



~~~~~  
**City Council Minutes**  
**April 18, 2017 ~ 5:00PM**

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

The regular meeting of the Delta Junction City Council was held on Tuesday, April 18, 2017 at City Hall. Mayor Hallgren called the meeting to order at 5:00pm.

City Council members present: Mayor Pete Hallgren, Deputy Mayor JW Musgrove, Lou Heinbockel, Jennifer Brant
City Council members excused: William Brennan, Freda Degnan, Audrey Brown
City employees present: City Administrator Mary Leith, Finance Officer Stephanie Prestwich
Administrative Assistant Letha Burcham

Four members from the community were present and Morgan Stanley Vice President Steven McSharry attended telephonically. The meeting was broadcast over KDHS 95.5 FM radio.

AMENDMENTS ~ APPROVAL OF AGENDA

Musgrove moved to approve the April 18, 2017 agenda as presented; Brant seconded. Motion carried.

AMENDMENTS ~ APPROVAL OF MINUTES FROM PREVIOUS MEETING

Hallgren said discussion at the April 4, 2017 meeting to adopt a pay schedule was only for hourly employees. He asked to include salaried employees, so there is only one pay schedule.

Heinbockel moved to add salaried employees to the new payroll schedule; Musgrove seconded.

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

Brant moved to approve the April 4, 2017 minutes; Musgrove seconded. Motion carried.

COMMENTS FROM THE AUDIENCE

Elena Powers, local Public Health Nurse, distributed bag samples that are used to safely deactivate unused medications. She also distributed handouts regarding an upcoming workshop about Community Overdose Prevention Education (Project COPE), pertaining to the epidemic of deaths associated with drug misuse. The course will be held at the Delta Career Advancement Center on May 9, 16, 23, and 30, 6:00-8:00pm. Powers noted Governor Bill Walker's Declaration of Disaster Emergency, dated February 14, 2017, that ordered statewide assistance, "including establishing a statewide Overdose Response Program (ORP) and statewide medical standing order allowing local and regional overdose response programs, healthcare officials, first responders, and the general public to have the ability to directly dispense and administer the lifesaving drug naloxone." She said the goal is to educate and to position rescue kits (with an overdose reversal drug), so area residents can respond and prevent more overdose deaths. She encouraged attendance during the series of classes and to research Project COPE.

Discussion followed regarding statistics (Alaska's 2012 death rate 50% higher than the national rate, the number of heroin-associated deaths in Alaska quadrupling between 2009 and 2015, etc.), Powers' outreach efforts, and making medication disposal bags available during Community Cleanup on May 13.

John Lewis expressed appreciation for JW Musgrove, Will Brennan, and Freda Degnan who were part of the thirty+ that attended the Division of Homeland Security & Emergency Management (DHS&EM) exercise on April 1. The training was a success because of good exchange between participants. He said he is awaiting a letter of support before the City applies for a grant from DHS&EM to purchase two backup generators to operate the City Campus (City Hall, Community Center, Library) as an Emergency Operations Center (EOC).

UNFINISHED BUSINESS

Permanent Fund Investment Account – continued discussion from March 21

Steven McSharry, financial advisor and Vice President of Morgan Stanley, Anchorage branch, reported he specializes in municipal government investments and crafting policies to optimize accounts such as the City of Delta Junction's \$1.5

million Permanent Fund. He referenced model portfolio documents that were previously distributed and explained the goal to align with the State of Alaska's Permanent Fund investment.

Discussion followed regarding model portfolios, growth of the City's account had it been invested differently, McSharry recommending Model #3 while earmarking some cash so it is accessible, and City Code of Ordinances pertaining to investments.

Heinbockel recalled establishing the City's Permanent Fund from sales of properties that were deeded to the City by the State of Alaska. Opportunity for entitled land has decreased, yet the State has acreage, i.e. the Local Boundary Commission is presently considering a request from the City & Borough of Juneau for most of Admiralty Island, which equates to millions of acres. Heinbockel said he would not suggest a local borough or to expand the City's boundaries because of the failed attempt to form a borough in 2007, but he would consider asking the State to deed land to the City that is within the proposed borough boundaries.

NEW BUSINESS

Proclamation – In Appreciation of Veterans Who Carved Out the Alaska Canada “Alcan” Highway

Hallgren reported proclamations were drafted for two African-American veterans who helped construct the Alaska Highway in 1942.

Craig Cugini, Deputy to the Garrison Commander, reported Senator Mike Dunleavy, Representative George Rauscher, Lieutenant General James Dickinson, new Garrison Commander Lieutenant Colonel Michael J. Foote, and Mayor Pete Hallgren will meet on April 22, 2017 at City Hall to sign the proclamations. Thereafter the proclamations will be framed with a photo of each soldier, photos of the signing, and an engraved key-to-the-city. One will be presented to Leonard P. Larkins, Sr., a 96-year old vet from New Orleans, at a 75th anniversary ceremony on June 3. Another proclamation will be delivered to Reginald Arthur Beverly, a 102-year old vet in Virginia, along with a taped presentation from Mayor Hallgren. Presenting the proclamation to Mr. Beverly will be recorded, so it too can be presented at the June 3 ceremony.

Hallgren read the proclamation aloud:

WHEREAS, the City of Delta Junction and the State of Alaska hereby celebrate the contributions and sacrifices made by the “Alcan Trail Blazers” during World War II, to construct an International Historical Engineering Landmark known as the Alaska Canada or “Alcan” Highway; and WHEREAS, October 28, 2017 marks the 75th anniversary of the completion of the Alcan Highway, one of the great engineering and logistical feats of American history; and

WHEREAS, between March 9 and October 28, 1942 approximately 10,000 U.S. Army Soldiers from various organizations, including Company A, 648th Topographic Battalion, African American Engineers from the 93rd, 95th, and 97th Engineer General Service Regiments and the 388th Engineer Battalion, and the U.S. Army Corps of Engineers, were ordered by President Franklin D. Roosevelt to construct a road in a northwesterly direction from the railhead at Dawson Creek, BC to connect with the existing Richardson Highway at what is now Delta Junction, Alaska; and WHEREAS, when plowing through black spruce forests proved impossible because of underlying permanently frozen ground, aka permafrost, workers would lay down a corduroy road of timber and brush to insulate the frozen ground and keep it from melting into a “bottomless river of mud” that “slips like custard under road equipment and sticks to truck wheels like black chewing gum”; and

WHEREAS, the Alcan Trail Blazers punched through as much as eight to ten miles of road per day, enduring the hardships of an untamed, rugged, and unforgiving wilderness with limited provisions and equipment, brutal climates, and unbearable living conditions; and

WHEREAS, the Big Delta Army Airfield was established in June 1942 and served as Station 17, Alaskan Wing, Air Transport Command throughout World War II as a rest and refueling spot for American pilots ferrying aircraft to Ladd Army Airfield, paving the way for the establishment of the Fort Greely military base, which was designated on August 6, 1955; and

WHEREAS, Delta Junction and Fort Greely residents recognize and appreciate the unwavering contributions made by the thousands of military Soldiers and civilians who carved over 1,600 miles of road through the Canadian and Alaskan wilderness; and

WHEREAS, during construction of the Alaska Highway, Black servicemen received the same training, pay, and benefits as White Soldiers, notably during a time when racial discrimination was common. The U.S. Army was the first government agency to integrate its forces and it was perhaps in part due to the outstanding effort of hard working men.

THEREFORE, BE IT RESOLVED that the Alaska Highway broke the old territorial shell of isolation and helped Alaska become the 49th state in 1959. Thereafter the City of Delta Junction incorporated in 1960.

THEREFORE, BE IT FURTHER RESOLVED that Mayor Peter Hallgren and the members of the Delta Junction City Council do hereby and gratefully declare that Mr. (SGT) Reginald Beverly, a true Soldier of the 95th Engineer Regiment, be presented the Key to the City of Delta Junction, Alaska, for his exceptional dedication and selfless service to his duties and his Country.

Discussion followed regarding two additional framed proclamations, honoring all vets who built the Alaska Highway, to be displayed at City Hall and the Visitor Center, and Cugini tasked with designing banners for street lamp poles and restoring a 16-millimeter film that was found at the Visitor Center, possibly of the 1942 highway construction.

Resolution 2017-03 – Community Center Office Use Agreement with North Star Council on Aging

Leith said allowing the North Star Council on Aging (NCSA) use of the small office at the Community Center for the Senior Companion Program has been an ongoing topic since September 2016. A part-time coordinator has been hired and

she will work directly with volunteers, 55-years old and older, who will tend to the needs of elderly citizens within the community. The use agreement has been reviewed by both North Star's attorney and City Attorney Jim DeWitt.

Heinbockel moved to approve Resolution 2017-03, use agreement with North Star Council on Aging to use the small office at the Community Center; Brant seconded.

Leith said community commitment, equal to \$600/month in rent, supports NSCA in their grant application.

Discussion followed regarding building the Community Center / Senior Lounge (1982) from a grant intended to provide services to senior citizens and edits to the Commercial Lease Agreement, an attachment to Resolution 2017-03, specifically noting maintenance of walkways at the Community Center.

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

City Purchases over \$1,000

CK# 218879 to Aetna in the amount of \$21,859.80 for April group health insurance

CK# 218880 to Buffalo Fuel in the amount of \$9,424.34 for fuel for buildings and equipment

CK# 218881 to Construction Machinery in the amount of \$1,585.00 for testing of low power issue on Volvo

CK# 218882 to Airport Equipment Rental in the amount of \$12,535.68 for motor grader mold board

CK# 218883 to Cougar Mountain in the amount of \$1,233.00 for accounting software renewal/support

CK# 218884 to Alaska Communications in the amount of \$1,597.86 for phone and internet services

Musgrove moved to approve check numbers 218879 through 218884 as presented; Heinbockel seconded.

Discussion followed regarding Volvo repairs (# 218881).

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

REPORTS

Mayor – Pete Hallgren reported:

- He will attend the Change of Command Ceremony at Fort Greely on April 24.
- He and Leith would attend a Restoration Advisory Board (RAB) meeting on April 26 at City Hall.

City Administrator – Mary Leith reported:

- She attended a tour of Fort Greely on April 13 and received a certificate of appreciation to City Council and staff from the United States Army Garrison Commander for “outstanding support of the Fort.”
- A patent from the State of Alaska was received, deeding the 1.056 acres of Visitor Center property to the City.
- Pogo will present their annual report to the community on May 17 at City Hall.

City Clerk – Letha Burcham reported passport applications have increased tremendously, particularly because the Fairbanks Post Office is now booking appointments six weeks out. It has been rewarding to serve customers from Fairbanks because they are so appreciative. She said cards will be beneficial in January 2018 when the Alaska driver's license is no longer accepted identification for domestic flights per non-compliance with the REAL ID Act.

Discussion followed regarding the cost of providing the service, most customers paying for expedite service, and expecting a demand on passports through 2018.

Musgrove said he appreciated the City's opportunity to serve as a passport facility. (The local State of Alaska court system transitioned the service to the City in 2003.)

Airport – JW Musgrove reported:

- He, Leith, and Heinbockel had previously driven through the airport subdivision. He and Hallgren walked through it today and are pleased with the contracted clearing.

Leith reported Ralph Mathews will resume survey work at the airport subdivision this week.

- Packed snow on the runway melted fast this year. Although it's taken longer on Aurora Avenue.
- The City took responsibility to collect payments for airport use (2016), tie-down with or without occasional use of electricity and boundary crossing, but theft of electricity is still an ongoing problem.
- A couple traffic cones and two high-pressure sodium lights need to be replaced.

Heinbockel suggested replacing the mercury/sodium lights.

Discussion followed regarding replacing lights near the school also.

Park / Recreation – Jennifer Brant reported:

- Delta High School baseball coaches requested financial support to upgrade the ballfield dugouts, which they initially estimated to cost \$5,000. They would provide the labor and will submit their plans to the City Administrator.

Musgrove moved to allocate \$2,500.00 and to partner with local businesses to renovate dugouts at the City Park; Hallgren seconded.

Heinbockel said he preferred to allocate more for park repairs, especially if volunteers are willing to offer their services.

Heinbockel moved to amend the motion to allocate \$5,000.00 to upgrade the dugouts; Hallgren seconded.

Musgrove said he disagreed with voting without knowing if there is funding.

Leith assured the Council that \$3,500 is available.

Hallgren moved to amend the motion to allocate \$3,500.00 to renovate the park dugouts; Brant seconded.

Motion passed on a roll call vote with four in attendance (Heinbockel, Musgrove, Brant, Hallgren) to allocate \$3,500.

- High School coaches requested regulation fencing for the baseball field.

Discussion followed regarding discussing the project during the upcoming budget cycle and community volunteers installing a batting cage in the park today.

- Electricity was turned on at the park, outhouses were unlocked, and ballfields are in use.
- Electricity was left on at the rink to serve the boiler, Zamboni room, and restrooms.
- The bike club will operate out of the rink, so it is necessary to repair door locks and the north overhead door.
- The Delta Skating Association will submit a list of repairs/upgrades to prepare for next year (repair rain gutter on the west side of the building, install 12 four-foot LED lights in the Zamboni room, cover the thermostat in the furnace room).

Personnel – Pete Hallgren reported Letha Burcham will retire on April 28 and he thanked her for her many years of service. He said whether to fill her position, hire a part-time employee, or divvy up her responsibilities has not been decided, but in the interim the City will contract with Burcham to continue mapping and addressing.

Burcham said she is not interested in part-time work or being on a schedule, but she will do contract work as needed.

Leith suggested \$30/hour on an as-needed basis. She said Burcham is the only staff that is trained to provide the services.

Heinbockel moved to contract with Letha Burcham to provide mapping services as needed; Musgrove seconded.

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

Public Works – Lou Heinbockel reported:

- Gravel left on roadsides will be removed once the mower/brush is repaired.

Leith said the Public Works crew intends to rent a brush.

- Purchase of a snow gate, to eliminate plugging up driveways as streets are plowed, will be on the May 2 agenda.
- The garage doors at the Public Works building were found open at 4:50pm on April 14th after employees left. He asked to establish a policy to throw a breaker when the last person leaves, so that the incident does not happen again, especially if it's 40 below and 2:00 o'clock in the morning.

Additional Reports – Jennifer Brant reported her daughter was chosen to be Prom Queen during this year's High School Prom, which was held at the Alaska Steakhouse. It was held at the Community Center last year. Brant explained why she appreciates hosting events locally and students taking pride in their community.

ADDITIONAL PUBLIC AND COUNCIL COMMENTS

Craig Cugini, Deputy to the Garrison Commander, reported events that are confirmed for the 75th anniversary celebrations of the construction of the Alaska Highway on June 3: Battle of the Bands, an Airforce band, country music artist Danielle Bradbery, a one-pitch softball tournament, and a historical vehicle display. The framed proclamations project is nearing completion and a billiards tournament at the Clearwater Lodge is in the planning. There will be opportunity for local businesses to host booths.

ADJOURNMENT

Hallgren moved to adjourn at 8:00pm; Heinbockel seconded.

Pat White, City Clerk

Approved: May 3, 2017