

City Council Minutes
Regular Meeting
September 17, 2019 ~ 5:00PM
City Hall, Delta Junction, Alaska



The regular meeting of the Delta Junction City Council was held on Tuesday, September 17, 2019 at City Hall. Mayor JW Musgrove called the meeting to order at 5:04pm.

City Council members present: Mayor JW Musgrove, Deputy Mayor Freda Degnan
Lou Heinbockel, Pete Hallgren, Charles Lester, Audrey Brown (telephonically)

City Council member excused: Alan Levinson

City staff present: City Administrator Mary Leith, Scale House Operator Reta Russell-Houghton
Library Director Joyce McCombs, newly-hired Library Director Tiki Levinson, City Clerk Pat White
Three residents were present during the meeting.

AMENDMENTS ~ APPROVAL OF AGENDA

Musgrove reported Wendy Berg and Jeannette Gorda cancelled their presentation to speak about public health involvement in Delta Junction.

Heinbockel moved to approve the September 17, 2019 agenda as amended; Lester seconded.
Motion passed on a roll call vote with six in attendance.

AMENDMENTS ~ APPROVAL OF MINUTES FROM PREVIOUS MEETING

Brown moved to approve the September 3, 2019 minutes as presented; Degnan seconded.
Motion passed on a roll call vote with six in attendance.

COMMENTS FROM THE AUDIENCE – none

REQUEST TO SPEAK - none

CORRESPONDENCE

Retirement Party for Library Director Joyce McCombs – September 27, 5:00-7:00pm

Musgrove invited everyone to attend Joyce McCombs' retirement party at the Community Center.

Notice of Municipal Election

Musgrove reported election polls at the Community Center will be open 8:00am-8:00pm on October 1.

White reported absentee/early voting is currently available at City Hall.

October 1 Municipal Election Ballot

The Council discussed the upcoming election with three incumbents running unopposed, electing the mayor and deputy mayor during the special meeting on October 8 once election results are certified and the Oath of Office is administered, and possibly reorganizing Council reporting.

UNFINISHED BUSINESS - none

NEW BUSINESS

City Purchases over \$1,000

CK# 220293 to Aetna - \$13,197.86 for September group health insurance

CK# 220294 to ACS - \$1,700.66 for August phone and Internet

CK# 220295 to GVEA - \$3,433.17 for August electricity

CK# 220296 to Arctic Fire & Safety - \$1,100.00 for 25 house identification signs and five posts

CK# 220297 to Wells Fargo Credit - \$3,348.75 for credit card purchases

Brown moved to approve checks #220293 through 220297 as presented; Lester seconded.

Discussion followed regarding Mike Prestegard conducting an energy audit of the fire station, Internet services throughout City facilities, and two recent orders for more House Identification signs paid from \$1,000 earmarked by the City Council on June 18 and the other paid by residents.

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

Proclamation – Joyce McCombs

Musgrove wished Library Director Joyce McCombs a very deserving retirement and read a proclamation recognizing her for 32 years of service. He acknowledged accomplishments during her career, noting her part in establishing multiple outlets for interest groups and programs, creating a venue for entertainers and educators, initiating installation of high speed Internet plus a Wi-Fi parking lot, and maintaining status of a 5-Star library.

Second Reading, Public Hearing, and Adoption of Ordinance 2020-03, An Ordinance for the City of Delta Junction, Alaska Providing for Amendment of the FY19 Budget

Brown moved to open the public hearing of Ordinance 2020-03; Lester seconded.

Motion carried with no objection.

Musgrove called for public comment with none being offered.

Musgrove said the reconciled budget draft showed multiple changes to the FY19 budget (adopted June 19, 2018), including a significant increase in income (approximately \$9,000 to over \$107,000).

Heinbockel moved to close the public hearing; Degnan and Brown seconded.

Musgrove called for objections with none being offered.

Heinbockel moved to adopt Ordinance 2020-03, amending the FY19 budget; Degnan seconded.

Hallgren asked why the \$100,000 that was budgeted for Airport II Subdivision development was zeroed out in the reconciled budget (Transfer from Pogo AMLIP – Revenue - page 3).

Musgrove said money left over from previous years was used to develop the airport subdivision (Contract Services – Land Sales - page 6), i.e. install electricity, construct roads, haul in more gravel, and mow ditch lines.

Leith said nothing was taken from savings, including to pay for contracted survey work. The net return will be deposited in the Permanent Fund upon selling the airport lots.

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

Second Reading, Public Hearing, and Adoption of Ordinance 2020-01, An Ordinance for the City of Delta Junction, Alaska Amending Chapter 1.37, Permanent Fund

Musgrove briefly described hurdles with Alaska Permanent Capital Management (APCM) since introducing the ordinance in July. Not enough detail was provided for certain circumstances, such as how the principle would be protected during a couple of down years.

Hallgren reported APCM's views are very conservative. Should the market drop, the principle would remain the same, but it may require a few good years to build back the earnings reserve. There has been no change in the Permanent Fund since Morgan Stanley stopped managing it (March 2019).

Heinbockel moved to open the public hearing of Ordinance 2020-01; Brown seconded.

Motion carried with no objection.

Musgrove called for public comment with none being offered.

Musgrove reported the existing City Code allows 90% of the annual earned interest to be used for operating funds. The amended Code would read, "The City Council may appropriate ... not more than the maximum sustainable distribution rate ..." as defined by APCM (§1.37.050).

Heinbockel moved to close the public hearing; Degnan seconded.

Musgrove called for objections with none being offered.

Hallgren moved to adopt Ordinance 2020-01, amending Chapter 1.37 of the City Code; Brown seconded.

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

Resolution 2020-01, A Resolution Pertaining to the Authorized Investments of, the Investment Allocations of, and the Establishment of Appropriate Benchmarks to Measure Performance of the City's Permanent Fund for Fiscal Year 2020 Otherwise Known as the Asset Allocation Plan

Musgrove said ordinance establishes guidelines in managing the Permanent Fund. Managing the funds will be reviewed through a resolution process on an annual fiscal year basis.

Hallgren moved to adopt Resolution 2020-01; Degnan seconded.

Discussion followed regarding change in market and concern with risks.

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

REPORTS

Mayor – JW Musgrove reported:

- Alaska Permanent Capital Management (APCM) manages both Alaska Municipal League Investment Pool (AMLIP) accounts and the City's fixed income account (\$1.25 million). The City's funds are held in custodial accounts and not subject to claims from creditors in the event the bank goes out of business.
- Brett Nelson, U.S. Department of Agriculture, Natural Resources Conservation Service (NRCS), shared a document with photos from the 1989 flood, in which silty water carried an estimated 16,800 tons of sediment into the Clearwater River. Flooding across the Alaska Highway at Mile 1408 was reason for the Delta Clearwater Watershed Project and NRCS' involvement to protect farmland and fish habitat in the Clearwater River. Musgrove explained reasons for flooding, the watershed project, and subsequent remediation (2017-2019).
- Part-time employees are done for the season.

Airport – JW Musgrove reported:

- Hunting activity has increased at the airport.
- Road construction is done in Block 3 (10 lots) and Block 4 (11 lots) of Airport II development. Gravel was hauled in to smooth the rumble strip that transitions two main entrances and the corner, so pilots can pass without damaging their wings.

Discussion followed regarding adding subdivision streets to the street maintenance list once lots are sold and pilots wanting streets snow packed, not plowed, so they can use skis.

- The corner of North Taxi Way and East Taxi Way was repaired once gravel trucks and woodlot activity ceased.

City Administrator – Mary Leith reported:

- A teleconference is scheduled for September 18 to discuss cleanup of the rifle range. Ahtna got both the engineer contract and the cleanup bid, which includes processing gravel and hauling it to the landfill.
- Sebastian Saarloos, Delta Surveys, will have Pioneer Park corners set by October 1 and a rough draft submitted to the Division of Mining, Land, & Water by November 1. Once the State approves the plat (expected April 2020), the City will approve the plat and get the land appraised. The cost of the appraisal and 50% of the appraised value (local realtor estimate = \$100,000) will need to be budgeted in FY2021. The current lease of the Pioneer Park property expires October 15, 2021.

City Clerk – Pat White reported the Complete Count Committee will meet on September 23 to continue discussion about promoting community awareness of the 2020 census. Deborah Snyder will chair the meeting.

Finance – no report

Musgrove called for objections with none being offered to permit Reta Russell-Houghton to speak. (Russell-Houghton's work schedule delayed her speaking under *Comments from the Audience* – page one.)

Reta Russell-Houghton asked the City Council to contribute more toward sponsoring the Delta Community Health Fair on October 5 because the rent at the elementary school increased another \$150.

Discussion followed regarding the elementary school being the perfect location to hold the event, rental rates increasing from \$350 to \$675 to \$815, and the Council donating \$100 on September 3, 2019 and \$250 in 2018.

Heinbockel moved to donate another \$150.00 to the 2019 Delta Community Health Fair; Lester seconded.

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

LEPC – Audrey Brown reported:

- Public Health Nurse Elena Powers will not return to her position in Delta Junction, leaving a vacant seat on the LEPC.
- The September 9 LEPC meeting was cancelled due to a lack of quorum.
- Rural Deltana firefighters logged approximately 1,700 miles to date and 280 hours to install over 200 house signs. They locate the residence to get GPS coordinates and eliminate any discrepancies with the address and, once the sign arrives, they return to post or mount it, depending on the homeowner's preference. Brown

expressed appreciation for the volunteer firefighters' dedication to the project and she thanked Finance Officer Stephanie Erickson and City Clerk Pat White for the report.

Discussion followed regarding Homeland Security initially paying for the LEPC's House Identification Project, no more funding available due to State budget cuts, and earlier discussion (*City Purchases* - page one).

- Public Health nurses from Fairbanks hope to meet with LEPC in October about hosting an exercise to administer flu shots to the community, similar to what Elena Powers organized in November 2017.

Emergency Preparedness – Audrey Brown encouraged everyone to read an article published in Golden Valley's latest *Ruralite* publication (September 2019) about preparing for a long-term electrical outage.

Public Health – Freda Degnan reported:

- Delta Community Health Fair will be held at the Delta Elementary School on October 5, 8:00-noon.
- The Fort Greely Garrison will host a public meeting at City Hall on September 24 about sheltering in place in the event of a missile launch. Their purpose is to help the community understand how a launch might impact the Deltana Community, which is well outside of any launch hazard.

Library – Freda Degnan reported:

- Library Director Joyce McCombs submitted the annual report to the State Library.
- McCombs and new-hire Tiki Levinson worked together for a week. McCombs' last day is September 27 and Levinson takes over on September 30.
- Baby Laptime resumed today and two sessions of Story Hour resume tomorrow.
- The Library will close early on September 27, so library staff can attend McCombs' retirement party.
- McCombs expressed appreciation to City Council members, past and present, for support during her career. She said, "It has been a privilege and an honor to serve our community and I have every confidence that Tiki Levinson will lead our wonderful library in new directions."

See additional discussion under *Additional Public and Council Comments* (bottom of page).

Schools – no report

Public Works – Charles Lester reported the Public Works personnel worked on the airport subdivision and dug another grave at the cemetery. Brush attachments for the Skid Steer will be ordered tomorrow.

Degnan asked to post a 'hidden driveway' sign at the end of her street because of multiple near-miss accidents.

Park / Recreation – Mary Leith reported the yellow tarp at the park has a foot-long tear that will require repair.

Musgrove requested doing something to prevent accidents because of youth climbing on netting at the park.

Leith reported the Memorandum of Agreement (MOA) for the Liewer-Olmstead Ice Arena was signed today.

The MOA shares use and maintenance responsibilities between the City, Delta Skating Association, and school district. Almost exactly the same as previous years, the MOA covers November 2019 through October 2021.

Cemetery – Mary Leith reported another burial was scheduled today. Two moose were sparring over the cemetery fence, but no significant damage was done.

At Large – no report

Additional Reports – Lou Heinbockel reported everything appears to be in place at the Visitor Center.

Discussion followed regarding history of the mounted bison and swans that are on display.

Heinbockel referenced a moose shot in the ditch near the airport and asked to convince the Fish & Game to remove big game hunting from inside the City limits. The Department of Fish & Game does not make decisions based on safety, yet people cannot shoot ducks on Birch Lake or discharge firearms near Paxson Lake.

ADDITIONAL PUBLIC AND COUNCIL COMMENTS

McCombs referred to her State Library report, Delta Library Annual Snapshot for FY 2019, and said she was hopeful to reach half a million items circulated since opening the new library in January 2005 (456,218), but it would not be within her tenure. She said it is surprising that the "new library" will be 15 years old next January.

Levinson said she's "looking forward to attempting to do some of the things Joyce has done over the years."

ADJOURNMENT

Degnan moved to adjourn at 7:00pm; Lester seconded.

Pat White, City Clerk
Approved: October 1, 2019