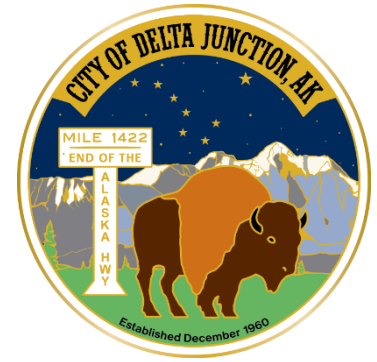


**City Council Minutes**  
**Regular Meeting**  
**November 7, 2017 ~ 5:00PM**  
**City Hall, Delta Junction, Alaska**



The regular meeting of the Delta Junction City Council was held on Tuesday, November 7, 2017 at City Hall. Mayor Musgrove called the meeting to order at 5:03pm.

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

City Council member excused: Pete Hallgren

City employees present: City Administrator Mary Leith, Administrative Assistant Flower Cole  
Finance Officer Stephanie Prestwich, Library Director Joyce McCombs, City Clerk Pat White

Three residents 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 November 7, 2017 agenda as presented; Brant seconded. Motion carried.

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

Degnan moved to approve the October 17, 2017 minutes as presented; Heinbockel seconded. Motion carried.

**UNFINISHED BUSINESS**

**Final Plat Approval – Knorr 2 Subdivision**

Discussion pertained to plat changes during the October 17 meeting (property recorded under Kery M. Knorr, free from all liens, and plat notes: #11 - the public or City has no obligation to construct, operate, or maintain improvements and #12 - Lot 1B legal access is from Spengler Road and Lot 1A access is from Sandra Street).

Heinbockel moved to approve the final plat of Knorr 2 Subdivision per changes discussed at the October 17 meeting; Brant seconded.

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

**NEW BUSINESS**

**In-between Meeting Actions**

Musgrove explained concerns about avoiding finance charges on periodic bills that come due between Council meetings.

Prestwich reported some circumstances require checks issued prior to Council approval. Purchases up to \$5,000 “may be approved by the City Administrator and/or Finance Officer without prior consent of the City Council” per City Code §1.41.015.

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

CK# 219176 to Warning Lites of Alaska in the amount of \$1,164.00 for road/parking signs

CK# 219177 to Uline in the amount of \$1,579.38 for new parking stops at the Delta Community Library

CK# 219178 to Construction Machine \$1,584.50 to check brakes on loader

CK# 219179 to Golden Valley Electric Association in the amount of \$2,922.03 for September electricity

CK# 219180 to Buffalo Fuel in the amount of \$5,645.00 for October fuel

CK# 219181 to AETNA in the amount of \$18,186.91 for November group health insurance

Brant moved to approve checks 219176 through 219181; Degnan seconded.

Discussion followed regarding six stop signs, ten handicapped-parking signs, four no-outlet signs, and one for West Second Street (CK# 219176), plastic parking stops installed at the library (219177) and unbroken concrete stops moved to City Hall’s parking lot, and whether a local business could inspect loader brakes to avoid charges for mechanic’s travel, \$740 in mileage plus \$603 in travel time (219178).

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

## REPORTS

**City Administrator** – Mary Leith reported:

- Ralph Mathews, Mathews Land Surveying, expects to finish the Airport Subdivision II plat next week.
- Art Saarloos, Delta Surveys, expects to survey the Spengler Road property within a week as well as trim trees to identify it. The property was deeded to the City of Delta Junction in 2001 for Torgen Rockstad's memorial park and/or trail.
- City Attorney Jim DeWitt estimated \$5,000 to resolve the Hayes Circle issue in which the street was built in the utility easement, outside the street boundaries.

Heinbockel, new lot owner, suggested City Administrator Mary Leith coordinate a meeting between the four property owners to settle the error that was made 40 years ago. He is willing to give up some property on Hayes Circle and the cul-de-sac, but not if it requires putting up more money.

Discussion followed regarding two properties with the street right of way "in their living rooms," whether relocating the street as platted is necessary, and what responsibility title agencies have in the debacle.

**City Clerk** – Pat White reported passport applications have steadily increased again since August (28) and September (24), but not as much as May (98). Forty applications were processed in October.

**Finance** – Stephanie Prestwich reported the audit prep is done, the annual audit is scheduled for the week of November 27, and a Public Employees' Retirement System (PERS) audit will be scheduled some time in the next month.

**Emergency Services / Public Safety** – Freda Degnan cautioned everyone to take steps to prevent chimney fires and she reminded everyone to change batteries in smoke detectors. Alaska State Troopers responded to 13 incidents since October 16 per Alaska Department of Public Safety postings online ([dps.alaska.gov/dailydispatch/](http://dps.alaska.gov/dailydispatch/)).

Leith reported Altrol Heating is servicing all (14) City facilities and Rob Bevard is changing batteries in smoke detectors.

Discussion followed regarding local information available on Facebook (Delta Junction Area Scanner and Dispatch) and ambulance rates that have not increased since Delta Medical Transport started in September 2011 (\$850 plus \$12.50/mile for Basic Life Support, \$950 plus \$12.50/mile for Advanced Life Support, averaging \$1,900 for transports to Fairbanks, less than what Fairbanks Fire charges to transport a patient to the hospital from Fred Meyers).

**Library** – Freda Degnan reported:

- Retirement benefits, survivors, Medicare, disability, and supplemental income will be discussed with the Social Security Administration during a live statewide video conference at the library on November 9.
- The Fairbanks Concert Association, Delta Library Association, Boeing, POGO Mine, and Fort Greely will sponsor the "La Santa Cecelia" concert at the Fort Greely Community Activity Center on November 12.
- The Fairbanks Arts Association will present stories, music, artifacts, and photographs about the Alaska Highway's 75-year history at the Community Center on November 18, the final performance of a year-long tour.

**Airport** – JW Musgrove reported:

- Silas Hill has been compacting snow on the runway and the tie-down area.
- The State of Alaska is drafting regulations to register small airplanes, proposing \$150/year for private use and \$250 for commercial use. The fee - not a tax - is expected to generate \$1.5 million for the State General Fund. Currently the State spends approximately \$30 million each year to maintain Alaskan airports, but only recoups \$2 million.

**Fort Greely Liaison** – Craig Cugini, Fort Greely Deputy Garrison Commander, reported Fort Wainwright has claims settlement authority for all claims arising at Fort Greely.

Leith reported the City has not yet received response about replacing the Zamboni (loaned to Fort Greely, but disposed of in 2013). Fort Greely has no authority to make decisions about the Zamboni.

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

- The Zamboni is experiencing issues that might be starter related.

- Volunteers are working on the dugout for visiting teams at the High School ballfield. (\$3,500 was allocated on April 18, 2017 to renovate park dugouts. The home dugout was built in early May.)

- Hockey teams are practicing on “dry land” because ice is not yet ready to use.

Discussion followed regarding volunteers repairing rink boards, the Fire Department helping make ice, moving forward on the (\$4,000) vinyl design to place between layers of ice (and reuse each year), and hoping to divide its cost between the City, Delta Skating Association, and the school district.

**LEPC / Emergency Preparedness** – Audrey Brown reported on the November 4 Point of Dispensing and flu vaccine exercise.

Discussion followed regarding the well-organized event having excellent participation from volunteers, but not enough public turnout, and possibly holding it earlier in the season next year.

**Public Works** – Lou Heinbockel reported the Public Works crew (Corey Groppe and Rob Bevard) did an excellent job on sanding intersections. He complimented the Department of Transportation in Delta for maintaining the Richardson Highway north to Birch Lake, but he was disappointed with how it was maintained beyond Birch Lake.

**Additional Reports** – Lou Heinbockel asked about carpet at the Community Center and holiday gift certificates.

Leith said plans are to clean the carpet in December after the Community Thanksgiving dinner.

Prestwich said IGA Food Cache does not have gift cards, but sells \$50 gift certificates that need to be used in one shopping trip.

Heinbockel said an article in today’s Fairbanks News-miner reported President Donald Trump asked Congress to increase the budget for missile defense and other military spending. Of the \$5.9 billion, \$200 million would build a fourth silo field at Fort Greely. (Fort Greely has three silo fields with 40 interceptors and expect four more by the end of the year.)

## **ADJOURNMENT**

Heinbockel moved to adjourn at 6:21pm; Brant seconded.

Pat White, City Clerk

Approved: November 21, 2017