

City Council Minutes
Regular Meeting
November 16, 2021 ~ 5:00PM
City Hall, Delta Junction, Alaska



CALL TO ORDER / PLEDGE OF ALLEGIANCE / PRAYER

Mayor JW Musgrove called the meeting to order at 5:00pm.

Council members present: Mayor JW MUSGROVE, Lou HEINBOCKEL,
Alan LEVINSON, Erin CATTERSON

Council attending by phone: Pete HALLGREN, Emily DOVE

Council excused: Deputy Mayor Mike PRESTEGARD

Staff present: City Administrator City Administrator Mary Leith, City Clerk Pat White

Staff present via phone: Administrative Assistant Flower Cole, Library Director Tiki Levinson

Six community members were physically present at the beginning of the meeting and three attended telephonically. The meeting was not broadcast over KDHS 95.5 FM radio.

Musgrove asked Council and staff to adhere to Robert's Rules; to get his attention and avoid speaking over each other as a courtesy to those attending by phone.

AMENDMENTS ~ APPROVAL OF AGENDA

Motion: Levinson moved to approve the November 16, 2021 agenda; Heinbockel seconded.

Motion passed on a roll call with six in attendance.

AMENDMENTS ~ APPROVAL OF MINUTES FROM PREVIOUS MEETING

Motion: Levinson moved to approve the November 2, 2021 draft minutes; Catterson seconded.

Motion passed on a roll call with six in attendance.

COMMENTS ON NON-AGENDA ITEMS - none

REQUEST TO SPEAK - none

CORRESPONDENCE

Request from Five Loaves Pantry

Vanessa Heath, Treasurer, Five Loaves Pantry, reported they sent out letters in September to solicit donations. Their local non-profit charity uses donations to purchase grocery cards for Delta residents. They do provide food boxes during the holidays, but they are not the same as the monthly distribution of USDA food boxes or Project Christmas. Heath referred to President Laci Jacques' November 12 letter, with the number of households served by their group. Their current budget is \$27,000 with \$26,000 in expenses and they have yet to turn anyone down. They mostly rely on private donations.

Laci Jacques, President, reported Five Loaves Pantry established in April 2020. The City donated \$471 (from the FY20 Budget on June 16, 2020) and gave them \$10,000 in COVID Relief funds (November 17, 2020), which paid for grocery cards from IGA and food boxes of locally grown meat, vegetables, and barley products. Jacques said October was their busiest month for requests, but the lowest month for donations.

Musgrove reported there is \$5,000 remaining in the FY22 Budget under Community Donations and the City will begin dispersing another round of COVID Relief Funds soon (See *Mayor Report* – page two).

Motion: Hallgren moved to donate \$1,000.00 to Five Loaves Pantry; Levinson seconded.

Heinbockel said he would vote against it because \$10,000 would be more useful during the holiday season.

Hallgren said the \$1,000 would come from the FY22 budget and Five Loaves could still apply for relief funds.

Discussion followed regarding voting to spend \$35,000 that was not budgeted (September 7, 2021) and income that was not part of the FY22 budget: \$75,000 (Federal PILT), \$50,000 (Pogo), \$5,000 (State Revenue Sharing).

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

UNFINISHED BUSINESS - none

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

CK# 221565 to Denali Fenceworks - \$1,300.00 deposit to repair park fence (\$1,300 due upon completion of project)

CK# 221566 to Interior Hardware - \$1,106.39 for miscellaneous repairs and supplies for landfill, Public Works, cemetery, Visitor Center, airport tie-downs, and Fire Department

CK# 221567 to Aetna - \$9,537.30 for November group health insurance

CK# 221568 to Buffalo Center Service - \$1,829.41 for City equipment and vehicle fuel

CK# 221569 to Wells Fargo - \$3,564.61 for credit card charges

Motion: Levinson moved to approve checks #221565 through 221569; Catterson seconded.

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

Holiday Bonus for Employees and Volunteers

Leith reported there are approximately 40 current employees and volunteers, including summer hire, Delta Medical Transport employee/volunteers, and Delta Junction volunteer firefighters.

Heinbockel asked to increase the holiday bonuses and distribute them before Thanksgiving.

Motion: Heinbockel moved to give \$100.00 holiday bonuses to employees and volunteers; Levinson seconded.

Discussion followed regarding \$75 gifted last year, the bonus not budgeted, and whether it is taxable.

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

REPORTS

Mayor – JW Musgrove reported:

- An appreciation card and supporter patch were received from the Windy Junction Quilts of Valor group. Lease fees are waived for the QOV volunteers to use City Hall conference rooms to piece quilts and publicly present them to local vets.

- There has been no interest in filling the finance position. Musgrove said he is considering farming it out, an option through Shared Services, a new branch of Alaska Municipal League (AML). It provides accounting and audit services to smaller communities. Once it is researched, the subject will be brought back to the Council.

- The City of Delta Junction received notice about the Coronavirus Local Fiscal Recovery Fund (CLFRF). Hopefully by the end of the calendar year, a framework will be established on how to disperse the \$1,452,977.73.

Hallgren questioned whether Deltana or other local entities received relief funds.

- He is generating a list of qualified grader operators to hire on a rotation, depending on availability. As part-time temporary hires, they will attend a safety orientation course through Paul Myers, Airport Equipment Rentals.

Airport – JW Musgrove reported the City will rely on temporary-hire operators to clear the runway and airport subdivision. Sometimes a two-wheel pickup is sufficient, but not this year. The runway, cone to cone, is plowed, not packed. The ski strip, tie down area, between the two, and the parallel taxiway are packed. Traditionally, the parallel taxiway has three and four foot drifts, but not yet this year.

Schools - Erin Catterson reported upcoming schedules for High School hockey, wrestling, and rifle championships. She also reported:

- A FAFSA/Scholarship workshop is scheduled tonight at the High School. (FAFSA determines prospective college students' eligibility for financial aid.)

- National Honor Society applications were due by November 24.

- The Thanksgiving school break is November 25/26.

Health & Safety – Emily Dove reported:

- COVID cases in Alaska have dropped. No new cases have been reported in Delta since November 15.

- Over 54% of Alaskans are vaccinated.

- The Public Health Office offers vaccine clinics every Wednesday. Call (895-4292) for more information or register online (myhelp@alaska.gov). The Public Health Office offers flu and Pfizer vaccines. Family Medical Center offers Moderna and Johnson & Johnson, but not Pfizer.

Heinbockel reported Family Medical Center offers walk-in appointments on Wednesdays.

Emergency Services – Erin Catterson reported:

- Since October 19, there were 46 ambulance runs and three fire runs. Enough medical personnel and the new used (2012) ambulance have been a benefit because many tone-outs are close together.

- The City Fire Department helped decorate the Sullivan Roadhouse. (See *Add'l Reports* – bottom of page).

Emergency Preparedness – no report**Library** – Emily Dove reported:

- The November 6 light and shadow science workshop, sponsored by the Franklin Institute of Philadelphia, was a great success. Twenty-three people came to learn and do hands-on science exploration.
- The Delta Library Board has a new slate of officers. Carol Dufendach was re-elected. Lana Knight and Steve McCombs are new to the board. Sandy Dighton is the new President, Lana Knight is Vice-President, Ann Geise is Secretary, and Steve McCombs is Treasurer.
- The third annual Lego Challenge is underway. Kids are given a building challenge each week and entries are photographed and emailed to the library. Lego-themed prizes will be awarded at the end of the month. The challenge is very popular with 70+ entries in the first two weeks. This week the challenge is to use only two colors.
- The library received a \$40,000 grant that will be used for public-use computers, security cameras, resources in science, technology, engineering, and math for kids, technology education for adults, and more. The Delta library was one of 20 libraries chosen out of 140 that were vying for these funds.

Public Works – Lou Heinbockel reported hard packed snow has been removed from most of the City streets.

Landfill – Lou Heinbockel reported the landfill operation is going well, minus needed repairs on the dozer and finding a new equipment operator to manage the landfill. He suggested competitive wages to draw interest. A good portion of the increased volume at the landfill is from contractors on Fort Greely.

Leith reported the dozer parts arrived from NC Machinery today.

Park & Recreation – Lou Heinbockel reported it will cost \$2,600 to replace the park gates that were vandalized (CK# 221565 under *Purchases over \$1,000* - top of page two).

Cemetery – Pat White reported a burial is planned for November 20. There are five prepared graves for winter burials; four of them are for expected deaths and only one is left, available for the remainder of the winter.

At Large – Pete Hallgren reported he will be in person at the December 7 Council meeting.

City Administrator – Mary Leith reported:

- The patent for Pioneer Park arrived on November 15.
- Interviews were conducted yesterday for maintenance and landfill positions.
- Blake Phillips, Alaska Permanent Capital Management, will update the risk profile and confirm investments of the City's Permanent Fund on December 7.
- The American Legion Post 22 & the Veterans of Foreign Wars Post 10450 presented a certification of appreciation to the City of Delta Junction on November 13 for "continued support of the Delta-Greely Veteran and Uniformed Services communities."

City Clerk – Pat White reported:

- At this time, passport applications are taking up to 14 weeks to process. Expedited service takes 10 weeks.
- The Library, Landfill, and City Hall will be closed for Thanksgiving (Thursday, November 25). The Library and City Hall will be closed on Friday, November 26, but the Landfill will be open. Both the Library and Landfill will be open on Saturday, November 27.

Finance – Mary Leith reported Stephanie Erickson will be in the office tomorrow to take care of bills and payroll.

Additional Reports – Erin Catterson reported the Sullivan Roadhouse Celebration will be December 4, 3:00-6:00pm. Santa arrives at 4:00 and the roadhouse lighting will be at 5:30pm.

ADDITIONAL PUBLIC AND COUNCIL COMMENTS

James Squires expressed appreciation for the ability to attend the Council meeting via zoom.

ADJOURNMENT – 6:36pm

JW Musgrove, Mayor

CITY
SEAL

Pat White, City Clerk

Approved: December --, 2021