

City Council Minutes
Regular Meeting
June 21, 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, Emily DOVE, Alan LEVINSON, Erin CATTERSON, Pete HALLGREN, Lou HEINBOCKEL

Staff present: City Administrator Ken Greenleaf, Administrative Assistant Flower Cole, Library Director Tiki Levinson, City Clerk Pat White

Public attendance: Ten members from the community were physically present and four attended via Zoom.

AMENDMENTS ~ APPROVAL OF AGENDA

Motion: Levinson moved to approve the June 21, 2022 agenda; Hallgren seconded.

Motion passed unanimously on a roll call.

White reported Missile Defense Groundbreaking was 20 years ago on June 15, 2002. Mayor Roy Gilbertson (April 2, 1940 – November 20, 2020) and Senator Ted Stevens (November 18, 1923 to August 9, 2010) were both featured in the historic photo. White stated she mistakenly identified Senator Stevens as Congressman Don Young (June 9, 1933 – March 18, 2022) on the agenda cover.

AMENDMENTS ~ APPROVAL OF MINUTES FROM PREVIOUS MEETING

Motion: Heinbockel moved to approve the June 7, 2022 minutes; Levinson seconded.

Motion passed unanimously on a roll call.

COMMENTS ON NON-AGENDA ITEMS - none

REQUEST TO SPEAK - none

CORRESPONDENCE

Trophy Lodge - Liquor License (#4434) Transfer

Motion: Heinbockel moved to show no opposition to Trophy Lodge's liquor license transfer; Dove seconded.

Motion passed unanimously on a roll call.

\$15,000 Request from Rural Deltana Volunteer Fire Department

Dave Neuburger, RDVFD President, Board of Directors, referred to his June 14, 2022 letter and asked "for annual funding of \$15,000 to help offset fuel, utility, and maintenance cost ... and aid the department in these tough economic times." He reported two new water tenders are on order.

Musgrove reported funding RDVFD would be discussed under *New Business: FY22 Budget Revision* (pages 1+2).

UNFINISHED BUSINESS - none

NEW BUSINESS

Preliminary Plat - Kiselev Subdivision

Sebastian Saarloos, Delta Surveys, reminded the Council that they previously waived the one-acre lot size (adopted in 2007). Note #15 would be added to the plat, "The minimum lot size of 1.000 acre or 43,560 SQFT as required per item #8 of the Platting Checklist was waived for Lot 7A of this subdivision by the City Council of Delta Junction at the regular meeting on May 17, 2022." The final plat would be presented at the July 5 Council meeting.

Motion: Heinbockel moved to approve the Kiselev Subdivision preliminary plat as amended; Levinson seconded.

Motion passed unanimously on a roll call.

Preliminary Plat - Tim's Subdivision

Sebastian Saarloos reported Tim Goncharov plans to subdivide his property (Lots 8, 10, and 11) on Rogers Avenue in Jack Subdivision into 12 one-acre lots, ranging between 1.043 and 1.067 acres. Some clearing has begun on 8D. GVEA has reviewed the new power easements. Road placement will not conflict with the road across the street.

Motion: Hallgren moved to approve the preliminary plat for Tim's Subdivision as presented; Levinson seconded.

Motion passed unanimously on a roll call.

City Purchases over \$1,000

CK# 222073 to Aetna - \$6,214.70 for June group health insurance

CK# 222074 to ACS - \$1,769.38 for June telephone and Internet

CK# 222075 to Alaska Farmer's Co-op - \$2,397.00 for fertilizer used at cemetery and park

CK# 222076 to Arctic Fire & Safety - \$1,302.00 for house identification signs

CK# 222077 to GVEA - \$4,081.38 for May electricity

CK# 222078 to Graphic North - \$1,160.57 to mail out DJVFD donation letters

CK# 222079 to Numbers Count, LLC - \$1,560.00 for accounting services, May 31 through June 10

CK# 222080 to Vitus - \$8,514.94 for May heating and equipment fuel

Motion: Levinson moved to approve checks 222073 through 222080; Hallgren seconded.

Discussion followed regarding escalating fuel costs, Vitus' contract (April 1, 2021 - March 31, 2024), and deliveries on May 5 and May 17 (CK# 222080).

Motion passed unanimously on a roll call.

FY22 Budget Revision – Appropriation of Surplus Funds

Musgrove referenced a handout, *FY22 Current Budget*, showing estimated surplus funds equaling \$85,000. He suggested appropriating it to eight different areas.

Motion: Hallgren moved to appropriate \$40,000.00 from the current FY22 surplus to create a sinking fund for the Delta Junction Volunteer Fire Department to purchase radios and "Jaws of Life"; Levinson seconded.

Catterson reported 15 radios would cost \$114,000 from Motorola. She can obtain more quotes, but expressed an urgency in ordering even though it will take a year to receive them.

Discussion followed regarding adding \$50,000 (*FY23 Budget Revision* on page 3), manufacturers not making parts on older equipment as technology advances, fire departments and ambulance service all using Motorola radios, outfitting ambulances with radios that remain property of the City, and Catterson recusing herself from voting.

Motion passed on a roll call with six voting (Heinbockel, Hallgren, Dove, Levinson, Prestegard, Musgrove) and one abstaining (Catterson).

Musgrove reported \$2,000 has been spent out of \$3,000 in general donations.

Motion: Hallgren moved to donate \$1,500.00 from the FY22 surplus to the Delta-Greely Youth Baseball Association; Prestegard seconded.

Discussion followed regarding \$5,000 in FY23 general donations, major turnover in volunteers who oversee youth baseball leagues, and no dedicated line item in the FY23 budget for youth baseball.

Heinbockel reported the Softball Association currently maintains four ballfields and he felt the City should at least compensate volunteers for fuel. He referred to the May 3 Council meeting when the poor condition of an infield was discussed and whose responsibility it was to repair it, the City, the school district, or the Softball Association.

Motion passed unanimously on a roll call.

Motion: Hallgren moved to appropriate \$3,000.00 from the FY22 surplus to create a sinking fund for Community Center renovations (replace doors, paint building, other maintenance/repairs); Dove seconded.

Motion passed unanimously on a roll call.

Musgrove reported \$23,422 is left of the \$30,000 savings that was appropriated from FY21 surplus funds to a savings for rink upgrades (June 2021). Musgrove asked to add \$10,000 to the saving and, with \$31,500 that is budgeted for *Contracted Services*, it may be enough to pave the inside of the building.

Motion: Prestegard moved to appropriate \$10,000.00 from the FY22 surplus for Liewer Olmstead Ice Arena improvements; Dove seconded.

Larry Martin reported McKenna Brothers Paving quoted \$69,920 (May 31, 2022), which included current fuel pricing and \$20,000 in labor.

Motion passed unanimously on a roll call.

Musgrove suggested donating \$10,000 to RDVFD from the FY22 surplus. With \$5,000 budgeted for both FY22 and FY23, the total donations equal \$10,000/year.

Motion: Levinson moved to donate an additional \$10,000.00 from the FY22 surplus to the Rural Deltana Volunteer Fire Department; Hallgren seconded.

Motion passed unanimously on a roll call.

Due to lightning strikes, the conference phones went offline at approximately 5:55pm.

Musgrove suggested earmarking budget monies in *Public Works Street Maintenance New Equipment* (\$5,000) and *Public Works Facility Maintenance New Equipment* (\$3,000) to a sinking fund for a backhoe bucket and a grader attachment. Both new equipment line items in the FY23 draft budget total another \$8,000.

Motion: Levinson moved to restrict \$8,000.00 from the FY22 surplus for Public Works to purchase necessary equipment; Heinbockel seconded.

Musgrove reported the *Landfill Equipment Fund* has \$254,000+ and the *Landfill Sinking Fund* has \$629,000+ to reclaim the land once the landfill is no longer operational.

Motion passed unanimously on a roll call.

Musgrove reported Tiki Levinson is drafting an information packet to expand the library and funds are needed primarily for engineering services.

Motion: Levinson moved to appropriate \$10,000.00 from the projected FY22 surplus to create a sinking fund for the Community Library to be used toward future expansion; Prestegard seconded.

Tiki Levinson said the Library Board started a building fund with \$10,000 in proceeds from the annual fundraiser. The library was built (2004) with plans to expand.

Motion passed unanimously on a roll call.

Motion: Levinson moved to transfer \$50,000.00 from the FY22 budget to the landfill equipment sinking fund; Hallgren seconded.

Musgrove reported another \$50,000 would be moved at the end of 2023 once it is clear the money is available.

Motion passed unanimously on a roll call.

FY23 Budget Revision

Musgrove referenced a handout, *FY23 Draft Budget*, showing a projected surplus of \$70,000. He suggested adding \$50,000 to the DJVFD sinking fund that was just created (page 2 – to purchase radios and “Jaws of Life”) and to add \$2,000 to the \$12,000 that is budgeted for *Contracted Cemetery Services* in the FY23 draft budget to pay for engineering expansion at the cemetery.

Second Reading, Public Hearing, and Adoption of Ordinance 2022-04, An Ordinance for the City of Delta Junction, Alaska Providing for a Budget for the Fiscal Year 2023

Hallgren moved to adopt Ordinance 2022-04 providing a budget for the fiscal year 2023; Levinson seconded.

Motion: Hallgren moved to open the public hearing portion of Ordinance 2022-04; Levinson seconded.

Motion passed unanimously on a roll call.

Musgrove called for public comments with none being offered.

Motion: Levinson moved to close the public hearing; Prestegard seconded.

Motion passed unanimously on a roll call.

Motion: Hallgren moved to amend the FY23 budget by transferring \$50,000.00 to the Delta Junction Volunteer Fire Department’s sinking fund from the projected surplus; Levinson seconded.

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

Motion: Hallgren moved to add \$2,000.00 to *Cemetery Contracted Services* from projected surplus in the FY23 budget for expansion engineering of Rest Haven Cemetery; Levinson seconded.

Hallgren referenced a memo, dated May 25, 2022, that estimated a five-year life of the existing cemetery (90 plots available). Many plots are reserved (purchased but not occupied), but he agreed with clearing and expansion.

Motion passed unanimously on a roll call to add \$2,000 for cemetery expansion.

Motion passed unanimously on a roll call to adopt Ordinance 2022-04.

Second Reading, Public Hearing, and Adoption of Ordinance 2022-05, An Ordinance Extending the Franchise Agreement with Delta Medical Transport, LLC for Emergency Medical Services

Motion: Levinson moved to hold the second reading, open the public hearing, and adopt Ordinance 2022-05, extending the Delta Medical Transport contract for one year; Prestegard seconded.

Musgrove declared the public hearing was over after calling for comments and none being offered.

Motion: Hallgren moved to amend Ordinance 2022-05 by replacing verbiage, 1) “G. The Professional Services Contract may be renewed ... for up to two one-year terms or one two-year term” (page 1 of 3) with “... for one final one-year term” 2) “J. The City faces little risk in entering into a multi-year extension of the Professional Services Contract ...” (page 2 of 3) with “The City faces little risk in entering into a final one-year extension ...” and 3) “Whereas, the City desires to renew the Contract for a one-year term beginning as of July 1, 2022 and ending on June 30, 2023” (page 3 of 3) with “ ... for a final term ...”; Levinson seconded.

Motion passed unanimously on a roll call to amend Ordinance 2022-05.

Hallgren reported he is very pleased with the ambulance service that Delta Medical Transport has provided to the community since 2013, but because they have increased tenfold, something must change in how they get paid.

American Rescue Plan Act (ARPA) was unexpected, but reason the service can continue for two years.

Motion passed unanimously on a roll call to adopt Ordinance 2022-05 as amended.

Final EPA Investigation for Class V Injection Wells

Greenleaf reported the City was fined (\$22,000) by the Environmental Protection Agency (EPA) about two years ago after standards for oil and water separators changed. M2C1 was part of the remediation plan. Greenleaf said he received notification on June 17, 2022 that the investigation is closed and he is awaiting a report from EPA.

REPORTS

Mayor – no report

Airport – Alan Levinson reported the airport is active with firefighting crews, the Bureau of Land Management will lease space in a week and a half, and an airport resident will clear trees to safely operate a helicopter.

Musgrove distributed a proposal to clear trees at the airport, which will be a topic on the July 5 agenda.

Library – Tiki Levinson reported:

- The Summer Reading Program is in full swing. Today’s groups took a nature walk at the River Walk Park.
- Wi-Fi use has increased due to the tourist season: 572 in June compared to 409 in May.
- The library received a grant from the Department of Forestry to build an outdoor planter.

Health & Safety – Emily Dove reported the Public Health Center is still offering COVID tests and vaccines.

Schools – no report

Emergency Services – Erin Catterson reported:

- Delta Medical Transport responded to 18 runs and one motor vehicle accident between June 7 and today.
- She is researching funding for the DJVFD and is hopeful to receive a Federal Emergency Management Agency (FEMA) grant in October.

Agency (FEMA) grant in October.

Emergency Preparedness – Mike Prestegard encouraged people to start preparing for winter.

Park & Recreation – Mike Prestegard reported contracts are out to repair park fences. The park is active with ball games and other outdoor events.

Public Works / Landfill – no reports

Cemetery – no report

At Large – Pete Hallgren reported the Department of Transportation (DOT) hosted a virtual meeting on May 19 to discuss passing lanes and bridges that will be affected by the Tetlin Mine (Kinross) ore-hauling project. Some passing lanes were removed because of proximity to the river or bluffs. Alaska Statutes require drivers pull over if holding up four or more vehicles. Bridges are no longer included in the project because they have different criteria.

Dave Neuburger, RDVFD President, reported approximately half of Kinross travel will be in Rural Deltana and Delta Junction emergency services area between Johnson River and the Fairbanks North Star Borough line. They expect increased numbers of motor vehicle accidents and other medical emergencies.

City Administrator – Ken Greenleaf reported:

- He was approached by Kinross Manh Choh management about employment opportunities. They are looking for employees and service-oriented businesses for a preferred vendor list. He encouraged people to attend their public meeting and barbeque at the park on July 12, 4:00-6:00pm.

Heinbockel expressed concern about bridges that will be affected by the Kinross project and with significant damage to the Richardson Highway near Donnelly Flats from double tankers traveling at high rates of speed.

- Andrea Alexander was hired as the new backup scale house operator.
- Neil Lehner, Department of Environmental Conservation (DEC), conducted a cursory inspection of the landfill on June 16. A lot of work needs done before the annual inspection, including survey work. The landfill is filling up at an alarming rate and accessing the second pit within the next six months will extend the life of the landfill another few years, but not at the current pace.

Discussion followed regarding navigating around the endless supply of boulders, but no ground water issues.

- The Fort Wainwright Fire Department reached out to discuss the Memorandum of Agreement (MOA-29) from May 2006. It should be revisited now that U.S. Army Alaska (USARAK) is the 11th Airborne Division.

- He received several complaints about speeding around 4th, 5th, and 6th streets. The Public Works crew posted 25mph speed signs, which significantly improved the situation.

City Clerk – no report

Finance – Stephanie Erickson reported she would forward the adopted budget to fulfill requirements of PILT and Revenue Sharing applications.

Additional Reports – Mike Prestegard reported Council meetings cannot be broadcast over KDHS 95.5 FM radio because of difficulties with communication lines.

ADDITIONAL PUBLIC AND COUNCIL COMMENTS

See Dave Neuburger’s comment under *At Large Report* (page 4).

ADJOURNMENT – 7:19pm

Pat White, City Clerk

CITY
SEAL

JW Musgrove, Mayor

Approved: July 5, 2022