

City Council Minutes
Regular Meeting
January 21, 2020 ~ 5:00PM
City Hall, Delta Junction, Alaska



CALL TO ORDER / PLEDGE OF ALLEGIANCE / ROLL CALL

Mayor Musgrove called the meeting to order at 5:01pm in the large conference room.

Council members present: Mayor JW MUSGROVE, Deputy Mayor Freda DEGNAN
Alan LEVINSON, Pete HALLGREN, Audrey BROWN, Lou HEINBOCKEL

Council member excused: Charles LESTER

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

Public present: Michael PRESTEGARD monitored radio equipment and four area residents were in the audience.

AMENDMENTS ~ APPROVAL OF AGENDA

White reported she had not heard from Max Plichda (*Request to Speak-Biological Research South of Fort Greely*).

Musgrove said if he does not show, the agenda item would be removed.

Brown moved to approve the January 21, 2020 agenda; Degnan seconded.

Motion passed without objections.

AMENDMENTS ~ APPROVAL OF MINUTES FROM PREVIOUS MEETING

Heinbockel moved to approve the January 7, 2020 minutes; Hallgren seconded.

Brown explained why she was unable to contact anyone and asked to be *excused* instead of *absent* from the January 7 meeting.

Hallgren moved to excuse Brown from attending the January 7, 2020 Council meeting; Brown seconded.

Motion passed without objections to excuse Brown from the January 7 Council meeting.

Motion passed without objections to approve the January 7 minutes as amended.

COMMENTS FROM THE AUDIENCE

Allison Long introduced herself as the Acting Deputy to the Garrison Commander during a 120-day assignment.

REQUEST TO SPEAK

Max Plichda – Battelle Memorial Institute - Biological Research South of Fort Greely - removed

CORRESPONDENCE

Request Endorsement of Liewer Trail Upgrades

Musgrove reported the Delta Trails Association plans to remove dead trees and brush near the Liewer Trail, erect a three-sided lean-to on skids at the main entrance, and install fencing to discourage motorized vehicles.

Hallgren said fencing could pose problems for moose, but boulders could alleviate the need for fencing. City involvement in the Liewer Community Trail is due to it crossing a platted unconstructed street in multiple places.

He said he hoped Quartz Avenue would never be developed.

Motion: Heinbockel moved to support the Delta Trails Association's request to endorse Liewer Trail upgrades and to donate an unlimited number of boulders from the landfill; Levinson seconded.

Motion passed on a roll call vote (Degnan, Brown, Hallgren, Heinbockel, Levinson, Musgrove).

UNFINISHED BUSINESS

City Employee Policy – Amend Holidays for Part-time Employees

Musgrove reported the City will continue the existing practice of providing permanent full-time employees with an alternate paid holiday should (any of the City's nine recognized) holidays fall on a day in which an employee is not scheduled to work, i.e. Saturday or Sunday. A permanent part-time employee would receive holiday pay for the number of hours they would normally work, but not if a holiday falls on a day they are not scheduled to work.

Motion: Levinson moved to approve the revised verbiage in the *City Employee Policy*.

Musgrove called for a second with none being offered. The motion failed.

NEW BUSINESS**Final Plat - Budnik Subdivision**

Sebastian Saarloos reported there were no changes to the Budnik Subdivision since the preliminary plat was approved on January 7. Two lots will be replatted into eight parcels.

Motion: Heinbockel moved to approve the final plat of Budnik Subdivision as presented; Levinson seconded.

Motion passed on a roll call vote (Brown, Hallgren, Heinbockel, Levinson, Degnan, Musgrove).

City Purchases over \$1,000

CK# 220485 to Wells Fargo - \$5,235.47 for credit card charges

CK# 220486 to Buffalo Service Center - \$1,806.68 for vehicle fuel

CK# 220487 to Cook & Haugeberg, LLC - \$6,150.00 for FY19 audit, payment #4 (\$22,446.63 to date)

CK# 220488 to GVEA - \$6,445.36 for December electricity

CK# 220489 to ESRI, Inc. - \$1,727.00 for annual mapping software

CK# 220490 to ACS - \$1,769.46 for December phone and Internet

CK# 220491 to ACS - \$6,648.45 for new library phones and installation

CK# 220492 to State of Alaska - \$1,200.00 for review of Pioneer Park survey

Discussion followed regarding ambulance settlement and not buying it back as salvage (discussed on December 17, 2019) and costs associated with replacing the library phone system (approved November 15, 2019).

Motion: Levinson moved to approve checks #220485 through 220492 as presented; Degnan seconded.

Motion passed on a roll call vote (Hallgren, Heinbockel, Levinson, Brown, Degnan, Musgrove).

Resolution 2020-03, Pursuant to Delta Junction City Code of Ordinances, Chapter V, Section 5.20, This Resolution Sets the Terms of the Sale of Lots in Block 3 of Delta Junction Airport Subdivision Phase II

Musgrove reported Resolution 2020-03 establishes terms to sell the first ten lots of Airport Subdivision, Phase II (plat approved June 19, 2018 and covenants recorded July 19, 2018). The outcry auction is April 3, 2020.

Discussion followed regarding whether to consider a backup date should it be necessary to reschedule (#1), whether to offer high bidders the option to purchase adjoining lots (in numbered sequence) for the same price and same conditions (#8), no lot sold at auction or over the counter for less than the appraised value (\$13,000), appraisal good for five years, \$180,000 spent to date to develop 21 lots in Block 3 and Block 4, not including \$25,000 to install electric poles in Block 3, an annual Airport Service Zone Fee (\$250) written into the covenants (Article 3 of 2018-010920-0, Recording District 401 Fairbanks), recovering fees associated with credit card payments, and advertising options.

Motion: Heinbockel moved to approve Resolution 2020-03 as presented; Hallgren seconded.

Motion: Hallgren moved to amend the motion to include a 2% convenience fee on all credit card payments; Brown seconded.

Motion passed on a roll call vote (Heinbockel, Levinson, Hallgren, Degnan, Brown, Musgrove) to add the 2% fee.

Motion passed on a roll call vote (Levinson, Heinbockel, Hallgren, Brown, Degnan, Musgrove), adopting Resolution 2020-03.

Motion: Heinbockel moved to terminate all advertising with the Fairbanks Daily News-Miner; Hallgren seconded. Motion failed on a roll call vote with one in favor (Heinbockel) and five opposed (Hallgren, Brown, Degnan, Levinson, Musgrove).

REPORTS

City Administrator – Mary Leith reported:

- Three proposals to operate the Visitor Center were received on January 17. A recommendation will be presented at the February 4 Council meeting.
- The Environmental Protection Agency (EPA) is expected to review the City's plan for injection well closure. Documents were submitted on November 30 and the EPA's response is expected by February.

City Clerk – Pat White reported:

- Lizzie Chimiugak turned 90 on January 20 and was the first person counted in the U.S. 2020 Census, which started today in Toksook Bay.
- Over a dozen volunteers serve on the local Complete Count Committee. Their purpose is to advertise the 2020 Census and encourage residents to respond to surveys that will be delivered to their homes by April 1. Those

that do not respond online, by mail, or by phone will receive follow up visits from enumerators between May and July.

Finance – Stephanie Erickson reported money from two matured Certificate of Deposits (discussed on January 7) was moved to Alaska Municipal League Investment Pool (AMLIP).

Discussion followed regarding handouts, Budget Summary and status of City finances as of December 31, 2019.

LEPC – Audrey Brown reported:

- The LEPC meeting on January 13 was cancelled.
- Twelve people attended the Point of Dispensing (POD) clinic on December 16.

Emergency Preparedness – Audrey Brown explained the necessity of a to-go bag during cold weather travel.

Public Health – Audrey Brown reported travelers are being screened at airports for the coronavirus, which originated in China. One case was identified in Seattle.

Library – Freda Degnan reported:

- Delta has had a library since 1960. The “new” library building is celebrating its 15th birthday.
- Over the past 15 years 473, 936 items were physically checked out at the library and 3,329 were reserved (checked out by other patrons). The most popular book is Pirate Pete’s Giant Adventure, which was borrowed 185 times. The most popular DVD set, Game of Thrones, was borrowed 590 times. Concerts, educational events, craft nights, book club, movies, children programs have been too many to count.
- The local library has been recognized as 5-star (the highest rating) seven times by the Library Journal.
- Sandy Dighton will share her trip to Africa on January 23.
- Easy-to-replace fluorescent tubes were replaced with LED lights.

Schools – Freda Degnan reported:

- The Delta High School Huskies varsity team took championship at the 2020 Dean Cummings Basketball Tournament on January 18.
- The Delta Elementary Science Fair will be held March 11/12.

Public Works – JW Musgrove reported snow is being dumped inside park fencing because there is no space left in ditch lines. Aurora Avenue is closed, but the library’s Wi-Fi parking lot is open.

Discussion followed regarding combatting snow, area residents dumping snow in City rights-of-ways, difference in temperatures between Delta and the landfill, closing the landfill when it is 30 below, and managing septic waste ponds in the spring.

Cemetery – Lou Heinbockel referenced a recent burial during extreme cold temperatures and said to let the City Administrator decide whether to conduct winter burials instead of changing policy (discussed on January 7).

Musgrove clarified that the City Code states no digging, but it does not prohibit winter burials in pre-dug graves.

Additional Reports – JW Musgrove questioned whether there was any public interest in hosting fireworks at the park during Festival of Lights (Valentine’s weekend), which was a Chamber-sponsored event each year.

Discussion followed regarding cost of fireworks and status about searching for a law firm.

ADDITIONAL PUBLIC AND COUNCIL COMMENTS - none

ADJOURNMENT – 6:54pm

CITY
SEAL

Mayor JW Musgrove

Pat White, City Clerk

Approved: February 4, 2020