

**City Council Minutes**  
**Regular Meeting**  
**January 7, 2020 ~ 5:00PM**  
**City Hall, Delta Junction, Alaska**



**CALL TO ORDER / PLEDGE OF ALLEGIANCE / ROLL CALL**

Mayor Musgrove called the meeting to order at 5:00pm in the large conference room at City Hall. Musgrove led the pledge. Freda Degnan led the prayer.

**Council members present:** Mayor JW MUSGROVE, Deputy Mayor Freda DEGNAN  
Lou HEINBOCKEL, Alan LEVINSON, Pete HALLGREN (telephonically)

**Council member excused:** Charles LESTER, Audrey BROWN

**Staff present:** City Administrator Mary LEITH, Library Director Tiki LEVINSON  
Finance Officer Stephanie ERICKSON, City Clerk Pat WHITE

**Public present:** Six area residents plus Michael PRESTEGARD, who monitored radio equipment.

**AMENDMENTS ~ APPROVAL OF AGENDA**

Heinbockel moved to approve the January 7, 2020 agenda as presented; Levinson seconded.  
Motion passed without objections.

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

Heinbockel moved to approve the December 17, 2019 minutes; Degnan seconded.  
Motion passed without objections.

**COMMENTS FROM THE AUDIENCE**

Sebastian Saarloos, Delta Surveys, reported all field work was completed for the Pioneer Park survey, ASLS 2018-20, on December 31. The Department of Transportation and Golden Valley Electric have returned comments, it will be mailed to the Division of Natural Resources on January 9, and will come before the Council thereafter. Leith reported the City will be required to pay for an appraisal. Then the State of Alaska will sell Pioneer Park to the City for 50% of its appraised value.

**REQUEST TO SPEAK**

**Vehicle Purchase for Senior Transportation**

Deborah Snyder, Senior Companion Program Supervisor, reported they are seeking funds to purchase a used AWD van that seats up to six occupants (including driver) and has double sliding doors. The van would be used to transport seniors for errands and medical appointments around town and to Fairbanks three to five times each week. To date \$10,200 has been raised of the \$35,000 or \$36,000 that is needed. The van will be used in Delta Junction, but will be owned, maintained, and insured by the Fairbanks Senior Center (FSC), who oversees the Senior Companion Program (SCP) and the Nutrition, Transportation, and other Services (NTS) grants.

Motion: Heinbockel moved to donate \$2,000.00 toward the purchase of a van for the Senior Companion Program; Hallgren seconded.

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

**CORRESPONDENCE** - none

**UNFINISHED BUSINESS** - none

**NEW BUSINESS**

**Preliminary Plat - Budnik Subdivision**

Sebastian Saarloos, Delta Surveys, reported Ivan Budnik is subdividing and replatting Lots 4&5, Block 5, Jack Subdivision into eight parcels, 1.205 to 1.268 acres each.

Motion: Heinbockel moved to approve the preliminary plat of the Budnik Subdivision; Levinson seconded.

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

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

**Motion:** Levinson moved to approve checks #220460 through 220465 as presented; Degnan seconded.

**Motion passed** on a roll call vote with five in attendance (Levinson, Degnan, Heinbockel, Hallgren, Musgrove).

**City Employee Policy – Holidays for Part-time Employees**

**Musgrove** reported the section of the *Employee Policy Plan* that pertains to holidays for part-time employees can be interpreted more than one way. He referred to his handout, showing the current policy verbiage along with a rewrite, which clarifies that permanent part-time employees are paid for holidays that fall on a day that they normally work, not the observed holiday. The rewrite is consistent with how holiday pay was handled in the past.

**Motion:** Heinbockel moved to adopt the revised policy as presented.

**Musgrove** called for a second, with none being offered. The motion failed for lack of a second.

**Renewal of CDs**

**Erickson** reported the two matured Certificate of Deposits can be reinvested, but rates for the shortest term are no better than the current money market with Alaska Municipal League Investment Pool (AMLIP), which is 1.53%.

**Motion:** Levinson moved to move the money from the matured CDs to the AMLIP money market account until there is a better investment option; Musgrove seconded.

**Motion passed** on a roll call vote with five in attendance (Heinbockel, Hallgren, Degnan, Levinson, Musgrove).

**Tire Machine Purchase**

**Musgrove** referenced a handout requesting tire changing equipment, totaling approximately \$13,400, and said the Public Works grant funds could pay for it.

Discussion followed regarding the amount of tire changing not justifying the cost to purchase the equipment.

**REPORTS**

**Mayor** – JW Musgrove reported Governor Michael Dunleavy signed a letter to Secretary Michael Pompeo, U.S. Department of State on December 23, 2019, consenting “to initial refugee resettlement in Alaska per the terms of the Executive Order.”

**City Administrator** – Mary Leith reported the deadline to submit an RFP for the Visitor Center is January 17, water testing at the Visitor Center was added to the City facilities contract with Pollen Environmental, and a grizzly mount was removed from the Visitor Center and returned to its owner.

**Finance** – Stephanie Erickson reported the title of the wrecked ambulance to State Farm and is awaiting payment.

**LEPC** – Mary Leith reported John Lewis, Volunteer Emergency Coordinator, moved to Washington.

**Library** – Freda Degnan reported the new phone system was installed, the library will host a presentation about a trip to Africa on January 23, and staff have been updating patron information and collecting overdue library books.

**Airport** – Alan Levinson reported a windsock and metal staff need replaced at the airport.

**Public Works** – JW Musgrove reported the conference room in the Public Works building was upgraded.

**Cemetery** – JW Musgrove reported a burial was held on January 3 at 30 below.

**ADDITIONAL PUBLIC AND COUNCIL COMMENTS - none****ADJOURNMENT – 7:00pm**

CITY  
SEAL

\_\_\_\_\_  
Mayor JW Musgrove

\_\_\_\_\_  
Pat White, City Clerk

Approved: January 21, 2020