

**City Council Minutes**  
**Regular Meeting**  
**July 5, 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,  
Pete HALLGREN, Lou HEINBOCKEL, Emily DOVE

**Council members excused:** Alan LEVINSON, Erin CATTERSON

**Staff present:** City Administrator Ken Greenleaf, Administrative Assistant Flower Cole, City Clerk Pat White,  
Library Director Tiki Levinson, Heavy Equipment Operator Henry Muth

**Public attendance:** Four members from the community were physically present, three attended via Zoom, and the meeting was broadcast over KDHS 95.5 FM radio.

**AMENDMENTS ~ APPROVAL OF AGENDA**

**Motion:** Heinbockel moved to approve the July 5, 2022 agenda; Hallgren seconded.

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

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

**Motion:** Hallgren moved to approve the June 21, 2022 minutes; Prestegard seconded.

**Hallgren** asked to change sentence structures about the Tetlin Mine ore-hauling project under his *At Large* report (page 4 of the June 21 draft minutes) to read, "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."

**White** reported "Tiki" Levinson was clarified in the third paragraph on page 3 after Councilman Alan Levinson made a motion. The motion to transfer \$50,000 to the landfill equipment sinking fund was "from the FY22 budget" not the FY23 surplus. The motion was moved from *FY23 Budget Revision* (fourth paragraph on page 3) to *FY22 Budget Revision* (third paragraph on page 3).

Both Hallgren and Prestegard concurred with amending the June 21 draft minutes.

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

**COMMENTS ON NON-AGENDA ITEMS**

**Henry Muth**, Public Works Heavy Equipment Operator, asked the Council to address employee wages so they are enough to attract and retain quality employees.

Discussion followed regarding passing the budget (June 21, 2022), balancing it, \$1-million in employee wages and benefits, inability to compete with the federal government's pay scale, increasing the ambulance contract from \$50,000/year to \$552,000, and how it will be afforded on a continuous basis once the \$1.4 million in American Rescue Plan Act (ARPA) funds are gone.

**Heinbockel** expressed concerns about Vitus' lowest bid for the fuel contract (\$2.78/gallon - February 25, 2021) compared to what he recently paid for home heating fuel (\$5.70/gallon).

**Larry Martin**, Delta Skating Association (DSA) President, reported two bids were received to pave the Liewer-Olmstead Ice Arena. Paving Products bid a flat \$100,000, but the project would depend upon their time schedule. McKenna Brothers' bid (\$69,920) included less transportation costs because of doing another job in the vicinity. Prep work also minimized the overall cost because of an estimated \$20,000 in free labor. Martin thanked the Council for appropriating \$10,000 (FY22 surplus) and reserving \$31,500 (FY23 budget) to pave the indoor rink. With \$23,422 left (FY21 surplus), they need another \$7,000. Martin asked if the Council would waive \$1,000/year of DSA's financial obligation per the 2021-2022 Memorandum of Agreement (\$4,500).

**Musgrove** reported the City built the rink facility with grant funds and DSA manages it. He suggested convincing the public to implement property and sales taxes because the City does not have \$100,000 to pave the rink.

**Hallgren** recalled when locals gathered at the Community Center (December 3, 2002) to prioritize what they wanted in a multi-use/recreation facility. It was apparent that the local residents wanted improvements to the rink.

Heinbockel explained \$5,000 and \$6,000 added expense for youth to participate in skating programs in communities that have a tax base. His grandson lives in Eagle River, but practices in Anchorage early in the mornings three or four times each week when ice time is cheapest. He questioned what it costs locally. Martin said DSA tries to keep registration fees low because of the expense to travel. His son traveled eight times last year and the biggest expense was fuel and accommodations. Prestegard said paying the fuel bill will be a challenge.

#### **REQUEST TO SPEAK - none**

#### **UNFINISHED BUSINESS**

##### **Final Plat – Kiselev Subdivision**

Sebastian Saarloos, Delta Surveys, reported note #15 was added to the final plat about waiving the one-acre requirement for Lot 7A on May 17, 2022. Mt. McKinley Bank released the lean and is referenced under note #12 (see attached affidavit ... for beneficiary information and amount). Otherwise there were no inquiries from the public. He asked for final plat approval of the Kiselev Subdivision (dated July 1, 2022).

Motion: Hallgren moved to approve the Kiselev Subdivision final plat as presented; Heinbockel seconded.

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

##### **Final Plat – Tim’s Subdivision**

Sebastian Saarloos reported there were no changes, questions, or comments since the preliminary plat approval on June 21, 2022. Tim’s Subdivision is part of Jack Subdivision. Breaks in covenants never showed up on title reports because a homeowner’s association for Jack Subdivision was never incorporated. Sweeney Viewridge has covenants that restrict subdividing parcels or replatting them. Still, homeowners in Jack Subdivision can take measures to stop projects, i.e. banning towers inside subdivisions.

Motion: Heinbockel moved to approve Tim’s Subdivision, dated May 20, 2022, as presented; Hallgren seconded.

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

#### **NEW BUSINESS**

##### **Request to Grant an Exclusive Encroachment Easement – Sandra Street, Riverview Subdivision**

Sebastian Saarloos reported Sandra Street has a City-maintained right-of-way of 100 feet. Property owner Pavel Sinenko installed a service/meter pole in May or June 2021 that is approximately 4.5 feet inside that right-of-way, yet 31 feet from the edge of the gravel road with many trees and brush in between. Instead of moving the pole onto his property, Sinenko asked that the City grant him a 6x6 easement.

Discussion followed regarding other existing utility easements within the Riverview Subdivision and terminating the easement should the pole need moved sometime in the future, i.e. Sandra Street gets upgraded with sidewalks and storm drains, utilizing the full 100-foot ROW.

Motion: Hallgren moved to grant an exclusive encroachment easement on Sandra Street; Dove seconded.

Heinbockel said it would be cheaper to move the pole.

Motion: Hallgren moved to amend the motion to change the document into a revocable license and require a clause to remove the power pole within a six-month advance notice; Dove seconded.

Motion passed on a roll call with five in attendance (Heinbockel, Dove, Hallgren, Prestegard, Musgrove) to change the encroachment easement to a license and to require a six-month notice should the license be terminated.

Motion passed on a roll call with five in attendance (Dove, Prestegard, Heinbockel, Hallgren, Musgrove) to grant an exclusive encroachment revocable license.

Musgrove stated the six-month revocable license would be on the July 19 agenda.

#### **CORRESPONDENCE**

##### **Summer Nay - Herbicide at Rest Haven Cemetery**

Greenleaf reported Salcha-Delta Soil & Water Conservation District’s target area to apply herbicides is around Rest Haven Cemetery. Public notices will be posted, announcements will be made, and copies of the MSDS, based on the herbicide used, will be available at City Hall’s front counter.

**Kinross Manh Choh Community Meeting and BBQ – July 12, 2022, 4:00-6:00pm**

Greenleaf reported Kinross Manh Choh will host a meet and greet at the park on July 12. Area residents are invited to ask questions. Kinross is hosting a job fair in Tok on July 11 and efforts are underway to advertise jobs on the City website and other news outlets.

**Delta Community Library Association Board – Appreciation Letter**

Tiki Levinson reported the City donated two \$100 gift certificates for City services to the annual fundraiser, Library Block Party, on May 21. Over 400 people attended and the Library Board raised more than \$10,000.

**Airport I Subdivision - Trimming Proposal from Landen Sonnichsen**

Musgrove reported, as public disclosure, that he used to own the property in Airport I that Landen Sonnichsen owns. Sonnichsen has asked to trim some of the tallest trees, 20-foot and taller, on City property to safely take off and access his property upon landing. The City property between Airport I lots and the runway is wooded and designed to be a green belt.

Motion: Hallgren moved to approve the trimming proposal as requested; Musgrove seconded.

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

**NEW BUSINESS continued****Water Tender #162 Repairs**

Greenleaf reported the water tender needs multiple repairs to make it safe and road worthy. One local vendor said repairs are outside of their capabilities. Another needs time to inspect the vehicle. He recommended doing repairs in a mechanic shop, not at the fire station. Greenleaf asked Jeff Whittemore, Jeff's Tractor Truck & Trailer Mobile Mechanic, to comment on his \$9,191 quote.

Jeff Whittemore said Tender #162 is valued at \$40,000-\$50,000 and has a good engine, but because it has not been properly maintained in 15 years, it has a number of issues. A replacement would cost \$250,000-plus. Due to miscommunication 90% of the parts, including air bags and brakes, were already ordered, so turnaround would be one week.

Musgrove asked whether to wait until all quotes were received or approve up to \$10,000 from the (\$25,000) maintenance budget for Whittemore to service the vehicle.

Motion: Hallgren moved to authorize Jeff's Tractor Truck & Trailer Mobile Mechanic to repair the Kenworth 1995 water tender not to exceed \$10,000.00; Heinbockel seconded.

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

**Three-year Renewal with Alaska Public Entity Insurance (APEI)**

Hallgren referenced a June 29, 2022 memo from Stephanie Erickson and said Alaska Municipal League/Joint Insurance Association (AML/JIA) was formed because municipalities could not get decent prices on insurance. The City of Delta Junction was with AML/JIA for many years, but changed to APEI (2021).

Motion: Heinbockel moved to renew the agreement with Alaska Public Entity Insurance through June 30, 2025; Hallgren seconded.

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

**City Purchases over \$1,000.00**

CK# 222089 to CMI - \$1,393.67 for loader brake alarm

CK# 222090 to Number Count - \$1,065.00 for accounting services (June 15 through June 22)

CK# 222091 to Wells Fargo - \$5,937.97 for miscellaneous credit card purchases

CK# 222092 to Delta Medical Transport - \$138,000.00 for FY23 ambulance contract, payment 1 of 4

CK# 222093 to State of Alaska - \$50,000.00 for prison debt, payment 18 of 24

Motion: Heinbockel moved to approve checks #222089 through 222092; Hallgren seconded.

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

Heinbockel reported he has always opposed paying \$50,000/year on a no-interest loan to the State of Alaska who required the City be a party in the Allvest prison dispute, which strapped the City with a million-dollar debt.

Motion: Hallgren moved to approve check #222093 as presented; Prestegard seconded.

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

**REPORTS****Mayor / Airport** – JW Musgrove reported:

- Another tie-down area was reserved for a helicopter. The Public Works serviced the lawn mower, which Musgrove used to prepare the new area. Only three tie-down areas are currently available.
- He is in contact with a prospective grant writer in North Pole.

**Library** – Emily Dove reported:

- The summer readers used food to learn how to build camp fires and then they ate them. They used oatmeal for kindling and pretzels for firewood on a peanut butter base.
- Visitors continue to trickle into the library from far away.
- The third library-hosted movie night, featuring *Back to the Future*, is scheduled for Friday, July 8.
- Backpack Reading Buddies, which consist of books, a matching stuffed animal and a journal, can be checked out now. There is a waiting list because the reading buddies are very popular.

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

- COVID transmission remains widespread in most parts of Alaska, with gradual increases in cases and hospitalizations over the last few weeks, although both remain far below the peak of the Omicron wave.
- The Center of Disease Control (CDC) activated its Emergency Operations Center response to the monkeypox outbreak. Information is available on the CDC website. Alaska has not had any monkeypox cases yet.
- The Alaska Department of Environmental Conservation Division of Air Quality provides an advisory and a map on the CDC website ([cdc.gov](https://www.cdc.gov)).

**Tiki Levinson** reported the air monitor at the library is functioning.

- Beginning July 16, Alaskans can use the new nationwide suicide prevention hotline (988).
- The second COVID booster is available for people over age 50 or who are immune compromised.

**Schools** – no report**Emergency Services** – no report

**Emergency Preparedness** – Mike Prestegard advised people to know where tools are to change a tire and carry food and water while traveling in the event of breaking down, particularly while out of cell range.

**Park & Recreation** – Mike Prestegard reported repairs to the park fence, painting the pavilion, and painting the dugouts are underway.

See additional discussion under *City Administrator Report*.

**Musgrove** reported he issued an authorization for participants to camp in the park July 30/31 during a softball tournament in memory of David Scifres, a lifelong Delta resident. Ordinance §6.30.130 prohibits camping inside the park without a permit.

**Public Works / Landfill** – Lou Heinbockel reported septic waste volume appears to be down, but the amount of tires has increased at the landfill. He suggested not accepting any more because of the space they take to bury.

**Cemetery** – Pat White reported three new cemetery plaques will be mounted before the end of the month.

**At Large** – no report**City Administrator** – Ken Greenleaf reported:

- The entire fence is being repaired, including hinges on gates and worn areas. Old pipes, cement anchors, and partially-buried residual fencing was removed, but some of it was used in fence repair.
- The Public Works crew hauled tons of debris to Forestry's dump site, including residue from grass cuttings.
- Shawn Meek resigned as Landfill Equipment Operator. Because of equipment experience, Shawn Donathan started work at the landfill last week. The City will now solicit applicants to fill Donathan's maintenance position.
- Colin Carr was hired today to fill the Landfill Operations Assistant position.
- Painting the park pavilion and dugouts will require two weeks of sanding. The City purchased the paint, but the labor is donated.
- The Kiwanis sign, split down the center, was put back together and rehung.
- Regarding multiple fires in the local vicinity, the Type 2 Northern Rockies Incident Management Team will host a briefing for local residents at the Community Center on July 7.

- The numbers of refrigerators and freezers at the landfill are unmanageable. Getting them serviced (Freon removed) is a problem that compromises the landfill permit. No more than 25 can be stockpiled. Greenleaf explained a plan for City employees to get trained, certified, and conduct the service in-house. Heavy Equipment Operator Henry Muth, Landfill Equipment Operator Shawn Donathan, and newly-hired Landfill Operations Assistant Colin Carr will receive training on July 13. The company providing the training is using grant funds to pay for it. The process will be a cost saver and a time saver and it will keep the landfill in the scope of the permit.
- The 2012 ambulance was repaired for \$12,750 and is ready to be picked up and put back in service.
- The Welcome-to-Delta sign was installed near the Jarvis Bridge today. He thanked Tony Porreca for refurbishing the sign.

**City Clerk** – Pat White reported only 19 passport applications were processed in June. Twelve of the 19 were expedited (customer pays extra for 5-7 week turnaround instead of standard 8-11 weeks).

**Finance** – no report

**Additional Reports** – none

**ADDITIONAL PUBLIC AND COUNCIL COMMENTS**

Flower Cole thanked Greenleaf for getting the Welcome-to-Delta sign back in place.

**ADJOURNMENT** – 7:40pm

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Pat White, City Clerk

CITY  
SEAL

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JW Musgrove, Mayor

Approved: July 19, 2022

