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**City Council Minutes**  
**November 24, 2015 ~ 5:00PM**

**Regular Meeting**  
**City Hall, Delta Junction, Alaska**  
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The regular meeting of the Delta Junction City Council was held on Tuesday, November 24, 2015 at City Hall. Mayor Pete Hallgren called the meeting to order at 5:00pm.

City Council members present: Mayor Pete Hallgren, Sebastian Saarloos, Lou Heinbockel
William Brennan, Freda Degnan, Audrey Brown

City Council member excused: Mayor Pro tem JW Musgrove

City employees present: City Administrator Mary Leith, Finance Officer Stephanie Prestwich, City Clerk Pat White
Five members from the community were present and the meeting was broadcast over KDHS 95.5 FM.

AMENDMENTS ~ APPROVAL OF AGENDA

Saarloos moved to approve the November 24, 2015 agenda; Heinbockel seconded.

Hallgren reported more clarification is needed, so approval of purchase order 0317 would be removed (page 4).
Motion passed by unanimous consent.

AMENDMENTS ~ APPROVAL OF MINUTES FROM PREVIOUS MEETING

Heinbockel moved to approve the minutes from the November 3, 2015 meeting; Brown seconded.

Discussion followed regarding proper usage of "rights-of-way" and "right-of-ways" (page 5 of November 3 minutes).
Motion passed unanimously on a roll call vote with six Council members in attendance.

PUBLIC AND COUNCIL COMMENTS ON NON-AGENDA ITEMS

John Lewis reported there is a \$5 parking fee to attend the *National Disaster Awareness for Community Leaders* training at the University of Fairbanks Wood Center / Ballroom classrooms (C, D, E, and F) on December 11. The best parking for the training session will be posted online (<https://ndptc.hawaii.edu/training/>).

Discussion followed regarding City Council members attending one of the two courses (8:00 am to noon or 1:00 pm to 5:00pm) and Lewis working to provide local training on an Emergency Operations Center (EOC) and an active shooter in a school.

Hallgren called for objection to Council members attending the training with none being offered.

Hallgren welcomed Patrick Cassidy, a member of Boy Scout Troop 56, who is observing the City Council meeting as part of his *Citizenship in the Community* badge.

Saarloos said he felt the Delta Junction City Council should make a decision about banning commercial marijuana businesses within the city limits and to do it promptly for the betterment of the community, even if it requires holding a special election. He asked that it be done soon and not put off to the next election cycle. He referenced 3 AAC 306.250, which allows an additional ten-mile buffer zone beyond the city boundaries.

Brown asked for a work session to share what was learned at the Alaska Municipal Leagues (AML) conference because the ten-mile radius will be controversial and it will affect people who cannot vote on the issue.

Hallgren said he plans to introduce an ordinance nearly identical to what the City of Palmer passed; not approving commercial marijuana activity within the city limits, except for growing industrial hemp. He said the Marijuana Control Board did adopt regulations for a ten-mile buffer around a municipality that has no other restrictions (borough or other incorporated area). His intent is to establish regulations for Delta Junction before the State of Alaska issues licenses to sell marijuana.

Heinbockel said he agreed in wanting to know how the community felt, but he was reluctant about a ten-mile buffer.

Discussion followed regarding whether banning marijuana from city limits must be voted on, the ten-mile buffer not being part of Ballot Measure 2 (November 4, 2014 State General Election), City precinct results (60% opposed / 40% in favor)

and Deltana (56% opposed / 44% in favor) not favoring legalizing marijuana, and a marijuana club in Fairbanks that is a social environment, not a commercial business.

REQUESTED TO SPEAK

Marisa Hopper, local State of Alaska Public Health Nurse, explained availability of vaccines at local clinics, costs, and whether they are covered by Medicare, Medicaid, or various insurances. Each week she posts the Alaska State Virology Laboratory (ASVL) report on the bulletin board outside the PHN office. It is also available online (dhss.alaska.gov). She reported they recommend:

- ❖ Every adult get an influenza vaccine annually.
- ❖ Everyone get a Tdap to protect against Tetanus, Diphtheria, and Pertussis, aka Whooping-Cough and a Tetanus vaccine every ten years thereafter.
- ❖ Adults, age 65 and older, get one dose of PCV13 (conjugate vaccine) followed by one dose of PPSV23 (polysaccharide vaccine) a year later. Pneumococcal vaccines prevent about 85% of illnesses from pneumonia, meningitis, and bacteremia.
- ❖ Adults, 60 and older, get one single dose of the Zoster vaccine to prevent Shingles. A weakened immune system can cause the virus to flare up, so adults should guard against exposure to Chicken Pox, which is currently in the local school system.
- ❖ Measles, Mumps, Rubella (MMR) must be gotten in Fairbanks, if they were not received as children.

Discussion followed regarding itinerants traveling to Delta should local positions get cut, the local PHN office serving as a safety net to Family Medical Center and Interior Alaska Medical Clinic, providing vaccinations, well-child exams, and birth control for women without medical coverage, acting as case managers for infectious diseases within the community, and providing TB skin tests at local schools. Hopper and PHN Elena Powers also serve on the Local Emergency Planning Committee (LEPC).

Hopper explained that the three-dose series of Human Papillomavirus (HPV) is recommended for anyone up to age 26 to protect against certain strains of cancer that are caused by the HPV virus, i.e. cervical, rectal, and oral. A Nurse Practitioner travels to Delta every three months to provide exams and the Public Health office offers a sliding fee scale. What age limit does the PHN office treat? They encourage parental consent, but it is not a requirement because the State of Alaska deems sixteen as a consenting adult.

REPORTS

Airport – Pat White reported JW Musgrove said there is a skiff of snow on top of two inches of packed snow. Otherwise the airport is experiencing normal winter conditions.

Mayor – Pete Hallgren reported State budget woes and no available Capital funding were a big part of discussions during the AML conference. The State administration indicated they want to get to a sustainable budget in the coming year and, if not, Permanent Fund Dividends will be gone within three years. The PFD program will likely be diminished or restructured and reinstituting a State income tax is a possibility.

Discussion followed regarding Governor Walker supporting State Revenue (\$140,697 of the FY2016 budget), no guarantee of receiving Federal PILT (two-thirds of the budget = \$989,272), expecting the Governor's budget draft within the next two weeks, and how the State will afford a \$60 billion gas line.

Heinbockel said he would gladly give up his PFD and contribute 17% toward a State income tax, but he did not support spending \$60 million to engineer a road to Ambler.

Leith said she understood Capital funds would be used only on existing Federally-funded projects.

City Administrator – Mary Leith reported:

- The Liewer-Olmstead Memorandum of Agreement is a two-year agreement and is awaiting one more signature.
- She is researching clearing land at the airport subdivision, but was delayed because of the AML conference.

City Clerk – Pat White reported the Alaska Association of Municipal Clerks (AAMC) Academy on Sunday, November 15, was an all-day session called *Leadership Lessons of Dr. Seuss*. The speaker, Kathie Novak, spent almost 19 years as an elected public official; 11 as a member of the Northglenn, Colorado City Council and 8 years as Mayor. As a presenter she applied excerpts from Dr. Seuss' books and quotes from Winston Churchill and Albert Einstein to government leadership, conflict, change, etc. White said two separate speakers, AMLJIA Consultant Greg Russell who talked about basic dignity of workers and nurturing a civilized workplace, and Kathleen Voge, presented a session on public speaking and written communication, stressed establishing a policy for social media usage and integrating it into personnel policies. Discussion followed regarding paperless agenda packets and its benefits to larger communities and having dedicated City-related email accounts.

Finance – Stephanie Prestwich reported the Alaska Government Finance Officers Association (AGFOA) conference was mostly about State finances, larger municipalities, and GASB (Governmental Accounting Standards Board) rules.

Referring to a November 13 letter, she explained the need to use check numbers instead of purchase orders on agendas, so that several purchase orders would be paid with one check, and raising the minimum amount required for Council approval.

Heinbockel moved to support using checks instead of purchase orders and listing checks over \$1,000 on Council agendas; Brown seconded.

Saarloos amended the motion to 1) change purchase orders to checks, 2) require a minimum of \$1,000 for Council approval, and 3) issue a monthly report to Council boxes showing all purchases; Heinbockel and Brown agreed.

Motion passed unanimously on a roll call vote with six in attendance (Heinbockel, Brennan, Degnan, Brown, Saarloos, Hallgren).

School District – William Brennan reported:

- The school district will discuss its strategic plan on December 3 and they are encouraging public input. If unable to attend, comments can be sent directly to Superintendent Laural Jackson (ljackson@dgsd.us).

- The Elementary School Christmas Concert will be held at the High School on December 16.

Lands – Sebastian Saarloos reported a question was posed to Governor Bill Walker during the AML conference about whether the State could offer land to municipalities in lieu of State Revenue Sharing because parcels of land could be a source of revenue. The governor did not rule it out and he does understand that deeding land can take time.

Library – Sebastian Saarloos reported:

- “Letters Aloud” was well attended at the Community Center on November 16.

- The Imagination Library will host a pajama party at the library on December 4 at 6:30. The Night Before Christmas will be read to the children before they decorate cookies and receive a visit from a special guest.

Discussion followed regarding looking into why the outdoor lighting at the library is too much or not at all.

Heinbockel asked to wire a few security lights to stay on, but all of them are not necessary.

Public Works – Lou Heinbockel reported the new plow truck/sander is having issues that should be under warranty. If the dealer cannot fix it, a local mechanic should do it and bill the dealer. The truck is brand new and inoperable!

Prestwich said the electric control module shuts the truck down in extreme cold temperatures. The recall was received right after the truck arrived.

Leith said Corey Groppe was able to fix the blade from hitting the fender and an engine light indicator. They are awaiting another reader part to fix the electric control module problem.

Discussion followed regarding the septic system not yet repaired at the Public Works building and uncovering more problems in the Rescue Squad area.

Emergency Preparedness / LEPC – Audrey Brown reported she attended a two-day workshop in Fairbanks November 12 and 13 about Alaska’s next big earthquake. She distributed maps showing Delta’s location to the Denali Fault and she recalled the 7.9 earthquake in November 2002, stating, “It is not a question of *if* there will be an earthquake, but when.” Brown said main points of the workshop were, “Are we as a city prepared for the next big earthquake?” and “By taking action now, future losses from earthquakes can be significantly reduced.” The workshop covered what to do during an earthquake and how to prepare for one (i.e. bolting or anchoring bookcases and furniture to walls or floors). FEMA grants are available to assess ability of critical infrastructure to withstand earthquakes and retrofit some structures to mitigate seismic hazards. Brown reiterated John Lewis’ goal to establish a local Emergency Operation Center (EOC) and she asked to establish plans for continuing operations in the event of electrical outages and recovering operations should City buildings fail. Critical records must be backed up and moved off-site. The Division of Homeland Security and Emergency Management (DHS&EM) offers outreach similar to the preparedness conference she is organizing with Fort Greely for September 2016. DHS&EM also offers a school disaster preparedness curriculum. Brown said she was looking forward to observing Fort Greely’s earthquake exercise April 18/22.

Brennan asked who coordinates with the City and Fort Greely in the event of a real world situation.

Craig Cugini, Fort Greely Garrison Deputy Commander, reported the Mayor would be contacted by his office. There are no formal agreements at this time, but it would be decided what support was needed and who would provide that support. He explained what was learned from Hurricane Sandy about fuel storage, backup generators, communications, and backing up data.

Additional Reports by Council – Lou Heinbockel asked to revise the Code of Ordinances pertaining to street construction standards (§4.55). His agenda is to set a standard to which roads are built, so that the City can assume maintenance of them, but the existing standards are minimal and are not adequate to build roads in the airport subdivision. Hallgren said the current Code is sufficient to construct West Second Street (as discussed on November 3, 2015).

Hallgren called for a recess at 7:11pm and reconvened the meeting at 7:19pm.

National Disaster Awareness for Community Leaders Training – See *Public and Council Comments* (page one)

Covenants and Land Clearing at Delta Airport Subdivision Phase 2

Leith asked to postpone land clearing until she is able to gather more information.

Hallgren called for any objection to postpone discussion to December 1 with none being offered.

NEW BUSINESS**Purchase Orders**

PO#0315 to Alaska Communications Systems in the amount of \$1,219.60 for October phone and internet

PO#0316 to Airport Equipment Rentals in the amount of \$6,645.59 for final billing for landfill expansion project and edges for grader

PO#0317 to Delta Wind in the amount of \$889.00 for ads for City and LEPC for 2 months

PO#0318 to Bristol Engineering Services in the amount of \$1,680.25 for billing #8 for landfill expansion project

PO#0319 to Buffalo Center Service in the amount of \$2,391.13 for two months fuel for landfill and City equipment

PO#0320 to Delta Surveys Associates in the amount of \$900.00 for survey for landfill cell #2

PO#0321 to Golden Valley Electric Association in the amount of \$3,926.43 for October electricity

PO#0324 to Morley Electric, Inc. in the amount of \$4,200.00 for installation of oil/water separator at Public Works Building

PO#0325 to Morley Electric, Inc. in the amount of \$630.00 for wiring scoreboard at landfill scale house

PO#0326 to Morley Electric, Inc. in the amount of \$315.00 for trouble shooting oil/water separator at ambulance side of Public Works

PO#0327 to AT & T Alascom in the amount of \$669.06 for November E911 telephone

PO#0329 to Wells Fargo credit card in the amount of \$512.17 for plow truck title and registration, hotel for Prestwich for Payroll Law class, shipping charges for Public Works septic lift station and cork boards for City Hall

PO#0330 to Bank of America Business Card in the amount of \$1,795.62 for cemetery plaques, Hallgren and White airfare to AML conference and AML conference registrations

PO#0331 to NC Machinery in the amount of \$1,458.23 for dozer repair from landfill expansion project

PO#0332 to NC Machinery in the amount of \$37.72 for nuts and bolts for dozer repair from landfill project

Heinbockel moved to approve the purchase orders as presented, with the exception of #0317; Brown seconded.

Saarloos declared a conflict of interest with #0320.

Hallgren called for objection to Saarloos' conflict with purchase order #0320 with none being offered.

Discussion followed regarding enlarging three memorial wall plaques (#0330) because the first plaques did not match the pre-drilled holes and Brennan requesting White to recoup the cost (\$372.22) from the company that built the granite wall.

Motion passed unanimously on a roll call vote (approving all purchase orders except #0317 and #0320) with six in attendance (Heinbockel, Brennan, Degnan, Brown, Saarloos, Hallgren).

Heinbockel moved to approve purchase order #0320; Brennan seconded.

Discussion followed about providing printouts to Council members before meetings to show available funding, which is helpful in approving spending.

Motion passed on a roll call vote with five voting in favor (Brown, Degnan, Brennan, Heinbockel, Hallgren) and one abstaining (Saarloos).

Second Reading, Public Hearing, and Adoption of Ordinance 2016-01, An Ordinance Repealing Code of Ordinances Chapter 4.30, Flood Hazards, Adding Section 4.15.025, Flood Hazards and Comprehensive Plan, and Removing the City of Delta Junction From Participation in the National Flood Insurance Program

Saarloos moved to hold the second reading and open the public hearing of Ordinance 2016-01; Brennan seconded.

Motion passed by unanimous consent to open the public hearing.

Hallgren called for public comments with none being offered.

Heinbockel moved to close the public hearing. Motion passed by unanimous consent.

Heinbockel moved to adopt Ordinance 2016-01 to repeal Code of Ordinances Chapter 4.30, add §4.15.025, and remove the City of Delta Junction from participation in the National Flood Insurance Program; Saarloos seconded.

Hallgren reported the City of Delta Junction entered into the National Flood Insurance Program (NFIP) in 1975 and the map was printed in 1982. NFIP regulations have changed dramatically and it would be too expensive for the City to hire employees or contractors to conduct the work necessary to be in compliance with the program. Compared to the risks the City would be responsible for, benefits to the community by staying in the program appear to be minimal.

Saarloos questioned whether a copy of the ordinance (showing the City's withdrawal from NFIP participation) would help homeowners with mortgages from being forced to carry flood insurance by lending agencies.

Discussion followed regarding one unknown resident who has FEMA-backed flood insurance, inability to purchase FEMA-backed flood insurance outside the City boundaries because the area is not mapped, City Attorney Jim DeWitt's July 15, 2015 memorandum explaining little liability in getting out of the program, updating the 1982 map not a priority, and many high-risk villages along the Yukon not yet mapped.

Degnan said costs outweigh the benefits of participating in the federal program.

Heinbockel said he supports opting out of the NFIP because of being assured that the City would not deprive anyone from the ability to purchase flood insurance. He explained history when the City spent over one million dollars to build dikes and prevent the town from washing away. It has worked for 40+ years.

Brown expressed concern about liability and limits to what FEMA could provide should a flood occur.

Degnan said she did not see how the City could be liable for natural disasters, whether it is a flood or an earthquake.

Motion passed on a roll call vote with five voting in favor (Degnan, Brennan, Heinbockel, Saarloos, Hallgren) and one opposed (Brown).

Capital Improvement Projects

Hallgren explained that the City Council chose to give any potential legislative grant funds to Partners for Progress last year and he supported the same this year.

Leith said Senator Mike Dunleavy reported there were a lot of positive comments because of that decision.

Hallgren said there is a zero chance of receiving CIP funds this year or next year. He did not suggest requesting funds to finish the “big dig” (excavation project for new landfill cell construction), but did say the project will require half a million dollars. He questioned whether State services could be requested to improve the section of Nistler Road in front of the Elementary School where it was repaved (in 2006).

Leith said the City was required to pay a \$25,000 match that increased to \$35,000 once the repairs were fully known.

Heinbockel argued that the State built the road from North Clearwater to Clearwater Road and therefore it is their responsibility to maintain. The City assumes responsibility to maintain the road from the Richardson to North Clearwater, but should not be responsible for any road maintenance beyond the hockey rink.

Leith said local DOT equipment operators were instructed to not drop their blades until they were one mile out (near the fairgrounds).

Brown moved to not ask for any Capital Improvement Projects funding from the State; Hallgren seconded.

Hallgren amended the motion to request any grant funds be directed to Partners for Progress; Brown seconded.

Heinbockel said there are a number of miles of pipeline that run through Delta Junction. For over 35 years the State has received millions of dollars in taxes and this community has not received anything close to that. He asked to request a portable generator to serve the City “campus” (City Hall, Community Center, and Library) and to upgrade Public Works trucks.

Leith said she is pricing a shaker for the truck/sander and researching purchase of another truck with leftover grant funds.

Motion failed on a roll call vote with four voting against (Saarloos, Heinbockel, Brennan, Degnan) and two voting in favor (Brown, Hallgren).

Introduction and First Reading of Ordinance 2016-02, An Ordinance Amending Code of Ordinances Chapter 1.70 – Cemetery

Saarloos moved to introduce Ordinance 2016-02, hold the first reading, and set the public hearing date for December 1, 2015 to amend Chapter 1.70, Cemetery; Brennan seconded.

Heinbockel asked to postpone the second reading and public hearing to December 15.

Hallgren called for objection with none being offered.

Saarloos explained language that was “cleaned up” and main amendments: plot prices increased from \$200 to \$450 (1.70.050) and requiring a five-day notice to allow time to warm cover material for winter burials (1.70.020).

Motion passed unanimously on a roll call vote with six in attendance (Heinbockel, Brown, Degnan, Brennan, Saarloos, Hallgren)

ADDITIONAL PUBLIC AND COUNCIL COMMENTS

Hallgren said he would experiment with the agenda, so that action items are addressed early in the meeting.

Saarloos reported a keynote speaker at the AML conference asked all participants to repeat “I, state-your-name, will not start a sentence with ‘I remember when ...’”

ADJOURNMENT

Hallgren moved to adjourn at 8:15pm; Brennan seconded. Motion carried.