

City Council Minutes
Regular Meeting
March 17, 2020 ~ 5:00PM
City Hall, Delta Junction, Alaska



CALL TO ORDER / PLEDGE OF ALLEGIANCE / PRAYER

Mayor Musgrove called the meeting to order at 5:00pm in the large conference room.

Council members present: Mayor JW MUSGROVE, Lou HEINBOCKEL
Alan LEVINSON, Audrey BROWN (telephonically), Pete HALLGEN (telephonically)

Council members excused: Charles LESTER, Deputy Mayor Freda DEGNAN

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 while the meeting was broadcast over KDHS 95.5. One other local resident was in the audience.

AMENDMENTS ~ APPROVAL OF AGENDA

Brown moved to approve the March 17, 2020 agenda as presented; Levinson seconded.

Musgrove reported Bruce Buzby, Mental Health Trust, was removed from *Request to Speak*.

Motion passed on a roll call with five in attendance.

AMENDMENTS ~ APPROVAL OF MINUTES FROM PREVIOUS MEETING

Brown moved to approve the March 3, 2020 minutes; Heinbockel seconded.

Motion passed on a roll call with five in attendance.

COMMENTS FROM THE AUDIENCE - none

REQUEST TO SPEAK - none

CORRESPONDENCE

Liquor License Renewal – Pizza Bella (License #1746)

Motion: Heinbockel moved to show no opposition to Pizza Bella's liquor license renewal; Brown seconded.

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

Community Emergency Response Team (CERT) Training

Musgrove explained efforts to establish a National Community Emergency Response Team (CERT) Program in Delta and provide a pool of trained volunteers for emergencies and community events.

Discussion followed regarding 11 local volunteers already recruited, using a City facility to host the training, not limiting training to City volunteers or employees, and needing an area suitable to train with fire extinguishers and hold an exercise involving a vehicle accident with casualties.

Musgrove called for objections about hosting CERT training at the fire station. None were offered.

UNFINISHED BUSINESS

Attu Street

Musgrove reported he researched recorded documents to resolve ownership of Attu Street. The project will be postponed until Art Saarloos, Delta Surveys, is available.

NEW BUSINESS

City Purchases over \$1,000

Motion: Heinbockel moved to approve checks #220566 through 220573 as presented; Levinson seconded.

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

Street Maintenance Priorities

Musgrove asked Council to review the street priority list and provide feedback, so it can be officially adopted.

Discussion followed regarding school bus routes and levels of maintenance that some streets require.

Repair Landfill D6 Fire System

Musgrove explained the need for repairs to the D6 fire system and that some parts are not serviceable.

Leith explained Arctic Fire's quote (\$7,320.92) to repair the fire system and replace fire extinguishers.

Motion: Heinbockel moved to accept Arctic Fire & Safety's recommendations to repair the fire system in the landfill's D6 dozer; Hallgren seconded.

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

City Logo Trademark

Musgrove reported other parties recently used and altered the City logo (2015 design) to create their own. Trademarking would protect our logo. He asked if the Council was willing to spend \$1,000 to \$1,200 to own the City's design, either with nationwide trademark or one specific to the State of Alaska.

Motion: Brown moved to spend up to \$1,200 to trademark the City logo with the State of Alaska; Heinbockel seconded. Discussion followed regarding whether a TM would need to be added to the design, applying through an attorney that specializes in trademarks, and whether there are additional fees associated when renewing the logo.

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

New Door Locks – Public Works and Fire Station

Musgrove explained difficulties with locks at the Public Works building and fire station. Fairbanks Lock & Key was the only locksmith willing to travel to Delta.

Motion: Heinbockel moved to pay Fairbanks Lock & Key to inspect and replace locks; Levinson seconded.

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

Severance Package – Employee Policy Plan

Musgrove explained a severance package to offer employees upon termination, depending on circumstances.

Motion: Brown moved to approve a severance package (Chapter 5, #9, *Employee Policy Plan*) as presented; Hallgren seconded.

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

REPORTS

Mayor – JW Musgrove reported:

- Landfill Equipment Operator Dennis Burke resigned and his position has been advertised.
- He and Leith discussed the Coronavirus Disease (COVID-19) with Fort Greely officials.

Allison Long, Deputy to the Garrison Commander, reported people traveling to Delta and Fort Greely follow the Centers for Disease Control (CDC) parameters to quarantine for 14 days, even if they exhibit no symptoms. Fort Greely residents and employees also avoid social settings and isolate themselves if exposed to potential high risks or contact with someone diagnosed with COVID-19. Long reported a town hall meeting was streamed on Fort Greely's Facebook about efforts to contain COVID-19, while emphasizing support to protect the community and ensure mission readiness. No one living or working at Fort Greely is currently in isolation.

• He and Leith met with Issa Spatrisano, Program Director of Catholic Social Services Refugee Assistance, who was traveling through Delta and wanted to discuss the refugee resettlement program.

City Administrator – Mary Leith reported:

- Donna Ortiz, Environmental Protection Agency (EPA), will have suggestions by the end of the week to resolve injection well issues this spring.
- Per President Trump's COVID-19 recommendations, some City facilities are closed to the public through the end of March (library, Community Center, Senior Lounge, Liewer-Olmstead Ice Arena). Others are still occupied (City Hall, Senior Companion office in the Community Center, landfill, fire station, Public Works building, Public Works conference room available to Red Cross, outdoor skating rink).
- Michael Zastavskiy serviced the furnace at City Hall on March 13.

City Clerk – Pat White talked about Alaskans, 18 and older, obtaining a federally approved ID by October 1, 2020 to access federal buildings, military installations, and TSA checkpoints (domestic travel). Drivers and passengers, ages 16-18, may not need ID at airports, but they must carry a federally approved ID to get through military gates. Research other options if not carrying a Real ID driver's license, Real ID card, passport book, or passport card at www.tsa.gov/travel/security-screening/identification. [Clerk note, effective March 20, 2020: The U.S. Department of State limited processing of passport applications to citizens traveling internationally within 72 hours for life/death emergencies only. Effective March 25, 2020, Delta Junction passport services were suspended until further notice.] White reported 2020 Census questionnaires were to be mailed to Delta residents that have *physical* mailing addresses and delivered to residents that have Post Offices boxes. Field workers will visit homes that do not respond by internet, phone, or mail. Area residents are encouraged to respond online (my2020census.gov) or telephonically (1-844-330-2020), using a code to identify households. To file a non-ID response without a code, residents are required to enter their physical address. [Clerk note, effective March 28: Due to COVID-19, the U.S. Census Bureau suspended nationwide field operations through April 15.]

Finance – Stephanie Erickson reported the FY19 audit should be finished by April 3 and Delta Medical Transport (DMT) had 69 runs in the first 72 days of the calendar year.

Heinbockel said he would support subsidizing DMT for that kind of coverage.

LEPC – Audrey Brown reported the LEPC had one of the best meetings they have ever had on March 9, even though they did not have a quorum. Sean Hay, Fort Greely Emergency Manager, and Jeff Kinsman, Anti-Terrorism Officer, presented material about the CERT program (discussed on page one).

See *Additional Public and Council Comments*.

Emergency Preparedness / Public Health – Audrey Brown reported two new cases of COVID-19 were identified in Fairbanks and one in Anchorage. Local grocery stores and liquor stores will remain open.

Library – Tiki Levinson reported:

- The library closed yesterday, but the Wi-Fi parking lot is accessible. Governor Dunleavy declared all state libraries close until at least March 31. Staff are providing materials to patrons, working on projects, cleaning, finishing inventory, and organizing the library work area. They sanitize returned materials and quarantine them per guidelines from the American Library Association.

- A raised garden bed would provide opportunity for hands-on activities during the summer reading program, *Dig Deeper*. Levinson asked if she could put raised beds on the lawn closest to the library's furnace room.

Musgrove asked Levinson to draft a proposal, including estimates for soil and materials.

- The first toddler has finished reading 100 books in the *1000 Books before Kindergarten Program*.

Schools – Lou Heinbockel reported schools were closed because of the COVID-19 pandemic. He suspected closure will continue throughout the rest of the school year.

Discussion followed regarding the Anchorage municipality providing breakfast and lunches for students and Texas schools already closing for the year.

Airport – Alan Levinson reported:

- Airport surfaces were well packed by community volunteers.

- The Airport Subdivision II Public Outcry Auction will be held on April 3. Roads were plowed and signs were posted to identify the lots for sale. [Clerk note: The April 3 auction was cancelled on March 20 due to COVID-19.] Discussion followed regarding interest in airport lots, response to advertisements, and hardships with the \$250 user fee that is written into the covenants.

Public Works – JW Musgrove talked about Construction Machinery replacing computer components on the L220 loader, using the wing blade on the grader to clear ditches, and purchasing new tires for the grader.

Discussion followed regarding work on the furnace at City Hall, precautions with floor drains, and adding brush cutting to the upcoming budget cycle.

Park / Recreation – Mary Leith reported the High School is considering preparing the ball fields, even though Alaska School Activities Association (ASAA) cancelled all spring sports.

Cemetery – Lou Heinbockel reported one of the pre-dug winter gravesites will be used on Saturday. Family members purchased cover material and will perform the burial. The Public Works crew will supervise only.

Leith reported the Department of Transportation damaged fence rails on the west side of the cemetery.

Additional Reports – Lou Heinbockel expressed concern with potential overflow from Jarvis Creek because of the excessive snowfall. He asked the City administration to inquire about possible mitigation of spring runoff.

Brown reported at no cost to the customer, GVEA will cut off electricity long enough for homeowners to clear small trees under power lines on their property (two feet on each side of the line from the pole to their home).

ADDITIONAL PUBLIC AND COUNCIL COMMENTS

Musgrove reported more COVID-19 cases were reported on the news. Information is available online (coronavirus.alaska.gov).

Heinbockel reported Mayor Berkowitz closed all eating and drinking establishments in Anchorage, except those that serve take-out food.

ADJOURNMENT – 7:01pm

Pat White, City Clerk

CITY
SEAL

Mayor JW Musgrove

Approved: April ----, 2020