves, and towels) used at landfill and streets

PO#014197 to Crowley Petroleum in the amount of \$2,185.14 for March '10 heating oil

PO#014198 to Delta-Greely School District in the amount of \$10,000.00 for donation to weatherization project

PO#014199 to Delta Professional in the amount of \$1,050.93 for March '10 diesel

PO#014200 to Delta Surveys in the amount of \$2,125.00 for re-plat of North Delta Townsite, #1 billing

PO#014201 to Gabe's Towing in the amount of \$759.00 to tow Medic III back to Seekins in Fairbanks

PO#014202 to Theodore Hallgren in the amount of \$660.00 for repair software to run printer at landfill

PO#014203 to Moore Medical, LLC in the amount of \$1,029.01 for Rescue Squad equipment

PO#014204 to NC Machinery in the amount of \$3,607.79 for starter for grader, 6 edges, bolts, nuts, and washers for grader, brake line for grader, and 2 batteries, 4 filters, and 2 front blade tips for D6

PO#014205 to Seekins Ford-Lincoln Mercury in the amount of \$1,440.52 for Medic III transmission repairs

PO#014206 to State of Alaska, Department of Environmental Conservation (DEC) in the amount of \$2,076.00 for Class II renewal for landfill

PO#014207 to Carin Bjorn von Letzendorf in the amount of \$1,275.00 for HAZWOPER refresher

PO#014208 to Yukon Equipment in the amount of \$552.28 for chains and skid shoe for John Deere tractor/brush mower

Musgrove moved to approve payment of purchase orders 014194 through 014208 as presented; Martinez seconded.

Musgrove asked to explain purchase order 014202.

Zimmerman said the computer at the landfill scale-house broke down and the software was transferred to a new computer. The scale has a small computer of its own that was not communicating to the software in the scale-house office. A customer drives onto the scale, the weight is transmitted to the

office computer for computation and then onto the printer for a receipt. Theo Hallgren repaired the missing interconnects and was paid \$30/hour for twenty-two hours of work. Four or five hours were spent on City Hall office computers that are all outdated and will require new hardware and software. Motion passed on a roll call vote with five (Stebbins, Grossmann, Martinez, Musgrove, Leith-Dowling) voting in favor and one (Heinbockel) voting against.

ADDITIONAL PUBLIC AND COUNCIL COMMENTS

Flower Cole, referred to conversation under *Public Health & Safety Report* and said anytime there is shooting in gravel pits, the lead contamination is left in the soil and is extremely serious. She said she intended to do a petition a few years ago regarding the 65mph speed limit on the Richardson Highway from Delta Junction to the Tanana Bridge. She received too much negative feedback to follow through. Cole explained incidents of drivers tailgating school buses and said she is appalled at the behavior.

Heinbockel said the school bus driver cannot depend upon anyone but himself to keep students safe.

Cole said she would like support in dealing with the speed limit on the Richardson Highway.

Heinbockel said his concerns are in the other direction, the southern boundary on the Alaska Highway.

Leith-Dowling stated she would give her contact information.

ADJOURNMENT

Musgrove moved to adjourn at 6:44pm; Martinez seconded. Motion carried.

Pat White, CMC

Approved: April 20, 2010