



City Council Minutes
May 19, 2015 ~ 5:00PM

Regular Meeting
City Hall, Delta Junction, Alaska

The regular meeting of the Delta Junction City Council was held on Tuesday, May 19, 2015 at City Hall. Mayor Pete Hallgren called the meeting to order at 5:02pm.

City Council members present: Mayor Pete Hallgren, Mayor Pro tem Mary Leith, JW Musgrove
Corey Vanden Boom, Audrey Brown

City Council member excused: Lonny Meeks

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

Six members from the community were present during different parts of the meeting and it was broadcast over KDHS 95.5 FM.

AMENDMENTS ~ APPROVAL OF AGENDA

Leith moved to approve the May 19, 2015 agenda as presented; Musgrove seconded. Motion carried.

AMENDMENTS ~ APPROVAL OF MINUTES FROM PREVIOUS MEETING

Vanden Boom moved to approve the minutes of the May 5, 2015 meeting; Brown seconded.

Motion passed on a roll call vote with five in attendance (Vanden Boom, Brown, Musgrove, Leith, and Hallgren).

COMMENTS FROM THE AUDIENCE

Mindy Eggleston, Chair of the Delta Junction Trails Association (DJTA), reported May 27th is the deadline to submit written comments on finalizing the *Delta Junction Community Trail Plan*. Volunteers are willing to meet individually, privately, or in any way to communicate public concerns and needs for trails in the local area.

Discussion followed regarding DJTA sponsoring a hike up Donnelly Dome at 11:00 on June 6, National Hiking Day, information available online (deltajunctiontrailsassociation.com), required Recreational Area Permits (RAP), acquiring a two-year RAP online or at the Fort Greely Visitor Information office, alternate site at Coal Mine Road should military training take place at Donnelly, and the *trail plan* addressing issues with the Donnelly Dome trail and its access (erosion, adequate parking, and posting notice about RAP requirements and when military trainings are scheduled).

CORRESPONDENCE

Seat D Vacancy

White stated letters of interest would be accepted until the close of business on Monday, June 1. Appointment to fill Sherman Stebbins' seat would be at the Council meeting on June 2, the new Council member would serve out the year until the election in October, and Seat D would be on the ballot as a one-year term. To date two letters have been received.

DCSP – Invite to Grand Opening on June 27 and Request to Close Streets

David Flynn, President of Deltana Community Services Partnership (DCSP), invited the Council and public to the Ptarmigan Heights Grand Opening Festival on June 27. Three of six units in the senior housing complex are rented; two two-bedroom apartments and one studio are available. Flynn, thanking the Council for supporting the project and helping it become a reality, asked if a City representative would speak at the ceremony. He explained that the City granted the four-acre parcel to DCSP with conditions that it be used for senior housing. Eighty percent of the units must be occupied by a primary resident who is 55 or older. Subsidized rent for low-income residents is an option that DCSP has not explored at this time. The units, based on funding conditions, are restricted primarily to residents whose income falls below the 60% median area income. One unit is reserved for someone who is lower or equal to 50% of the median income and one unit can be rented to an individual with recognized disability even if their income exceeds the 60% level of \$31,020. Greater Opportunity for Affordable Living (GOAL) grant funding was used to build Ptarmigan Heights. Flynn said the heating system is primarily fed from a wood boiler, which he stokes twice a day, and that it has used only one cord since April 4. If the wood boiler drops off-line, two backup generators will kick in to ensure tenants have heat and hot water. Additionally, a backup generator is currently being installed to provide power for essential services given

GVEA power goes down for any extended period of time. The facility, including the garage, is heated by radiant heat. Solar panels produce power that feed directly to the common-power panel, saving approximately 18¢ per kilowatt hour from GVEA monthly billings. Pets are allowed with limitations, but smoking is not. Flynn asked to close roads in and around the senior housing complex between the hours of noon and 6:00pm on Saturday, June 27.

Discussion followed regarding where to hold the auto show, whether to close portions of Aurora, Deborah, Ryan, and Hayes streets, DCSP utilizing parking lots at City Hall, the Community Center, and Library for the event, and the Deltana Youth Soccer Association possibly hosting a kick-off event at the park on the same day.

Musgrove moved to approve blocking Ryan Avenue, between Hayes and Deborah streets, on June 27, 10:00-7:00; Leith seconded.

Motion passed on a roll call vote with five in attendance (Leith, Musgrove, Vanden Boom, Brown, and Hallgren).

Musgrove questioned how Ptarmigan Heights would be financed in four or five years.

Flynn said the six units must be 90% occupied to be self-sustaining. Rent income is designed to exceed expenses and cover some administrative support and utility bills. DCSP has a 1.6 million dollar mortgage with Alaska Housing Finance (AHFC), which is tied to DCSP's management of an additional \$365,000 in long term loans to AHFC.

Discussion followed regarding DCSP's intent to bring needed services to the Delta region, potential for the four-acre site to hold two more facilities, and opportunity to raise revenue by building a drive-through structure for a community well.

Flynn said the Ptarmigan Heights Common Room was the last of its kind to be funded by GOAL grants. Primarily meant for use of the tenants, the room is also used to hold DCSP board meetings and has potential to generate revenue by renting to others. DCSP is also considering moving the monthly Food Box Distribution to Ptarmigan Heights.

Discussion followed regarding initial survey results supporting a local independent living / senior housing facility, purchasing leaves to sign and place on wall quilts, and appreciation for Flynn and DCSP volunteers for their service to the community since starting their organization in 2008.

Flynn asked for community support for the DCSP, hoping more members would commit time and energy to its continued success. He and his wife plan to exit the DCSP Board when their terms end in November 2015.

Delta Imagination Library – Request for Funding

Vanden Boom reported she is a member of the Delta Imagination Library. Over 217 children, birth to five years of age, are enrolled in the local program and receive one age-appropriate book in the mail each month.

Discussion followed regarding the Delta Imagination Library (established in 2012) being affiliated with Dolly Parton's Imagination Library (est. 1996), the City contributing \$1,000 to the program for the past two years, funding available in the FY15 budget, and 70-plus children "graduating" out of the local program since it started.

Leith moved to donate \$1,000 to the Delta Imagination Library; Brown seconded.

Hallgren called for opposition to Vanden Boom not voting because of her potential conflict. None were stated.

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

Fort Greely Firefighters Association – Gaming Permit

White reported the Fort Greely Firefighters Association's application is new, even though they established as a 501(c)3 one and a half years ago. They assist with various community needs at Fort Greely, Delta Junction, and the Deltana area.

Hallgren moved to show no opposition to the Fort Greely Firefighters Association's gaming permit application; Vanden Boom seconded.

Motion passed on a roll call vote with five in attendance (Brown, Musgrove, Leith, Vanden Boom, and Hallgren).

REPORTS

Emergency Services – Audrey Brown reported the local community is presently under a red-flag warning for burning. She asked the general public to show caution with lawn mowers or anything that can create a spark.

Cemetery – Mary Leith reported:

- There were two recent burials at Rest Haven and one more planned at the end of the month.
- Water is turned on, so people can water flowers and gravesites.
- The American Legion Jack Warren Post #22 will host the annual Memorial Day Ceremony at 11:00am, May 25 at Rest Haven Cemetery. Contact Rick Tirrell, Commander (895-1039) for more information.

Mayor – Pete Hallgren reported he, Leith, and Tvenge met with U.S. Army (USARAK) officials on May 18 to discuss the 2006 Memorandum of Agreement and fire protection for the community. Fort Wainwright, Fort Greely, and Alaska Fire Service representatives attended the meeting, along with City Attorney Jim DeWitt, who attended telephonically. USARAK officials promise to "modernize" the MOA and present a draft proposal within a month.

City Clerk – Pat White reported:

- August 7 is the deadline to file for one of three three-year terms in the (Delta/Greely REAA #15) School Board Election on October 6. Forms are available at City Hall, the Division of Elections office, or online (elections.alaska.gov).
 - The filing period for the City Council's election is August 27 through September 11. Three seats will be on the ballot: Seat A, a three-year term, which is currently held by Mary Leith, Seat D, a one-year term, awaiting appointment, and Seat E, a three-year term, currently held by Corey Vanden Boom.
 - City Hall, the Landfill, and the Library are all closed for Memorial Day, May 25. The landfill will be open on Saturday, May 23, in conjunction with Community Cleanup, but equipment operators will be off for the holiday weekend. Discussion followed regarding extending landfill business hours (9:00-5:00) and discounting landfill rates by 50% for all household garbage delivered to the landfill, delivering yellow-bagged garbage to the Triangle near the Visitor Center, fees not waived to dispose of uninspected refrigerators, freezers, or air conditioners (\$25) or uncovered loads (\$10), and the Chamber making arrangements with Delta Industrial to deliver and service dumpsters at the Triangle.
- Tvenge said Great Northwest, Richardson Highway contractors, will not be working over the holiday weekend, so there will not be any traffic delays. He said he hoped for a good turnout at the landfill on May 23.

City Administrator – Mike Tvenge reported:

- GVEA will work on a section of electrical lines to accommodate the DOT project on the Richardson Highway. The four-hour power outage will affect the Delta area and north toward Tenderfoot on May 21/22, 10:00-2:00am.
- The City crew installed 20mph and slow-children-at-play signs in an attempt to slow traffic in the Brewis Subdivision and, according to a Brewis Subdivision resident, it has helped, but more needs done. Tvenge said additional signage is being considered for around the loop.
- Pogo Mine will host the annual environmental meeting at City Hall on May 28, 5:00pm.
- A meeting is scheduled (10:00am, May 29) to discuss ambulance contract negotiations with Delta Medical Transport. The current contract expires June 30 and Tvenge recommended a two-year cycle instead of an annual renewal.

Finance – Stephanie Prestwich reported she should be using her new accounting software by July 1 and she asked to schedule a work session to discuss the FY16 draft budget that was presented at the May 5 Council meeting.

Hallgren called for a recess at 6:18pm and reconvened the meeting at 6:23pm.

Discussion followed regarding intentions to introduce the FY16 draft budget on June 2 and to adopt it on June 16, concerns with lack of a full Council, and scheduling a budget work session (8:30-10:30am, Tuesday, May 26).

School District – Corey Vanden Boom reported school is out for the summer, the Middle School has moved from its Fort Greely facility, and the school district's rummage sale will be held at the Liewer-Olmstead Ice Arena on May 22 and 23.

Library – Mary Leith reported a little under \$10,000 was raised at the Library Open House on April 25, Summer Readers start in two weeks, and the Stevens Puppets Show will perform Aladdin at the Community Center (7:00pm, June 3).

Park / Recreation – Corey Vanden Boom reported five teams will play in the High School Softball tournament this weekend.

Tvenge said pavilion restrooms and the kitchen/concession were repainted and some fixtures were replaced.

Personnel – Mike Tvenge reported Liam Barnard started summer hire employment on May 18. He trimmed trees at City Hall with Kassie Farrar this morning.

UNFINISHED BUSINESS**Land Clearing at Delta Airport Subdivision – Draft Request for Proposals**

Tvenge referenced three different draft proposals to clear 80-foot streets/taxiways. Clearing would be a multi-phase project; clearing trees, brush, and stumps, constructing streets and cul-de-sacs, and supplying electrical power to the 21 lots within the Airport II Subdivision. Tvenge recommended harvesting the timber for future use and explained the three proposals: 1) Complete clearing and sell the decked lots, 2) allow the contractor to purchase timber, and 3) mulch the timber within the clearing limits.

Hallgren said the goal is to build airport roads with the least net cost. He supported leaving the wood, as done along the Richardson Highway, and not mulching it, as done along Quartz Lake Road, but he would support whatever method saved money.

Discussion followed regarding clarifying exactly where the stumps need to be removed (center of taxiway, not necessarily the whole 80-foot width), requiring stumps be mulched after timber is removed, being more specific in requiring the contractor to have fire extinguishers, access to water, and to be trained in firefighting, and redrafting the proposals.

Lawn Contractor Request for Payment Adjustment

[The lawn contract was advertised (February) and awarded to J&D Lawn Care (April), who objected to the payment schedule (bid price divided into three equal payments, same as last year except a longer delay in receiving the first payment). Contract work was to begin prior to May 22.]

Prestwich reported Attorney Jim DeWitt said Jimmy Terry, aka J&D Lawn Care, was in breach of proposal for refusing to sign the contract after it was award, not unresponsive, and he advised rebidding the contract.

Jimmy Terry said he did not want to sign the contract as it is written.

Discussion followed regarding whether to consider requiring bid bonds, changing the payment schedule in the new contract to twice a month, purchasing or renting a riding lawnmower and tasking summer hire to mow, paying someone per cutting until a new contract can be awarded, and whether to separate the cemetery and the park.

Leith objected to purchasing or renting a mower because it will require a second summer hire.

Hallgren suggested Tvenge get quotes to cut the lawn through the end of June or cut it in-house with City employees and to put a new contract out for bid with a start date of July 1.

NEW BUSINESS

Purchase Orders

PO#018027 to ACS in the amount of \$1,054.94 for April telephone service

PO#018028 to ATT & Alascom in the amount of \$672.62 for 9-1-1 phones and power

PO#018029 to Bank of America in the amount of \$6,190.32 for credit card charges (Skidsteer sweeper/broom and lodging for Flower Cole and Audrey Brown to attend the DHS&EM Preparedness Conference in Anchorage in April)

PO#018030 to Bristol Engineering in the amount of \$20,058.00 for landfill expansion contract, #3 billing

PO#018031 to Buffalo Fuel, Inc. in the amount of \$598.00 for 200-gallon fuel tank for equipment at the landfill

PO#018032 to GVEA in the amount of \$3,470.27 for April electricity

Musgrove moved to approve purchase orders 18027 through 18032 as presented; Vanden Boom seconded.

Tvenge explained features of the Skidsteer sweeper/broom and negotiating the price down by \$1,000 (018029) and wireless capabilities now available at the Senior Lounge/Community Center.

Motion passed on a roll call vote with five in attendance (Musgrove, Vanden Boom, Leith, Brown, and Hallgren).

Purchase Ice Arena Light Fixtures

Tvenge proposed switching the current 400-watt halide bulbs at the Liewer-Olmstead Ice Arena to light emitting diode (LED). Referencing a computer-generated explanation from Charles Martin Ltd., c/o LED Supply Company, Tvenge recommended purchasing 35 4M and 12 4MS Lusio light fixtures, all of which will be occupancy-censored (automatically turn on as soon as an area is occupied and turn off after a programmed timespan of no movement). The change to LED is expected to save 45% to 56% in electricity, they come with a 200,000-hour warranty equal to 40 or 50 years, and they are guaranteed to function at 40 below temperatures even though the rink is not used when temperatures drop past 20 or 30 below. Total cost, minus shipping, is \$46,750. Shipping is estimated to cost \$750.

Discussion followed regarding Morley Electric installing the lights, complying with the procurement code (§1.41.510), extensive research over the past two years, seven sample LED lights installed at the rink in March 2014, Lusio being preferable over Lithonia and Cree for indoors, and potential savings of \$500/month for lighting upgrades.

Musgrove moved to accept Charles Martin's quote for Lusio light fixtures as recommended and to allocate up to \$50,000.00 for purchase plus shipping; Leith seconded.

Motion passed on a roll call vote with five in attendance (Vanden Boom, Leith, Musgrove, Brown, and Hallgren).

Fence Repairs Including Installation for Softball Field at City Park

Tvenge reported Denali Fence Works installed the park fence (2002) and added a few gates and repaired damages (2012). Jennifer Brant, coach of the DGSD Girls Softball team, asked that one of the three ball fields be built to regulation standards; installing or removing the fence so that it is 200 feet from home plate. Denali Fence Works quoted 1) \$5,568 to install 314 feet of four-foot high chain link fence with eight-foot high foul line posts, 2) \$1,853 to remove and replace 70 feet of ten-foot high chain link fabric in the baseball field plus add two lengths of bottom rail in the baseball back stop, and 3) \$2,568 to repair the five-foot perimeter fencing and to straighten 20 posts and replace three.

Discussion followed regarding amending the FY15 budget to purchase the whole package or adding it to the new budget and doing the work after July 1.

Hallgren moved to approve spending \$9,989.00 on park fence improvements and to introduce an ordinance on June 2 to amend the FY15 budget to put the funding in place; Vanden Boom seconded.

Motion passed on a roll call vote with five in attendance (Brown, Vanden Boom, Musgrove, Leith, and Hallgren).

[Tvenge and Prestwich later deemed amending the budget unnecessary because of locating additional funds in the FY15 Parks Department budget.]

ADDITIONAL PUBLIC AND COUNCIL COMMENTS

Leith displayed an article called *Readers on Vacation* from the Lake Havasu News-Herald, dated May 10, 2015, which showed a lady holding the news-herald in front of a Welcome-to-Delta-Junction-End-of-the-Alaska-Highway sign and that she “enjoyed her trip up the Alaska Canadian Highway.”

Vanden Boom said the Circus is coming to town on May 28 at the fairgrounds. Two shows are at 4:30 and 7:00.

ADJOURNMENT

Musgrove moved to adjourn at 8:22pm; Leith seconded. Motion carried.

Pat White, City Clerk

Approved: June 2, 2015