



**City Council Minutes  
December 20, 2016 ~ 5:00PM**

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

The regular meeting of the Delta Junction City Council was held on Tuesday, December 20, 2016 at City Hall. Deputy Mayor JW Musgrove called the meeting to order at 5:00pm.

City Council members present: Mayor Pete Hallgren (telephonically), Deputy Mayor JW Musgrove  
Lou Heinbockel, Jennifer Brant

City Council members excused: Freda Degan, Audrey Brown, William Brennan

City employees present: City Administrator Mary Leith, Finance Officer Stephanie Prestwich, City Clerk Pat White

Two members from the community were present and the meeting was broadcast over KDHS 95.5 FM radio.

**AMENDMENTS ~ APPROVAL OF AGENDA**

Heinbockel moved to approve the amended agenda, adding *Airport Subdivision Clearing to Unfinished Business*; Brant seconded. Motion carried.

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

Heinbockel moved to approve the December 6, 2016 minutes as presented; Brant seconded. Motion carried.

**UNFINISHED BUSINESS**

**Airport Subdivision Clearing**

Brandon Reese, Talus Enterprises, LLC, reported all trees will be down at the airport subdivision, logs will be stacked, and all slash will be stockpiled at Forestry's brush site within the next two days, but not all the timber will be removed by December 30. Reese estimated 2,500 cubic yards of slash was removed from the project and, if the trees were ground into chips, it would be two feet deep. However, the wood was sold, but it is not known when it will be hauled off the premises. He asked for an extension to allow the purchaser time to remove the wood.

Discussion followed regarding whether to extend the contract to spring so the snow can melt, not paying off the contract until the job is completed, and nothing in the contract prohibiting extending its completion date.

Heinbockel moved to extend the completion date of the airport clearing contract to February 28, 2017; Brant seconded.

Motion passed on a roll call vote with four in attendance (Brant, Hallgren, Heinbockel, Musgrove).

**NEW BUSINESS**

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

CK# 218714 to Wells Fargo Credit in the amount of \$1,953.06 for credit card charges (postage – \$76.21, library books – \$94.52, hotel accommodations for AML conference in Anchorage – \$1,012.66, paper products, plastic utensils, trash bags, miscellaneous supplies for City Hall – \$314.45, annual accounting software tech support – \$510.00, and cash back credit – +\$54.78)

CK# 218715 to GVEA in the amount of \$4,995.10 for electricity

CK# 218716 to ACS in the amount of \$1,445.79 for phone and Internet

CK# 218717 to State of Alaska, DEC in the amount of \$2,983.00 to renew annual landfill permit

CK# 218718 to NC Machinery in the amount of \$2,654.27 for parts to repair landfill dozer

CK# 218719 to Interior Hardware in the amount of \$1,271.17 for three sets of stairs for landfill dumpsters - \$966.98, heater for landfill scale house - \$129.99, extension cord for Christmas lights at City Hall - \$69.98, reflective gear for Public Works - \$6.99, library lock - \$32.75, and table top for City Administrator desk - \$64.48

Heinbockel moved to approve check numbers 218714 through 218719 as presented; Brant seconded.

Discussion followed regarding excessive cost to replace an outdoor extension cord and building safe steps to enable opening and closing lids on landfill dumpsters (218719). [Note: two extension cords were purchased]

Motion passed on a roll call vote with four in attendance (Heinbockel, Brant, Hallgren, Musgrove).

**REPORTS**

**Mayor** – Pete Hallgren reported Capital Improvement Projects (CIP), aka Wish List, is normally submitted to the Legislature around this time each year. Funding has been scarce in recent years and it is unlikely there are any this year. Discussion followed regarding City Administrator Mary Leith making inquiries with offices of Senator Mike Dunleavy and Representative George Rauscher and the State of Alaska favoring requests that are matched by Federal funds.

**City Administrator** – Mary Leith reported:

- United States Army Alaska (USARAK) has set a goal to revise the 2006 Memorandum of Agreement.
- Pogo Mine donated \$1,000 to the Delta Junction Volunteer Fire Department (DJVFD).
- City emails are now operating successfully after almost two weeks. New staff emails are posted on the City's website (www.ci.delta-junction.ak.us), which will eventually change to www.deltajunction.us.

**Finance** – Stephanie Prestwich reported:

- Roughly \$1,000 has been spent on parts for the Zamboni repairs.

Discussion followed regarding possibly paying regular monthly bills, i.e. telephone and electric, via auto-pay and discussing it at the January 4, 2017 Council meeting.

**Library** – Mary Leith reported Maria DeMaio was hired to fill the library aide position.

**White** reported on behalf of Council member Freda Degnan and Library Director Joyce McCombs:

- Delta Industrial presented the library with an unexpected and generous donation of \$500. It will be used to purchase reading folders, t-shirts, and incentives for the Middle School Summer Reading Program as well as to buy books to give to readers during the program.
- The Delta Library Association voted to donate more than \$900 to help cover costs of materials and incentives for the six-week Elementary Summer Reading Program, which serves 50 children each year.

**Park / Recreation** – Jennifer Brant reported:

- Tok hockey players joined the Delta High School to make a full team. They recently hosted three home games over the past few weeks and will hold another one on January 13. The game against Monroe High School was rescheduled for January 5. Delta Alumni will compete with the Delta High School Hockey Team on December 24. A mini-tournament with Tok, Glennallen, and Fairbanks will be held January 6/7 for all groups except Atoms and High School.
- Per the Skating Season MOA, the City is responsible to remove snow during November and December. Delta Skating Association (DSA) President Todd Zachgo appreciated Corey Groppe delivering a snow blower to use on the outdoor ice. Daily effort is required to stay on top of accumulated snow (fresh and drifted snow near the Zamboni door, restroom access door, and paths between the outdoor and indoor rinks and the fuel tanks).
- DSA hopes to get the Zamboni back soon.

Leith said Arctic Monkey projects repairs will be done by December 23.

Brant expressed appreciation for Whitestone's willingness to share their Zamboni and for Todd Zachgo who transported it back and forth. She asked to schedule annual maintenance of the City's Zamboni at the end of each season (May), so expenses can be included in the budget cycle and actual repairs can be completed before the beginning of the new season.

Heinbockel asked to repair the gas leak or replace the entire tank before the Zamboni is back in operation.

**Public Works** – Lou Heinbockel reported:

- Maintenance logs need to be kept on the Zamboni, new pickup truck, new plow, and landfill equipment.
- Roads are in excellent shape and intersections are well graveled, although it has not yet been a big snow year.
- The underground (Propylene) glycol leak between the landfill shop and the scale house will be an expensive project because it will require engineers and possible cleanup. Meanwhile, electricity will heat the scale house and result in increased utility bills.

Discussion followed regarding preparing a bid proposal before spring and reasonable costs associated with electric heat, but only if a building is well insulated.

**ADDITIONAL PUBLIC AND COUNCIL COMMENTS**

Tim Holoday, Delta Wind reporter, asked when the 2017-2018 budget cycle will begin; if it will be earlier this year.

Hallgren said work on the upcoming budget starts in April, so the final draft can be adopted by the end of June.

Musgrove said the local paper could help by advertising for the public to bring requests early, not at the end of the budget cycle.

**ADJOURNMENT**

Heinbockel moved to adjourn at 6:04pm; Brant and Hallgren seconded.