

**City Council Minutes  
Regular Meeting  
December 21, 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, Deputy Mayor Mike PRESTEGARD,  
Lou HEINBOCKEL, Alan LEVINSON, Emily DOVE

**Council attending by phone:** Pete HALLGREN

**Council excused:** Erin CATTERSON

**Staff present:** City Administrator Mary Leith, Library Director Tiki Levinson, City Clerk Pat White

**Staff present via phone:** Administrative Assistant Flower Cole

One community member was physically present and two attended by phone. The meeting was not broadcast over KDHS 95.5 FM radio.

**AMENDMENTS ~ APPROVAL OF AGENDA**

**Motion:** Levinson moved to approve the December 21, 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 December 7, 2021 draft minutes; Heinbockel seconded.

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

**COMMENTS ON NON-AGENDA ITEMS** – none

**REQUEST TO SPEAK** - none

**CORRESPONDENCE**

**Trophy Lodge – Liquor License Renewal (License #4434)**

**Motion:** Heinbockel moved to show no opposition to Trophy Lodge’s liquor license renewal; Levinson seconded.

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

**E&G Beverage Cellar – Liquor License Renewal (License #785)**

**Motion:** Heinbockel moved to show no opposition to E&G Beverage Cellar’s liquor license renewal; Levinson seconded.

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

**UNFINISHED BUSINESS** - none

**NEW BUSINESS**

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

CK# 221667 to Aetna - \$8,294.10 for December group health insurance

CK# 221668 to Wells Fargo Credit - \$6,119.75 for credit card charges

CK# 221669 to GVEA - \$5,628.16 for November electricity

CK# 221670 to Airport Equipment Rentals - \$1,368.10 for oil change on grader

CK# 221671 to Alaska Municipal League - \$15,000 for finance services

CK# 221672 to Buffalo Center Service - \$2,250.26 for equipment fuel

CK# 221673 to Delta Medical Transport - \$18,204.09 for #3 FY22 contract payment (\$12,500), heater core replaced in new-but-used 2012 ambulance (\$1,968.19), jackets and shirts for DJVFD volunteers (\$3,735.90)

CK# 221674 to Vitus Energy LLC - \$20,945.06 for heating fuel

**Motion:** Prestegard moved to approve checks #221667 through 221674; Hallgren seconded.

Discussion followed regarding using remaining Coronavirus Aid, Relief, and Economic Security (CARES) funds to pay Alaska Municipal League (AML) to help with the American Rescue Plan Act funds (CK# 221671), reserving \$5,000 in CARES funds to replace two portable electronic AED (Automated External Defibrillator) devices for City-owned ambulances, status of Delta Medical Transport leasing City ambulances for \$500/month, concern about spending Fire Department funds for badges (221668) and jackets and shirts (221673) and informal practice that does not follow the purchase process.

Igor Zaremba (public attendance) reported, as a mechanic at Eastside Truck & Auto, the 2012 ambulance was called out on an emergency once repairs were finished (221673).

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

## REPORTS

**Mayor** – JW Musgrove reported:

- The City is still transitioning financial services with AML Shared Services.
- Additional equipment operators were hired to help with snow removal.

Discussion followed regarding following the street priority protocol and asking the public to be patient while the Public Works crew clears snow from streets and driveways.

**Airport** – JW Musgrove reported a berm near the tie-down area will be cleared tonight. Snow will be removed tomorrow.

**Library** – Emily Dove reported:

- Flower Cole and Katie Behrens judged 36 entries in this year's Gingerbread House Contest.
- The library had 1,516 visitors last week, plus a moose and a fox.
- Fifty-seven gingerbread kits were given out, one per family.
- Seventy-eight was the daily average of items checked out from the library in December.

**Health & Safety** – Emily Dove reported:

- An estimated 112 COVID cases were reported statewide on December 19. One case was reported in Delta Junction in the past week. There has been one Omicron case in Alaska. More information is available online ([coronavirus.alaska.gov](https://coronavirus.alaska.gov)).
- COVID testing is available at both local clinics. The Delta Public Health is offering free home test kits.
- Family Medical Center offers walk-in vaccine appointments on Wednesdays. Appointments can also be made at the Public Health Center ([myhealth.alaska.gov](https://myhealth.alaska.gov)). Vaccine information is available at [covidvax.alaska.gov](https://covidvax.alaska.gov).
- Interior Alaska Medical Clinic is offering Monoclonal Antibody treatments.
- The Delta Junction Volunteer Fire Department is cruising through town, spreading joy and Christmas music through December 24.

**Schools** – Lou Heinbockel reported the Delta High School wrestling team took fourth place in the State and first in the Region. Wrestling Coach Dean Houchen was awarded Coach of the Year for both the Division and the Region. The High School Hockey team won one and lost one to Tri-Valley last week. High School basketball has started. Tiki Levinson reported an Art Gala was held at the elementary school that included a Christmas concert and activities for the students. It was well attended by the public.

**Emergency Services** – Mary Leith asked to schedule a work session with Delta Medical Transport.

Discussion followed regarding final (hood) repairs on the 2009 ambulance (wrecked October 2020) and scheduling a work session that is open to the public (5:00pm, January 12), but not broadcast over the radio.

**Emergency Preparedness** – Mike Prestegard reiterated the need for the public to be patient as City and State crews clear snow.

**Park & Recreation** – Mike Prestegard reported the park is covered in snow.

Discussion followed regarding repaired fences, storing them until spring, and budgeting for security cameras.

**Public Works / Landfill** – Lou Heinbockel complimented Henry Muth and other graders for the condition of the roads.

Discussion followed regarding Heritage possibly transporting the D6 dozer to Eastside Auto next week, heating the scale house with electricity, heat trace used to prevent water lines from freezing between the landfill shop and scale house, hiring a part-time assistant at the landfill, steady business at the landfill, and increased volume from Pogo.

**Cemetery** – no report

**At Large** – Pete Hallgren wished everyone a Merry Christmas and Happy New Year.

**City Administrator** – no report

**City Clerk** – Pat White reported a letter was received from the U.S. Department of Commerce in Washington DC on December 20. The U.S. Census Bureau is conducting the 2020 Census Count Question Resolution operation

between January 3, 2022 and June 30, 2023, giving local officials opportunity to request a review of their 2020 Census housing counts.

Hallgren said they are looking for evidence of overall changes, i.e. missed housing units, not the population count. Discussion followed regarding the Department of Commerce, Community and Economic Development (DCCED) required to release population determination estimates by January 15 of each year, discrepancies between population counts and registered voters, and Federal PILT shared between the City of Delta Junction and Eagle, the only organized governments in the Southeast Fairbanks District.

**Finance** – Mary Leith reported American Rescue Plan Act (ARPA) funds were deposited in a separate account and the Coronavirus Aid, Relief, and Economic Security (CARES) account will be closed.

**Additional Reports** – none

**ADDITIONAL PUBLIC AND COUNCIL COMMENTS**

Heinbockel reported heating fuel was delivered to his home yesterday for \$3.30/gallon. He asked to revise the budget to reflect the increased energy costs that will no doubt be more than what was budgeted. Heinbockel wished everyone a Merry Christmas and a happy and prosperous New Year.

**ADJOURNMENT** – 6:44pm

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JW Musgrove, Mayor

CITY  
SEAL

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Pat White, City Clerk

Approved: January 4, 2022