

**City Council Minutes**  
**Regular Meeting**  
**April 16, 2019 ~ 5:00PM**  
**City Hall, Delta Junction, Alaska**



The regular meeting of the Delta Junction City Council was held on Tuesday, April 16, 2019 at City Hall. Mayor JW Musgrove called the meeting to order at 5:00pm.

City Council members present: Mayor JW Musgrove, Deputy Mayor Freda Degnan

Alan Levinson, Lou Heinbockel, Charles Lester, Audrey Brown, Pete Hallgren (telephonically)

City staff present: City Administrator Mary Leith, Finance Officer Stephanie Erickson, City Clerk Pat White  
Five members from the community were present. The meeting was broadcast over KDHS 95.5 radio.

**AMENDMENTS ~ APPROVAL OF AGENDA**

Musgrove clarified two checks (220045 and 220046) under *City Purchases over \$1,000* (page 2), in which fuel was delivered by two vendors.

Discussion followed regarding the contractor, Delta Transport Services, not delivering #2 fuel, #1 fuel for facilities with above-ground tanks, and choosing the least expensive vendor whenever #2 fuel is needed.

Heinbockel moved to approve the April 16, 2019 agenda as amended; Brown seconded.

Motion passed unanimously on a roll call vote.

**AMENDMENTS ~ APPROVAL OF MINUTES FROM PREVIOUS MEETINGS**

Heinbockel moved to approve the minutes from the April 2, 2019 meeting; Levinson seconded.

Motion passed unanimously on a roll call vote.

**COMMENTS FROM THE AUDIENCE - none**

**REQUEST TO SPEAK - none**

**CORRESPONDENCE**

**Library Director Resignation**

Leith reported Joyce McCombs' effective retirement date is October 1, which allows time for her to work with the new hire before she leaves the job.

Heinbockel moved to accept Joyce McCombs' letter for retirement with regret; Brown seconded.

Heinbockel said, "Thirty-two years of service is commendable and she has done an excellent job."

Leith said McCombs kept the library running, even when it was open for only ten hours a week. She deserves to be recognized for her dedication, not to mention the library receiving the 5-Star award (since 2009).

Musgrove welcomed cards and letters from the public.

Motion passed unanimously on a roll call vote.

**Community Cleanup – May 18, 2019**

White described Community Cleanup in recent years, a marked increase in garbage delivered to the Triangle in 2018 and lower participation in 2011 when landfill hours were not extended and 2013 when it snowed all day. Discussion followed regarding typically offering a 50% discount on tipping fees for all household refuse delivered to the landfill, excluding the minimum fee (\$5.00), fees on appliances (\$25), and non-covered loads (\$10), extending business hours (to 5:00pm), and waiving tipping fees from local haulers on all yellow-bagged refuse delivered to the Triangle.

Brown moved to offer the same discount as in the past for the Chamber-sponsored Community Cleanup on May 18; Heinbockel seconded.

Motion passed unanimously on a roll call vote.

Nadine Brannon, Chamber Board member, reported yellow bags can be picked up at the Visitor Center.

[Business hours as of May 6: M-F, 10:00-4:00, and S-S, 10:00-5:00. Summer hours start May 13: M-F, 9:00-7:00, and S-S, 10:00-5:00.]

**Ron Liewer – Letter of Appreciation for Purchasing Backup Zamboni**

Musgrove read a letter from retired school teacher, Ron Liewer, who now lives in Mills, Nebraska, expressing appreciation for Mayor Musgrove purchasing the backup Zamboni and for the Council and community supporting him in doing it. Liewer added, "... a big thanks to all of you for taking care of our town!" Musgrove expressed appreciation to Mr. Liewer for all his years of service to the Delta community.

**Delta Imagination Library – Request for \$1,000**

Musgrove referenced an April 4 letter from Julia Phelan, Delta Imagination Co-chair.

Jessica Fellman, also a Co-chair, reported the Delta Imagination Library is the local chapter of the Dolly Parton Imagination Library, which is now in three different countries. The Delta Imagination Library will have delivered 20,000 books to local children, ages 0-5, by July or August. The program started in Delta in 2012 and they have a presence at community events, giving away books and advertising early literacy for pre-K children.

Heinbockel moved to approve donating \$1,000 to the Delta Imagination Library; Degnan seconded.

Motion passed unanimously on a roll call vote.

**Gary Hall, Heavy Equipment Academy Administrator – Request to use Dump Truck**

Leith referred to Gary Hall's letter, dated April 11, requesting use of the City's 1997 Kenworth T-800 End Dump for the 14th annual *Intro to Heavy Equipment Operator and Mechanic Academy*.

Discussion followed regarding Partners for Progress in Delta, Inc. using the City dump truck each year for the past several years, making arrangements to deliver the truck to the Career Advancement Center on June 10 and to pick it up at the Deltana Fairgrounds on June 21, and possibly trading out the Kenworth for a different truck.

Heinbockel moved to approve Partners for Progress in Delta, Inc. using a City dump truck for the *Heavy Equipment Operator and Mechanic Academy*; Brown seconded.

Motion passed unanimously on a roll call vote.

**UNFINISHED BUSINESS - none****NEW BUSINESS****City Purchases over \$1,000**

CK# 220038 to Wells Fargo Credit in the amount of \$3,685.33 for credit card purchases

CK# 220039 to Buffalo Center Service in the amount of \$1,088.29 for vehicle fuel

CK# 220040 to Kel's Septic Pumping in the amount of \$1,375.00 to thaw septic at Public Works building

CK# 220041 to Construction Machinery in the amount of \$2,991.41 for A/C compressor for (Pogo) loader

CK# 220042 to Cougar Mountain in the amount of \$1,446.00 for accounting software

CK# 220043 to Aetna in the amount of \$14,255.57 for April group health insurance

CK# 220044 to Duncan GIS in the amount of \$1,147.50 for mapping assistance

CK# 220045 to Crowley Fuels, LLC in the amount of \$1,833.01 for heating fuel in January for Liewer-Olmstead Ice Arena and library (#2 fuel for below ground tanks)

CK# 220046 to Delta Transport Services in the amount of \$4,481.20 for heating fuel in March for City facilities (#1 fuel for above ground tanks)

CK# 220047 to GVEA in the amount of \$5,000.76 for March electricity

Heinbockel moved to approve checks #220038 through 220047; Brown seconded.

Discussion followed regarding the air compressor providing filtered air inside the loader cab (CK# 220041).

Motion passed unanimously on a roll call vote.

**REPORTS**

**Mayor** – JW Musgrove reported:

- He, Mary Leith, and Stephen Hammond of M2C1 attended a teleconference with the Environmental Protection Agency (EPA).

See more discussion under *Public Works* report (page 4).

- Pat White is now enabled to approve electronic payroll deposits.

**City Administrator** – Mary Leith reported:

- Dianna Leinberger, Division of Mining, Land and Water, reported instructions to survey Pioneer Park are written. Once the survey is approved, it will be appraised. The State of Alaska will then sell Pioneer Park to the City for 50% of the appraised value.
- Representatives from the Department of Natural Resources and Department of Transportation will speak during the May 7 Council meeting. They approached the Council in 2015 about expanding their gravel pit (between Jarvis River and the Colombo/Sandlin and Delta Industrial area) from 2.043 acres to 29.6 acres. City Code §4.45, adopted August 25, 1980, prohibits new gravel pits inside the City limits. Leith said the latest plan is to expand their gravel pit to 12 or 12.5 acres and to consider talking points (discussed during the March 1, 2016 Council meeting).
- She is researching a recycling program for electronics as requested by the Alaska Department of Environmental Conservation (ADEC).
- Bid opening for the lawn maintenance contract will be on April 26.
- The Corps of Engineers will coordinate discussion about decommissioning the SM-1A nuclear power plant at Fort Greely prior to the annual Restoration Advisory Board (RAB) meeting on April 24 at City Hall. The public is encouraged to attend.

Discussion followed regarding identifying a tank behind the AT+T tower that may or may not be related to the tank farm across the Alaska Highway.

**City Clerk** – Pat White reported:

- National Day of Prayer will be held at the Community Center on Thursday, May 2, 11:45-1:00.
- GVEA will host their annual members' meeting at the Community Center on May 2 at 6:30pm.

Brown reported the meeting will be presented as live video from Fairbanks.

**Finance** – Stephanie Erickson distributed a nine-month budget comparison, dated March 31, 2019, showing what has been received and spent. She reported:

- The CDs in AMLIP (Alaska Municipal League Investment Pool) earned \$73,278 in interest since July 1.
- Landfill revenue brought in \$14,616 over its expected income.

Discussion followed regarding moving the City's Permanent Fund from Morgan Stanley by April 22, \$100,000 in the FY19 budget for Airport II Subdivision development, very little information available about Community Assistance or liquor license revenue, and finalizing the FY20 budget by the end of June.

**LEPC** – Audrey Brown reported:

- The Local Emergency Planning Committee (LEPC) met last on March 11.
- The Home Identification Project is gaining popularity with more residence signs being posted.

Discussion followed regarding depleted project funds and Heinbockel paying out-of-pocket for two signs.

**Emergency Preparedness** – Audrey Brown distributed booklets, *My Emergency Plan* and *Alaska Emergency Response Guide for Small Communities*, from the Rural Resiliency Workshop, April 2-4, where they discussed preparing for disasters, before, during, and after, flooding in Galena (2013), and aerial maps, but none for Delta.

**Public Health** – Audrey Brown reported medication disposal kits, used to safely dispose of unused medications, are available at City Hall.

**Library** – Freda Degnan reported the Delta Library Association's Open House will be on April 27, 10:00-4:00.

**Schools** – Freda Degnan reported:

- A Financial Reality Fair was held at the High School today for Juniors and Seniors.
- Delta Junior High School operates the Grizzly Store where students can purchase pencils, paper, etc. as well as homemade items, which teaches them about being entrepreneurs and running a business.

**Airport** – Alan Levinson reported:

- There is increased activity at the airport because of more daylight and warmer weather.
- Airport subdivision roads are 85% complete and the hole, where the gravel was mined, is reclaimed. The Public Works crew has been working at the airport for close to four weeks, stockpiling gravel for the roads and filling the hole with stumps, slash, and dirt (deposited along the ski strip several years ago). Gravel will also be

used to cap the French drain near the intersection. Two drivers and dump trucks from Delta Concrete were also brought into the project.

See more discussion under *Public Works* report.

- Mayor Musgrove and Mike Prestegard used a forklift that was loaned by Interior Hardware to replace a faded windsock at the airport.

**Public Works** – Charles Lester reported the rest of the stumps will be removed once roads dry out and weight restrictions are lifted. More material will be brought in by Delta Concrete.

- Some type of containment tank for potential of oily water is necessary at the landfill.

Leith said the holding tank is still under discussion and would be worked into EPA's process plan.

Musgrove said once EPA accepts that there is only one septic tank shared between the Public Works building and the fire station, they can move forward with testing water and sewer samples.

**Park / Recreation** – Lou Heinbockel reported:

- Volunteers have done a lot of work to the ballfields in the park. He said he was hopeful that the Fire Department could burn the fields.

- Two of four swings at the park playground need replaced.

Leith reported four new swings and hardware have been ordered.

**Cemetery** – Lou Heinbockel – no report

**At Large** – Pete Hallgren reported he will attend the Pogo Advisory Committee meeting via phone on April 23.

**Additional Reports** - none

#### **ADDITIONAL PUBLIC AND COUNCIL COMMENTS**

Musgrove called for additional public and Council comments with none being offered.

#### **ADJOURNMENT**

Heinbockel moved to adjourn at 6:32pm.

Pat White, City Clerk

Approved: May 7, 2019