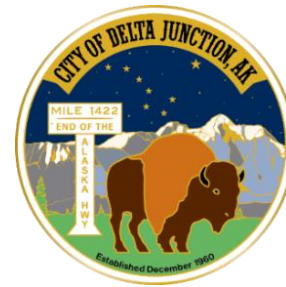


**City Council Minutes**  
**Regular Meeting**  
**March 1, 2022 ~ 5:00PM**  
**City Hall, Delta Junction, Alaska**



**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, Erin CATTERSON, Emily DOVE

**Council member present via phone:** Pete HALLGREN

**Staff present:** City Administrator Mary Leith, Administrative Assistant Flower Cole

Five community members were in the audience, two attended by phone, and the meeting was broadcast over KDHS 95.5 FM radio.

**AMENDMENTS ~ APPROVAL OF AGENDA**

**Motion:** Levinson moved to approve the March 1, 2022 agenda; Dove seconded.

**Motion passed** unanimously on a roll call.

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

**Hallgren** reported he was excused from the February 15, 2022 Council meeting because he attended the Kinross Manh Choh public meeting at the request of Mayor Musgrove. He asked that it be reflected in the minutes.

**Motion:** Heinbockel moved to approve the February 15, 2022 minutes as amended; Levinson seconded.

**Motion passed** unanimously on a roll call.

**COMMENTS ON NON-AGENDA ITEMS**

**LTC Joey Orr**, Garrison Commander Fort Greely, reported:

- The military exercise in the Donnelly Training Area has begun. He asked area residents to be vigilant regarding the uptick in military traffic during the month of March.
- He expects to present a memorandum in the next couple of weeks about allowing the general public access to the Community Activity Center for morale, welfare, and recreational activities, i.e. Buffalo Bowling Alley or the Fahrenheit Grill.

**REQUEST TO SPEAK** – none

**CORRESPONDENCE** - none

**UNFINISHED BUSINESS**

**American Rescue Plan Act (ARPA) Expenditures**

**Musgrove** reported the first \$700,000 has been received of the \$1.4 million ARPA funds. The user guide on how to complete the first *Project and Expenditure* report (by April 30) is almost 100 pages. AML has been hired to assist with reporting. He suggested using ARPA money to pay \$25,000/month to Delta Medical Transport through the end of the contract, June 30, 2022 (approved February 1, 2022).

**NEW BUSINESS**

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

- CK# 221910 to Buffalo Center Service - \$1,669.84 for equipment fuel
- CK# 221911 to Delta Medical Transport - \$25,000.00 per amended contract (February 1, 2022), payment 2 of 5
- CK# 221912 to Guess & Rudd - \$1,290.00 for legal services about ambulance contract
- CK# 221913 to NC Machinery - \$1,330.44 for D6 dozer parts
- CK# 221914 to Numbers Count LLC - \$1,395.00 for contracted financial services with Stephanie Erickson

**Motion:** Heinbockel moved to approve checks #221910 through 221914; Levinson seconded.

Discussion followed regarding Leith providing a report showing approximately \$40,000 in D6 dozer repairs.

**Motion passed** unanimously on a roll call.

**REPORTS**

**Mayor** – JW Musgrove reported advertisements have been posted for an on-call scale house operator and a part-time landfill operations assistant, but the City Administrator position has not yet been advertised.

Discussion followed regarding past history when the City did not have an administrator and the City Clerk and Finance were combined into Clerk/Treasurer, fear of eventually facing a financial cliff, Mayor and Council being volunteer positions without pay, and the mayor, a defacto City Administrator, allowed to hire one.

**Airport** – Alan Levinson reported the runway is being used even though there are a lot of snow berms around it.

**Library** – no report

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

- There has been a major drop in COVID cases statewide. Information is available at [covid19.alaska.gov](https://covid19.alaska.gov).
- People are encouraged to wash hand, continue social distancing, and stay home when sick.
- Local clinics, Family Medical Center (895-5100) and Interior Alaska Medical (895-6233), offer testing.

The Delta Public Health Center (895-4292) has free home test kits. Call PHC to arrange delivery of test kits if exposed to COVID.

- Vaccines are available at local clinics and the PHC. Information is available online ([covidvax.alaska.gov](https://covidvax.alaska.gov)).
- IAMC is offering monoclonal antibody treatments.

**Schools** - Erin Catterson reported:

- Parent/teacher conferences are March 3/4.
- Spring Break is March 14/18.
- The Delta Elementary School Science Fair has been extended through March 7.

**Emergency Services** – Erin Catterson reported Delta Medical Transport (DMT) had 19 ambulance runs between February 1 and March 1. Delta Junction Volunteer Fire Department (DJVFD) had 9 runs in the same timeframe. Discussion followed regarding DMT, DJVFD, and Rural Deltana Volunteer Fire Department (RDVFD) responding to ambulance and fire tone outs, Fort Greely responding when requested for structural fires and when DMT is in Fairbanks, and two or three ambulances in service, including the City's new-but-used 2012 ambulance (purchased in August 2021) and Medic 182 (2009 ambulance that was wrecked in October 2020).

Tony White reported he accepted a promotion to Assistant Chief of Operations at Fort Greely and will step down as the City's fire chief. Erin Catterson, current Deputy Fire Chief, will take over as Fire Chief. White would volunteer as the Assistant Chief and continue to offer EMS training to the general public.

Musgrove called for Council input and/or objections to Erin Catterson serving as the DJVFD Fire Chief. None were mentioned, although Heinbockel expressed appreciation for Catterson serving in that capacity.

**Emergency Preparedness** – Mike Prestegard reported there was a steady stream of residents who met with the Disaster Assistance team on February 23/24 to apply for relief funds. The deadline to file is March 4, 2022.

**Park & Recreation** – Lou Heinbockel reported a crew was hired to remove snow from the Liewer-Olmstead Ice Arena, but have yet to accomplish it. He expressed concern with the wind that drifts the side and back doors and asked to explore purchasing a snow blower attachment for the Skid Steer to manage it. The snow removal crew could remove the heavy glacier of ice and snow for an additional \$1,400. Heinbockel said the snow and ice must be removed because losing the Zamboni room would be a tremendous loss.

Discussion followed regarding multiple volunteer hours keeping hockey programs and rinks functioning, increased occupancy at the rink, potential for damage to vehicles parked near the rink (heavy snow load on roof), the Delta Skating Association hosting a three-day hockey skills camp March 3/5, and busted pipes in the Little League building on Aurora Avenue due to improper winterizing last fall.

**Public Works / Landfill** – Lou Heinbockel reported:

- The D6 dozer is back in service at the landfill.
- Military convoys, commuting to the Donnelly Training Area during the month of March, are equipped with chains that may be beneficial in removing built-up ice on the Richardson Highway.

**Cemetery** – Mary Leith reported five graves were prepared last September for winter burials. Two were used in September and November, one will be used on March 5, and two others are reserved for pending deaths. There are no more pre-dug graves available. Graves are dug May 15 through October 15, weather permitting.

**At Large** – Pete Hallgren reported the only way the Kinross Manh Choh gold mine can be economically feasible is to transport ore from Tetlin to Fort Knox for processing. A railroad is not in the foreseeable future. The five-year project would start in 2024. One-ninth of the material would be stockpiled in Fairbanks and the other eight-ninths would stay in Tetlin. A trucking contractor would be stationed in Fairbanks and truckers would make one round

trip to Tetlin each day. Hallgren reported residents who attended the February 15 Kinross meeting had realistic safety concerns with truck traffic during school bus schedules, the Deltana Fair parade, hazardous weather conditions, ambulance and fire calls, and road construction projects. The Department of Transportation intends to put in new and longer passing lanes on the Richardson Highway during the next two summers as well as replace two World War II bridges on the Alaska Highway.

**City Administrator** – Mary Leith reported she interviewed for the part-time landfill operations assistant position. That person may serve as a backup scale house operator because she’s received only one application for that job.

**City Clerk** – no report

**Finance** – Mary Leith reported:

- The Administrative Assistant position should be increased at least one hour per day to take on some of the finance responsibilities. AML Shared Services has taken over payroll. Krista Meeks is contracted to work in the office six to ten hours each week.

- The auditors are expected to finalize the FY21 audit. Their contract can be extended one more year.

**Additional Reports** – Pete Hallgren expressed appreciation for the live zoom set up by Flower Cole. The live feed allowed him to see and hear the audience in the back of the room.

**ADDITIONAL PUBLIC AND COUNCIL COMMENTS** - none

**ADJOURNMENT** – 6:30pm

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Pat White, City Clerk

CITY  
SEAL

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JW Musgrove, Mayor

Approved: March 15, 2022