

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



The regular meeting of the Delta Junction City Council was held on Tuesday, June 5, 2018 at City Hall. Mayor Musgrove called the meeting to order at 5:02pm.

City Council members present: Mayor JW Musgrove, Deputy Mayor Freda Degnan  
Jennifer Brant, Pete Hallgren, Audrey Brown

City Council members excused: Lou Heinbockel, Alan Levinson

City employees present: City Administrator Mary Leith, Finance Officer Stephanie Erickson

Administrative Assistant Flower Cole, Library Director Joyce McCombs, City Clerk Pat White

Seven residents were present at the start of the meeting.

**AMENDMENTS ~ APPROVAL OF AGENDA**

Brant moved to approve the June 5, 2018 agenda as presented; Brown seconded.

Hallgren asked to insert "Ratify" to *Purchase of Firefighter Bunker Gear* under *New Business*.

Motion passed by unanimous consent.

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

Brant moved to approve the May 15, 2018 minutes as presented; Degnan seconded.

Motion passed by unanimous consent.

**COMMENTS FROM THE AUDIENCE**

Chris Maestas, Fort Greely Garrison Public Affairs, reported approximately 350 people attended the outdoor concert on June 2. He invited everyone to the USO Troupe Show at Fort Greely on June 7.

**REQUEST TO SPEAK**

**Tony White, Fire Chief – DJVFD Budget** – moved to *New Business* (bottom of page)

**UNFINISHED BUSINESS** - none

**NEW BUSINESS**

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

CK# **219503** to Andrey Ionashku in the amount of \$4,007.00 for NFPA Firefighter I, Firefighter II, Hazmat Awareness, and Hazmat Ops certification course, including \$85 meal ticket (\$3,315), two boot camp t-shirts (\$30), 14 nights stay in dorm (\$150), bunker gear rental (\$300), State testing fee (\$115), Fire Alumni online interactive access for one year (\$97)

CK# **219504** to Payment Remittance Center in the amount of \$8,480.00 for credit card purchases (wash bay curtain at Public Works building - \$2,925.00, Hotsy freight - \$497.94, postage - \$362.38, hotel accommodations for Elena Powers, Audrey Brown, Flower Cole, and John Lewis while attending DHS&EM Spring Preparedness conference in Anchorage on April 10/12 - \$1,959.96, Audrey Brown flight to AML board meeting in Anchorage on May 1 - \$274.90, door locks for Liewer-Olmstead Ice Arena - \$221.45, google email accounts - \$45.00, first aid kits - \$115.27, library materials - \$799.62, library computer accessories - \$143.48, electricity at ice arena in March - \$1,135.00)

CK# **219505** to Buffalo Center Service in the amount of \$1,626.34 for equipment and vehicle fuel

CK# **219506** to Uline in the amount of \$1,337.12 for safety cones at the landfill

CK# **219507** to Construction Machinery in the amount of \$2,869.78 for Volvo loader repair and part (hydraulic cylinder)

Brant moved to approve checks 219503 through 219507 as presented; Degnan seconded.

Discussion followed regarding notifying Council before incurring an expense and budgeting to train one firefighter per year.

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

**Tony White – DJVFD Budget**

Tony White, Fire Chief, Delta Junction Volunteer Fire Department (DJVFD), reported:

- Ladders are being inspected to update their certifications.
- Fire engine pumps will be recertified in July.

- SCBA bottles will soon reach their 15-year shelf life. Twelve bottles are presently getting hydrostatic tested at Arctic Fire & Safety, but reach their shelf life in May 2019. Packs, facemasks, and regulators are in good condition, but bottles need replaced. Twelve new ones could be purchased in FY19 because the other 12 will last until May 2019. The bottles are interchangeable because Rural Deltana and Fort Greely fire departments use the same brand.
  - Four out of hundreds of sets of bunker gear are within code, but only for another year.
  - The DJVFD has 15 members plus three new firefighters that joined last week. They are a very young, energetic group that train weekly.
  - The DJVFD is getting state certification to teach classes in-house. Fifteen firefighters can be instructed locally for the same cost as sending one firefighter to training.
  - He and Rural Deltana Fire Chief Tim Castleberry will apply for grants through the Division of Homeland Security & Emergency Management to purchase new radios, batteries, and chargers because all radios will be outdated by 2020.
  - He listed DJVFD equipment as a resource with the local State Forestry office. Leasing equipment, a common practice in rural areas, will raise revenue to help pay for department needs.

Musgrove asked White to submit a schedule to Mary Leith, so requests can be added to the latest budget draft.

Tony White explained interaction between emergency responders, AT&T, and ALMR (Alaska Land Mobile Radio), a series of repeaters that make up the statewide radio system. Dead spots are typical in rural areas, but inability to communicate on the ALMR frequency increases when repeaters are down and the system is switched to conventional.

Discussion followed regarding present problems with the radio repeater at the AT&T tower, dedicated phone lines that provide 911 dispatch service to the Delta area, and \$2 fees levied each month on local phones that fund the Enhanced 911 system (City Code §1.67).

### **Ratify Purchase of Firefighter Bunker Gear**

[Ten sets of bunker gear (\$21,285.70) were discussed during the budget work session on May 22. An \$18,637 price would increase to \$23,257 as of the close of business (in California) on May 31. A phone poll of Council members was conducted around 2:00pm, May 31. Six people agreed to purchase the firefighter gear at the lower price (Hallgren, Musgrove, Brown, Levinson, Degnan, Heinbockel). Brant was unavailable.]

Tony White, DJVFD Fire Chief, reported the fire department currently has four sets of bunker gear, but needs to purchase ten new sets. The price, \$18,637 through Medical Manufacturer Med-Tech Resource, Inc. (MTR) expired on May 31. Why MTR? Because of staying with the same vendor and manufacturer. The four sets of bunker gear that were purchased from MTR in the past two years are standard fitting; not tailored. The National Fire Protection Agency (NFPA) comes out with new compliances each year, but a change to the reflective tape and an inside sticker did not warrant the \$5,000 price increase. Because of the phone poll, DJVFD is locked into the 2017 price, but will likely receive gear made in 2018.

Musgrove said the phone poll on May 31 was conducted due to the nature of the situation.

Hallgren said the full expenditure is not in the proposed budget. Authorizing the purchase, to avoid paying the higher cost, will require a reconciliation of the FY18 budget through an ordinance at a later date.

Erickson reported she expects enough surplus in the FY18 budget to pay for the bunker gear.

Discussion followed regarding getting quotes from other vendors in the future, purchasing two 20-foot Conex or installing shelves in the Public Works building to store seasonal Fire Department property, i.e. four-wheelers and snow machines, purchasing a general-purpose vehicle for the Fire Department or continuing to reimburse for mileage, and emergency vehicles equipped with extrication gear.

Hallgren moved to ratify the decision to purchase ten sets of bunker gear from MTR for \$18,637.16; Brown seconded.

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

Hallgren asked City Administrator Mary Leith to inquire with AMLJIA about coverage of expired air packs.

**REPORTS**

**Mayor** – JW Musgrove reported:

- Another work session is necessary before adopting the FY19 budget.

Discussion followed regarding scheduling a budget work session on June 18 at 5:00pm.

Hallgren referenced the June 5 draft budget, showing \$1,846 surplus, and said both the equipment sinking fund and the landfill closure fund were cut, \$50,000 to \$25,000 each. There would be a \$37,000 deficit if all department requests were honored.

- A hardcopy of the State of Alaska Public Employee Retirement System (PERS) audit was received.

Degnan read, they “did not identify any issues of noncompliance. We congratulate the City on an error free audit and we thank the City for its commitment to PERS compliance.”

Musgrove expressed appreciation to Erickson.

- The City will receive both PILT and Community Assistance in the upcoming fiscal year.
- A Brownfield cleanup of the old shooting range is pending.

Leith said the State will survey the area in mid-July to identify City and State property lines.

• He and Leith are getting closer to filling the landfill operator position. Richard Mitchell recently retired, but worked on June 2 as a fill-in. Mitchell will also return to train the new hire.

Leith reported the new hire will need to meet certain qualifications and certifications.

• There will be extra expenses incurred to clean up the landfill. The two summer-hire employees have made major strides in cleaning windblown trash, fence lines, and inside the shop.

Leith reported warm temperatures were needed before Freon could be removed from appliances. Fifty-two appliances were drained and will be moved to the landfill pits.

**City Administrator** – Mary Leith reported:

• She attends teleconferences every Thursday with fire management entities who have interest in nearby military training sites. Leith will take the 2006 Memorandum of Agreement between the City of Delta Junction and the United States Army Alaska (USARAK) when she and Mike Goyette, Delta Fire Management Officer, travel to Fairbanks to attend the June 7 meeting in person.

- Paving Products expects to be done paving paths at the park by June 8, if not detained by the rain.

Discussion followed regarding possibly buying a truckload of cold process asphalt to fill potholes, like the one near the Harper/Kimball intersection.

• A bolt of lightning damaged a translator at Donnelly Dome. KUAC General Manager Keith Martin and Grey Broadcasting General Manager Dave Castor sent the part to the factory for repair.

**Finance** – Stephanie Erickson reported she’s been researching fire department purchases and working on the upcoming budget.

**Library** – Freda Degnan reported:

• More than 300 students, teachers, and parents visited the library during the last ten days of school. Joyce McCombs read books to each class and Shona Hilton presented information about the summer reading program.

• Elementary Summer Readers, Kindergarten to 3rd graders, begins July 12 with two sessions, Youth Readers, 4th to 6th graders, begins July 14, and Preschool Story Hour resumes next week. All four programs run for six weeks. Baby Laptime will resume in September.

• The Library Board purchased and planted hanging baskets for the Sally Young Memorial Walkway. Board Treasurer Mary Ann Czmer hung the baskets. Board members will water them throughout the summer.

**Airport** – JW Musgrove reported there has been quite a bit of helicopter activity. The community is fortunate to have an airport and to have Forestry nearby.

**Fort Greely Liaison** – Pete Hallgren reported he attended the Memorial Day services at the Rest Haven Cemetery on May 28. He expressed appreciation for the Civil Air Cadets for their flag-folding presentation.

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

- The High School baseball team hung up their cleats for the season and summer leagues are in full swing.
- A dance recital was held at the Liewer-Olmstead Ice Arena on June 2.

Leith reported the electricity was turned back on for the event.

Erickson reported the stage at the Community Center was moved to the rink. The City was recognized in the program for the use of the facility, which worked out well for the event.

**Public Works** – Mary Leith reported:

- Streets have been inspected and appear to be in good condition.
- EMTs and medics cleaned out two bays in the Public Works building.
- The City dump truck will be used by Partners for Progress for the heavy equipment academy June 4-22.

Musgrove explained the process of moving gravel at the landfill. Some welding is still needed on the grizzly. Delta Sand & Gravel has a reasonable price for two different grades of gravel, which might be feasible to buy. There are a lot of boulders at the landfill, but not a lot of usable gravel.

**Additional Reports** – Freda Degnan invited everyone to Military Appreciation Day at Delta Petro-Wash on June 9 to recognize active duty and retired military, veterans, first responders, and their families. There will be bouncy houses, arts and crafts, drawings, giveaways, and a variety of foods. All donations will be sent to the Special Operations Warrior Foundation.

Brown thanked the Council for the flowers she received during her recovery.

### **ADDITIONAL PUBLIC AND COUNCIL COMMENTS**

Al Edgren referenced resolving the Zamboni issue on May 15 (to accept \$5,720 reimbursement from the U.S. Army) and he asked to dedicate the funds to the rink recreation budget.

Musgrove said legal advice was to put it in the general fund.

Hallgren said Heinbockel suggested putting it in savings to someday purchase a backup Zamboni.

Edgren said it would be small step toward a new Zamboni that costs approximately \$100,000.

Leith said she asked to be notified if a Zamboni becomes available.

Hannah Hanson introduced herself and said she is a junior, majoring in Political Science.

Leith said Hanson will be attending City Council meetings and needs 50 hours of internship experience.

Jessica Leija reported Representative George Rauscher will be in Delta in July. He is running for his House Representative seat in the upcoming election.

### **ADJOURNMENT**

Hallgren moved to adjourn at 6:56pm; Brant seconded.

Pat White, City Clerk

Approved: June 19, 2018