



City Council Minutes
April 4, 2017 ~ 5:00PM

Regular Meeting
City Hall, Delta Junction, Alaska

The regular meeting of the Delta Junction City Council was held on Tuesday, April 4, 2017 at City Hall. Deputy Mayor JW Musgrove called the meeting to order at 5:00pm.

City Council members present: Deputy Mayor JW Musgrove, Lou Heinbockel, Jennifer Brant, Freda Degnan

City Council members excused: Mayor Pete Hallgren, Audrey Brown, William Brennan

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

Library Director Joyce McCombs, City Clerk Pat White

Five area residents and one out-of-town guest were present. The meeting was broadcast over KDHS 95.5 FM radio.

AMENDMENTS ~ APPROVAL OF AGENDA

Musgrove reported:

- ✓ *Permanent Fund Investment Account* under *Unfinished Business* would be postponed to the April 18 meeting
- ✓ *One City Purchase* and *National Public Health Week Proclamation*, both under *New Business*, would be moved to follow *Approval of Minutes*

Heinbockel moved to approve the April 4, 2017 amended agenda as presented; Brant seconded. Motion carried.

AMENDMENTS ~ APPROVAL OF MINUTES FROM PREVIOUS MEETING

Heinbockel moved to approve the March 21, 2017 minutes as presented; Degnan seconded. Motion carried.

NEW BUSINESS

City Purchases over \$1,000

CK# 218852 to Wells Fargo Credit in the amount of \$3,910.09 for credit card purchases (City Hall supplies – \$38.27, postage – \$91.50, electricity at ice arena – \$1,077.00, Audrey Brown hotel and flight to AML conference in Juneau – \$1,126.12, Library materials – \$1,249.51, Google email accounts – \$55.00, plow parts – \$178.17, Letha Burcham flight to Anchorage for AML/JIA Public Entity Risk Management Seminar – \$183.90, minus \$89.38 credit)

Heinbockel moved to approve issuing check number 218852 as presented; Brant seconded.

Discussion followed regarding funding for attendance at Alaska Municipal League (AML) Board conferences.

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

Proclamation – National Public Health Week – April 3 / 9

Elena Powers, Local Public Health Nurse, distributed handouts, *Healthier Nation NPHW Fact Sheets*, *Healthy Alaskans 2020*, and *Healthy Alaskans 2020 Scorecard*, which detailed 25 health goals (reduce cancer mortality rate, increase percentage of 16 to 24-year old people obtaining high school diplomas or equivalency, etc.) and the importance of observing National Public Health Week (NPHW), April 3/9.

Musgrove read the proclamation, encouraging local citizens to search the Internet for more information and to observe NPHW and this year's theme, *Healthiest Nation 2030*, before presenting it to Powers.

COMMENTS FROM THE AUDIENCE

Dawn Grossmann, representing the senior community, asked the City Council to support Strong Alaskans, a program through the Cooperative Extension and the University of Alaska that was originally known as Strong Women. It is low impact stretching and strengthening exercises for senior citizens. Six people have participated in a class at the Cooperative Extension office, but more floor space is needed to expand the program before restarting it in the fall. Attendance is meant to be free to encourage participation. Grossmann asked the Council to lease the Community Center two days a week and to waive the rental fees. The group would vacate the building should there be a conflict with other community needs. Discussion followed regarding adding the topic to the agenda when a full Council is present.

Representative George Rauscher introduced himself and asked if there were any concerns that he could take back to Juneau. He explained efforts surrounding the State budget and that it would likely result in an extended session. Heinbockel asked Rauscher to support the City Council's Capital Improvement Project (CIP) request, \$500,000 seed money to eventually replace a 14-year-old D7 Cat needed for the landfill operation. He also asked Rauscher to research the \$50,000/year loan repayment that the City got stuck with during the Tony Knowles administration. Heinbockel said the State of Alaska should take responsibility for the debt, not the City of Delta Junction.

Craig Cugini reported a 96-year old African American veteran who helped build the Alaska Highway in 1942 will travel from New Orleans to Delta Junction to celebrate the 75th anniversary on June 3. A private organization will pay for his caregiver's travel and Fort Greely will provide lodging for both.

Discussion followed regarding approving a joint proclamation on April 18 that would include military and State of Alaska dignitaries, signing two proclamations during a photo opportunity on April 22, framing them with a photo and an engraved key-to-the-city, presenting one during a ceremony on June 3 and delivering the other to a 102-year old veteran in Virginia, and whether to design a Delta Junction flag in time for the photo op.

UNFINISHED BUSINESS

Permanent Fund Investment Account – postponed to April 18, 2017

Pay Schedule

Prestwich referenced a chart showing a bi-weekly pay schedule for hourly employees and a calendar showing dates when timesheets are to be turned in and dates of actual pay, June 16 through December 29, 2017. She said she would like to start direct deposit (approved March 7, 2017) in June at the same time the pay schedule is implemented.

Heinbockel moved to adopt the pay schedule as presented; Brant seconded.

Discussion followed regarding adequate notice to employees and the pay schedule not conflicting with holidays.

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

NEW BUSINESS continued

Senior Companion Program – Use of Office in Community Center

Leith reported a resolution and a lease agreement would be presented at the April 18 meeting to finalize the North Star Council on Aging leasing office space at the Community Center for the Senior Companion Program. They are currently conducting interviews to hire someone locally to work 15 hours/week to coordinate volunteers, over the age of 55, who will offer aid to elderly residents. The office space, which has been used for storage, has been emptied, cleaned, and is ready to be repainted.

Musgrove said using office space in the Community Center/Senior Lounge for the Senior Companion Program was driven by the fact that the facility was originally built for senior citizens.

REPORTS

Park / Recreation – Jennifer Brant reported:

- The baseball team had their first practice and softball practice was to begin today also.

Leith reported samples of leftover fireworks were turned in today. (The debris is from the Festival of Lights, which is a Chamber-sponsored event held at the park in February of each year.)

- Todd Zachgo, President of the Delta Skating Association (DSA), expressed appreciation for the City's cooperation with the 2016-2017 skating season.
- DSA will host a cleanup day at the Liewer-Olmstead Ice Arena on April 7.

ADJOURNMENT

Heinbockel moved to adjourn the regular meeting at 5:47pm; Brant seconded.

Brant was excused thereafter.

Musgrove reported the meeting would continue with reports.

REPORTS continued

City Administrator – Mary Leith reported she and Musgrove will issue a letter supporting Pogo's renewal of discharge permit. The permit is required every ten years.

City Clerk – Pat White reported:

- Passport applications have increased. Two-thirds of those processed in March (58) were from out-of-town customers because the Fairbanks Post Office has a four to six-week appointment wait. The most applications processed at City Hall was 57 in June 2009, averaging 32/month that year.

- Another alternative to obtaining passports in a hurry is to schedule an appointment to appear at the Regional Passport Agency in Seattle. The National Passport Information Center offers an automated phone system that is available 24/7 (1-877-487-2778) to schedule appointments during their business hours, 8:00-1:30, Monday through Friday. Flight arrangements should include the stopover in Seattle for the prescheduled appointment.

Discussion followed regarding current passport requirements to access military installations (June 6, 2017) or for domestic flights (January 22, 2018) because of Alaska's non-compliance with the REAL ID Act.

- Archived agendas starting with January 2017 were added to the City website (deltajunction.us) as a reference source in tracking discussions. The request was internally from the City Administrator.

- Advertisement for Community Cleanup on May 13 has been posted and it is currently being translated for Russian-speaking residents as requested at the March 21 meeting.

Finance – Stephanie Prestwich referenced a memo dated March 31, 2017 and reported \$140,372.76, generated from land sales, was transferred to Morgan Stanley from a Wells Fargo account. Another account, \$113,572 from excess E911 funds, was transferred from Morgan Stanley to Wells Fargo for easier access and transfers at the end of the year.

Emergency Services / Public Safety – Freda Degnan reported she thoroughly enjoyed the Division of Homeland Security & Emergency Management tabletop exercise on April 1. She appreciated the education and is looking forward to updating areas that both the City and the Local Emergency Planning Committee (LEPC) need to address.

Discussion followed regarding updating the Emergency Operations Plan (EOP), follow up with an after-action report, and good participation (30) from emergency services representatives and various entities within the community.

Musgrove reported training and resources are available for City Council and City staff.

Library – Freda Degnan reported:

- Library participants used the OWL (Online with Libraries) network to exchange ideas, learn about new programs and resources, and build a small robot with a micro engine. The robot building lesson with a live instructor will be part of this year's Summer Reading Program.

- Mary Leith and Letha Burcham participated in Census Bureau Training for Local Governments, a live statewide workshop over the OWL network on March 16.

- Senator Mike Dunleavy presented his fiscal approach of the State budget on the evening of March 16, via the OWL network. The Delta Community Library co-hosted the event with the Fairbanks Library. Senator Dunleavy responded to questions from both the Delta audience (15 people) and Fairbanks (approximately 12).

McCombs asked Representative George Rauscher to encourage state legislators to fund the OWL network, which costs \$700,000 for all public libraries that utilize it (about \$1.00/year for all Alaskans). Live training eliminates travel expenses and it can be used for long-distance health and medical reasons or during a mass casualty incident.

- The Library Open House and Basket of Books auction is scheduled for April 22, 10:00 to 4:00.

Airport – JW Musgrove reported it won't be long before the ski season is over. Using a grader to remove slush helps dry up the airport within a day.

Heinbockel reported Talus Enterprises, Valdez contractor who cleared the airport subdivision, picked up their equipment over the weekend. He said he was pleased with the cleanup and eager to move into the next phase of development.

Discussion followed regarding putting a bid out by spring, scheduling survey work while the ground is still frozen, and expecting a delay in stabilizing roads because of underlying permafrost.

Public Works – Lou Heinbockel reported:

- JW Musgrove used his own equipment to remove drifted snow and open Aurora Avenue on April 1.

- He received citizen complaints regarding the intersection at Emmaus and Alaska Highway and, because Public Works employees did not work on March 24th, Delta Concrete was called upon to gravel the intersection.

- He expressed concern with significant snow pack in the upper Jarvis Creek area that could result in flooding Nistler Road where it intersects with Emmaus. Heinbockel said he expects run off around the first week in May. Discussion followed regarding preventative measures to break up the ice.

- Street ditches have been cleaned up before break up.

Meeting adjourned at 6:16pm.