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**City Council Minutes**  
**January 20, 2015 ~ 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, January 20, 2015 at City Hall. Mayor Pete Hallgren called the meeting to order at 5:04pm.

City Council members present: Mayor Pete Hallgren, Mayor Pro tem Mary Leith, JW Musgrove

Lonny Meeks, Sherman Stebbins, Corey Vanden Boom, Audrey Brown

City employees present: City Administrator Mike Tvenge, Finance Officer Stephanie Prestwich, City Clerk Pat White

Five members from the community were present and the meeting was broadcast over the local High School radio, KDHS 95.5 FM.

**AMENDMENTS ~ APPROVAL OF AGENDA**

Musgrove moved to approve the January 20, 2015 agenda as presented; Vanden Boom seconded. Motion carried.

**AMENDMENTS ~ APPROVAL OF MINUTES FROM PREVIOUS MEETING**

Leith moved to approve the January 6, 2015 minutes as presented; Meeks seconded.

Motion passed unanimously on a roll call vote.

**REPORTS**

**Emergency Services** – Audrey Brown handed out a written report with summaries of 2014 activities and statistics of the Delta Junction Volunteer Fire Department (DJVFD) and Delta Medical Transport (DMT). Acknowledging Lauren Morton, DMT Operations Officer, for compiling the information, Brown reported:

- DJVFD responded to 24 fire calls in 2014: 15 structure fires, two wild land fires, one grass fire, one outside fire, one chimney fire, one HAZMAT incident, one alarm inspection, and two motor vehicle accidents. Three calls were inside the City limits in which Rural Deltana Fire Department, Fort Greely Fire Department, and/or the Division of Forestry provided mutual aid and DJVFD provided mutual aid to Rural Deltana for the rest.

- Art Keaster drove the new 3,500-gallon water tender from Georgia to Delta in May. It was used in seven fire incidents and it was on standby for others.

- DJVFD holds fire training every Thursday at 7:00pm and they are open to the general public.
- Lauren Morton logs fire runs into the National Fire Incident reporting system.
- The Fire Department received fully-recertified status with the State of Alaska through 2015.
- Morton will submit January / February training reports to a community mitigation analyst and the City's ISO rating is expected to improve from a 9 to an 8B, which should lower fire insurance costs.
- DJVFD firefighters enjoyed participating in the firefighter competition and the parade during the Deltana Fair.
- DJVFD, DMT, and the Alaska State Troopers (AST) catered to over 300 guests during the Halloween Festival.
- DJVFD is looking into hosting a community safety fair in conjunction with DMT and other emergency services.
- DMT responded to 254 ambulance calls in 2014. 207 were transports to Fairbanks Memorial Hospital or Bassett Army Community Hospital, 32 were Basic Life Support (BLS), 196 Advanced Life Support (ALS), and 26 ALS with administration of multiple medications. 71 of the 254 calls were for traumatic injuries. April was the busiest month, averaging one call per day.

- DMT is working closely with DJVFD to ensure run reports and training meet State requirements.

Brown explained DMT's community involvement in 2014 beyond providing ambulance services. The crew was on standby at the Dean Cummings basketball tournament, Festival of Lights Polar Bear Plunge, School Color Run, Deltana Fair, (American Cancer Society) Relay for Life, and various sporting events. They offer EMS training to the general public every Wednesday at 7:00pm and, in the past year, they taught medical skills to High School students and CPR/First Aid to youth, ages 8 to 19. They hosted an open house, donated monetarily to the Community Library and to

youth baseball and soccer leagues, supported eight fire calls with an ambulance crew, participated in a mass casualty exercise with the Fort Greely Fire Department, and assisted AST with various rescues.

**Airport** – JW Musgrove reported a work session to discuss development of the new airport subdivision is scheduled for January 27 (5:30pm at City Hall).

Discussion followed regarding collecting contributions from pilots and mechanics to keep the runway open.

**Mayor** – Pete Hallgren reported:

- He, Tvenge, Leith, and Brown will meet with City Attorney Jim DeWitt on January 23 to discuss his plans to cut back on his law practice and move out of state.
- He and Tvenge will attend a meeting at the Fort Greely Community Activity Center (CAC) on January 22 to listen to an update about upcoming projects at Fort Greely (Richardson Highway road construction, VA clinic, etc.).
- An Executive Session will be held prior to the work session (5:00 to 5:30pm, January 27) to formulate a request to Pogo for their contributions to the City's budget.

**City Administrator** – Mike Tvenge reported:

- He would like authorization to submit a letter requesting a representative from the Alaska Division of Forestry attend a public Council meeting to discuss last year's fire season and future staffing of the Delta Area Forestry.

Discussion followed regarding changes at the local Forestry office and its affect in the 2015 fire season.

- Once the preliminary plat for Airport Subdivision II is approved, he will outline a plan for street / taxiway clearing. He has already spoken to the Division of Forestry about land clearing and timber sales.
- The three-year fuel contract expires March 31, 2015 and will be advertised in February.
- The (cemetery and park) lawn contract is a one year contract with a renewal clause of up to two additional years. J&D Lawn Care was awarded the contract in April 2014, but, because of modifying the contract (fertilizing, mowing and watering schedule) and the recent drop in gas prices, he would like to rebid it.
- City employees thawed the septic line at the Public Works building and have taken precautions to prevent it from recurring.

- Bidding for surplus items opens at City Hall on January 22 and closes at 4:00pm, January 30. Items (approved for sale at the December 16 meeting) to be sold by silent auction are listed online and in the local newspaper. Prior inspection can be arranged by calling City Hall.

- The Delta/Clearwater Seniors have applied for Internet service at the Senior Lounge (in the Community Center).

**Finance** – Stephanie Prestwich reported:

- Larry Sparks accepted the City's refusal to oblige with Delta Sanitation's new billing policy for garbage services (pay three months in advance, retroactive January 1, 2015).
- A six-month comparison of the FY2015 budget, dated January 13, 2015, shows 48.05% expenditures and 99.39% received revenue, including Pogo's contribution, which is 21% of the 2015 budget.

**Lands** – Mike Tvenge reported GVEA issued a request for easement along Granite Avenue, which will be a topic on the February 3 agenda. GVEA power poles were installed in the 1950s.

**Library** – Mary Leith reported the Library Association is investigating an endowment fund for the library.

**Park / Recreation** – Corey Vanden Boom reported issues at the Liewer-Olmstead Ice Arena and asked that users check the building to make sure it is empty, turn the lights off, and lock up.

Discussion followed regarding the utility bill being the highest in the rink's history, installing a manual timer, and the cost of providing the opportunity to skate.

**Public Works** – Mike Tvenge reported eight loads of sand were spread on City streets on January 16.

**UNFINISHED BUSINESS** - none

## **NEW BUSINESS**

### **Proposed Wage Increase for City Administrator**

Hallgren referred to his memo, dated January 16, 2015, and said he feels Mike Tvenge is underpaid. He recommended a 12% increase to the City Administrator's annual compensation, salary plus retirement contribution (457 Plan).

Hallgren moved to increase the City Administrator's compensation by \$10,318.17 (\$87,818.05 to \$98,136.22); Leith seconded.

Leith said she would support a raise to the City Administrator position because Tvenge has made considerable contributions since he was hired (July 5, 2007) and the City has taken full advantage of his background in construction.

Stebbins questioned prior experience and credentials. He referenced annual employee raises and individual wage increases over the past ten years. And he said Tvenge was deserving of a raise, but he was concerned with not offering the same to other employees.

Leith agreed with revising how employees are paid, but asked to address Tvenge's raise now and address other wages between now and the new budget cycle.

Musgrove questioned a 12% increase and why now.

Hallgren said he is proposing the increase, but there was no scientific formula. Tvenge makes (\$2,691.95) less annually than he did as City Administrator in 2006. A City Manager position often relies on skills that do not require a degree of any sort, contractors and lawyers move easily into administrative environments, and he supported local hire because of employees being settled, understanding their community, and not looking into changing locations. Hallgren commended Tvenge's excellence and said he felt Tvenge fits well into the manager/administrator profession. He has never heard anything negative about Tvenge's performance or his service to the community.

Discussion followed regarding Tvenge's managerial skills, considerable savings of public monies because of upgrading buildings to improve their efficiency, negotiating wages (salary plus benefits) during the budget cycle, and removing the City Administrator position from Public Employee Retirement System (PERS) prior to hiring Tvenge.

Musgrove said he is opposed to a wage increase without a standardized progression plan or structure with consideration that the same benefit is given to other employees. He questioned a one-time bonus.

Discussion followed regarding implementing a step system and employee compensation plan that would include evaluations, Leith, Meeks, and Vanden Boom forming a committee, setting a deadline to create a policy no later than April 30, 2015, comparing Delta Junction's City Administrator position with other like-sized communities in Alaska, and inability to hire a new manager/administrator with the current pay scale.

Motion failed on a roll call vote with three voting in favor (Leith, Vanden Boom, Hallgren) and four voting against (Brown, Stebbins, Meeks, Musgrove).

### **Letter in Support of Partners for Progress in Delta, Inc. – Discussion**

Hallgren said he, Tvenge, Leith, and Brown attended the Partners for Progress tenth anniversary luncheon. Discussion evolved around Partners' plans for expansion and job training and apprenticeship opportunities for students and adults. They received \$1 million from the Legislature toward their notional \$3 million budget. Partners for Progress established more than ten years ago and have been supported by Missile Defense and Legislative Capital Improvement funds. Hallgren proposed submitting a letter to Legislators about deferring previously requested funding for street maintenance to Partners for Progress.

Leith disclosed that she is President of Partners for Progress in Delta, Inc. and she said it is opportunity to step back and support education, which would carry the community further than spending the same funds on street maintenance.

Brown moved to draft a letter to the Legislators and specify that any funding that would be awarded to the City of Delta Junction be diverted to Partners for Progress in Delta, Inc.

Karen Cedzo thanked the City Council for their support during the early stages of Partners for Progress, Inc. because of channeling Department of Defense dollars into the construction of the Career Advancement Center. Click Bishop created regional training centers when he was Commissioner, which led to Department of Labor and Workforce Development funding. The training centers provide career pathways after High School. Cedzo said she is proud to be part of the program and that the City's support is a significant "statement." Partners for Progress taps into existing educational partners: the school district, Trades, the University, and adjuncts within the community.

Musgrove seconded Brown's motion.

Hallgren said Leith will recuse herself from voting because of her position with Partners for Progress in Delta, Inc.

Motion passed on a roll call vote with six voting (Stebbins, Meeks, Vanden Boom, Musgrove, Brown, Hallgren) and one abstaining (Leith).

### **Purchase Orders**

PO#017801 to ATT & Alascom in the amount of \$669.56 for January 9-1-1 phones and power

PO#017802 to ACS in the amount of \$984.83 for January phone and Internet service

PO#017803 to Amazon.com Credit Plan in the amount of \$812.93 for library books

PO#017804 to Arctic Fire & Safety in the amount of \$522.85 for cabinet, lockout station, padlocks, and do-not operate tags for the Public Works building

PO#017805 to Delta Chamber of Commerce in the amount of \$1,000.00 for donation toward Festival of Lights fireworks display

PO#017806 to Delta Professional Development in the amount of \$905.64 for fuel used on streets and Zamboni

PO#017807 to Delta Concrete Products in the amount of \$1,980.00 for contracted street maintenance

PO#017808 to GVEA in the amount of \$6,429.43 for December electricity

PO#017809 – deleted

PO#017810 to Sam's Club in the amount of \$1,459.15 for office and cleaning supplies

PO#017811 to IGA in the amount of \$950.00 for Christmas gift cards given to City employees

Musgrove moved to approve purchase orders 017801 through 017811, except 017809 as presented; Meeks seconded.

Motion passed unanimously on a roll call vote.

#### **ADDITIONAL PUBLIC AND COUNCIL COMMENTS**

Stebbins asked that the City Council decide whether to take action on Ballot Measure 2, An Act to Tax and Regulate the Production, Sale, and Use of Marijuana. He said communities may opt out of distribution sales and the City of Delta Junction would be within the letter of the law to do that.

Hallgren referenced an article in the January 19, 2015 Fairbanks Daily News-miner in which a Delta resident explained his goal to open a private club by May and a retail store once state lawmakers decide how to regulate marijuana sales. Hallgren said he would vote in favor of an ordinance outlawing marijuana to the fullest extent that the initiative allows. Discussion followed regarding Ballot Measure No. 2 failing in local precincts, putting the topic on the next agenda and inviting the public to provide input, and AML/JIA offering legal advice to municipalities. [Voters in the City / District 9, Precinct 608 voted 133 in favor and 196 against Ballot Measure No. 2 on November 4, 2014. Big Delta and Deltana / District 9, Precinct 600 voted 433 in favor and 550 against. There were 758 registered voters in the City's precinct and 2,698 in Big Delta/Deltana.]

#### **ADJOURNMENT**

Musgrove moved to adjourn at 7:35pm; Vanden Boom seconded. Motion carried.

Pat White, City Clerk

Approved: February 3, 2015