



**City Council Minutes  
October 4, 2016 ~ 5:00PM**

**Regular Meeting  
City Hall, Delta Junction, Alaska**

The regular meeting of the Delta Junction City Council was held on Tuesday, October 4, 2016 at City Hall. Mayor Pete Hallgren called the meeting to order at 5:03pm.

City Council members present: Mayor Pete Hallgren, Mayor Pro tem JW Musgrove, Lou Heinbockel  
Audrey Brown, William Brennan

City Council member excused: Freda Degnan

City employees present: City Administrator Mary Leith, City Clerk Pat White

Seven members from the community attended at different times and the meeting was broadcast over KDHS 95.5 FM radio.

**AMENDMENTS ~ APPROVAL OF AGENDA**

Brennan moved to approve the October 4, 2016 agenda; Brown seconded.

Hallgren reported Sebastian Saarloos' resignation letter would be added to *Correspondence*.

Motion passed by unanimous consent to approve the amended agenda.

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

Brown moved to approve minutes from the September 20, 2016 meeting; Musgrove seconded.

White explained a correction under the Mayor's report (bottom of page 3 of the draft minutes) in which he reported Partners for Progress "trained five more equipment operators this year." They actually "trained 15 operators this year, five more than normal ..."

Brown asked to clarify her remarks under *Public Health & Safety* (page 4). She said the local area already has in-home hospice services. Darlene Supplee, Executive Director of the Senior Center in Fairbanks, visited Delta and informed local caregivers about a grant that includes Delta Junction and they want to solicit local volunteers who are 55 and older to help senior citizens with transportation, cooking, etc. Meals-on-wheels is a consideration, but they would be frozen and delivered once a week. They need to hire a local coordinator and locate an office in a non-profit facility or church. The Presbyterian Church is a possibility. Brown said she would work with White to rewrite her comments in the September 20 minutes.

Motion passed on a roll call vote to approve the minutes as amended with five in attendance (Brennan, Heinbockel, Brown, Musgrove, Hallgren).

**COMMENTS FROM THE AUDIENCE**

John Lewis distributed a handout, *Federal Disaster Assistance Response and Recovery Programs*, that he brought back from a disaster recovery course in Baltimore September 26/29. Referring to the Homeland Security training on September 24, he said it was successful, a lot of information was shared amongst the 14 people that attended, and plans are underway to host a follow-up in the spring. He asked the Council to attend because the City will be expected to lead in the event of an emergency or catastrophe. March 4, 2017 is the best option.

Discussion followed regarding the Incident Command System (ICS) organization chart and the Small Community Emergency Response Plan (SCERP) as they pertain to the City of Delta Junction and the community and the September 24 training focused on a mass casualty bus incident whereas the one next spring would be geared toward an earthquake.

Pam Goode introduced herself and said she is a Deltana resident who is running for the State House. She displayed a large chart, distributed handouts of *Alaska's Money Flow FY17*, and explained the Alaska Constitutional Article 9, Section 15 amendment from 1976 that reserved 25% of Alaska's resources in a savings known as the Permanent Fund (PF). The other 75% was trusted to those in government for operations and savings. The investment income from the PF is placed in an Earnings Reserve (ER) account and the Permanent Fund Dividend (PFD) is paid from it. Goode reported this year's

PFD was to be \$2,052, but it was cut to \$1,022, removing approximately five million dollars from just the Delta economy and about \$650 million statewide with a multiplier effect of over one billion dollars. The legislature stopped \$47 million of inflation proofing appropriations to the PF.

Hallgren said the PFD would not be affected and imposing a state tax would not be necessary if spending could be cut. Goode agreed. She reported unnecessary spending in overhead costs from three separate universities and refundable Oil & Gas tax credits and said cutting the PFD was the worst measure to take because it affects Alaska's overall economy and the private sector that spends the money locally.

Stanislav Kulikovskiy introduced himself to the Council and asked his daughter-in-law, Irina, to speak on his behalf. Irina Kulikovskiy said her parents would like to subdivide their property on the corner of Butte Street and Salcha Avenue, but would need an exemption from City policy because they want to subdivide a .8-acre lot into two .4-acre parcels. Sebastian and Art Saarloos, Delta Surveys, suggested getting the exemption before starting the survey. Discussion followed regarding water and septic separation not being an issue because the lot has streets on three sides. Leith referenced the *Residential Subdivision Policy* (adopted April 17, 2007) and the *Preliminary Plat Checklist* (adopted December 6, 2011) that require residential lots to be a minimum of one acre in size and she asked for a formal letter of request, a map, and the reason to subdivide.

## **CORRESPONDENCE**

### **June 2, 2016 - Delta Junction Class II Landfill Inspection**

Leith referenced a September 19, 2016 cover letter from Neil Lehner, Department of Environmental Conservation's Solid Waste Program, and reported the Delta Junction Municipal landfill "once again received a compliance score of 98% during this year's inspection."

### **Resignation from Sebastian Saarloos – Seat E Vacancy**

Hallgren reported Sebastian Saarloos purchased a new home outside the City limits and his October 3 resignation was effective immediately.

Heinbockel moved to accept Sebastian Saarloos' resignation with regret; Hallgren seconded.

Heinbockel said he appreciated younger blood serving on the City Council.

Motion passed on a roll call vote with four in favor (Musgrove, Heinbockel, Brown, Hallgren) and one against (Brennan).

White reported a registered voter "who has lived within the City limits for one year when filing is eligible to hold the office of Council member" (City Code of Ordinances §1.10.020) and "... The Council shall fill the vacancy from among those persons submitting letters and the next highest vote getter, if any, in the election for the seat vacated" (City Code §1.10.060). Michael Murphy, the only valid write-in for Seat E in the 2015 Municipal Election, declined to fill the vacancy. Anyone interested in serving on the Delta Junction City Council until the next regular election on October 3, 2017 must submit a letter of interest to the City Clerk no later than the close of business on Thursday, October 27, 2016. Appointment from a list of qualified applicants would be scheduled during the November 1, 2016 Council meeting. Discussion followed regarding adding Newly Elected Officials (NEO) training at the Alaska Municipal League Conference in November to the vacancy advertisement and encouraging residents to get involved in local government.

**UNFINISHED BUSINESS** - none

## **NEW BUSINESS**

### **Liewer Community Trail Use Permit**

Leith reported that the Delta Junction Trails Association (DJTA) is applying for a grant to develop part of the Liewer Community Trail that is located on School District property. The Department of Education & Early Development (DEED) does not want to take responsibility of it, nor do they want DJTA to. They ask the City and the School District to draft an agreement through 2029. Leith said the use permit was reviewed by AML/JIA (Alaska Municipal League / Joint Insurance Association) and some edits were already made.

Heinbockel moved to support drafting an agreement with Delta-Greely School District; Musgrove seconded.

Mindy Eggleston, DJTA Chair, reported light poles were installed and all underground electrical work was finished on the Liewer Community Trail in June 2016, courtesy of \$44,600+ in grant funding. A new grant is needed for the above-ground light fixtures. She explained Delta's unique situation in which DNR assigned management of the trail for public purposes within the DEED jurisdiction via a proposed 55-year Interagency Land Management Transfer Agreement (ILMA) through February 28, 2029. The land was given to the Delta-Greely School District, the School District endorses the trails system, and DJTA would maintain the trail for ten years.

Brown said she highly supported DJTA's efforts, but questioned wording (III g, page 2), "The City shall hold harmless and defend the District and DEED from any and all actions by third parties ... but not limited to attorney's fees and court costs ... as a result of any personal injury ..." She questioned taking full responsibility for injuries that happen on the trail. Eggleston said injuries and deaths are known to occur on public trails. Entities that grant use of trails are held harmless. Musgrove said the City's insurance policy would be amended to include the Liewer Community Trail. He asked who pays the additional insurance costs, whether the Trails Association would reimburse the City for it or if it would be considered an annual donation to the Trails Association because any additional costs need to be added to the annual budget. Discussion followed regarding the trail being vacated should the School District need the property in the future and Leith making inquiries about insurance costs before discussion is continued at the October 18 meeting. Heinbockel removed the motion from the floor; Musgrove agreed. Hallgren commended Eggleston and DJTA for their efforts in constructing the Liewer Trail, that it is a real testament to the volunteer spirit within the community. He expressed appreciation for their well-thought-out plan and what they were able to accomplish with grant funds. Eggleston said losing trees is typical of new trail construction because of slicing into tree roots. Twenty-six trees fell during the recent wind storm / power outage and 17 volunteers removed them within four hours. Over 700 hours have been logged to date by volunteers in building the Liewer Community Trail.

### **Increase to Employee Cost of Living Adjustment (COLA)**

Hallgren referenced his memo, dated September 30, 2016, and explained that an error was made during the budget cycle last June. There actually was 0.327% inflation to factor into the 2017 COLA. The correction will cost slightly less than \$2,000.

Heinbockel moved to adopt the amendment to the FY2017 matrix, retroactive to July 1, 2016; Brennan seconded.

Motion passed unanimously on a roll call vote with five present (Heinbockel, Brown, Musgrove, Brennan, Hallgren).

### **City Purchases over \$1,000**

CK# 218599 to ACS in the amount of \$3,749.20 for phone and Internet

CK# 218600 to Delta Rental Services in the amount of \$2,000.00 for roller to use while grading streets / winter prep

CK# 218601 to City of Fairbanks in the amount of \$21,526.00 for 911 dispatch service – July 1, 2016 / June 30, 2017

CK# 218602 to Alcan Auto & Truck in the amount of \$1,922.71 for repairs to Skidsteer and air compressor

CK# 218603 to Buffalo Fuel in the amount of \$2,185.50 for heating fuel and oil

Musgrove moved to pay the bills, 218599 through 218603 as presented; Brennan seconded.

Motion passed unanimously on a roll call vote with five present (Musgrove, Brown, Heinbockel, Brennan, Hallgren).

### **REPORTS**

**Emergency Services** – Mary Leith reported Delta Medical Transport took the City ambulance out of service, but only for about 24 hours before their ambulance had more mechanical problems. They are still in need of using the City ambulance.

Hallgren said he and Leith met with DMT personnel to discuss possible lease of the Delta Rescue Squad ambulance.

Musgrove said he is comfortable with DMT using the City ambulance because it is a service to the public, whether the ambulances are used by volunteer EMTs as in the past or by DMT as they currently provide the service.

**Airport** – JW Musgrove reported:

- Hunting season in the Delta area is over.
- Recent high winds may have contributed to an aircraft incident, but there were no personal injuries.

Discussion followed regarding using savings from the AML/JIA safety account to replace traffic cones at the airport.

**Mayor** – Pete Hallgren reported:

- He is working on the draft lease agreement with the Chamber of Commerce to rent the Visitor Center.
- Debbie Joslin, President of the Chamber, intends to request funding from Pogo's Advisory Committee on October 5 to upgrade the restrooms at the Visitor Center in time for the 75th anniversary of the Alaska Highway next year.

Hallgren asked if anyone objected to the Chamber requesting funds from Pogo.

Discussion followed regarding no objection to the Chamber requesting financial support from Pogo for the upgrades, Risk Control Specialist Rob Gillespie of AML/JIA inspecting the second floor of the Visitor Center in September, and no handicap compliance issues as long as no governmental functions are held on the second floor.

**City Administrator** – Mary Leith reported:

- Signs were posted at park entrances to notify the public that the Salcha-Delta Soil & Water Conservation District (SWCD) would spray herbicides along the fence line after it warms up tomorrow, probably after noon. Leith said SWCD staff prepped the baseball field fence line earlier by removing overgrowth and willows.

- She and Stephen Hammond, M2C1 Engineering, inspected the landfill hydro-seeding project on September 30. It is greening up well and will be inspected again in the spring. A few spots need to be filled in and it must reach 70% thickness before it is considered a success.

Heinbockel argued that there is not enough moisture in that area to grow grass and what snow falls in the winter is blown away. The lakes near Fort Greely are drying up. Bolio Lake receded eight to ten feet in the past two years.

- There were no challenges to the airport subdivision land clearing contract that was awarded on September 20. The project is to be inspected the middle of December and completed by the end of December.

**School District** – William Brennan reported the School Board issued a request on August 24 asking the administration to research a four-day school week. Anyone interested in promoting it is asked to contact Assistant Superintendent Bill Burr or Superintendent Secretary Sharon Waldo. The School Board meets again on October 6.

**Library** – Mary Leith reported:

- The annual contract invoice for the Fort Greely grant was submitted September 22. The \$14,000 grant helps pay for library materials, evening wages for Library Aides, technical support, and cultural events.

- The next outreach concert, *Women of the World*, will be held at the Fort Greely Community Activity Center on October 22, 7:00pm. The international group from Japan, Italy, India, and Haiti perform in up to 17 different languages.

**Emergency Preparedness / LEPC** – Audrey Brown reported she was disappointed in the turnout for the Homeland Security training on September 24. Fourteen people attended, but only 12 attended the full day. She said it was a useful review and she hoped for better attendance if the training is offered again.

Hallgren said he was impressed with the way local responders worked so well together.

**Public Health & Safety** – Audrey Brown reported the Delta Community Health Fair on September 24 was well attended. Some of the volunteers would have otherwise been at the Homeland Security training. Nonetheless a lot of local people took advantage of the low cost blood tests and free health screenings.

Discussion followed regarding previous discussion (September 20) about possible services for senior citizens in the Delta area, definition of a senior's age, requirements to screen volunteers who assist seniors, age restrictions (55 or older) of volunteers, and whether the City could permit the grant coordinator to use the small office in the Community Center.

**Public Works** – Lou Heinbockel asked for Council opinion, whether to spend money to evaluate what it will take to bring the 2005 Ford diesel to a reasonable sale price or to sell it as it is.

Discussion followed regarding new wheels and tires mounted on the 2005 truck after the new truck was purchased.

Heinbockel moved to sell the 2005 Ford F350 diesel truck, as is, with a minimum bid of \$2,000.00; Musgrove seconded.

Motion passed unanimously on a roll call vote with five present (Brennan, Heinbockel, Musgrove, Brown, Hallgren).

Heinbockel reported:

- The settling pond, aka "duck pond," is now frozen over.
- Windblown plastic grocery bags create a horrendous eyesore at the landfill and they are absolutely impossible to control. He questioned doing away with them, creating a bag tax or prohibiting them. It is so bad the wind is carrying them to Meadows Road and other areas outside the landfill.

Discussion followed regarding not putting local businesses at a disadvantage and summer hire employees or people needing community service hours periodically cleaning plastic bags at the landfill.

- His pre-winter goals for road maintenance are to 1) fill in potholes and radiuses, whether clay and gravel is used or concrete, and 2) repair the edges of Mil-Tan that were destroyed by four-wheelers. He asked to also look at the intersection of Deborah and Hayes and the north side of Kimball near the Harper intersection.

## ADJOURNMENT

Musgrove moved to adjourn at 7:23pm; Brown seconded.

Pat White, City Clerk

Approved: October 18, 2016