

City Council Minutes
Regular Meeting
February 19, 2019 ~ 5:00PM
City Hall, Delta Junction, Alaska



The regular meeting of the Delta Junction City Council was held on Tuesday, February 19, 2019 at City Hall. Mayor Musgrove called the meeting to order at 5:00pm.

City Council members present: Mayor JW Musgrove, Lou Heinbockel, Audrey Brown
Alan Levinson (until approximately 6:57pm), Charles Lester, Pete Hallgren (telephonically)

City Council member excused: Deputy Mayor Freda Degnan

City employees present: City Administrator Mary Leith, Finance Officer Stephanie Erickson
Library Director Joyce McCombs, City Clerk Pat White

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

AMENDMENTS ~ APPROVAL OF AGENDA

Musgrove reported *Final Plat Approval - Hayes Circle Replat* and *Ordinance 2019-03* would be moved to the March 5, 2019 Council meeting.

Brown asked to change *City Contribution Toward Internet at Senior Lounge* to *City Contribution Toward Internet at Community Center*.

Brown moved to approve the February 19, 2019 agenda as amended; Heinbockel seconded.
Motion passed on a roll call vote with six in attendance.

AMENDMENTS ~ APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

Brown moved to approve the minutes from the February 5, 2019 meeting; Heinbockel seconded.
Motion passed on a roll call vote with six in attendance.

COMMENTS FROM THE AUDIENCE - none

REQUEST TO SPEAK

Alaska Permanent Capital Management

Blake Phillips, Chartered Financial Analyst, introduced himself and said he helps oversee institutional investments with Alaska Permanent Capital Management (APCM). Dave Rose, the first executive director of the Alaska Permanent Fund, started APCM because of the lack of institutional investment expertise in Alaska. APCM has become one of the largest investment advisors in Alaska, managing over three billion in assets with \$1.8 billion from Alaska government entities. APCM has one of the biggest concentrations of financial expertise in the State of Alaska. APCM also supervises the Alaska Municipal League Investment Pool (AMLIP). Phillips explained APCM's portfolio strategies, philosophy, and fee (1% for account balances up to \$1 million, .75% for balances up to \$4 million, and .50% for balances over \$4 million). Discussion followed regarding code revisions included in APCM's blanket fee, rebalancing investment accounts three or four times each year without excessive trading, and scheduling a work session before deciding which firm to contract with (see Mayor Report – page 3).

Request Funding for ADA-compliant Picnic Tables (proposed January 8, 2019)

Patrick Cassidy, Eagle Scout, distributed a cost estimate for his Eagle Scout project, six Americans with Disabilities Act (ADA) accessible picnic tables for the City Park (1), Pioneer Park (1), Visitor Center (1), and fairgrounds (3). Ryan at Delta Building Supply offered a discount, which reduced the initial cost of \$207.99 per table to \$135.19 (\$811.14 total). Cassidy asked the City Council for a \$300 donation. He said the Deltana Fair manager will also donate toward the cost of materials.

Heinbockel moved to donate \$300.00 toward Patrick Cassidy's Eagle Scout project; Lester seconded.

Discussion followed regarding whether the picnic tables would be used more at the City Park or the fairgrounds, possibly contracting with Cassidy in the future to build more ADA-tables for the park, not securing tables to the ground, so they can be moved, and the Boy Scouts starting to build the tables in March.

Motion passed on a roll call vote with six in attendance (Levinson, Hallgren, Brown, Lester, Heinbockel, Musgrove).

CORRESPONDENCE

Gakona Volunteer Fire Department – Request for Engine 502 - postponed to March 5, 2019

UNFINISHED BUSINESS

Final Plat Approval - Hayes Circle Replat – postponed to March 5, 2019

NEW BUSINESS**City Purchases over \$1,000**

CK# 219940 to Aetna in the amount of \$14,255.57 for February group health insurance

CK# 219941 to Alcan Auto & Truck in the amount of \$1,312.04 for miscellaneous maintenance and repair

CK# 219942 to Kel's Septic Pumping in the amount of \$3,050.00 to service frozen septic lines, January 30 and February 6

CK# 219943 to Zamboni in the amount of \$1,435.11 for miscellaneous Zamboni parts

CK# 219944 to ACS in the amount of \$1,623.78 for January phones and Internet

CK# 219945 to Bristol Engineering Services in the amount of \$3,276.00 to renew landfill permit

CK# 219946 to GVEA in the amount of \$5,219.14 for January electricity

CK# 219947 to Wells Fargo Credit Card in the amount of \$2,670.22 for miscellaneous credit card charges (Dennis Burke HAZWOPER training - \$255.00, Liewer-Olmstead Ice Arena electricity for December - \$1,306.00, landfill phone - \$29.95, library materials - \$14.99, remove and dispose of ballasts and light bulbs from City Hall - \$542.30, City Hall emails - \$47.73, janitor supplies - \$20.40, Stephanie Erickson's AGFOA membership and Mary Leith's SWANA membership - \$288.60, postage - \$66.61, City Hall supplies - \$38.95, library Malwarebytes - \$59.99)

Discussion followed regarding State requirements to recycle ballasts and light bulbs (CK# 219947 - \$542.30), Heinbockel objecting to high costs of operating a landfill (219945), unseen landfill expenses, thawing the septic system between the Public Works facility and the fire station, Lester interested in replacing the septic system and eliminating the lift station, and Heinbockel questioning why a portable toilet is not used (219942).

Hallgren moved to approve checks #219940 through 219947 as presented; Lester seconded.

Motion passed on a roll call vote with six in attendance (Lester, Levinson, Hallgren, Heinbockel, Brown, Musgrove).

City Surplus Sale

Musgrove reported Engine 502 will be donated to another fire department. The City has a plow and sander unit that can be disposed of.

Discussion followed regarding surveying departments for surplus items and Leith presenting a list on March 19.

Second Reading, Public Hearing, and Adoption of Ordinance 2019-02, An Ordinance for the City of Delta Junction, Alaska Providing for Amendment of Platting Guidelines and Fees

Heinbockel moved to hold the second reading and public hearing of Ordinance 2019-02; Brown seconded.

Heinbockel said he supported the amended version of the platting guidelines.

Brown moved to close the public hearing; Heinbockel seconded.

Motion passed on a roll call vote with six in attendance.

Heinbockel moved to adopt Ordinance 2019-02 amending the platting guidelines and fees; Brown seconded.

Motion passed on a roll call vote with six in attendance (Hallgren, Lester, Brown, Levinson, Heinbockel, Musgrove).

Second Reading, Public Hearing, and Adoption of Ordinance 2019-03, An Ordinance Waiving Easement Requirements, Authorizing Vacation of Certain Road Rights of Way, Accepting Replat of Lots 20-27, Block 6 and Hayes Circle Right of Way, North Addition to Delta Junction Townsite, Fairbanks Recording District Plat 63-7859, Within Section 14, Township 10 South, Range 10 East, Fairbanks Meridian, Alaska, and Authorizing the City Clerk to Sign the Replat – postponed to March 5, 2019**City Contribution Toward Internet at Community Center**

Brown referenced a letter, dated February 14, 2019, from the Delta-Clearwater Senior Citizens and said the Seniors are concerned with Internet fees that have already increased more than once. The Internet serves the whole Community Center, not just the Senior Lounge, and there would be no Internet without the Seniors' phone. Brown asked to reduce the portion that the Seniors are required to pay each month, which would be about \$10, not including any new increase of Internet fees.

Discussion followed regarding the initial agreement with the Seniors (December 2, 2014) and the City reimbursing the Seniors for charges over their phone bill plus \$40/month toward the cost of Internet.

Musgrove suggested negotiating a contribution from the North Star Council on Aging that oversees the Senior Companion program (that operates from a small office in the Community Center).

REPORTS

Mayor – JW Musgrove requested a work session to discuss management of the City Permanent Fund.

Brown moved to schedule a work session on March 14, 2019 at 5:00pm to discuss an investment firm; Heinbockel seconded.

Motion passed on a roll call vote with six in attendance (Heinbockel, Brown, Hallgren, Lester, Levinson, Musgrove).

Musgrove called for a recess at approximately 6:54pm, Levinson was excused thereafter, and the Council meeting resumed at approximately 7:00pm.

Airport – JW Musgrove reported for Alan Levinson, stating Si Hill is attempting to pack what little snow there is at the airport.

City Administrator – Mary Leith reported:

- The State of Alaska Department of Environmental Conservation (ADEC) issued a letter on February 13, 2019, granting the City's Class II Landfill permit through December 31, 2023, but it has specific conditions aside from updating the annual site plan every January. Leith explained the detailed requirements (revise the written plan and form for Methane Monitoring by April 15, 2019, implement a plan to recycle electronic waste by July 1, 2019 and complete it by December 31, 2019, draft a work plan to reduce the amount of Hazardous Household Waste (HHW) being disposed at the landfill by July 1, 2019 and complete it by December 31, 2019, and report how the remainder of cell #1 will be filled by July 1, 2019). Leith expressed concern and said that compliance may likely require hiring engineer expertise.

- The lawn maintenance contract for the City Park and Rest Haven Cemetery will be put out for bid by mid-March. It is a one-year contract (with options to extend on an annual basis for up to two additional years). Bill Pugh, aka Bill's Small Tractor Service, has had the contract for the past three years.

- The Bureau of Land Management Alaska Fire Service and U.S. Army Alaska are conducting prescribed burns on the Donnelly Training Area February 17 through March 31 as weather permits.

- The Division of Natural Resources (DNR) and the Department of Environmental Conservation (DEC) will host a public hearing at City Hall on February 21 to discuss cleanup of the old shooting range and old landfill in conjunction with the Delta Junction Trails Association's proposed River Walk Park.

City Clerk – Pat White reported:

- Nenana is researching a ban on commercial marijuana sales similar to what Delta passed in 2016.
- [Passport books are valid for travel to international destinations via air, land, and sea. Cards are valid for re-entry at land border crossings and sea ports-of-entry when returning to the United States from Mexico, Canada, Caribbean, and Bermuda. Cards are not valid for international air travel.] Real ID driver's licenses and identification cards indicate identity and citizenship and are accepted to enter federal buildings, access military installations, and board commercial flights (October 1, 2020), but they cannot be used for international travel because they do not meet Western Hemisphere Travel Initiative (WHTI) requirements. The Enhanced ID is valid for border crossings as is a passport, but the Real ID is not.

Finance – Stephanie Erickson reported:

- She would research the L220F landfill loader's value and add it to the City property sheet.
- Revenue for the Liewer-Olmstead Ice Arena was not included in the budget comparison through December 31, 2018 that she distributed at the end of the January 22 meeting. The Delta Skating Association (DSA) paid \$9,000 in November (for 2017-2018 and 2018-2019 seasons) and the school district paid \$13,000. Discussion followed regarding renewing the Memorandum of Agreement between the City, school, and DSA and discussing maintenance of the skate shack at the March 5 City Council meeting.

LEPC / Emergency Preparedness / Public Safety – Audrey Brown - no report

Public Health – Freda Degnan - no report

Library – Mary Leith reported:

- Joyce McCombs completed the annual re-certification to proctor distance education students from four universities and Alaska Online Driver Education. The library proctors approximately 35 students a year.
- The Library Internet and E-rate application for the next year has been approved. This is year three of the three-year contract with ACS to provide a split 15 MB drop to the library (8 MB for staff, 7 for the public). The contract will need to be renewed next year and the Internet speed adjusted to keep up with software demands.
- McCombs will request a bid from ACS to update the library phone system for the upcoming budget cycle. Library phones were installed in 2004 when the library was built and have reached their end of life.
- Library Aides Shona Hilton and Jill Prestegard, who supervise the Summer Reading Program for 75 students, attended an online webinar with the State Library Regional Coordinator on February 14. They were advised that Science and Technology kits from NASA will be available for loan to summer readers and that a parent survey will be part of the grant requirement after the program ends in mid-July. They hope grant funding will be approved by mid-March for an astronaut to visit Alaska libraries.

McCombs said the webinar was part of the Online With Libraries (OWL) network, which was recently zeroed out in Governor Dunleavy's budget. The OWL broadband system allows speakers to talk live to audiences all over Alaska. It eliminates travel expenses.

Musgrove said the Social Security education was a good use of the OWL network.

- Stevens Puppets are tentatively scheduled for mid-July to return with a new show called *Alaska Goldilocks and the Three Bears*. The State Library and the Rasmuson Foundation will provide travel expenses to Delta and the Delta Library Association will cover the performance fee, lodging, and per diem.

- McCombs will attend the Alaska State Library Conference in Juneau, February 28 through March 3, courtesy of a \$1,500 grant from the Alaska Library Association.

- Linda Nebeker hosted Knitting Circle and Jill Prestegard, Tiki Levinson, and Samantha Bopp hosted Junction Readers Book Club while McCombs was on vacation.

Brown said she appreciated all the services the library provides.

Schools – Freda Degnan – no report

Public Works – Charles Lester reported:

- We are gaining seven minutes of daylight each day.
- He and JW Musgrove were involved in cleaning out the oily water separator at the landfill shop.

Musgrove said water was drained, but the sludge must be tested. DEC will direct how the 60 gallons of waste are to be handled.

Heinbockel complimented brushing that was done on Rebecca Street. He asked that the Public Works crew use a brush cutter to remove the rest of the hedge and eliminate issues with snow drifting and vision obstruction.

Heinbockel asked to clear snow from Lost Avenue, a gravel road between Healy Street and Salcha Avenue.

Park / Recreation – Lou Heinbockel - no report

Cemetery – Lou Heinbockel - no report

At Large – Pete Hallgren - no report

Additional Reports – no reports

ADDITIONAL PUBLIC AND COUNCIL COMMENTS

Musgrove called for additional comments with none being offered.

ADJOURNMENT

Brown moved to adjourn at 7:49pm.