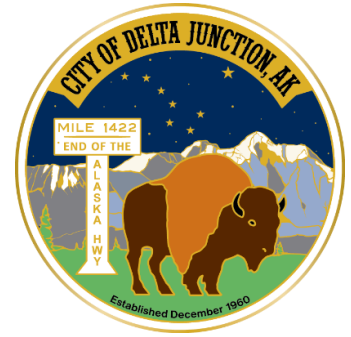


**City Council Minutes**  
**Regular Meeting**  
**February 6, 2018 ~ 5:00PM**  
**City Hall, Delta Junction, Alaska**



The regular meeting of the Delta Junction City Council was held on Tuesday, February 6, 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

Lou Heinbockel, Alan Levinson, Jennifer Brant, Audrey Brown, Pete Hallgren

City employees present: City Administrator Mary Leith, Administrative Assistant Flower Cole, City Clerk Pat White  
Eight residents and two guest speakers 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 February 6, 2018 agenda as presented; Brant seconded.

Musgrove asked to remove CK# 219328 because the documentation is a bit sparse.

Brown moved to remove CK# 219328 from *City Purchases over \$1,000* (page 2); Heinbockel seconded.

Motion passed unanimously on a roll call vote to approve the amended agenda.

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

Brant moved to approve the minutes from the January 16, 2018 regular meeting; Degnan seconded.

Brown asked for clarification under her LEPC report on page 4 of the January 16 minutes. She did not attempt to relinquish duties with the Red Cross Pillowcase Project. She asked for volunteers, but no one volunteered.

Motion passed unanimously on a roll call vote to amend the January 16, 2018 minutes.

**COMMENTS FROM THE AUDIENCE**

Jessica Leija said she will be attending Council meetings to keep Representative George Rauscher informed of community news. She is available at the Legislative Information Office to relay community concerns to him. (She can also be reached by cell - 803-8118 or email - [jessica.leija@akleg.gov](mailto:jessica.leija@akleg.gov).)

**REQUEST TO SPEAK**

**Ana and Jacob White - Skate Shack Update**

Ana White reported they are waiting on the Fire Marshal permit that was filed a month ago. M2C1 Construction & Engineering will follow up if it is not approved. Engineers were hired for different aspects of the skate shack construction and Pogo Mine sponsored parts of it. The skate shack is a heated building, so it will need to be locked. Delta Skating Association (DSA) agreed to monitor the building; the first coach of any given day would unlock it and the last coach would lock it back up. Parents of homeschool students who want access could go through DSA. White asked if the City would provide janitorial service. The 300-square foot area wouldn't need more than half an hour each week during the skating season.

Discussion followed regarding the skate shack expected to be a well-utilized building, especially by groups that are not affiliated with the town hockey program, discouraging unsupervised activities, a wall-mounted box filled with plastic grocery bags for people to carry out their own trash, and pros and cons of various locks.

Jacob White reported M2C1 and Fairbanks engineers recommended a forced air furnace, instead of electric heat or a Toyo stove (initial plan) because of maintenance, efficiency, and a better investment. It is enclosed in a locked closet and the thermostat will be covered by a lockbox. The 200-gallon fuel tank was engineered for above ground and will also be locked. White said steps access both entrances to the skate shack. A handrail and handicap access will be installed on one end in the spring.

Discussion followed regarding adding heating costs to the upcoming budget, already adding the skate shack to the City's insurance policy, and requesting that the Whites email their proposals and suggestions to the City Administrator.

Brant directed everyone to visit [ana-white.com](http://ana-white.com) to see the Hollywood-worthy movie about the skate shack.

**Tommie Baker - Joint Service Exercise in March**

Tommie Baker, U.S. Air Force Alaska Command Public Affairs, introduced Lt. Col. Josh Gaspard, who reported approximately 1,000 Marines will arrive from North Carolina in March to train in the Arctic Edge exercise. He explained Alaska's strategic importance to the world and the need for the local community's support of the training.

Discussion followed regarding how to report structural damage or concerns about air traffic (1-800-JET-NOISE), incorrectly assuming that low-flying aircraft are associated to sonic booms, benefits of passing lanes on the Richardson Highway and advertised convoy schedules, and to expect increased training activity in March.

**CORRESPONDENCE****Liquor License Renewals – E+G Cellars (License #785), Pizza Bella (#1746), Alaskan Steakhouse (#3999)**

Heinbockel moved to show no opposition to the liquor license renewal of E+G Cellars (#785), a Package Store next to Wells Fargo Bank; Hallgren seconded.

Motion passed unanimously on a roll call vote.

Heinbockel moved to show no opposition to the liquor license renewal of Bill's Enterprises, Inc. (#1746), a Restaurant/Eating Place doing business as Pizza Bella Restaurant; Degnan seconded.

Motion passed unanimously on a roll call vote.

Heinbockel moved to show no opposition to the liquor license renewal of Juice, Inc. (#3999), a Beverage Dispensary – Tourism, doing business as Alaskan Steakhouse & Motel; Brown seconded.

Motion passed unanimously on a roll call vote.

**Requests for Addresses and Road Information**

Musgrove reported two requests were received for mapping data that Letha Burcham generates, road names and addresses, but no personally identifiable information. The two requests are from commercial businesses that gather and sell data. He said the City does not currently have a policy or standard form to deal with such requests. He questioned distributing information; if it is public information and if a fee can be collected for it. Discussion followed regarding many years invested in creating a system that is used by emergency responders, sharing information with the local electric company and the U.S. Census Bureau, Fairbanks North Star Borough charging for their mapping data, and meeting demands of public disclosure requests.

Heinbockel said the City does not need to make a profit, but the companies that are making money off the data should pay for expenses incurred by the City to generate the addresses.

Musgrove referenced a draft records release form and suggested requiring some money upfront, particularly for large projects that require a significant amount of research.

Brant was excused at 6:30pm.

**UNFINISHED BUSINESS****Lighting of Wi-Fi Parking Lot**

Leith reported Morley Electric originally quoted \$2,800 for one wall-mounted light on the back of the library and \$3,800 for two. The cost of the U.S.-made lights was reduced to \$3,600 since the January 16 meeting.

Discussion followed regarding postponing discussion until the next budget cycle and Heinbockel not supporting either lights or a parking lot behind the library where snow drifts Aurora Avenue every year.

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

CK# 219326 to Aetna in the amount of \$18,186.92 for February group health insurance

CK# 219327 to Buffalo Fuel in the amount of \$11,515.01 for January fuel

CK# 219328 to Structured Communication Systems in the amount of \$1,770.00 for three-year contract for library's new Internet equipment

Heinbockel moved to approve checks 219326 and 219327; Brown seconded.

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

Discussion followed regarding postponing approval of CK# 219328 to the February 20 meeting.

**REPORTS**

**Mayor** – JW Musgrove reported recent circumstances in which library employees required overtime.

**City Administrator** – Mary Leith reported:

- The fuel contract bid packet will be advertised soon.
- The City of Delta Junction received a Loss Control Award for 2016 from Alaska Municipal League / Joint Insurance Association (AML/JIA).
- The 2018-2021 draft Statewide Transportation Improvement Program (STIP) is available online ([dot.alaska.gov/stip](http://dot.alaska.gov/stip)). The public comment period ends at 5:00pm, March 16, 2018. The STIP includes passing lanes between Delta and Fairbanks, of which \$25 million for the project is not yet funded.
- Application for the Brownfield assessment and cleanup of the old shooting range was submitted on January 29.
- Reducing road width and utility easement may be the solution to finalize the Hayes Circle dilemma. Discussion followed regarding total costs expected to be around \$10,000, several entities involved, who should be responsible to pay the costs, and drafting an ordinance.
- Pioneer Park is ready to survey and get appraised, both of which are the City's responsibility. She suggested getting it done in the spring.

Discussion followed regarding appraisal valid for two years, the original size of the park reduced about an acre because of Stirewalt Street right-of-way, current lease through October 15, 2021, estimating the total cost to purchase the property from the State of Alaska, and discussing it during the budget cycle.

Musgrove reported he nominated Mary Leith to the Alaska Municipal League Investment Pool (AMLIP) Board of Directors.

Discussion followed regarding AMLIP, a money-market for municipalities that is stable and conservative, the City's investment (\$500,000), three meetings per year, and Hallgren dedicating several years on the board.

**City Clerk** – Pat White reported:

- She and Flower Cole recertified as passport agents (at a non-postal acceptance facility) on January 10. Retesting is an annual requirement.
- Postage rates, which are absorbed by either the applicant or the City, recently increased (10¢ to 95¢, depending on method). An influx in passport applications is expected because the process fee, which is paid to passport facilities, will increase to \$35 on April 2, 2018. It dropped, \$30 to \$25, in 2007.

**Finance** – Mary Leith reported the formal report of the FY17 audit was delayed.

Discussion followed regarding contacting the State of Alaska, so late reporting to them is not an issue.

White reported reducing costs of Alaska Highway 75th anniversary memorabilia (t-shirts, hoodies, hats) was discussed on January 16. Prestwich dropped prices, which will be posted on the City website ([deltajunction.us](http://deltajunction.us)).

**Emergency Services / Public Safety** – Freda Degnan reported two incidents, a fire on Mullins Road and a tanker that overturned on the Richardson Highway.

Discussion followed regarding a recent gunshot incident.

Hallgren reported he enjoyed the fireworks display on February 3, but, debris similar to large chunks of coconut shells, littered Aurora Avenue, Deborah Street, and the Wi-Fi parking lot. He questioned whether falling debris could harm anyone.

**Library** – Freda Degnan reported Cindy Lou and Whit Aillaud packed the library on January 26 with their presentation about hiking the Pacific Crest Trail.

Brown said it was a good turnout for minus 25-degree temperatures.

**Fort Greely Liaison** – Lou Heinbockel questioned progress on the backup Zamboni, particularly when it sold and for how much. There is potential for a lawsuit to recover the loss of the Zamboni because the City did not authorize its disposal.

Hallgren said he intends to contact the Congressional delegation before filing an appeal.

See more discussion under *Additional Council and Public Comments* (page 4).

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

- She asked for a volunteer at the last Local Emergency Planning Committee (LEPC) meeting to do emergency preparedness in the grammar school. The Pillowcase Project requires less than an hour presentation. It is named after college students who gathered their belongings in pillowcases during Hurricane Katrina. Disney partnered with Red Cross to educate children for emergencies that are common in the region in which they live.
- The next LEPC meeting is in March and the Homeland Security & Emergency Preparedness Conference is in April.

- The local Public Health Nurse, Elena Powers, scheduled several after-action meetings pertaining to the Point of Distribution (flu shot clinic last November). Brown said setup is in place should an actual event occur.

**Public Works** – Lou Heinbockel reported purchasing better material is necessary to utilize existing sanding equipment. If not, the sander needs to be sold or traded for one with a conveyor belt; not an auger. Discussion followed regarding stockpiling material so that it stays dry, minimizing compensating employees for use of personal vehicles, renting vehicles for extended circumstances, Heinbockel's insistence that the Federal rate of compensation (53¢/mile) is not adequate, whether the local Department of Transportation (DOT) could provide material or partner in a long-term joint agreement, standing agreement with Delta Concrete to service streets, and the Delta DOT now responsible for the Richardson Highway to Eielson, not just Birch Lake. Heinbockel reported DOT gets extra miles, but no added equipment or employees to maintain the Richardson between Delta and Eielson. They also maintain the Alaska Highway between Delta and Dot Lake.

**ADDITIONAL COUNCIL AND PUBLIC COMMENTS**

(Continued discussion from *Fort Greely Liaison Report* - page 3)

Craig Cugini said Fort Greely assisted the City in filing a claim with the Army. Fort Greely is not part of the claims process, but they can help in some capacity. The Fort Wainwright Law Office stated the City did not file a claim within the statutes of limitations. Cugini said Fort Greely is very apologetic even though current personnel were not part of disposing of the Zamboni.

Heinbockel moved to extend the Council meeting another 15 minutes; Brown seconded.

Motion carried.

Cugini referenced Arctic Edge (page 2) and said Fort Greely is a partner in the exercise by providing food, lodging, communicating convoy schedules, keeping the City of Delta Junction informed, etc.

Al Edgren referenced discussion about the Zamboni and said it was functional when it was loaned to Fort Greely. Typically salvage or scrap is disposed of, not an operational piece of equipment. The Zamboni, no matter what it sold for, was valued at \$75,000. Edgren asked the City to help remove snow from the outdoor rink. It appears skaters are able to plow only to the edges, but need help in removing the snow. Referring to the warm up shack (page 1), Edgren commended Jacob and Ana White for putting their energy and money into a project that the community will reap benefits from.

**ADJOURNMENT**

Hallgren moved to adjourn at 8:08pm; Degnan seconded.