

City Council Minutes
Regular Meeting
January 16, 2018 ~ 5:00PM
City Hall, Delta Junction, Alaska



The regular meeting of the Delta Junction City Council was held on Tuesday, January 16, 2018 at City Hall. Mayor Musgrove called the meeting to order at 5:00pm.

City Council members present: Mayor JW Musgrove, Deputy Mayor Freda Degnan
Alan Levinson, Jennifer Brant, Lou Heinbockel, Pete Hallgren, Audrey Brown (telephonically)
City employees present: City Administrator Mary Leith, Administrative Assistant Flower Cole
Finance Officer Stephanie Prestwich, Library Director Joyce McCombs, City Clerk Pat White
Five area residents and one out-of-town speaker (attended by phone) were present at the beginning of the meeting. The meeting was broadcast over KDHS 95.5 FM radio.

AMENDMENTS ~ APPROVAL OF AGENDA

Heinbockel moved to approve the January 16, 2018 agenda as presented; Degnan seconded.
Motion passed unanimously on a roll call vote.

AMENDMENTS ~ APPROVAL OF MINUTES FROM PREVIOUS MEETING

Hallgren moved to approve the January 2, 2018 minutes as presented; Brant seconded.
Heinbockel questioned Musgrove's statement during discussion about Hayes Circle (*City Administrator Report* - page 2 of the January 2, 2018 draft minutes), "according to the City Attorney ... the City has no responsibility in the matter."
Musgrove reported City Attorney Jim DeWitt made the statement during a phone conversation with him and Mary Leith.
Leith said it is not the City's fault that a house was built in the utility easement.
Heinbockel said other property owners could demand the street be reconstructed in its rightful place.
Motion passed unanimously on a roll call vote to approve the minutes as presented.

REQUEST TO SPEAK

Delta Junction Trails Association (DJTA) – Riverwalk Trail Status

Mindy Eggleston, Delta Junction Trails Association (DJTA) Chair, reported Alaska Department of Environmental Conservation (DEC) Brownfield Coordinator John Carnahan is guiding them through the process of cleaning the old shooting range where the Riverwalk Park will be located. It is #4 on the Delta Junction Community Trails Plan. She reviewed events from designing the 33-acre Riverwalk Park (October 2016 / October 2017) to submitting application for its cleanup (deadline January 31, 2018). Discussion followed regarding the initial Brownfield assessment conducted in December 2009, a cost-effective method for cleanup to be determined, the U.S. Environmental Protection Agency (EPA) and the State of Alaska DEC funding the cleanup, ability for DJTA to enter into an assessment agreement while partnered with the City of Delta Junction, but not solely as a non-profit, and timeline for actual cleanup (July 1, 2018 / June 30, 2019).
Heinbockel said the local community has few methods of raising revenue. One is to sell public lands. Turning the shooting range into a trail and park will eliminate it as a potential source of revenue. Discussion followed regarding imposing revocable licenses for ten or more years, past history when use of the old rifle range was encouraged, using materials from the construction of Remington Road (aka Service Street or Clinic Road) to create a berm for a backstop on the section line easement, positioning boulders at the rifle range entrance to deter access (2010), and potential for the proposed Riverwalk Park to improve property value of the current Airport Subdivision development east of the Richardson.

Hallgren moved to support and sponsor the Delta Junction Trails Association's efforts to explore funding opportunities for mitigation of the old shooting range through a Brownfield application; Brown seconded. Motion passed on a roll call vote with six voting in favor (Brant, Degnan, Brown, Hallgren, Levinson, Musgrove) and one opposed (Heinbockel).

Heinbockel said he is not against trail development. However, he recalled when the City, the lone public governing body, was the only entity that could qualify for grants. It resulted in a million-dollar debt that the City is still paying. Heinbockel questioned liability concerns at the old rifle range.

CORRESPONDENCE

Liquor License Renewal – Trophy (Permit #4434)

Heinbockel moved to show no opposition to the Trophy Lodge's liquor license renewal; Degnan seconded.

Motion passed unanimously on a roll call vote.

UNFINISHED BUSINESS

Airport Subdivision Phase 2

Leith reported surveyor Ralph Mathews made small edits to the final plat of Airport Subdivision Phase 2. Amy Cummings, M2C1, is progressing on the SWPPP (Storm Water Pollution Prevention Plan). GVEA offered input regarding adding notes to the plat. Covenants must be finalized before the plat is complete. Musgrove suggested soliciting a professional land specialist to review covenants once they are drafted.

Hallgren said covenants should be recorded when the plat is. He asked to review Airport I covenants pertaining to "lots restricted to aviation-related use for at least 25 years." He asked to remove Airport I Subdivision from the Airport Subdivision Phase 2 plat or put a definitive line between Airport I (Block 1 and Block 2) and Airport II (Block 3 and Block 4).

Musgrove said clearing the rights-of-way and hauling off stumps will be the next physical step. Will it get contracted out or will it be done in-house? Will road construction be the same?

Hallgren questioned whether electricity could be installed before the plat is final or whether construction of roads, installation of electricity, or sale of (21) lots would be done in phases.

NEW BUSINESS

City Purchases over \$1,000

CK# 219316 to Aetna in the amount of \$18,186.92 for January group health insurance

CK# 219317 to Alaska Communications in the amount of \$1,726.12 for December phone and Internet

CK# 219318 - void

CK# 219319 to Buffalo Fuel in the amount of \$8,150.04 for equipment fuel and heating fuel

CK# 219320 to Wells Fargo Credit in the amount of \$4,094.00 for credit card charges

CK# 219321 to Buffalo Center Service in the amount of \$1,364.87 for vehicle fuel

CK# 219322 to GVEA in the amount of \$5,031.60 for electricity

Brant moved to approve paying bills, checks 219316 through 219322 as presented; Heinbockel seconded. Discussion followed regarding utility expenses at the Liewer-Olmstead Ice Arena: \$974.00 for electricity in November (part of CK# 219320), \$1,176.00 for electricity in December (part of 219322), \$1,425.00 for heating fuel in December and \$364.10 for Zamboni fuel in December (parts of 219319).

Motion passed unanimously on a roll call vote.

Lighting of Wi-Fi Parking Lot

Musgrove explained the need to light the parking area in back of the library, commonly called the Wi-Fi parking lot.

Leith reported Morley Electric provided quotes for a LED light on a wood pole and LED light(s) mounted on the back wall of the library. The wall pack option, \$2,800 for one or \$3,600 for two, could be done now; not put off till spring.

Discussion followed regarding actual costs of lights versus labor, researching alternative options, unanimous consensus to light the parking lot, light sensor – dusk-to-dawn lighting with a disconnect switch inside the library, and to continue discussion at the February 6 meeting.

REPORTS

City Administrator – Mary Leith reported:

- The Division of Natural Resources is working toward finalizing the deed of the 3.5-acre Pioneer Park. The City will be required to pay for its survey, appraisal, and thereafter, 50% less than Fair Market Value. Leith guessed one acre could cost \$12,000 to \$15,000.

Discussion followed regarding whether the Pioneers would contribute to the purchase, the State requiring Alaska-approved appraisers, appraisal not to include value of improvements (Igloo 35, Pioneers of Alaska constructed building and installed well), long-term 1996-2021 lease between the City and the State of Alaska, purchase details not yet determined, and similar circumstances with the Sullivan Roadhouse property (application for patent submitted in 2011) and the Community Park (purchased in 2005 with Capital Improvement funds after 1969-2024 lease increased from \$1/year to \$8,400/year).

- GVEA has concerns about utility easement adjustments along Hayes Circle.
- She is investigating a “municipal reserve,” located where five streets intersect between the Diamond Willow Inn on the Alaska Highway and the fire station near the Richardson Highway.

Finance – Stephanie Prestwich referenced a handout, *FY18 Mid-Year Financial Report*, and said 52% of the FY18 budget has been spent and 89% of annual revenue has been received as of January 9, 2018.

Discussion followed regarding local pilots contributing half to two-thirds of the annual airport insurance (approximately \$5,700/year for the past three years), Heinbockel suggesting the City take full responsibility of runway expenses at some point in the future, and Heinbockel requesting the anticipated \$50,000 surplus at the end of FY18 be added to the landfill sinking fund.

Hallgren agreed with building the landfill sinking fund to enable replacing equipment when necessary.

Heinbockel said to not entertain increasing landfill rates at this time. (Rates last increased March 16, 2015 from 6.25¢ per pound or \$125/ton to 8¢ or \$160/ton per Ordinance 2015-02, dated December 16, 2014.)

He asked to install efficient electric heat at the scale house to replace the temporary portable heaters that are presently used because of the defunct underground Glycol system.

Discussion followed regarding discounting 75th memorabilia (t-shirts, hoodies, hats) enough to break even, 66% of t-shirts and hoodies sold to date, \$64,946 earned in interest off the Permanent Fund over the past six months, review of open grants, repairing or replacing the light above the hockey goal at the Liewer-Olmstead Ice Arena, whether a Zamboni could pass as a mid-sized plow, and whether to trade the existing truck and plow for a different one.

Emergency Services / Public Safety – Freda Degnan reported on several recent fires, new firefighters joining the Delta Junction (DJVFD) and Rural Deltana (RDVFD) fire departments, and mutual training. DJVFD Fire Chief Vern Heintz reported response times have improved considerably because of all the new firefighters. Emergency responders, including DJVFD, the Fort Greely Fire Department, and Alaska State Troopers, participated in a joint recovery on New Year’s.

Discussion followed regarding purchasing fire gear with donations received from the public and Pogo contributing another \$5,000 to the fire department.

Brown asked if local firefighters or others with knowledge could publish an article in the local paper about proper ways to thaw out pipes without causing a fire.

Library – Freda Degnan reported:

- The library was closed January 11/12 while carpet and vinyl were cleaned.
- Internet upgrades began on January 14 and will continue through January 23 and 24. Internet and Wi-Fi access will be on and off while new equipment is installed, and Internet speed is increased.
- Cindy and Whit Aillaud will present another slide show about hiking the entire Pacific Crest Trail, January 26. Alaska Flour Company, their trail sponsor, will provide refreshments.

Airport – Alan Levinson reported a billing process is being established to collect user fees at the City airport. Fees were previously collected by the Delta Pilots Advisory Committee.

Fort Greely Liaison – Pete Hallgren reported he would contact the Congressional Delegation regarding the City's spare Zamboni that was leased to Fort Greely (and disposed of without the City's knowledge).

Park / Recreation – Jennifer Brant reported:

- Ana and Jacob White will present an update on the warmup shack at the February 6 meeting. They expect to finish installing the furnace by the end of the week and meet with the State Fire Marshal.
- Warm temperatures bring "rain" (condensation) inside the Liewer-Olmstead Ice Arena that creates dimples of ice on walking surfaces. Salt cannot be used because it gets tracked onto the ice. Brant expressed concern with liability and she asked, at a minimum, to put up walk-at-your-own-risk signs to warn visitors.

Heinbockel reported that an air exchange system was installed to draw moisture out of the building. The problem, moisture created from pouring hot water on ice, can be solved by insulating the building and providing indoor ice year-round. It costs \$2 million.

Discussion followed regarding researching insurance coverage(s), how other rinks handle ventilation, very few used Zambonis available, finding out when Zambonis retire in Fairbanks (Wainwright, UAF, Big Dipper, Carlson Center), and whether the wall faucet in the ladies' restroom at the rink is frozen.

LEPC / Emergency Preparedness / Public Health – Audrey Brown reported on the Local Emergency Planning Committee (LEPC) meeting that was held on January 8:

- Mike Paschall announced he believed there were enough funds for anyone who wished to attend the April Emergency Preparedness meeting in Anchorage.
- The Public Health Nurse's POD (Point of Distribution) exercise and After Action Report meetings were discussed.
- She asked for a volunteer to do the elementary school emergency preparedness project she has been working on. She stated she'd help any volunteers. No one volunteered.

Public Works – Lou Heinbockel reported:

- Corey Groppe bermed up the sides of Mil-Tan prior to the heavy east winds, so it did not drift.
- Brewis Subdivision homeowners need convinced to remove trees, so streets can be bladed.
- He referenced a list of requested items for Public Works and said he supported purchase of a vehicle lift (discussed during the December 19, 2017 meeting) because of the need to change tires and perform general maintenance on the City truck, ambulances, and the riding lawn mower, but not heavy equipment because local businesses are equipped to work on them. Heinbockel also approved purchasing a wash bay curtain and a Hotsy, a diesel fired pressure washer for the wash bay.

Discussion followed regarding the lift quote (\$9,989) including shipping, more research on cost of the Hotsy to include a method of air exchange for the Public Works building, and a similar Hotsy at the landfill that is portable.

Hallgren said paving would be beneficial in front of Public Works and between it and the Fire Station. Also the general public could benefit from an outside water-fill.

Heinbockel recalled issues with "Snoopy," the outside water-fill in the old Public Works building and said it was the reason the new building was built around it.

Discussion followed regarding researching installation of an outside spigot for use during the summer.

- He would like to research purchase of a maintenance-type vehicle and he asked to inquire with the school district about vehicles they plan to surplus. A 15-passenger van can easily be turned into a utility vehicle.

Additional Reports – Audrey Brown reported she will attend the Alaska Municipal League Legislative Conference in Juneau February 20/22.

ADJOURNMENT

Degnan moved to adjourn at 7:52pm; Hallgren seconded.

Pat White, City Clerk

Approved: February 6, 2018