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**City Council Minutes**  
**November 22, 2016 ~ 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 22, 2016 at City Hall. Deputy Mayor JW Musgrove called the meeting to order at 5:00pm.

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

City Council member excused: Mayor Pete Hallgren

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

**AMENDMENTS ~ APPROVAL OF AGENDA**

Brown moved to approve the November 22, 2016 agenda as presented; Heinbockel seconded. Motion carried.

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

Heinbockel moved to approve the November 1, 2016 minutes as presented; Brown seconded.

Discussion followed regarding minor edits. Motion passed by unanimous consent.

**COMMENTS FROM THE AUDIENCE**

Sergey Morozov asked to reduce landfill tipping fees, so he could dispose of debris from his home that burned on November 5. He estimated five or ten tons of debris, but suspects a lot of it is frozen water. He would like to haul it to the landfill on November 26 or December 3.

Discussion followed regarding granting Lyn Plomaritis a discounted rate to dispose of her home (50% = \$6,515) that resulted from an arson (in 2014), not discounting the \$25 fee for appliances that are not certified/tagged as refrigerant-free, and extending a timeframe for Morozov to dispose of his home.

Heinbockel moved to extend a 50-percent discount to Mr. Morozov for a period of twelve months and to authorize City Administrator Mary Leith to draft an agreeable payment schedule; Brown seconded.

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

**UNFINISHED BUSINESS**

**Delta Medical Transport – Use Agreement for Delta Rescue Squad Ambulance(s)**

Leith said the existing contract with Delta Medical Transport expires June 30, 2017. The *First Amendment to Contract for Professional Services – City of Delta Junction, Alaska and Delta Medical Transport, LLC* would allow DMT to use City (Delta Rescue Squad) ambulances. City Attorney Jim DeWitt reviewed the amendment and DMT officials agreed upon the arrangements. The *First Amendment* rescinds and replaces paragraph 4(c) of the original contract (“Use of City facilities under this Contract shall not include the right of the Franchisee to use the City’s ambulance vehicles, Medic I, II, and III, except on amendment of this Contract or when a bona fide emergency mandates the use of these emergency vehicles to assist in the safety to the public during fulfillment of this Contract”). [Note: The June 23, 2015 contract lists three ambulances, but Medic III (2004 E450) was donated to Manley Hot Springs Volunteer Fire Department in January 2016. The City still owns Medic I (2009) and Medic II (2011).]

Heinbockel moved to adopt the amendment to the existing contract as presented; Brennan seconded.

Heinbockel said he is pleased the ambulances will be used, that there will be some return for using them, and there is no interruption of service to the public.

Brant questioned whether the \$500/month is for one ambulance or two and whether the fee would be prorated if DRS ambulances were used for only one week.

Leith said the amendment is based on one ambulance. It would be twice the fee if both ambulances were used and the fees would be prorated. There would be no fees associated with using DRS ambulances during a catastrophic emergency. Brennan asked to clarify verbiage in the amendment about "\$500 per month per vehicle," not using the City-owned ambulances outside of medical emergencies in Delta Junction, and requiring documentation about vehicle maintenance. Leith said negotiations with DMT resulted in the contract amendment, which serves as a backup agreement for when DMT ambulances are inoperable or undergoing repairs. It is not an agreement to use DRS ambulances on a regular basis. Musgrove reported changes to the *First Amendment* would clarify the \$500/month fee to use each DRS ambulance, DMT would use DRS ambulances only when their ambulances are down, and DMT would be required to log all maintenance performed on DRS ambulances.

Discussion followed regarding not restricting ambulance use to Delta Junction and its surrounding area because of language in the existing contract, "Franchisee shall provide emergency medical services and medical transports to and from Fairbanks ..." and revisiting the amendment in the spring at the same time the contract is renewed.

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

## **NEW BUSINESS**

### **2017 Holiday Schedule**

Leith reported three holidays were added to the eight City holidays and she felt City staff should receive similar holidays recognized by other government municipalities in Alaska that work twelve months a year.

Heinbockel agreed with recognizing Alaska holidays, Seward's Day and Alaska Day, but not Martin Luther King Day.

Brown said she agreed with Heinbockel.

Brant said the City of Fairbanks observes eight holidays and she questioned heavy snowfall, whether Public Works employees would receive additional pay during paid holidays.

Prestwich said they would receive time and a half.

Brown moved to add Seward's Day and Alaska Day to the City employees' list of paid holidays; Heinbockel seconded.

Musgrove said following in the State of Alaska's footsteps was wrong because they are fiscally irresponsible, unable to stop spending three or four billion dollars more than what is brought in each year. The local government provides service to the public and the more days off is essentially less service. He requested more facts and he questioned public opinion.

Brant said Martin Luther King Day is a challenge to accomplish any business because both State and Federal offices recognize the holiday. Seward's Day and Alaska Day are recognized only by State employees.

Brown said she would keep her motion on the floor; Heinbockel agreed.

Motion failed on a roll call vote - to add the two Alaska holidays - with four opposed (Degnan, Brant, Brennan, Musgrove) and two in favor (Brown, Heinbockel).

Heinbockel moved to approve the 2017 holiday schedule, excluding the three new suggested holidays.

Musgrove called for a second with none being offered. The motion failed.

Brant moved to approve the 2017 holiday schedule, including Martin Luther King Day, but not the two Alaska holidays; Brennan seconded.

Motion passed on a roll call vote with four in favor (Brant, Brennan, Degnan, Musgrove) and two opposed (Brown, Heinbockel).

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

CK# 218660 to GVEA in the amount of \$4,168.33 for October electricity

CK# 218661 to ACS in the amount of \$1,415.48 for November phone and Internet

CK# 218662 to Sludgebusters Septic in the amount of \$5,850.00 to pump City facilities

CK# 218663 to Buffalo Fuel in the amount of \$4,946.10 for heating fuel

CK# 218664 to Buffalo Center Service in the amount of \$1,670.40 for fuel for street equipment and fire trucks

CK# 218665 to Interior Hardware in the amount of \$1,518.87 for leased oxygen tank for Delta Rescue Squad ambulance, leased gas cylinders for Public Works building and landfill, miscellaneous maintenance at City Hall and library, band saw for Public Works building, ladder for Public Works

CK# 218666 to My Boiler Man in the amount of \$1,957.50 for boiler repair at landfill

CK# 218667 to Airport Equipment Rentals in the amount of \$1,445.00 cutting edges and bolts for motor grader

CK# 218668 to BDO USA LLP in the amount of \$22,353.40 for annual audit, first billing

CK# 218669 to Aetna in the amount of \$21,859.80 for November group health insurance

CK# 218670 to Mathews Land Surveying in the amount of \$2,238.75 for staking roads at airport subdivision

CK# 218671 to Delta Concrete Products in the amount of \$1,417.50 to use roller on roads

CK# 218672 to Alaska Municipal League in the amount of \$1,150.00 for AML conference fees for JW Musgrove, Audrey Brown, and Mary Leith

Brennan moved to approve check numbers 218660 and 218672 as presented; Brant seconded.

Heinbockel questioned high costs of furnace repairs (CK# 218666) and the annual audit (CK# 218668).

Prestwich reported \$38,521 was paid to BDO for the July 1, 2014/June 30, 2015 audit (\$27,409 payment approved December 1, 2015 and \$11,112 on February 16, 2016). The new accounting system required more time with the auditors this year and she expects next year's bill to be less because single audits are required when State grant fund expenditures exceed \$750,000. The City has approximately \$350,000 left in State funds.

Brant referenced CK# 218660 and reported the activity level at the Liewer Olmstead Ice Arena increased tenfold in the past month, so it was difficult to justify savings from the newly installed LED lights (August 2015).

Heinbockel reported Morley Electric donated a lot of the electrical contract work and reduced their rates to install the lights. He asked for some way to determine savings from what was spent to purchase and install the new lights.

Brown asked to research ways to reduce electricity at the fire hall, i.e. timers on vehicles that are parked outdoors.

Leith said the fire hall is a 24/7 living, breathing facility.

Prestwich said electricity at the fire hall was \$879.59 in October 2015 and \$890.20 in November 2016.

Lauren Morton reported plugging in vehicles is not the cause of excessive electricity use; it is likely the heater that is attached to the generator and possibly pumping water for Delta Junction and Rural Deltana fire trucks during recent structure fires. Morton's husband, Andrew, will use a watt tracker to determine what each truck and ambulance uses in a 24-hour period.

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

## REPORTS

**Mayor** – JW Musgrove reported:

- He attended the Newly Elected Officials (NEO) training at the Alaska Municipal League (AML) conference in Anchorage November 14/15.
- Sebastian Saarloos served on the AML Board of Directors while he was on the Delta Junction City Council, but vacated it when he resigned (October 3, 2016). Musgrove congratulated Audrey Brown, who was nominated by the nominating committee and elected on November 18 to serve on the AML Board, representing District 6.

**City Administrator** – Mary Leith reported:

- The City of Delta Junction was one of six communities to earn the Alaska Municipal League/Joint Insurance Association (AMLJIA) Chairman's Loss Control Award for having five consecutive years at platinum level (without any insurance claims).
- City Attorney Jim DeWitt is drafting a possible agreement with the Senior Companion Program for the coordinator to use the small office at the Community Center.
- Nothing significant has been heard about the Delta Town Site gravel pit since the Department of Natural Resources, Division of Mining, Land and Water proposed expanding it from 2.043 acres to 29.6 acres at the December 15, 2015 meeting. (City Code §4.45, adopted August 25, 1980, prohibits construction of new gravel pits within the City limits.)
- The Pioneers want the City to move forward in obtaining the deed for the Pioneer Park property, which is estimated to cost \$30,000 for the four acres. The comment period ends November 28.

**City Clerk** – Pat White reported:

- City Hall, the library, and the landfill will be closed for the Thanksgiving holiday on Thursday, November 24 and Friday, November 25. City employees will all take a personal leave of absence on November 25. The library and landfill will be open on Saturday, November 26.
- City Hall will be closed on Monday, December 26 for the Christmas holiday, as will the landfill and the library. The library and landfill will also be closed on Christmas Eve, Saturday, December 24. Staff will take personal leave.
- The regular meeting on Tuesday, January 3, 2017 will be postponed to Wednesday, January 4, 2017.
- President-elect Donald Trump outnumbered Hillary Clinton statewide in the 2016 Presidential election (51.57% to 36.39%). The City precinct had a 42.7% voter turnout with Trump taking 78.6% or three-quarters of the votes cast in the City precinct (and 77.4% in the Big Delta/Deltana precinct). Voter turnout was similar in both the 2008 and 2012 presidential elections, all impressive compared to turnout in local municipal elections.

**Finance** – Stephanie Prestwich reported:

- She is still working with the auditors.
- She received a recommendation to hold off researching a less expensive health insurance for City employees until President-elect Donald Trump executes his 100-day plan (if he repeals Obamacare).
- Roughly \$238,000 has been collected in transactions since the credit/debit machines were purchased in March 2015. Of that, \$193,000 was collected at the landfill, which eliminated a lot of unnecessary billing.

Heinbockel asked about a surplus sinking fund at the landfill to eventually replace the aging loader and dozer.

Prestwich said whatever amount left in the landfill project will go into the sinking fund, once hydro-seeding is done. Leith guessed it to be approximately \$10,000.

**Emergency Services / Public Safety** – Lauren Morton reported two residential fires on November 5 were complete losses. All area EMS responded and Red Cross assisted the two displaced families. One dog passed away. Discussion followed regarding taking precautions with wood stoves and surplus of the 1980 fire engine that Juneau donated to the City in 2001.

**Library** – Freda Degnan reported:

- The Delta Library won the Library Journal 5-Star Library Award for the sixth time. The award is based on patron visits, circulation, public access, computer use, and program attendance in the \$200,000-\$399,999 expenditure category. Last year patrons downloaded just over 1,400 items (Kindle, Nook, etc.) and this year they downloaded 3,000 audios and e-books. Star Library ratings of five, four, and three stars are awarded to libraries that generate the highest combined output per capita. Libraries in Haines, Unalaska, Homer, and Craig were other award winners in Alaska.
- Library Aide Linda Nebeker has taken a leave of absence and may return next summer as Youth Summer Reading Coordinator. The Aide position has been advertised and applications will be accepted through November 23.
- The Imagination Library Pajama Party with cookie decorating and a visit from Santa will be on December 2.
- Chamber of Commerce Gingerbread House contest entries will be accepted at the library, noon to 3:00pm on December 3. They will be on display until December 10.
- The Knitting Circle annual yarn and Christmas cookie exchange will be held on December 5.
- The Community Choir Concert, followed by a cookie reception, will be held at the Fort Greely Chapel at 7:00pm on December 6. Library Clerk Angie Barnard co-conducts the event.

**Airport** – JW Musgrove reported clearing at the airport subdivision is “moving along” (completion date = December 30). Discussion followed regarding residents salvaging the dropped trees, stumps not part of the clearing contract, and Talus Enterprises hauling brush to Forestry’s community burn pit.

**School District** – William Brennan reported:

- High School students were attentive and respectful throughout a ceremony honoring veterans on November 10, even after the bell rang.
- The Christmas lighting ceremony will be held at Fort Greely on November 30.
- Delta Elementary will celebrate Silly Hat Day on November 30, at 10:00pm.
- The Fort Greely swimming pool is open and Ms. Stossmeister is taking students to swim on December 2 and 9.
- The High School Winter Concert will be held on December 8 at 7:00pm.
- The Delta Elementary School Holiday Concert will be held on December 15 at 6:00pm.
- School lets out for the Christmas holiday on December 16.
- The annual DES Flashlight Walk will be held on December 16.
- The High School is promoting school attendance. The goal is to teach how missing school affects learning.
- Discussion will continue about a four-day school week at the High School on December 1.

Heinbockel, as a school administrator in rural Alaska, said student attendance was always an issue because of extra-curriculum activities and, “the only way to guarantee 100% absence on Fridays is to approve a four-day school week.”

- The High School accreditation went from review to a permanent status.
- A fundraiser to raise money for the wrestling team will be held during a High School assembly. Students will be able to buy duct tape for \$1.00/yard to tape the High School Principal to the wall.
- A pilot online curriculum program was approved for the Gerstle River School.
- The Booster Club’s Christmas Bazaar is scheduled for December 3 at the High School.

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

- A few soccer goals that were left in the park will be removed or tucked away in the dugouts.
- Parts have arrived, but the Zamboni is still in the shop, so one was borrowed from the Whitestone community.
- The indoor ice rink is ready to use, so the High School team no longer needs to travel to Fairbanks for ice time.
- The Delta Skating Association is still interested in obtaining information about building codes, so they can move forward with some changes in the Liewer-Olmstead Ice Arena.
- Ana and Jacob White have offered to design, build, and donate a warm up shack near the outdoor rink next to the Liewer Olmstead Ice Arena. They will meet with DSA President Todd Zachgo and City Administrator Mary Leith before presenting the concept to the City Council. The building would be heated and it would be accessible to skaters, parents, coaches, and other spectators.

**Public Health** – Audrey Brown cautioned people to slow down because of icy road conditions.

**Public Works** – Lou Heinbockel reported:

- More passing lanes will be built on the Richardson Highway as early as 2019, but he felt a four-lane highway from Eielson to Delta would be less expensive.

- (Richard) “Dick” Hemmen recently passed away. Dick was employed as an Alaska State Trooper/Wildlife Protection Officer and he served as City Administrator during a six-month period (1975/1976).

**Additional Reports** – JW Musgrove reported the City Council has never officially adopted a method of order, Robert’s Rules or Mason’s (Manual of Legislative Procedure) and has traditionally run loose-structured meetings, inviting input from staff and audience.

Discussion followed regarding discussing the topic when a full Council is present.

**ADDITIONAL PUBLIC AND COUNCIL COMMENTS**

Jessica Leija invited the public to attend a town meeting hosted by Senator Mike Dunleavy at the Alaska Steakhouse on December 3 to discuss and get public feedback on the State budget.

Brown said she would attend.

**ADJOURNMENT**

Brennan moved to adjourn at 7:36pm; Degnan seconded.

Pat White, City Clerk

Approved: December 6, 2016