

City Council Minutes
Regular Meeting
January 22, 2019 ~ 5:00PM
City Hall, Delta Junction, Alaska



The regular meeting of the Delta Junction City Council was held on Tuesday, January 22, 2019 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, Charles Lester, Pete Hallgren (telephonically), Audrey Brown (telephonically)
City employees present: City Administrator Mary Leith, Finance Officer Stephanie Erickson
City Clerk Pat White

Three members from the community were present and the meeting was broadcast over KDHS 95.5 radio.

AMENDMENTS ~ APPROVAL OF AGENDA

Leith reported paperwork was not received, so *Final Plat Approval of Hayes Circle* would be removed. Heinbockel moved to approve the January 22, 2019 agenda as amended; Degnan seconded. Motion passed unanimously on a roll call vote.

AMENDMENTS ~ APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

Musgrove explained one date correction in the January 8 draft minutes. Heinbockel moved to approve the January 8, 2019 minutes as amended; Brown seconded. Motion passed unanimously on a roll call vote.

COMMENTS FROM THE AUDIENCE - none

REQUEST TO SPEAK

Jacob and Ana White – Skate Shack Completion – postponed to the February 5 meeting

CORRESPONDENCE – none

UNFINISHED BUSINESS

Permanent Fund Investment

Musgrove reminded Council that Morgan Stanley will no longer manage municipal investments (as of March 29, 2019), so the City is searching for a new firm to manage its Permanent Fund. Discussion followed regarding three proposals received in November and December, and expecting proposals from Alaska Permanent Capital Management and one other firm.

Final Plat Approval - Hayes Circle Replat – postponed to the February 5 meeting

Landfill Loader

Lester reported the Volvo 150 was repaired by Sam Porter, Custom Steel. Northern Star (Pogo Mine) delivered a Volvo 220 to the landfill on January 18. He questioned whether to have Construction Machinery (CMI) inspect the loader. Musgrove said the Volvo 220 has approximately 36,000 hours of run time, but it has been well maintained. There may be advantages to having both loaders serviced as well as obtaining recommendations to extend their lives from a knowledgeable CMI service technician. Heinbockel said he would support spending money to maintain the equipment, but not to buy new. Discussion followed regarding Northern Star's surplus equipment not affecting their annual grant contribution to the community, being grateful for their neighborly support, and drafting a letter of appreciation.

NEW BUSINESS

Employee Policy Plan – Change Uniform Allowance Cycle from Calendar Year to Fiscal Year

Musgrove reported a uniform allowance was adopted on July 17, 2018, but it was based on a calendar year. Heinbockel moved to revise Chapter 1, Section 8 (c) of the Employee Policy Plan by changing calendar year to fiscal year; Levinson seconded. Motion passed unanimously on a roll call vote.

Discussion followed regarding the policy to reimburse City employees up to \$250 for Personal Protective Equipment and the calendar-to-fiscal year change effective immediately.

Permit for Chamber of Commerce to Host Fireworks Display at City Park on February 2, 2019

Leith reported the City Council voted to sponsor the Chamber of Commerce's fireworks display during the January 8 meeting. A checklist was created to avoid overlooking items: notifying the Fire Chief, arranging snow removal, obtaining proof of insurance and commitment to clean debris in the spring, and waiving the no-fireworks policy within the City limits (City Code §6.30.080). She said Fire Art Pyrotechnics provided a permit from the State of Alaska and a Certificate of Liability Insurance, which was reviewed by the City's insurance, AML/JIA, who also provided two-day coverage.

Brown moved to issue a permit to the Chamber to do fireworks in the "Delta Ball Fields" on February 2 or February 3; Heinbockel seconded.

Motion passed unanimously on a roll call vote.

Surplus Engine 502, 1980 Seagrave

Leith reported Fire Chief Tony White has been communicating with Glennallen's Fire Chief. Their engine is ten years older than the 1980 Seagrave that Juneau donated to the City after the Betty Crocker fire engine was totaled (2001). She asked if the Council would support giving Engine 502 to Glennallen.

Brown moved to surplus Engine 502 to the Glennallen Volunteer Fire Department; Lester seconded.

Discussion followed regarding Tony White's recommendation to donate the engine to Glennallen, their firefighters grateful for an engine with a closed cab, and wanting direct input from Tony White.

Motion passed on a roll call vote with six voting in favor (Brown, Lester, Hallgren, Levinson, Degnan, Musgrove) and one opposed (Heinbockel).

River Walk Park – City Easement Application

Mindy Eggleston, Delta Junction Trails Association (DJTA), distributed a timeline for the River Walk Park (RWP). The Division of Natural Resources (DNR) is in charge of the easement and landfill cleanup. The Department of Environmental Conservation (DEC) is in charge of the shooting range cleanup (dirt and lead). Brownfields Assessment is an active, supporting agent in cleaning up contaminated soil at the old shooting range because DJTA, the driver of the RWP project, has a plan for public use of the land. The City Council endorsed support of Phase 1 of the RWP project on August 21, but DNR, owners of property around the City's tract, was not prepared to deal with DJTA's request for a Land Use Permit. The Department of Environmental Conservation Brownfields Assessment & Cleanup (DBAC) will likely begin cleanup of the shooting range after July 1, 2019. They will pay for it. More details will be available at a public hearing on February 21, 6:00-8:00, at City Hall. The public hearing is part of the required process for DEC (cleanup old shooting range) and DNR (old landfill cleanup and easement to the City). Eggleston explained changes from the original trail plan and that this year's grant application will be modified from what was proposed last August. The City would apply for an easement on State land around the City tracts, which will require a 30-day comment period and should be final by April or May. DJTA will apply for the Recreational Trails Program (RTP) grant, due October 15, 2019, to start Phase 1. DJTA will fund, construct, and manage the maintenance of the trails.

Discussion followed regarding the State of Alaska owning the old landfill, locating a dock in the lower section of the RWP to offload and load ATVs, and the \$1,500 easement application fee waived for municipalities.

Brown moved to approve submission of a State of Alaska Department of Natural Resources Division of Mining, Land, and Water Application for Easement for the River Walk Park, trail system, and infrastructure; Degnan seconded.

Motion passed unanimously on a roll call vote.

City Purchases over \$1,000

CK# 219902 to Aetna in the amount of \$14,255.57 for January group health insurance

CK# 219903 to GVEA in the amount of \$5,160.56 for electricity

CK# 219904 to ACS in the amount of \$1,624.71 for December phone and Internet

CK# 219905 to Delta Transport Services in the amount of \$1,672.16 for heating and vehicle fuel used at the landfill

CK# 219906 to Arctic Fire & Safety in the amount of \$2,231.75 for 1) stay-back-50-foot sign for new sander and 2) house number signs and magnets for LEPC house address project

CK# 219907 to Cook & Haugeberg in the amount of \$4,152.50 for audit services, payment #2

CK# 219908 to Wells Fargo Credit Card in the amount of \$3,865.66 for credit card charges (postage - \$118.61, Public Works vehicle fuel - \$78.00, City Hall supplies - \$327.30, Glacier Point Services attempt to snake Visitor Center pipes with camera - \$485.00, City Hall email - \$45.00, street signs shipping - \$158.98, Joyce McCombs travel to library conference in Juneau - \$840.17, new library software license - \$345.60, Flower Cole Excel course in March - \$128.00, Alaska Library Association fees - \$255.00, Liewer-Olmstead Ice Arena electricity in November - \$1,084.00)

Degnan moved to approve checks #219902 through 219908 as presented; Levinson seconded.

Discussion followed regarding LEPC grant funds paying for the house address project and whether the Council would support it financially (CK# 219906).

Motion passed unanimously on a roll call vote.

REPORTS

Mayor – JW Musgrove reported:

- He appreciated the generosity of Northern Star, for donating a loader to the landfill. Several people were present when it was delivered.
- A few Council and staff were invited to attend the Fort Greely Community Leader Dinner at the Aurora Community Activity Center on January 28. Invitations were sent from Lieutenant General James H. Dickinson, Commanding General United States Army Space and Missile Defense Command / Army Forces Strategic Command and Mrs. Dickinson.
- He appreciated the new leaders of the Chamber of Commerce who are making effort of better visibility in the community.

City Administrator – Mary Leith reported the landfill permit has been revised multiple times and is hopeful it will be finished by the extended deadline to submit the landfill permit (January 31, 2019).

City Clerk – Pat White – no report

Finance – Stephanie Erickson reported the auditors asked for documents related to landfill and passports. They also suggested establishing a policy to adjust uncollectable debts, which she will draft after researching it.

LEPC – Audrey Brown reported the January 14 LEPC meeting was cancelled because of lack of a quorum.

Emergency Preparedness / Public Safety – Audrey Brown reported she would distribute plans at the February 5 meeting for people to establish a seven-day survival kit in the event of a power outage or need to evacuate.

Public Health – Freda Degnan reported Public Health Nurse Elena Powers will host an immunization clinic at the Delta Elementary School on January 30, 2:30-4:30.

Library – Freda Degnan reported Preschool Story Hour is scheduled on January 23, 10:00-1:00, for 3-5 year olds.

Schools – no report

Airport – Alan Levinson reported there was little change in both the weather and airport tenants.

Heinbockel questioned pickup truck activity at the end of the airstrip, west of the ski strip. He said he would like the City to take the position to prohibit trapping inside the City limits.

Musgrove said he and Leith are working with City Attorney Jim DeWitt to draft an ordinance.

Heinbockel said Fish & Game must support it.

Leith reported DeWitt reported, “Alaska law gives all power over game, including trapping, to the Alaska Department of Fish & Game. There is no explicit authority in the Constitution or Statutes for municipalities to regulate the taking of game. On the other hand, State game regulations direct trappers to obey federal and state laws, regulations, and ordinances while engaging in trapping activities.” Leith said DeWitt suspects trapping cannot be regulated on private property, but the City could require warning signs. He said to be prepared for claims that a City Ordinance would violate Alaska law.

Public Works – Charles Lester expressed appreciation for both Northern Star (donating loader) and Sam Porter (repairing loader). See *Landfill Loader* on page one.

Park / Recreation – Lou Heinbockel – no report

Cemetery – Lou Heinbockel – no report

At Large – Pete Hallgren – no report

Additional Reports – Lou Heinbockel reported brush needs attention in the holding area at the landfill. He questioned using the Skid Steer with a mower in the spring.

Discussion followed regarding removing brush without damaging the liner, mowing the ponds and the surrounding area, and negotiating a new contract for ambulance services with Delta Medical Transport within the next couple of months.

Erickson distributed a budget comparison through December 31, 2018. She said 51% of the budget has been spent and 81% of revenue has been received.

Musgrove reported operating funds were transferred from the AMLIP savings account to City checking.

ADDITIONAL PUBLIC AND COUNCIL COMMENTS

Jackie Becker, referring to the *Mayor Report*, thanked Mayor Musgrove for his remarks about the Chamber. She said they have worked very hard to improve relationships and service for the entire town. She asked to promote giving the fire engine to Glennallen, which is the same as Northern Star donating their surplus loader to the City.

Musgrove reported audio recordings of the City Council meetings are now available on the City website.

Brown suggested submitting a public interest article in the local newspaper with a picture.

ADJOURNMENT

Brown moved to adjourn at 6:47pm; Levinson seconded.