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**City Council Minutes**  
**January 19, 2016 ~ 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 19, 2016 at City Hall. Mayor Pete Hallgren called the meeting to order at 5:01pm.

City Council members present: Mayor Pete Hallgren, Mayor Pro tem JW Musgrove, Lou Heinbockel
William Brennan, Sebastian Saarloos, Audrey Brown, Freda Degnan
City employees present: City Administrator Mary Leith, Finance Officer Stephanie Prestwich, City Clerk Pat White
Five members from the community were present and the meeting was broadcast over KDHS 95.5 FM.

AMENDMENTS ~ APPROVAL OF AGENDA

Brown moved to adopt the January 19, 2016 agenda; Musgrove seconded. Motion carried.

AMENDMENTS ~ APPROVAL OF MINUTES FROM PREVIOUS MEETING

Musgrove moved to approve the minutes from the January 5, 2016 meeting; Saarloos seconded.
Motion passed unanimously on a roll call vote.

CORRESPONDENCE

Liquor License Renewal – E&G Beverage Cellar, LLC (License #785)

Heinbockel moved to show no opposition to E&G Beverage Cellar’s liquor license renewal application; Brown seconded.
Motion passed unanimously on a roll call vote.

UNFINISHED BUSINESS

Request for Funding - Rural Deltana Fire Department

Heinbockel moved to donate \$5,000.00 to Rural Deltana Volunteer Fire Department (RDVFD) per funding that was previously budgeted; Saarloos seconded.

Saarloos referenced Steve McCombs’ letter, dated December 21, 2015, and said tax returns were public knowledge, but they would like to keep names of donors private.

Brown said she has great respect for Rural Deltana volunteer firefighters, but was disappointed in lack of straightforward information about their financial situation (budget summary provided at the January 5, 2016 meeting).

Discussion followed regarding no assurance for income by renting equipment during fire seasons and the 2013 tax return, dated May 15, 2015, indicating RDVFD Board of Directors are paid, revenue was \$356,812, and reserves were \$402,357.

Musgrove said the budget summary was misleading because of reporting loss of funding in the next two years. He asked how often the City Fire Department responded to fires outside its boundaries.

Degnan reported mutual aid to rural Deltana in 2015 was 11 calls, most of them outside City limits. Aid received was one.

Saarloos reported RDVFD totaled 30 runs, nine of them inside the City limits. Fort Greely is usually first on the scene.

Motion passed unanimously on a roll call vote.

Degnan relayed Lauren Morton’s comment that RDVFD is an asset to the community because of their mutual aid.

Landfill Tipping Fees

Hallgren reported the question is whether to increase landfill tipping fees.

Discussion followed regarding current landfill rates (8¢ per pound or \$160/ton), difficulty in comparing landfill rates with other like-communities or villages, and revisiting rates during the next budget cycle.

Heinbockel said he favored keeping landfill rates as low as possible.

Musgrove said landfills across the State of Alaska are subsidized with some form of taxes.

Landfill Excavation Project

Musgrove moved to combine the rest of the landfill grant with the Mt. McKinley account (Waldo house property) to continue the dig on Cell #2 as presented in City Administrator Mary Leith's memo; Saarloos seconded.

Discussion followed regarding predicting how much more of the excavation project can get accomplished (probably one third), not constructing the access road at this time, reserving equipment again with Airport Equipment Rentals, and breaking the project into manageable "chunks."

Prestwich reported the permit requires x-amount to close the landfill and, according to the grant administrator, remaining grant funds can be used for it. [\$550,000 is actually needed to close Cell #1. \$750,000 will be needed to close Cell #2.]

Heinbockel said he would support continuing the "big dig" next summer and using additional savings beyond the landfill grant and Mt. McKinley Certificate of Deposit because it will only cost more if delayed for five years. He suggested asking the general public to use Permanent Fund savings for the landfill project, particularly because it is unable to keep up with inflation. He said to consider that the loader will need to be replaced in the near future and it will cost \$500,000. He added that he favored putting the landfill operation out for bid, to be run by a contractor.

Hallgren said the landfill operation is almost breaking even, but the City will not be in a position for large expenses, i.e. replacing equipment, until the landfill draws more income.

Musgrove asked to seriously consider using the remaining grant in the landfill sinking (closure) fund before it is spent. Discussion followed regarding possible circumstances (whether employees will be available to conduct work or whether the project would be contracted out), five to ten remaining years in Cell #1, and \$300,000 in the existing closure account, which was enough at one time to pay for 30 years of monitoring after Cell #1 is closed.

Motion passed on a roll call vote with five in favor (Saarloos, Brown, Degnan, Heinbockel, and Hallgren) and two opposed (Musgrove, Brennan).

Hallgren directed Prestwich to deposit the Mt. McKinley CD in the general fund when it matures in April as long as it is insured.

NEW BUSINESS**City Purchases over \$1,000**

CK# 218158 in the amount of \$5,000.00 to Rural Deltana Volunteer Fire Department for donation

CK# 218165 in the amount of \$18,866.45 to Aetna for employee health insurance

CK# 218187 in the amount of \$2,044.09 to Wells Fargo credit card for finance office computer software support, part for City Hall front door closure, AML hotel for Saarloos & Brown, library books and staples for copy machine

CK# 218188 in the amount of \$2,258.22 to Alaska Communications for monthly phone services

CK# 218189 in the amount of \$1,365.75 to Bristol Engineering for landfill expansion billing #9

CK# 218190 in the amount of \$12,402.50 to Delta Concrete Products for public works septic repairs

CK# 218191 in the amount of \$999.95 to Guess & Rudd for timber theft and USARAK issues

CK# 218192 in the amount of \$5,923.72 to GVEA for monthly electric bills

CK# 218193 in the amount of \$17,431.45 to City of Fairbanks for FY 2016 dispatch services

CK# 218194 in the amount of \$1,065.07 to Buffalo Center Service for city vehicle fuels

CK# 218195 in the amount of \$1,500.00 to ESRI, Inc. for annual mapping software license

Saarloos moved to approve check numbers as presented; Musgrove seconded.

Discussion followed regarding issues with floats and drainage in the lift station (CK# 218190), excessive electricity for the scale house (218192), which is heated by a space heater, heat tape that keeps the well from freezing up, and investigating ways to improve the poorly-engineered setup.

Motion passed unanimously on a roll call vote.

Introduction and First Reading of Ordinance 2016-03, An Ordinance Exercising the Right of the City Under AS 17.38.110(a) to Prohibit Commercial Marijuana Sales within the Limits of the City of Delta Junction, Alaska and Enacting a New Section in the City Code of Ordinances

Musgrove moved to introduce and hold the first reading of Ordinance 2016-03, an ordinance exercising the right of the City under AS 17.38.110(a) to prohibit commercial marijuana sales within the limits of the City of Delta Junction, Alaska and enacting a new section in the City Code of Ordinances; Saarloos seconded.

Saarloos explained research with the Director of the Marijuana Control Board and adding the sixth paragraph in the draft ordinance, "The City of Delta Junction does not intend to impose its ordinances upon the unincorporated area outside of its boundaries." 3 AAC 306.250 will be effective February 24 and marijuana business licenses will be issued 60 to 90 days thereafter. Saarloos said he hoped the State of Alaska would honor Ordinance 2016-03.

Brown expressed concern with language in the City's ordinance about not imposing its ordinances outside its boundaries and 3 AAC 306.250 regulation, "if a majority of the voters vote under 3 AAC 306.200(a) to prohibit sale of marijuana and marijuana products or the operation of marijuana establishments, or if the assembly or city council passes an ordinance to

the same effect, the board may not issue, renew, or transfer to another person, a license for a marijuana establishment with premises located within the boundary of the local government or in the unincorporated area within ten miles of the boundaries of the local government.” Brown said she believed the City’s ordinance would not alter the State’s regulation and she objected to ruling outside the City’s jurisdiction because those affected cannot vote on the issue.

Hallgren said the State of Alaska would honor the City’s ordinance as it is written according to informal comments from the Marijuana Control Board.

Musgrove amended the motion to include a special meeting/public hearing on January 26 and to hold the second reading, second public hearing, and potential adoption of Ordinance 2016-03 on February 2, 2016; Saarloos seconded.

Heinbockel said he supports the ordinance as it is written, but he would appreciate hearing from the public.

Discussion followed regarding adequate public notice about the City’s intentions to ban marijuana.

Musgrove said the ten-mile zone is being imposed by the State of Alaska, not the City of Delta Junction, and the City cannot structure its ordinances based upon the unorganized borough outside its boundaries.

Motion passed on a roll call vote with six in favor (Degnan, Musgrove, Brennan, Heinbockel, Saarloos, and Hallgren) and one opposed (Brown).

Discussion followed regarding whether to regulate marijuana sales should Ordinance 2016-03 fail.

Hallgren called for a recess at 6:07pm and reconvened the meeting at 6:14pm.

REPORTS

Airport – JW Musgrove reported they have begun collecting contributions toward the annual airport liability fund for the next two-year cycle. There are fewer airplanes in the public parking, but a few more in private parking. Take offs, landings, and hours flown have decreased.

City Administrator – Mary Leith reported resolving a slight crisis with the sump pump at the Fire Hall last week and the Division of Mining, Land & Water postponing discussion about expanding their gravel pit to the February 2 meeting. She displayed a new logo design, which will be used on decals for City-owned equipment and vehicles.

City Clerk – Pat White reported:

- The Department of Commerce, Community, and Economic Development (DCCED) will offer Newly Elected Officials training January 28/29 in Fairbanks.

Discussion followed regarding associated costs to attend (approximately \$407/person) and other training options.

- 175 passport applications were processed at City Hall in 2015, averaging 15 per month. Acting as passport agents at City Hall, White reported she and Letha Burcham completed annual recertification as a passport acceptance facility.

Finance – Stephanie Prestwich reported new purchase procedures have been implemented and she is working on grant reporting, issuing W-2s, and end-of-year payroll taxes.

School District – William Brennan reported the School Board will meet on January 28 and the 10th annual Dean Cummings Sr. Basketball Tournament will be held January 21/23.

Library – Sebastian Saarloos reported Baby Lap Time and Preschool Story Hour resumed this week and Julie Taylor is handling a steady stream of interlibrary loans.

Public Health & Safety – Audrey Brown referenced advertisement for Apollo Medi Trans and reported the flight service does not include ground transports from privately-owned ambulance services.

Discussion followed regarding the \$125/year plan, likelihood of receiving a medivac due to living in a remote area, and Apollo MT coverage dependent upon 1) a medical emergency and 2) air transport provided by Guardian.

Personnel – Pete Hallgren reported City Administrator Mary Leith created an employee evaluation form (to be instituted between January and March).

Discussion followed regarding attaching basic job descriptions to the evaluations and every job description including “other duties as assigned.”

Public Works – Lou Heinbockel asked whether repairs were done at the Liewer-Olmstead Ice Arena per discussion on January 5 and he explained the need to replace rink boards.

Discussion followed regarding a complete set of boards in storage, replacing the boards in the spring because of shrinkage during cold weather, repairing door knobs, lighting for the outdoor rink now functioning (lights stay on for one hour after switch is turned on), and building steps to the switch.

Emergency Preparedness / LEPC – Audrey Brown reported the Local Emergency Planning Committee (LEPC) met on January 11 and she explained the Pillow Case Project, a program sponsored by Red Cross and Walt Disney, to teach children about emergency preparedness.

ADJOURNMENT

Musgrove moved to adjourn at 6:48pm; Brown seconded. Motion carried.

Pat White, City Clerk Approved: February 2, 2016
