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**City Council Minutes**  
**May 16, 2017 ~ 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, May 16, 2017 at City Hall. Mayor Hallgren called the meeting to order at 5:01pm.

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

City Council members excused: William Brennan, Jennifer Brant

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

AMENDMENTS ~ APPROVAL OF AGENDA

Heinbockel moved to approve the May 16, 2017 agenda as presented; Musgrove seconded. Motion carried.

AMENDMENTS ~ APPROVAL OF MINUTES FROM PREVIOUS MEETING

Brown moved to approve the minutes from the May 2, 2017 regular meeting; Degnan seconded.
Motion passed on a roll call vote.

REQUEST TO SPEAK

John Lewis thanked Council members for attending the work session on May 15 to address the After Action Report from the Department of Homeland Security & Emergency Management exercise on April 1. Lewis extended his offer to serve as an Emergency Services Volunteer Coordinator.

Discussion followed regarding Lewis' experience, appreciation for his dedication, and Council members taking Incident Command System (ICS) 100, 200, 700, and 800 courses over the summer.

Musgrove moved to accept John Lewis' offer to serve as an Emergency Services Volunteer Coordinator; Heinbockel and Brown seconded.

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

NEW BUSINESS

City Purchases over \$1,000

CK# 218913 to Aetna in the amount of \$19,537.27 for May group health insurance

CK# 218915 to Interior Hardware in the amount of \$2,924.97 for supplies to paint the Senior Lounge and small office in the Community Center and dugouts near the park ball fields

CK# 218916 to Construction Machinery in the amount of \$1,322.98 to replace alternator for loader

CK# 218917 to Alaska Communications in the amount of \$1,444.83 for phones and Internet

Musgrove moved to approve check numbers 218913, 218915, 218916, and 218917 as presented; Heinbockel seconded.

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

Proclamation – EMS Week – May 21-27, 2017

Hallgren read the proclamation, recognizing the 43rd National Emergency Medical Services Week “to honor those who dedicate their lives every day to serve on the front line for the well-being of our community and our neighbors.”

Resolution 2017-06, A Resolution of the City of Delta Junction to Lease the Visitor Center and “Triangle” Property to the Delta Chamber of Commerce

Musgrove moved to adopt an agreement to lease the Visitor Center and Triangle property to the Chamber of Commerce; Degnan seconded.

Hallgren reported the lease requires the Chamber to conduct all maintenance and repairs to the building. It is not a commercial lease because the Chamber provides a service to the community.

Discussion followed regarding the Chamber operating the Visitor Center since it opened (1985), recreating a \$1.00/year agreement to lease the Visitor Center and the Triangle to the Chamber, the State of Alaska deeding the one-acre parcel to the City (recorded on February 8, 2017), edits to the resolution and lease, and the term of the lease.

Brown moved to reduce the length of the lease from 20 years to ten, changing the termination date from December 31, 2036 to 2026; Heinbockel seconded.

Motion failed on a roll call vote with three opposed (Degnan, Musgrove, Hallgren) and two in favor (Brown, Heinbockel). Heinbockel questioned whether the Chamber still wanted the City to deed the property to them.

Rhonda Swearingen, current Chamber of Commerce President, said the Chamber is happy with a 20-year lease and she did not anticipate any interest from the current board to own the Triangle.

Motion passed on a roll call vote (to pass Resolution 2017-06 and adopt the lease agreement as written) with five in attendance (Heinbockel, Musgrove, Degnan, Brown, Hallgren).

Swearingen said the Chamber Board would review the lease and respond within the week. She said Community Cleanup on May 13 was a success because of more volunteers, particularly First Baptist Church youth groups and the Lions Club. Prestwich reported 70 customers delivered trash to the landfill equal to 40,540 pounds and \$1,621.60 savings to the community because of the 50-percent discount.

Craig Cugini, Deputy Garrison Commander, Fort Greely and partner with the City and the Chamber in organizing events to celebrate the 75th anniversary of construction of the Alaska Highway, explained:

- A 16-millimeter film, found at the Visitor Center, may have historic footage of the Alaska Highway. Ownership and contents of the film are uncertain, but hopefully the State Historic Preservation office finds it worth preserving.

- Over 30 posters, replicas of the three styles of banners that will be hung on streetlight poles, were posted in various locations. Three hundred more were printed to be sold as collector's items. 75th memorabilia (t-shirts, zippered hoodies, and embroidered hats) will arrive soon.

- A video recording from Mayor Hallgren and Colonel Foote will be presented to Mr. Reginald Beverly, a 102-year old vet in Virginia, when he is given the framed proclamation and key-to-the-city on May 18.

- Honored guests, Mr. Leonard Larkins, Sr., a 96-year old vet from New Orleans and three of his sons, will visit the Chamber of Commerce in Fairbanks before arriving in Delta Junction on June 2. A billiards game and/or meet-the-vet night will be held at the Clearwater Lodge that evening.

- The Pioneers will host a barbeque at the Pioneer Park on June 3.

- The 9th Army Band and Country music singer/songwriter, Danielle Bradbery, will provide entertainment.

Discussion followed regarding building the Alaska Highway as a military supply route between the Lower 48 and Alaska, specifically connecting existing highways at Dawson Creek, British Columbia to the Richardson Highway in Delta Junction.

Introduction and First Reading of Ordinance 2017-03, An Ordinance for the City of Delta Junction, Alaska Providing for a Budget for the Fiscal Year 2018

Heinbockel moved to introduce and hold the first reading of Ordinance 2017-03 and set the date for the second reading, public hearing, and possible adoption for June 6, 2017; Degnan seconded.

Hallgren referenced a draft budget, dated May 11, 2017, showing a balance and reported funds were transferred from savings to cover airport subdivision development expenditures. All profits from the airport lot sales will be deposited into the Permanent Fund account per City Code of Ordinances. Hallgren reported a surplus of \$100,000 to \$125,000 is expected at the end of the FY17 fiscal year, but it could be closer to \$200,000.

Discussion followed regarding including a percentage of the Permanent Fund interest in annual budgets and rolling it over into the principal at the end of the fiscal year, rarely spending it, allocating \$4,000 from the general budget for a riding lawn mower and \$9,000, instead of \$5,000, to the Rural Deltana Volunteer Fire Department as requested, and dropping insurance benefits for four people.

Prestwich reported \$250,000 was budgeted for employee health care for FY17. Roughly \$210,000 is budgeted for FY18.

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

Discussion followed regarding drafting a budget reconciliation for FY17, Heinbockel's discontent with purchasing tires (February 2017) for the ambulance that is leased to Delta Medical Transport and questioning whether it is time to put the contract out for bid, pre-addressing airport lots and including fees in the price of the lots, whether it is possible to fairly divide utility usage between the Fire Department and Delta Medical Transport, and scheduling a budget work session (May 22).

REPORTS

Mayor – Pete Hallgren reported:

- He discussed Alaska’s non-compliance with the federally-mandated REAL ID Act with Senator Dan Sullivan on May 12. Pending legislation will allow residents to obtain Alaska driver’s licenses that meet the Federal regulations.
- Pogo’s Community Advisory Board will meet at noon on May 17.
- Pogo Mine will host their annual community meeting at City Hall at 5:00pm on May 17.

City Administrator – Mary Leith reported:

- She is researching quotes to crack-seal streets.
- Deborah Snyder, Senior Companion Program Coordinator, will host a meet-and-greet at the Community Center on May 20. The goal is to identify seniors who would benefit from the program and to recruit volunteer caregivers.
- The part-time Administrative Assistant position (20-25 hours/week) has been advertised.

City Clerk – Pat White reported:

- The deadline to file for a seat on the School Board (REAA #15) is August 4. Seats E and G, both three-year terms, are on the ballot for the October 3 election. Declaration of Candidacy forms are available at City Hall, the Division of Elections office in Fairbanks, or online (elections.alaska.gov).
- The filing period for the October 3 Municipal Election is August 24 through September 8.

Finance – Stephanie Prestwich reported receipt of key fobs that will be used by authorized signers for direct deposit of employee payroll.

Emergency Services / Public Safety – Freda Degnan reported Rural Deltana responded to two fire calls in March, four in April plus a false alarm, and three so far in May. They also responded to a two-vehicle collision at the intersection of Jack Warren and Mil-Tan on May 15.

Discussion followed regarding at least one ambulance run per day, keeping both Delta Rescue Squad ambulances insured, Hallgren, Musgrove, and Leith reviewing the ambulance contract with Tony White on May 10, paying for repairs, i.e. replace tires or airbags, while switching between ambulances, and Delta Medical Transport paying for maintenance.

Heinbockel said he will not support the FY18 budget if it subsidizes Delta Medical Transport, even though DMT pays \$500/month to lease the ambulances. He said there was a time when revenue was collected from ambulance claims, but now the City puts out \$25,000 in an annual stipend plus houses the ambulance operation out of the fire station.

Leith reported Tony White, DMT owner, stepped up to provide emergency transports when Delta Rescue Squad volunteers were failing to respond.

Library – Freda Degnan reported:

- Five elementary classes have visited the library on field trips and six more are expected. Summer Reading Program registration is June 7 and it starts June 13.
- Library Director Joyce McCombs attended a workshop about using statistics and data in reports, in presentations, and with social media. The course, held at the new library in North Pole on May 12, will count as a continuing education credit, a requirement for the Alaska Public Library Assistance Grant.
- Leah Wrigley was hired for the summer as the new part-time library aide.

Airport – JW Musgrove reported survey work at the airport subdivision is necessary to replace control monuments that were removed during the land clearing. Bid specs can be drafted thereafter.

Heinbockel suggested hiring an engineer firm for guidance in building roads and he asked to improve Remington Road beyond the clinic to the airport subdivision access road. The work could be done by the City Public Works crew.

School District – Lou Heinbockel reported the Baccalaureate will be held at the Baptist Church on May 17 and the graduation ceremony will be held at the High School on May 18.

LEPC / Emergency Preparedness – Audrey Brown reported:

- She and John Lewis attended the Division of Homeland Security & Emergency Management Spring training in Anchorage.
- She worked with Red Cross to present the Pillow Case Project to elementary students. She displayed a Disney pillow case, which each student received along with educational handouts, and she explained lessons taught in preparing for emergencies that are typical for the local area, i.e. earthquakes and wildfires.

Public Health – Audrey Brown reported Elena Powers, Delta Public Health Nurse, is hosting COPE (Community Overdose Prevention Education), a series of free workshops at the Delta Career Advancement Center May 9–30.

Public Works – Lou Heinbockel reported his concern regarding both holding ponds not adequately draining septic liquid.

ADJOURNMENT

Musgrove moved to adjourn at 7:37pm; Degnan seconded.

Pat White, City Clerk Approved: June 6, 2017
