

## City Council Minutes

### Regular Meeting

August 18, 2020 ~ 5:00PM

City Hall, Delta Junction, Alaska



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

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

**Council members physically present:** Mayor JW MUSGROVE, Pete HALLGREN

Deputy Mayor Freda DEGNAN (until 6:00pm), Lou HEINBOCKEL, Alan LEVINSON

**Council present via phone:** Audrey BROWN

**Council member excused:** Charles LESTER

**Staff physically present:** City Administrator Mary LEITH, Library Dir. Tiki LEVINSON, City Clerk Pat WHITE

**Staff present via phone:** Finance Officer Stephanie ERICKSON, Administrative Assistant Flower COLE

Three people from the community were physically present at the beginning of the meeting, one person attended by phone, and Mike Prestegard monitored equipment while the meeting was broadcast over KDHS 95.5 FM radio.

### AMENDMENTS ~ APPROVAL OF AGENDA

**Motion:** Heinbockel moved to approve the August 18, 2020 agenda; Brown seconded.

**Motion passed** on a roll call with six in attendance.

### AMENDMENTS ~ APPROVAL OF MINUTES FROM PREVIOUS MEETING

**Motion:** Brown moved to approve the August 4, 2020 minutes; Hallgren seconded.

**Motion passed** on a roll call with six in attendance.

### COMMENTS FROM THE AUDIENCE

Sherman Stebbins, City employee and member of the Deltana Community Corporation (DCC) Board, expressed concerns with the federal government “doling out money that does not exist.” On August 4, the Council approved a draft of the COVID-19 Relief Fund Grant Program and voted to establish a committee to review applications. On August 13, the DCC Board agreed to return COVID money to the federal government if it is not used. Stebbins said few local people have been affected by COVID, only those that rely on summer tourism jobs.

Hallgren disagreed. He said dental offices were forced to shut down for many weeks. Vendors and organizations lost opportunity to raise revenue when the Deltana Fair was cancelled.

Tiki Levinson reported the Library Board raises \$6,000 to \$10,000 at the annual open house and fundraiser, which was cancelled. That lost revenue affects library resources and activities.

See continued discussion under *Unfinished Business*.

**REQUEST TO SPEAK** - none

**CORRESPONDENCE** - none

### UNFINISHED BUSINESS

#### COVID-19 Relief & Recovery Grant Program

Leith reported she asked a DCC Board member if they would add their relief funds (\$75,000) to the City’s (\$456,454) and work together in distributing funds to the community. Josiah Keller (Whitestone), Tawnia Butorac-McCombs (DCC), and Lou Heinbockel (City Council) volunteered to serve on the review committee.

Heinbockel said as many people as possible need to join the review committee.

Discussion followed regarding Degnan and Brown volunteering, whether there are enough non-profit businesses that would apply, whether all funds would be distributed in the first round, and whether to reduce the \$10,000 cap.

Hallgren said the City Council and DCC Board were tasked with disbursing money to businesses and non-profits in the REAA (Regional Educational Attendance Area). The City has already incurred attorney fees to draft the program for the Delta area and will administer it and report to the federal government. Relief funds are on a use-it or lose-it basis, so anything left over must be returned by the end of the calendar year. Hallgren also encouraged the public to apply for financial support from Northern Star Pogo (\$150,000 contributed to the community annually). Distribution depends on applications.

**Motion:** Hallgren moved to approve Josiah Keller, Tawnia Butorac-McCombs, Lou Heinbockel, Freda Degnan, and Audrey Brown as initial members of the COVID Grant Program Review Committee; Levinson seconded.

Discussion followed regarding no conflict or personal gain for Council members to serve on the review committee. Motion passed on a roll call with six in attendance (Brown, Heinbockel, Levinson, Degnan, Hallgren, Musgrove). Motion: Brown moved to resume discussion about the COVID Grant Program on September 1; Hallgren seconded. Motion passed on a roll call with six in attendance (Levinson, Hallgren, Heinbockel, Brown, Degnan, Musgrove). Hallgren asked to consider giving any leftover COVID funds to the school district.

### **Ambulance Repair Reimbursement**

Musgrove read his August 18 memo, referenced a July 31 request for reimbursement, and said ambulance tires were not covered under the Delta Medical Transport lease agreement, but “extensive wear of covered components caused the tires to wear beyond safe limits.” The request is less than half of the cost to replace the tires (\$1,115). Motion: Heinbockel moved to pay \$500.00 toward new tires for Medic 181; Degnan and Brown seconded. Motion passed on a roll call with six in attendance (Degnan, Brown, Hallgren, Levinson, Heinbockel, Musgrove).

### **NEW BUSINESS**

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

CK# 220798 to Aetna - \$11,933.11 for August group health insurance  
CK# 220799 to Wells Fargo - \$4,707.14 for credit card charges  
CK# 220800 to Alaska Farmer Co-op - \$1,007.50 for fertilizer and seed  
CK# 220801 to ACS - \$1,543.94 for August phone and Internet  
CK# 220802 to GVEA - \$2,680.71 for July electricity  
CK# 220803 to Guess & Rudd - \$4,350.00 for legal services (USARAK MOA-029 and COVID grant)  
CK# 220804 to Yukon Title Company - \$1,572.00 for Block 3 Airport Subdivision II title searches  
CK# 220805 to Thrive Response, LLC - \$4,147.00 for Miles Patton's Firefighter I training  
CK# 220806 to Airport Equipment Rentals - \$3,168.11 to rent excavator for the landfill and to pay for generator repair

Motion: Levinson moved to approve checks #220798 through 220806 as presented; Hallgren seconded.

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

### **Introduction and First Reading of Ordinance 2021-01, An Ordinance for the City of Delta Junction, Alaska Providing for Amendment of the FY20 Budget**

Erickson explained reconciliations, actual expenditures for fiscal year 2020, and that nothing was taken from savings to cover the amended budget, including \$100,000 in land sales.

Motion: Brown moved to introduce and hold the first reading of Ordinance 2021-01 and to set the public hearing and possible adoption for September 1, 2020; Heinbockel seconded.

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

### **2020 Municipal Election Officials**

White reported all nine election officials (Audrey Murphy, Carol Dufendach, Cheryl Good, Sherry Smith, Jackie Becker, Mary Saarloos, Dave Becker, Rena Case, Terri Crowson) will return to serve in this year's election.

Motion: Hallgren moved to approve the 2020 Municipal Election Officials as presented; Heinbockel seconded.

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

### **REPORTS**

**School** – Freda Degnan reported school started today.

**Brown** reported spacing is practiced on school buses. There were only 19 students per bus.

**Library** – Freda Degnan reported:

- A new printer/scanner/fax machine was installed, thanks to CARES (Coronavirus Aid, Relief, and Economic Security) Act funding that was awarded to the Alaska State Library.
- The annual public library report was submitted to the State of Alaska. Numbers are down, probably due to COVID-19 closures and precautions. Those that frequent the library are very appreciative that the library is open.
- The *Delta Library Annual Snapshot for FY2020* showed numbers of registered patrons (6,690), patron visits in the past 12 months (21,216), circulated items (25,857), Internet users (2,964), Wi-Fi users (19,684), etc.

**Degnan** was excused at 6:00pm.

**Mayor** – JW Musgrove reported:

- He is working on removing abandoned vehicles from City streets.
- The employee who had a minor injury (reported at August 4 meeting) is back to work.

**City Administrator** – Mary Leith reported:

- The U.S. Army Corps of Engineers advertised *Application for Permit* “to construct a new riprap dike, berms, and armored banks to channel the Delta River back to its original location to protect Spengler Road and nearby residences from further flooding and erosion.” The comment period ends September 14.

- The annual landfill inspection was conducted on August 14. The Department of Environmental Conservation will require a 12-foot fence on the north and west sides of the landfill within a year or two. Musgrove said estimated length of the fence and a proposal will be prepared before the next budget cycle. Discussion followed regarding postponing discussion to September 1 to hire an engineering firm to draft a new operation plan that will increase the height of the landfill by six feet.

**City Clerk** – Pat White reported:

- Backlogged passport applications are expected to be caught up by mid-September, but an August 10 email from the Seattle Passport Agency states, “The worldwide travel industry is in shambles and all indicators are pointing to a lengthy recovery. Normalcy and return to previous demand for passports is not expected until 2024.”

- September 30, 2020 is the deadline to file census surveys. The best way to avoid a visit from a census taker is to call (1-844-330-2020) or fill out the 2020 Census questionnaire online (2020census.gov).

**Finance** – Stephanie Erickson reported Cook & Haugeberg merged with another audit firm, but have not decided on a name.

**LEPC** – Audrey Brown reported the LEPC has not had a quorum yet this year. They meet again on September 14.

**Emergency Preparedness** – no report

**Public Health** – Audrey Brown reported status of local businesses due to COVID mandates. The Division of Health & Social Services reported 4,130 COVID cases in Alaska and 30 in the southeast census area. The August 13 edition of the Delta Wind reported eight cases in Delta.

Musgrove reported Delta Medical Transport had 48 ambulance runs to Fairbanks in July and 43 so far this month. Local runs are not included. The City ambulance is at a repair shop to replace one or more fuel injectors and to investigate a noise in the front end. It is estimated to cost \$1,300.

**Airport** – Alan Levinson reported the airport is fairly busy.

Leith reported installing ten electric poles in Block 4 of Airport II will cost \$50,000 and it includes brushing. Discussion followed regarding Block 3 lots paid in full and property owners given warranty deeds, committing to develop Block 4 lots, a tire replaced on the John Deere tractor, and ordering more parts to maintain it.

**Public Works** – Mary Leith reported city streets have been graded and compacted within the last four days.

**Park / Recreation** – Lou Heinbockel complimented City employees, the lawn contractor, and volunteers who’ve dedicated countless hours of labor at the park. The detailed work is noteworthy at the park and also in the wooded, grassy areas between the City campus and the Richardson Highway.

Heinbockel reported Delta Skating Association (DSA) President Todd Zachgo requested new grinder stones for the skate sharpener and new Zamboni blades. He is researching more locker rooms and a plastic rink for the southeast corner of the Liewer-Olmstead Ice Arena. Heinbockel said he would support paving, but it would not be cheap. It would be a major improvement and it would extend ice time a couple weeks.

**Cemetery** – no report

**At Large** – Pete Hallgren reported Northern Star (Pogo Mine) will hold a virtual meeting on August 27, 1:00-2:00pm, to share their annual operations report with the public. The Pogo Advisory Board will meet in late September to discuss how the program will continue.

**Additional Reports** – Audrey Brown asked who is responsible to submit reporting on the swans at the Visitor Center that are registered under the Migratory Bird Treaty Act.

Discussion followed regarding researching the federal requirements pertaining to the swans, the City donating rock to mitigate flooding on Spengler Road, and the local Department of Transportation interested in moving the 20,000-pound river weights to a more accessible place to use sometime in the future.

**ADDITIONAL PUBLIC AND COUNCIL COMMENTS** - none

**ADJOURNMENT** – 6:40pm

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Pat White, City Clerk

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SEAL

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Mayor JW Musgrove

Approved: September ---, 2020