

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



The regular meeting of the Delta Junction City Council was held on Tuesday, March 5, 2019 at City Hall. Mayor Musgrove called the meeting to order at 5:01pm.

City Council members present: Mayor JW Musgrove, Deputy Mayor Freda Degnan
Charles Lester, Pete Hallgren, Audrey Brown (until 6:47pm)

City Council members excused: Alan Levinson, Lou Heinbockel

City employees present: Finance Officer Stephanie Erickson, City Clerk Pat White

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

AMENDMENTS ~ APPROVAL OF AGENDA

Musgrove proposed changes to the agenda:

- ✓ Remove *Delta/Greely Youth Baseball League – FY19 Donation of \$1,000*
- ✓ Postpone *Unfinished Business - City Contribution Toward Internet at Community Center* to March 19
- ✓ Postpone *Unfinished Business - Final Plat Approval - Hayes Circle Replat* to March 19
- ✓ Postpone *New Business - Adoption of Ordinance 2019-03* to March 19
- ✓ Move *LEPC / Emergency Preparedness / Public Safety Report and New Business – Reimbursement for Used Zamboni* to *Correspondence* (page 2)

Musgrove moved to approve the March 5, 2019 agenda as amended; Brown seconded.

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

AMENDMENTS ~ APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

Brown moved to approve the February 19, 2019 minutes as presented; Hallgren seconded.

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

COMMENTS FROM THE AUDIENCE - none

REQUEST TO SPEAK – none

CORRESPONDENCE

Gakona Volunteer Fire Department – Request for Engine 502

Musgrove reported the City Council mistakenly voted to surplus Engine 502 to the Glennallen Volunteer Fire Department on January 22, 2019. Chief Jason Severs of the Gakona Volunteer Fire Department (GVFD) issued a letter on January 28, 2019 requesting the Delta Junction Volunteer Fire Department donate the older engine to them.

Hallgren moved to amend the previously approved motion from January 22, 2019; Brown seconded.

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

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

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

Discussion followed regarding GVFD also requesting the self-contained breathing apparatus (SCBA) fill station that is no longer used and GVFD hopeful to replace their 1979 engine with the 1982 Seagrave (Engine 502).

Brown moved to surplus the SCBA fill station to the Gakona Volunteer Fire Department; Hallgren seconded.

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

Liquor License Renewal – Jack’s Liquor & Service (License 567)

The Council discussed the requirement to respond to the Department of Commerce, Community, and Economic Development (DCCED) Alcohol & Marijuana Control Office (AMCO), with or without objection, potential to revisit Jack’s liquor license if/when it changes ownership, and AMCO’s responsibility to renew licenses, not business licenses.

Brown moved to file a non-objection to Jack’s Liquor & Service liquor license renewal; Hallgren seconded.

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

Liquor License Renewal – Loyal Order of Moose #911 (License 2867)

Degnan moved to approve the liquor license renewal of the Loyal Order of Moose #911; Brown seconded. Motion passed on a roll call vote with five in attendance (Hallgren, Degnan, Brown, Lester, Musgrove).

Liquor License Renewal – The CAVE Wine Bar & Grille (License 187)

Lester moved to show no objection to the liquor license renewal of The CAVE; Brown seconded. Motion passed on a roll call vote with five in attendance (Brown, Lester, Degnan, Hallgren, Musgrove).

Rural Deltana Volunteer Fire Department – FY19 Donation of \$1,000

Erickson reported Rural Deltana Volunteer Fire Department (RDVFD) has not submitted a donation request for FY19. RDVFD firefighters have done an extraordinary amount of work to verify physical addresses and post signs for the Local Emergency Planning Committee (LEPC) House Identification Project. Erickson said she wished to recognize Rural Deltana volunteers for their helpfulness. Funds are in the FY19 budget.

Degnan moved to donate \$1,000.00 to the Rural Deltana Volunteer Fire Department in appreciation for their work on the House Identification Project and for their service to the community; Hallgren seconded.

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

REPORTS

LEPC / Emergency Preparedness / Public Safety – Audrey Brown distributed handouts, *Homeland Security & Emergency Preparedness 7 Day Survival Kit*, and explained a 24-week plan to build a 7-day disaster preparedness kit. She briefly described some of the tasks, dating perishable items, storing enough water for pets, deciding out-of-area-contacts who can share information with scattered family members, taking First Aid and CPR classes.

Discussion followed regarding building a kit for display and possibly hosting a workshop to educate the community.

Brown reported:

- Four LEPC members plan to attend the 2019 Spring Preparedness Conference in Anchorage in May.
- Roughly 190 people have applied for residence signs through the House Identification Project.

* Reports continued on page 4.

Reimbursement for Used Zamboni

Musgrove recused himself from voting because of his involvement in purchasing a used Zamboni. After City Administrator Mary Leith received a phone call about availability of a used Zamboni, he and staff researched it, and he spoke with every Council member except Alan Levinson before he drove to Fairbanks to inspect it. He wrote a personal check for \$10,500 to pay for it and then authorized Rob Bevard to use his personal truck and the City's trailer to transport it back to Delta. The (2001) Zamboni was primarily used at the Carlson Center before it was sold two years ago for private use. It was well maintained, but does have one six-inch ding in the front fiberglass.

Todd Zachgo, Delta Skating Association (DSA) President, said he would retrieve additional propane bottles from the previous owner and have them recertified and filled. He explained difficulty in getting propane delivered when temperatures drop to 20 below and he questioned converting the (2001) Zamboni to gasoline, same as the existing one. Propane-fueled Zambonis are typically used inside heated buildings. Zachgo said the City owns the Liewer-Olmstead facility, its land, and the (2004) Zamboni, and should own the newly-purchased used (2001) Zamboni also. DSA is the primary user of the ice rinks, overseeing the skating programs and paying the Zamboni operator. The general public, not all affiliated with DSA, use the outdoor rink and, on occasion, the indoor rink.

Discussion followed regarding \$5,720 recovered when the U.S. Army sold the City's (1983) spare Zamboni in 2014, \$450 paid to Rob Bevard to transport the used Zamboni to Delta plus \$118 in fuel, Hallgren stating he knew friends who would contribute toward the purchase, and Zachgo stating DSA would commit \$1,500.

Brown moved to approve the purchase of the used Zamboni, to pay for it with \$5,720.00 in savings and to accept donations from the community to reimburse Mayor Musgrove (\$10,500.00) and recover the remaining expenses (\$450.00 transport, \$118.00 fuel); Degnan seconded.

Motion passed on a roll call vote with four voting (Hallgren, Lester, Degnan, Brown) and one abstaining (Musgrove).

Zachgo said the 2001 Zamboni is a 500 series and the 2004 is 540. He will change cutting edges and change all the lubes in the 2001 Zamboni. He expressed appreciation for acting quickly to purchase the Zamboni because any small community would have done the same. He thanked the whole Council for approving its purchase.

UNFINISHED BUSINESS

Final Plat Approval - Hayes Circle Replat – postponed to March 19, 2019

Skate Shack

Musgrove said the City pays electricity and liability insurance, but has yet to take ownership of the Skate Shack that was donated by Jacob and Ana White and accept responsibility to pay for fuel and maintenance.

Todd Zachgo, Delta Skating Association (DSA) President, said DSA is funded by small children who skate in hockey leagues (78 in 2017-2018, 65 in 2018-2019), even though there are 200+ people who use the facilities. He and DSA prefer the City take ownership of the Skate Shack and establish a mechanism to charge for usage of the rink facilities. There are no set times to open or close, but Zachgo said he periodically inspects the Skate Shack to make sure lights are off and heat is turned down.

Discussion followed regarding Skate Shack electricity wired to the Liewer-Olmstead Ice Arena, the City paying \$50/year to insure it, expecting maintenance costs to increase as the facility ages, and creating a plan to monitor and secure it.

Hallgren moved to accept ownership of the Skate Shack, donated by Jacob and Ana White; Degnan seconded.

Degnan said the City can regulate use of the Skate Shack now that ownership is established.

Musgrove, referencing the Memorandum of Agreement between the City, School District, and DSA, said maintenance and the fee structure can be adjusted when the MOA is renewed.

Hallgren said he assumed the City would ultimately take responsibility for fuel and maintenance of the Skate Shack. It is an asset to the community, similar to Eagle Scout projects, but on a much larger scale.

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

Musgrove said the Skate Shack would be added to the fuel list and to the City janitor facility list.

* See discussion about Liewer-Olmstead Ice Arena under *Additional Public and Council Comments* (page 4).

City Contribution Toward Internet at Community Center – postponed to March 19, 2019

NEW BUSINESS

City Purchases over \$1,000

CK# 219964 to Cook & Haugeberg LLC in the amount of \$10,869.00 for audit, payment #3 (\$24,061.12 to date)

CK# 219965 to NC Machinery in the amount of \$1,070.45 to repair ripper on landfill dozer

CK# 219966 to Delta Transport Services in the amount of \$8,674.15 for heating and equipment fuel

Degnan moved to approve City purchases 219964 through 219966 as presented; Lester seconded.

Discussion followed regarding Cook & Haugeberg conducting a thorough audit to be completed by March 31 (CK# 219964) and repair of the ripper mechanism, pins, and bushings on the back of the D6 dozer (219965).

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

Plan for Maturing CDs

Erickson distributed handouts and asked for input about three CDs that matured in February.

Discussion followed regarding management of the City Permanent Fund (work session on March 14), whether investment options (handouts) could result in cash flow problems, and Musgrove suggesting transferring the \$744,000 to AMLIP until a decision can be made.

Degnan moved to transfer matured CDs to Alaska Municipal League Investment Pool; Hallgren seconded.

Brown said she preferred more input.

Hallgren suggested posing an investment strategy to whomever is hired to manage the City Permanent Fund.

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

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 19, 2019

Possible Safe Drinking Water Act Violation

Musgrove reported the City received a confidential letter from the U.S. Environmental Protection Agency (EPA). He and City Administrator Mary Leith (away on vacation) attempted to contact EPA by phone and email, but have yet to receive a reply. Nothing can be done until a meeting can be scheduled.

REPORTS

Mayor / City Administrator – JW Musgrove reported:

- Volunteer firefighters have taken residency in one of the bays at the Public Works building. There is a need to convert some areas in City facilities to handle the influx of on-call volunteer firefighters. Musgrove said he has made inquiries about legal occupancy, carbon monoxide detectors, changing status of buildings with the insurance carrier, State Fire Marshal requirements, and multiple other considerations.
- The U.S. Army Corps of Engineers issued a courtesy notice about Pebble Mine applying for a permit.
- Information was received on the Pioneer Park, which will be an agenda topic at an upcoming meeting.

Airport – JW Musgrove reported wind and sun have removed what little snow there was at the airport.

Brown was excused at 6:47pm.

City Clerk – Pat White – no report

Finance – Stephanie Erickson reported:

- The annual audit is progressing, to be finished by March 31.
- She started work on the preliminary FY20 budget.

Musgrove said a letter of appreciation was sent to Cook & Haugeberg for their detailed work on the audit.

LEPC / Emergency Preparedness / Public Safety – see page 2

Public Health – Freda Degnan – no report

Library – Freda Degnan reported the annual Library Open House and Basket of Books is scheduled for April 27.

Schools – Freda Degnan – no report

Public Works – Charles Lester reported the sewer line at the Public Works building froze again.

Musgrove said the south bay has its own line to the septic tank, which may resolve eliminating the lift station.

Park / Recreation – Lou Heinbockel – no report

Cemetery – Lou Heinbockel – no report

At Large – Pete Hallgren reported:

- He will draft his recommendations about hiring an investment firm to manage the City Permanent Fund. He plans to attend the March 14 work session by phone, but has other commitments on the same night.
- Nenana is considering a ban on commercial marijuana sales, similar to what the City of Delta Junction adopted on February 2, 2016. Hallgren said he shared concerns with the mayor of Nenana about stepping on toes of people living “within ten miles of the boundaries of the local government” (3 AAC 306.250).

Additional Reports – no reports

ADDITIONAL PUBLIC AND COUNCIL COMMENTS

Jackie Becker reported the public can meet the three candidates for the superintendent position during a greet and meet at the Delta Elementary School on March 7.

Todd Zachgo said he and Stephen Hammond, M2C1 Construction and Engineering, are investigating insulating locker rooms at the Liewer-Olmstead Ice Arena. The locker rooms are built from cinder and are not insulated. The City is essentially wasting fuel even though the temperature is turned down to 40 degrees when the building is not in use. He and Hammond will work with the Fire Marshall on a plan that meets fire code and does not create a humidity problem.

Musgrove suggested Zachgo present a proposal for the upcoming budget cycle.

Becker said she appreciated all the work that is put into the City finances to utilize the funds in the public’s best interest.

ADJOURNMENT

Degnan moved to adjourn at 6:59pm; Lester seconded.