

City Council Minutes
Regular Meeting
October 20, 2020 ~ 5:00PM
City Hall, Delta Junction, Alaska



CALL TO ORDER / PLEDGE OF ALLEGIANCE / PRAYER

Mayor Musgrove called the meeting to order at 5:02pm in the large conference room.

Council members physically present: Mayor JW MUSGROVE, Audrey BROWN,

Lou HEINBOCKEL, Pete HALLGREN, Alan LEVINSON and Deputy Mayor Freda DEGNAN (both arrived at 5:09pm)

Council present via phone: Charles LESTER

Staff physically present: City Administrator Mary LEITH

Staff present via phone: Finance Officer Stephanie ERICKSON (5:09-5:30pm), City Clerk Pat WHITE,

Administrative Assistant Flower COLE, Library Director Tiki LEVINSON

Five people from the community were physically present during the start of the meeting and Mike Prestegard monitored equipment while the meeting was broadcast over KDHS 95.5 FM radio.

AMENDMENTS ~ APPROVAL OF AGENDA

Musgrove reported the *Public Health Center's Request to Waive Community Center Rental Fees* under *Correspondence* would be removed from the agenda.

Motion: Brown moved to approve the October 20, 2020 agenda as amended; Heinbockel seconded.

Motion passed on a roll call vote with five in attendance.

AMENDMENTS ~ APPROVAL OF MINUTES FROM PREVIOUS MEETING

Brown stated she was cut off from the October 6 meeting at 6:30pm and called back several times, but only got a busy signal. She did not disconnect.

Motion: Heinbockel moved to approve the October 6, 2020 minutes as amended; Brown seconded.

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

Degnan and Levinson arrived at 5:09pm.

COMMENTS FROM THE AUDIENCE - none

REQUEST TO SPEAK - none

CORRESPONDENCE

Appreciation for Election Officials

White reported the 2020 Municipal Election presented new challenges due to the coronavirus pandemic. Safety measures were added for both election officials and the voting public. She expressed appreciation for the dedicated election officials who return year after year to ensure integrity in the election process.

Musgrove recognized the 2020 election officials (Cheryl Good, Audrey Murphy, Carol Dufendach, Jackie Becker, Mary Saarloos, Sherry Smith, Terri Crowson, Rena Case, and Dave Becker).

CERTIFY ELECTION RESULTS

White reported precautions were in place to ensure every registered voter had opportunity to vote.

1) The City Code that relates to certifying election results states "the Council shall meet at the next scheduled meeting on the second Tuesday of the month." The Council has met on the second Tuesday in October for many years. The "next scheduled meeting," the third Tuesday of the month, would accommodate any outstanding by-mail ballots, which could take up to ten days after the election (October 16). One by-mail ballot was returned, so the voter could cast his ballot at the polls, and there were no other absentee or questioned ballots.

2) Changing when the election results were certified, changed when the newly-elected would join the Council table, "... The regular term of office begins on the first Monday following certification of the election," which is now October 26.

3) Code §1.10.030 also states a three-year term does not end "until their successors are elected and have qualified."

White thanked Audrey Brown for attending tonight's meeting to finish the process.

Musgrove reported 70 ballots were cast in the October 6, 2020 Municipal Election. Michael L. Prestegard received 61 votes for Seat C. Audrey Brown, Phillip Fales, and Morgen McLean each received one vote for Seat C. Peter S. Hallgren received 34 for Seat F. Erin Catterson received 33 and Morgen McLean received one vote for Seat F.

Motion: Brown moved to certify the election results as presented; Degnan seconded.

Motion passed unanimously on a roll call vote.

OATH OF OFFICE

Musgrove administered the Oath of Office to newly-elected Council members, Michael Prestegard (Seat C) and incumbent Pete Hallgren (Seat F). Both seats are three-year terms, ending in 2023.

Discussion followed regarding 917 registered voters in the City precinct as of September 16, the State Division of Elections' process of purging voter lists, and whether census data will provide a more accurate population count.

ELECT DEPUTY MAYOR

Musgrove reported the Council elects a Deputy Mayor annually. He called for nominations.

Hallgren nominated Freda Degnan and Heinbockel seconded.

Musgrove called for other nominations with none being offered. He declared Degnan would serve another year as Deputy Mayor by a unanimous roll call vote.

RESTRUCTURE COUNCIL INTERESTS / REPORTING

Musgrove reported *Council Reporting* would be moved to the November 3 meeting.

UNFINISHED BUSINESS

Change Landfill Operation Plan

Leith reported Cell 1 was to last 20 years when it was built (2005). Raising its height will extend its life. Bristol Engineering's September 30 proposal to raise the height of the landfill four to six feet would not change if it were ten feet. Bristol will also assist with filing the permit with the Department of Environmental Conservation.

Motion: Heinbockel moved to accept Bristol's \$3,199.00 proposal to raise Cell 1 up to ten feet; Brown seconded.

Motion passed unanimously on a roll call vote.

NEW BUSINESS

City Purchases over \$1,000

CK# 220917 to MVPS LLC - \$2,880.00 for gravel for Airport II Subdivision roads

CK# 220918 to M2C1 Construction & Engineering - \$3,750.00 water inspections at Visitor Center, Ice Arena, and Library

CK# 220919 to Aetna - \$11,933.11 for October group health insurance

CK# 220920 to Delta Wind - \$1,177.20 to advertise the COVID grant (\$880.00) and 2020 Municipal Election (\$297.20)

CK# 220921 to Zamboni - \$2,021.20 for four Zamboni blades

CK# 220922 to Delta Transport Services - \$1,710.06 for heating fuel

CK# 220923 to Wells Fargo - \$2,886.31 for miscellaneous credit card charges

CK# 220924 to ACS - \$1,540.54 for October phone and Internet

CK# 220925 to GVEA - \$3,487.19 for September electricity

CK# 220926 / 220932 to seven COVID grant recipients - \$70,000.00 in CARES relief funds

Motion: Hallgren moved to approve checks #220917 through 220925 as presented; Levinson seconded.

Motion passed unanimously on a roll call vote.

Motion: Heinbockel moved to approve checks #220926 through 220932 as presented; Degnan seconded.

Discussion followed regarding majority-rule used by the review committee to award grants, the latest advertisement crediting Whitestone Community Association and Rural Deltana Volunteer Fire Department for combining their relief funds with the City, and soliciting more CARES applications (October 23 deadline).

Heinbockel reported he serves on the review committee and abstained from voting at the October 6 meeting because he was a card-carrying member of one of the grant recipients.

Motion passed unanimously on a roll call vote.

Withhold Block 4 Lot in Airport Subdivision II

Musgrove reported there are provisions to make changes in the airport covenants, but only by airport property owners. He recommended retaining one lot, to allow City input in how Airport Subdivision II is managed in the future. The City also owns Block 5 (south of Block 4) because of inability to turn it into usable lots.

Motion: Levinson moved to retain ownership of Lot 11, Block 4 as discussed; Hallgren seconded.

Discussion followed regarding need for storage (equipment, reflective cones, etc.), clearing started for installation of power poles, need to widen the curve on the cul-de-sac between Block 4 lots (8, 9, 10, 11), and the French drain in Block 5 mitigating potential overflow from Jarvis Creek.

Motion passed unanimously on a roll call vote.

REPORTS

Mayor – JW Musgrove reported:

- A temporary part-time position will change to permanent part-time.
- Two employees are working from home because of exposure to people who tested positive for COVID.
- An application for a permit was submitted to use the 13-foot blade on the International dump truck.
- A gasket failed on the boiler at City Hall, but was repaired this morning.

• The resolution to grant a permanent easement to Ray Andreassen will be on the November 3 agenda. The version is different from what was previously presented because of legal input from Attorney Mike McLaughlin.

City Administrator – Mary Leith reported:

• Hoodies, t-shirts, and some hats, left from the 75th anniversary of the Alaska Highway (1942-2017), were given to Red Cross to distribute to families in need.

• Some City facility boilers were inspected last week. The report about recommended repairs is still pending.

City Clerk – Pat White reported how and when residents could vote early in the General Election (November 3).

Hallgren reported he was the 15th person to vote early today and he encouraged others to do the same.

Finance – Mary Leith reported a virtual audit is scheduled for next week and Erickson provided a budget summary through September 30.

Appreciation for Audrey Brown

Musgrove read a proclamation, expressing appreciation for Brown's many years of service, including seven years on the City Council (1996/1997 and 2013/2020).

Brown thanked the Council and staff.

LEPC – Audrey Brown reported the LEPC has not had a quorum all year, so the two new member applications (April 2020) were never approved. Her position as *Elected Official* will need to be filled and she may apply for an alternate position because of her HAM radio license and experience with emergency response.

Emergency Preparedness – Audrey Brown reported:

- She will deliver earthquakes or power outage handouts to new Councilman Michael Prestegard.
- Medic 181 was southbound near Harding Lake yesterday when it collided with a trailer that unhinged from a truck.

No one was injured. The (2009) ambulance is at H&H to determine the extent of damage to its front end.

Public Health – Audrey Brown reported 52 new cases of COVID were reported in Fairbanks today, plus another five in North Pole. Delta residents traveling to Fairbanks need to wear masks and practice six-foot distancing.

Library – Freda Degnan reported:

• Names of this year's Library Association donors are featured on a decorative wall during *National Friends of Libraries Week*.

• Story Hour will be Halloween themed and treats will be handed out on Saturday, October 31.

• Over 200 *Book Bingo* cards were given to young readers. October 31 is the deadline to return them.

Musgrove reported heating and ventilation issues at the library are being investigated.

Schools – Mary Leith reported Alaska School Activities Association (ASAA) shut down the 2020/2021 season, so the school has no need to rent the hockey rink (or share in support of skating programs).

Hallgren questioned if it qualified for CARES relief funds.

Airport – Alan Levinson reported there is less airport activity due to the weather. Volunteers are packing the runway, prepping for ski planes. Pit run gravel was hauled in for airport subdivision roads.

Public Works – Charles Lester reported:

- The Public Works crew resolved issues with the septic drains at the landfill.
- Several areas of airport subdivision roads were upgraded with more material.
- Snow removal is going well.

Park / Recreation – Lou Heinbockel reported the park pavilion was winterized. The dugout at the park that was damaged during the windstorm in September is now covered with snow, so it won't be removed until spring.

He questioned whether to winterize the Visitor Center, change the locks, and stop paying for heat and electricity.

Discussion followed regarding whether the Visitor Center qualifies for CARES funds and still researching reporting requirements on the swans that are registered under the Migratory Bird Treaty Act.

Heinbockel said he is concerned with not having an operable backup ambulance.

Cemetery – Lou Heinbockel reported a grave was prepared last week for a burial on October 26.

At Large – Pete Hallgren reported he was grateful for the aluminum can recycle bin at the landfill. Referencing the 2020 Municipal Election, he expressed appreciation for the City Council and the democratic process of electing representatives.

Additional Reports – none

ADDITIONAL PUBLIC AND COUNCIL COMMENTS – none

Mayor JW Musgrove

ADJOURNMENT – 6:59pm

CITY
SEAL

Pat White, City Clerk

Approved: November 3, 2020