

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



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

Mayor Musgrove called the meeting to order.

**Council members physically present:** Mayor JW MUSGROVE, Deputy Mayor Freda DEGNAN, and Lou HEINBOCKEL

**Council members present via phone:** Charles LESTER, Pete HALLGREN, Alan LEVINSON (arrived at 5:12pm), Audrey BROWN (until 6:36pm)

**Staff physically present:** City Administrator Mary LEITH, Administrative Assistant Flower COLE

**Staff present via phone:** 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 FM. No one from the community was in the audience.

**AMENDMENTS ~ APPROVAL OF AGENDA**

**Motion:** Heinbockel moved to approve the April 21, 2020 agenda; Degnan seconded.

**Leith** reported more clarification was needed, so check #220615 to Delta Concrete Products was removed from *Purchases over \$1,000*.

**Motion passed** on a roll call to approve the April 21, 2020 agenda as amended with six in attendance (Hallgren, Degnan, Brown, Lester, Heinbockel, Musgrove).

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

**Motion:** Heinbockel moved to approve the April 7, 2020 minutes; Degnan seconded.

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

**COMMENTS FROM THE AUDIENCE** - none

**REQUEST TO SPEAK** - none

**CORRESPONDENCE**

**Musgrove** reported several emails were received from the public:

- Charles Bouziden from the 49th Missile Defense Battalion requested information and a community flood map for his research about potential risks in Delta and Fort Greely.

- Nat Good, President, Men's Igloo 35, Pioneers of Alaska asked about the status of Pioneer Park.

**Leith** reported she expected to hear from the Division of Lands this spring, once they reviewed the survey. Upon approval, the City will be expected to get the property appraised.

- Ryan Anderson, Regional Director, Alaska Department of Transportation and Public Facilities (DOT&PF), reported crews would utilize services in Delta while replacing guardrails between Mile 1403 and 1416.

- Northern Star (Pogo) Mine shared their management plan that was submitted to the State of Alaska in response to Governor Dunleavy's health mandates. Copies are available at City Hall.

- Doris Fales, President of Delta-Clearwater Seniors, said they were not interested in leasing the Senior Lounge to the Division of Elections for early voting in State-run elections.

**Musgrove** told Jeremy Johnson, DOE Region III Supervisor that the City would provide early voting services on a trial basis (approved July 2, 2019), but could not commit to an eight or ten-year agreement. Johnson would pursue other options before making a decision.

**UNFINISHED BUSINESS**

**Street Maintenance Priorities**

**Musgrove** reported the current list of street priorities has changed over the years. He asked for Council input, so it can be finalized at the May 5 meeting.

**Employee Pandemic Pay**

Musgrove asked to extend the two-week coronavirus (COVID) pandemic pay policy (approved on April 7, 2020).

Motion: Heinbockel moved to extend the pandemic pay through the end of the fiscal year, June 30, 2020, if necessary; Lester seconded.

Motion passed unanimously on a roll call.

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

Motion: Heinbockel moved to approve checks #220610 through 220618 except 220615; Degnan seconded.

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

**Second Reading, Public Hearing, and Adoption of Ordinance 2020-04, An Ordinance Amending City Code of Ordinances, Chapter 1.35, Fiscal Procedures**

Motion: Brown moved to hold the second reading and open the public hearing portion of Ordinance 2020-04; Degnan seconded. Motion passed.

Musgrove called for public comments with none being offered.

Heinbockel moved to close the public hearing; Brown seconded.

Motion passed unanimously on a roll call.

Motion: Heinbockel moved to adopt Ordinance 2020-04 as presented; Degnan and Lester seconded.

Motion passed unanimously on a roll call.

**Introduction and First Reading of Ordinance 2020-05, An Ordinance Amending City Code of Ordinances, Chapter 1.75, Community Center**

Motion: Brown moved to introduce, hold the first reading of Ordinance 2020-05, and set the public hearing date to May 5, 2020; Hallgren seconded.

Motion passed unanimously on a roll call.

**Resolution 2020-05, A Resolution Renewing Use Agreement of the Community Center Office with North Star Council on Aging**

Musgrove reported the Senior Companion Program (run by North Star Council on Aging) operates from a small office in the Community Center.

Motion: Degnan moved to adopt Resolution 2020-05 to renew the Community Center office use agreement with North Star Council on Aging; Heinbockel seconded.

Discussion followed regarding changes from the 2017 lease (removal of irrelevant clauses, edits to paragraphs 8.2, 13.4, and 14.1 of the renewed agreement), and whether phone/Internet access should be mentioned.

Hallgren expressed concern about taking on liability for the building, while not requiring a lease fee.

Brown asked to see a current copy of North Star Council's liability insurance.

Motion: Heinbockel moved to amend the motion to accept the changes as discussed; Freda seconded.

Motion passed on a roll call (to accept changes) with four in favor (Levinson, Lester, Heinbockel, Musgrove) and three opposed (Hallgren, Brown, Degnan).

Motion passed on a roll call (to adopt Resolution 2020-05) with six in favor (Lester, Levinson, Hallgren, Heinbockel, Degnan, Musgrove) and one opposed (Brown).

**Community Clean-Up**

Musgrove reported the Delta Chamber of Commerce facilitated the annual Community Clean-up Day at the Visitor Center in years past. He asked how the City could help since the Chamber dissolved last December.

White asked if the City would consider offering the 50-percent discount for all household trash delivered to the City landfill, and, if Community Clean-Up were also considered, whether an alternate day could be chosen should COVID issues or extreme weather interfere (heavy snowfall in 2013 and no backup date).

Brown disconnected from the meeting at 6:36pm.

Musgrove reported the topic would be researched and brought back to discuss on May 5.

Cole reported the Fairbanks Clean-Up is a week-long event this year.

**REPORTS**

**Mayor** – no report

**City Administrator** – Mary Leith talked about advertising summer hire positions for lawn maintenance, work at the landfill, and summer reading programs, which may be affected by COVID restrictions.

**City Clerk** – Pat White talked about how locals can participate in the 2020 Census amid COVID shut down, Delta’s response rates (5.1% compared to the nation’s 51.5%), and limited passport processing options.

**Finance** – Stephanie Erickson talked about meeting with the auditors to discuss the FY19 audit (teleconference or walk-through once COVID mandates are lifted), a March 31 quarterly report, Cook & Haugeberg starting the FY20 audit, and status of State of Alaska COVID relief funds.

**LEPC** – no report

**Emergency Preparedness** – no report

**Public Health** – no report

**Library** – Freda Degnan talked about the library that is still closed to the public, but providing curbside material to patrons, receiving a \$5,000 grant from the State of Alaska to purchase new shelving, new materials, and science kits for the youth area, and recognizing library staff during National Library Workers' Day (April 21) and Library Week (April 19 through 25).

**Schools** – no report

**Airport** – Alan Levinson talked about the good condition of the tie-down area and the runway and ordering a new windsock.

**Public Works** – Charles Lester talked about the new hires keeping up with road maintenance, him profiling streets that need work, and the City landfill dozer undergoing welding repairs.

**Park / Recreation** – no report

**Cemetery** – no report

**At Large** – no report

**Additional Reports** - Lou Heinbockel talked about no evidence of flooding in the Eddy Drop Zone, but families off Remington and Clearwater roads facing potential property damage.

**ADDITIONAL PUBLIC AND COUNCIL COMMENTS**

Musgrove called for additional comments with none being offered.

**ADJOURNMENT** – 7:19pm

\_\_\_\_\_  
Flower Cole, Acting City Clerk

\_\_\_\_\_  
CITY SEAL  
Mayor JW Musgrove  
Approved: May 5, 2020