



**City Council Minutes
October 3, 2017 ~ 5:00PM**

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

The regular meeting of the Delta Junction City Council was held on Tuesday, October 3, 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, Freda Degnan
Lou Heinbockel, Jennifer Brant, Audrey Brown (joined telephonically at 5:05pm)
City employees present: City Administrator Mary Leith, Administrative Assistant Flower Cole
Stephanie Prestwich (arrived at 5:40pm), City Clerk Pat White

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

AMENDMENTS ~ APPROVAL OF AGENDA

Degnan moved to approve the October 3, 2017 agenda as presented; Musgrove seconded.

Hallgren reported numbers for *City Purchases over \$1,000* (page two) were corrected from a 218 sequence to 219.

Hallgren called for objections to amend the agenda with none being offered. Motion carried by unanimous consent.

AMENDMENTS ~ APPROVAL OF MINUTES FROM PREVIOUS MEETING

Brant moved to approve the minutes from the September 19, 2017 regular meeting; Hallgren seconded.

Motion passed on a roll call vote with five in attendance.

Brown joined the meeting by phone at 5:05pm.

COMMENTS FROM THE AUDIENCE

Jacob White reported construction of the skate shack started on September 29. There were more volunteers than there was work. The structure is completely framed in and metal is on the roof. M2C1 Construction & Engineering is designing an as-built and working with the Fire Marshal. Delta Concrete built the pad. Delta Building Supply provided materials at cost. Morley Electric wired power from the Liewer-Olmstead Ice Arena. White said they hope to finish the structure before the outdoor ice is ready to use. Toyo stoves have proven to be efficient for the new-fad tiny houses. Electricity for the stove should be minimal and it will be programmed to run between 3:00pm and 9:00pm each day. White will pay for heating fuel for the first year to get a better estimate of costs. Thereafter they will depend on community donations.

Leith reported Alaska Municipal League Joint Insurance Association (AMLJIA) will insure the skate shack for \$50/year.

Hallgren said the building will need to be formally accepted by the Council once finished and inspected by the Fire Marshal. Contributions from local volunteers make Delta Junction, the "Friendly Frontier," a wonderful place to live.

Brant said support from the community has been incredible. During a field trip, she overheard one of her second-grade students exclaim, "That's the new warmup shack my dad's talking about."

UNFINISHED BUSINESS – none

NEW BUSINESS

Request for Funding – November 4, 2017 Flu Vaccine Clinic at Delta High School

Musgrove reported refreshments for staff and bottled water for participants during the flu clinic should be less than \$500 based on previous events. He suggested the City reimburse as receipts are turned in.

Brown said 200 free flu vaccines will be given to the local public. The clinic will be held in the Delta High School lobby on November 4, 2017 and will serve as an emergency preparedness exercise as if an actual event were to occur.

Brown moved to contribute \$300.00 toward the mass dispensing clinic as presented; Musgrove seconded.

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

City Purchases over \$1,000

CK# 219131 to Med-Tech Resource Inc. in the amount of \$2,190.15 for firefighter gear

CK# 219132 to GVEA in the amount of \$2,255.18 for electricity

CK# 219133 to Buffalo Fuel in the amount of \$2,106.00 for heating fuel

CK# 219134 to Wells Fargo Credit in the amount of \$6,685.61 for credit card charges (postage – \$300.54, riding lawn mower – \$4,600.00, City Hall supplies – \$168.96, spray foam used on landfill glycol cleanup – \$399.00, supplies to change oil in Public Works truck – \$30.25, electricity at Liewer-Olmstead Ice Arena – \$100.00, ambulance fuel from Fairbanks – \$88.62, antivirus for public and staff computers at library – \$109.98, library materials – \$806.56, Stephanie Prestwich flight to attend finance training at AML Conference in Anchorage, November 13/15 – \$202.90, Prestwich’s Alaska Government Finance Officer Association training – \$149.00, cash back – +\$270.20)

Brant moved to approve checks 219131 through 219134 as presented; Brown seconded.

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

Hayes Circle Right-of-Way

Leith explained issues that surfaced from a recent sale of property on Hayes Circle. She referenced an aerial view of the property, which was recently surveyed by Art Saarloos, Delta Surveys, and she said it is apparent the street is not located as platted.

Discussion followed regarding several houses and structures in the right-of-way, communicating with neighboring property owners, and receipt of a letter from Jerold and Cleeta Barger who recently sold two of their four lots.

Hallgren asked to authorize the City Administrator to contact the City Attorney for advice on whether to vacate the street or replat (move) it and to clarify GVEA’s part in utility easements, track all associated costs, and settle on a solution that all Hayes Circle property owners agree with.

Musgrove asked to respond to Barger’s letter, dated September 19, 2017, because some statements were in error:

- “the right-of-way is extremely wide for only eight lots” - it is only 60-feet wide
- request to reduce the radius of the cul-de-sac to 20 feet – the radius is determined by firefighters and depends upon the size of emergency equipment that must turn around
- request to reduce the right-of-way to 30 feet on the west side of Hayes Circle – it is wrong to give property from one side of the street to owners on the other side without compensation
- request to vacate the utility easements running along Hayes Circle – there is unforeseen need for utility easements in the future, i.e. potential for city water and sewage

Heinbockel, the new property owner, said Roy Gilbertson owned all the property, so how he built Hayes Circle in the ‘70s was not an issue. As the new owner, he does not intend to sell or develop the lots, but his son may think differently. He would recuse himself from voting on the matter, but he would object to the City taking the street by adverse possession.

Audit Prep Firm

Hallgren referenced Stephanie Prestwich’s memo, dated September 29, 2017, and reported she recommends hiring an audit prep firm to cut costs of the annual audit. Of three choices, she recommended hiring Clear Idea Accounting and Consulting for \$6,000 (\$125/hour).

Prestwich said Joy Merriner, BDO senior auditor, feels an audit prep will reduce cost of the main audit. BDO charges \$150/hour.

Hallgren said he was interested in experimenting with Clear Idea for one year.

Musgrove said he was opposed to hiring an audit prep firm because it is Prestwich’s responsibility.

Prestwich argued that most offices have two accountants who review documents before auditors touch them, like proofreading.

Hallgren moved to hire Clear Idea Accounting and Consulting for \$6,000.00 for one year; Heinbockel seconded.

Discussion followed regarding escalating costs (\$52,000+ for 2015 audit), expecting less for 2016’s because of fewer grants, Prestwich inquiring how much to expect in savings, whether closing books every month would be worthwhile, never knowing whether less grant reporting or the audit prep decrease the cost of the audit, and the 2016 audit scheduled for the last week in October and due the end of March 2018.

Motion failed on a roll call vote with four opposed (Brant, Musgrove, Brown, Degnan) and two in favor (Heinbockel, Hallgren).

REPORTS

City Administrator – Mary Leith reported:

- The State Department of Transportation and Public Facilities (DOT&PF) plan to construct passing lanes between Delta and Fairbanks, Mile 266 and 341 of the Richardson Highway. One will be close to the Tanana Bridge. Public comments are to be directed to Thomas A. Gamza, Northern Region Cultural Resource Specialist-Archaeologist, at DOT&PF, 2301 Peger Road, Fairbanks, 99709-5316 or thomas.gamza@alaska.gov or 907-451-5293.
- The Deltana Fair Association will host a Foraker Group workshop at City Hall on October 7.

- Dave Castor, Chief Engineer for Gray TV Fairbanks, and Keith Martin, KUAC manager, visited the Donnelly Dome tower in August. They are convinced the television signal is good and that windy, cold weather ages antennas. Castor recommends anyone with poor television reception replace their home antennas with a Solid Signal Model HDB8X, which can be purchased for \$79.99 online (solidsignal.com). Leith reported City Hall has not received any complaints about poor television reception since Castor and Martin's visit.

- Ralph Mathews' survey crew is gathering elevation data on the airport subdivision, which is a significant part of the SWPPP (Storm Water Pollution Prevention Plan).

- Paving Products, awarded the bid to pave paths inside the park, asked to delay the project until June 3, 2018. They prefer warmer weather and expect the project to take no more than two weeks.

Discussion followed regarding High School baseball and softball season over before June, Paving Products aware of underground electrical lines, water lines, and septic system, Heinbockel's concern with "changing the playing field," and removal of the moose-barrier near the entrance closest to Kimball Street, so it is handicap accessible.

- The Delta Library Association will host the Alaska Highway Road Show at the Community Center on November 18, 7:00pm. They will present a 90-minute show that will be the final event of a year-long tour through Canada and Alaska. "Highway kid" Kathy Jessup is joined by *First Nations* author Allison Tubman and musician Bill Dolan, who weave together research, family stories, music, artifacts, and photographs to present an entertaining look back at the remarkable history of the construction of the Alaska Highway in 1942. Leith said end-of-the-Alaska-Highway hoodies, T-shirts, and hats will be sold during the show. She said less than half of the merchandise is still available for sale.

City Clerk – Pat White reported:

- NBC National News/MSNBC reporters plan to be in Delta sometime in October to report on what a day is like living in the place that could someday save the United States from a nuclear attack. The exact date is not yet known. Heinbockel recalled the No Nukes North protest when Missile Defense was under construction. They were not area residents, but they took the opportunity to travel to Delta to protest while there was news coverage.

Hallgren said Missile Defense is such a toxic political climate in the Lower 48, but at the time, around 2003, the No Nukes protesters planned to march into Fort Greely from a mile south on the Richardson Highway. Local residents countered them with save-our-county signs and the confrontation ended in a friendly manner.

- Senator Mike Dunleavy will host a Public Safety meeting at City Hall on October 19, 5:30-7:00pm. The purpose of the meeting is to obtain public input about crime rates in the local area.

Finance – Stephanie Prestwich reported she will present a quarterly report at the October 17 meeting and Steven McSharry will report on the Permanent Fund investment.

Emergency Services / Public Safety – Freda Degnan reported the Delta Junction Volunteer Fire Department (DJVFD) purchased new firefighter gear for new members (*City Purchases over \$1,000* - CK# 219131 – page one).

Discussion followed regarding Rural Deltana Volunteer Fire Department's status as a non-profit and sources of revenue (donations from Deltana Community Corporation, City of Delta Junction, Pogo, and area residents).

Library – Freda Degnan reported the Delta Library Association will host the Trapline Twins at the library on October 7. Popular authors and columnists, Julie and Miki Collins, will present a slide show and share how they live a subsistence lifestyle, harvest furs on their 1,000-mile trapline, raise sled dogs and Icelandic ponies, and grow a giant garden all in the shadow of Denali. They will be available for autographs after the show and will also have their latest books, furs, and handcrafts for sale.

Airport – JW Musgrove reported the airport parking lot and runways were mowed by volunteer pilots from the greater Deltana area. Buffalo hunting is the reason for present airport traffic.

Park / Recreation – Jennifer Brant thanked Leith and Prestwich for purchasing handicap signs and Corey Groppe and Rob Bevard for taking first steps to make the City Park more accessible.

Leith reported all LED lights are installed at the ice arena, one streetlight is out near the school, and the park pavilion is winterized, but the septic and outhouses still need serviced.

Prestwich said some grant funds are available for lighting efficiency.

Brant questioned using grant funds to program heating inside the rink and to cover the thermostat to limit access.

Prestwich said she would research sensor switches for the restrooms lights.

LEPC / Emergency Preparedness / Public Health – Audrey Brown reported:

- The planning committee for the Mass Dispensing Flu Vaccine Clinic (on November 4) met on October 2.

- A 12-week strength training program is scheduled for Tuesdays and Thursdays at the Community Center for residents who are 55 years and older. Contact Christy Roden to sign up.

Personnel – Pete Hallgren reported this will be his last meeting as Mayor before he passes the gavel on October 10. He said he does not intend to move upon retiring, but he appreciated kindness shown him and his wife for the past 18 years.

Brown thanked Hallgren for many years of service to the community.

ADDITIONAL PUBLIC AND COUNCIL COMMENTS

Craig Cugini, Deputy to the Garrison Commander, recognized Hallgren on behalf of himself, the Fort Greely Garrison Commander, and the Command Sergeant Major for his contributions to the community and Fort Greely.

Discussion followed regarding upcoming Halloween festivities on Tuesday, October 31, participating businesses signing up with the Chamber, and the annual event at the Delta Junction Fire Department (6:30-9:00pm).

Brown thanked Cugini for inviting her and Hallgren to the Commander's Brief for the Force Protection Exercise on September 20. It was informative and a valuable use of their time.

ADJOURNMENT

Brown moved to adjourn at 7:21pm; Degnan seconded.

Pat White, City Clerk

Approved: October 17, 2017