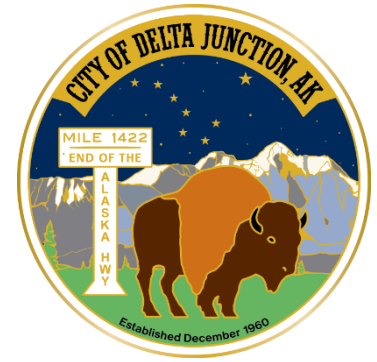


City Council Minutes
Regular Meeting
December 5, 2017 ~ 5:00PM
City Hall, Delta Junction, Alaska



The regular meeting of the Delta Junction City Council was held on Tuesday, December 5, 2017 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, Pete Hallgren (telephonically)

City Council member excused: Audrey Brown

City employees present: City Administrator Mary Leith, Administrative Assistant Flower Cole
Finance Officer Stephanie Prestwich, City Clerk Pat White

Seven residents from the community and two out-of-town guests were present. The meeting was broadcast over KDHS 95.5 FM radio.

AMENDMENTS ~ APPROVAL OF AGENDA

Brant moved to approve the December 5, 2017 agenda as presented; Degnan seconded.
Motion passed by unanimous consent.

AMENDMENTS ~ APPROVAL OF MINUTES FROM PREVIOUS MEETING

Degnan moved to approve the November 21, 2017 minutes as presented; Brant seconded.

Degnan reported one small edit (Delta Christian Center changed to Living Waters Assembly of God Church – last paragraph on page three).

Motion passed by unanimous consent to approve the amended minutes.

REQUEST TO SPEAK

Patrick LeMay, LeMay Engineering, reported they were hired by the State of Alaska to update Hazard Mitigation plans throughout the State. The normal process is one year, but they only have six months to update 23 communities whose plans expired more than two years ago. Ecology and Environment, Inc. (E&E) created the City of Delta Junction / Deltana Community Corporation (DCC) Hazard Mitigation Plan (HMP), a multi-jurisdictional plan, which was released in 2011. LeMay reported he met with City and DCC representatives to discuss current erosion, weather, earthquakes, and wildland fires. Mitigation goals and strategies are the most important; what they were and how they have changed (actions and new goals). Repair of the finger dikes along the Delta River is one action that has been added to the 2011 HMP. The Federal Emergency Management Agency (FEMA) will help with recovery, but mitigation strategies prevent deaths and damage to infrastructure. Discussion followed regarding Musgrove and Leith editing the 2011 HMP, FEMA recently requiring climate change be listed as a hazard, timeline of completing the project (submit rewrite to FEMA before Christmas, complete project by April 23, 2018, and adopt by resolution within one year of FEMA's approval), weekly communication with United States Army Alaska (USARAK) about fire prevention, working to establish a backup generator system for the City campus (City Hall, Community Center, and library), and power outages posing hazardous situations during extreme cold temperatures.

LeMay encouraged reviewing the "living document" annually to make five-year revisions easier.

James Squires introduced himself as a Deltana resident and asked what obligations the City and DCC have by adopting the mitigation plan. What obligations are there regarding some type of performance; present a survey at the local fair and tabulate results?

LeMay said FEMA wants more public involvement and public awareness of natural disasters, so communities can protect their citizens and infrastructure. Actively working mitigation strategies becomes a sort of grading for future grant funding from FEMA.

Steve Joslin expressed concern that the HMP does not paint a clear picture of potential fire risks that exist. Discussion followed regarding doing more research on recent fires, finger dikes built during the mid-70s when the Trans-Alaska Pipeline was built, and concrete river weights left from the pipeline construction.

CORRESPONDENCE

Gaming Renewal – Nenana Ice Classic

Heinbockel moved to approve renewal of Nenana Ice Classic's gaming permit; Brant seconded.

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

Big Delta State Historical Park Concession Contract

Musgrove reported the Division of Parks & Outdoor Recreation (907-451-2695), Department of Natural Resources, is soliciting public comments about renewing the contract for the Big Delta State Historical Park (BDSHP) Concession, aka Rika's Roadhouse. The deadline to comment is December 7, 2017.

Leith said the last concession contract for Rika's expired on November 16, 2017.

UNFINISHED BUSINESS

Airport Subdivision Phase 2

Ralph Mathews referred to a draft of the final plat and said he needs feedback from the City Council as the local platting board. He questioned road standards. He said GVEA will not allow electrical poles within 200 feet of any runway. He asked to communicate any input from GVEA, so it can be incorporated into the plat.

Discussion followed regarding Musgrove and Leith reviewing the Preliminary Plat Checklist, the final plat needed before roads are cleared, power poles are installed, or the Storm Water Pollution Prevention Plan (SWPPP) is completed, whether covenants are to be detailed or just referenced on the plat, \$500 user fees (annual assessment) to maintain subdivision roads and the airport, user fees patterned after what the State of Alaska charges, and adopting changes to the plat by the end of the calendar year.

Mathews expressed concerns with drainage where the runways come together (Tract A, Block 4). It was once considered for a tie-down area, which would require underground power because of its vicinity to the airport.

Musgrove said a park was also a consideration and, because the area is subject to frost heaves, it might be best to designate its use for helicopters.

Heinbockel expressed concerns with not recouping costs upon selling lots. He suggested not developing the entire subdivision because the \$140,000 that was allocated may not be enough to cover expenses for all 21 lots. Discussion followed regarding lots large enough for adequate well and septic separation, possibly installing a culvert and electricity to Tract A, and whether Phase 2 lots should be residential or "restricted to aviation-related use for at least 25 years" like Airport Subdivision I lots.

Craig Cugini warned about property owners creating a homeowner's association to successfully write out established covenants.

UNFINISHED BUSINESS – none

NEW BUSINESS

City Purchases over \$1,000

CK# 219228 to Buffalo Fuel in the amount of \$8,232.83 for heating fuel

CK# 219229 to Delta-Greely Skating Association in the amount of \$1,000.00 for a portion of the reusable vinyl logo used on the indoor rink at Liewer-Olmstead Ice Arena

CK# 219230 to Wells Fargo Credit Card in the amount of \$2,970.04 for credit card purchases (postage – \$182.85, rink electricity – \$214.00, repaired lock for Zamboni room – \$192.00, library materials – \$1,209.95, Mary Leith and Audrey Brown registration fees to attend Alaska Municipal League conference in Anchorage, November 13/17 – \$725.00, quarterly lease of Xerox machine at City Hall – \$446.24)

CK# 219231 to Altrol, Inc. in the amount of \$4,712.61 to service facility boilers

CK# 219232 to GVEA in the amount of \$3,664.28 for October electricity

CK# 219233 to Mathews Land Surveying in the amount of \$16,361.06 for surveying at Airport Subdivision Phase 2

Brant moved to issue checks 219228 through 219233; Degnan seconded.

Discussion followed regarding the lease for the Xerox machine including ink replacements (CK# 219230).

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

2018 Holiday Schedule

White reported Musgrove, Leith, McCombs, and Prestwich offered input to finalize the 2018 holiday schedule. Musgrove said taking off the day after Thanksgiving and the day before Christmas are not mandatory, but staff opt to take personal leave, which is essentially the same as another holiday. Exempt employees get paid, but hourly employees are forced to take accrued leave. Musgrove asked to consider a “floating holiday” sometime in the future.

Discussion followed regarding not operating landfill equipment at minus 30 degrees or colder, the remoteness of the landfill, patrons not utilizing the landfill when temperatures drop, and landfill employees working indoors during extreme conditions.

Degnan moved to adopt the 2018 holiday schedule as presented; Brant and Hallgren seconded.

Motion passed on a roll call vote with five in favor (Degnan, Levinson, Brant, Hallgren, Musgrove) and one opposed (Heinbockel).

REPORTS

Mayor – JW Musgrove reported:

- Efforts are underway to reestablish the Alaska State Defense Force (ASDF).
- He and Leith will attend a community coordination meeting on December 11 with Lieutenant General James H. Dickinson, commanding general of the U.S. Army Space and Missile Defense Command/Army Forces Strategic Command.

City Administrator – Mary Leith reported the Delta Community Choir will hold the annual Christmas concert at the Fort Greely Chapel starting at 7:00pm on December 14.

Finance – Stephanie Prestwich reported the audit was conducted last week. It was not as in-depth as last year because of the pre-audit and because less time was spent on grants.

Library – Freda Degnan reported:

- More than 140 people attended the annual Imagination Library Christmas Pajama Party on December 2. More than 60 small children received books from Santa, decorated sugar cookies, made ornaments, and sang Christmas carols. The Delta Junction/Fort Greely Imagination Library has given nearly 15,000 books to children, up to five years of age, since the program began (2012).
- The library will host the annual Chamber of Commerce Gingerbread House contest starting December 9. The houses will be on display to the public through December 16.
- Youth Services coordinator, Angie Barnard submitted her resignation and her last day will be December 21. Hundreds of children have enjoyed Miss Angie's Story Hour and Baby Laptime over the past seven years and she will be missed by them and by her co-workers. Shona Hilton will take over the reading program duties.
- The library will close at 4:00pm on December 8 for the annual City employee party, 5:00-7:00pm.

Airport – Alan Levinson reported the runway and the tie-down area are compacted, thanks to local volunteers. Traffic cones were relocated and are visible again.

Fort Greely Liaison – Craig Cugini, Deputy Garrison Commander, reported over 500 people attended the Tree Lighting Ceremony and Holiday Bazaar at the Community Activity Center on December 1.

Park / Recreation – Jennifer Brant reported:

- The vinyl logo under the ice at the Liewer-Olmstead Ice Arena is impressive and will, hopefully, be used for the next ten years.
- The light above the goalie net is out, causing dim lighting in the most critical area of the rink.

Leith reported a replacement light was ordered.

LEPC / Emergency Preparedness – JW Musgrove referenced the (1974) Betty Crocker pumper truck that was purchased with almost seven million Betty Crocker coupons and in use from 1973 to 2001. He reported Leigh Dennison taught Audrey Brown how to drive the truck in the mid-1980s when she was a volunteer firefighter.

Public Works – Lou Heinbockel reported:

- The white Ford plow truck has been out of commission for the past two weeks, but parts have arrived.
- Gravel was spread at intersections today.
- He was not opposed to illuminating intersections at Deborah Street / Aurora Avenue and Jack Warren Road / Mil-Tan Road per previous discussions.

Leith reported she found a request from 1964 to illuminate the Jack Warren/Richardson intersection.

- At one time the City had a Memorandum of Agreement (MOA) with Allen Army Airfield (AAAF) where area residents built their own hangars, but it was only for about three years.

Musgrove reported hunting guides set up camper trailers to operate out of before the MOA was in place. A parking area, known as the City tie-down area, was cleared alongside the taxiway between two of the runways. Cables were anchored, so they could be driven over and used for tie-downs. Provisions can still be made to use AAAF.

ADJOURNMENT

Degnan moved to adjourn at 7:17pm; Heinbockel seconded.

Pat White, City Clerk

Approved: December 19, 2017