

City Council Minutes
Regular Meeting
July 19, 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, Emily DOVE

Council member attending via phone: Erin CATTERSON (joined at 5:06pm)

Council members excused: Alan LEVINSON, Pete HALLGREN

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

Staff attending via phone: City Clerk Pat White

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

AMENDMENTS ~ APPROVAL OF AGENDA

Musgrove reported check #222127 would be added to *New Business: City Purchases over \$1,000*.

Motion: Heinbockel moved to approve the July 19, 2022 agenda as amended; Prestegard seconded.

Motion passed on a roll call with four voting.

AMENDMENTS ~ APPROVAL OF MINUTES FROM PREVIOUS MEETING

Motion: Heinbockel moved to approve the July 5, 2022 minutes; Prestegard seconded.

Motion passed on a roll call with four voting.

COMMENTS ON NON-AGENDA ITEMS - none

REQUEST TO SPEAK - none

CORRESPONDENCE

Trophy Lodge – AB-03 Restaurant Designation Permit Application

Motion: Heinbockel moved to show no opposition to the Trophy Lodge's Restaurant Designation Permit Application; Dove seconded.

Motion passed on a roll call with four voting (Dove, Prestegard, Heinbockel, Musgrove).

UNFINISHED BUSINESS

Sinenko Revocable License – Sandra Street

Sebastian Saarloos reported a revocable license was discussed at the July 5, 2022 Council meeting. His client, Pavel Sinenko, asked for a 6x6 easement instead of having to move a meter pole that he installed 4.5 feet inside the City-maintained 100-foot public right-of-way.

Discussion followed regarding City Attorney Mike McLaughlin input in drafting the Revocable Exclusive Encroachment License, specific to Lot 3, Block 3, Riverview Subdivision (Plat No. 83-51 filed April 14, 1983) and adding a clause to remove the pole within six months should Sandra Street be developed some time in the future.

Motion: Heinbockel moved to authorize the five-page Revocable Exclusive Encroachment License as presented; Prestegard seconded.

Motion passed on a roll call with four voting (Heinbockel, Prestegard, Dove, Musgrove).

NEW BUSINESS

City Purchases over \$1,000

CK# 222124 to City of Fairbanks - \$40,390.00 for FY23 911 dispatch

CK# 222125 to Numbers Count - \$1,755.00 for accounting services, June 27 through July 8

CK# 222126 to Vitus Energy - \$5,947.21 for heating and equipment fuel

CK# 222127 to Delta Auto Care LLC - \$6,095.20 to repair Water Tender #162

Discussion followed regarding Vitus' bid price (\$2.78/gallon in Feb. 2021) compared to \$5.12 now (#222126).

Motion: Heinbockel moved to approve checks #222124 through 222127; Dove seconded.

Motion passed on a roll call with four voting (Heinbockel, Dove, Prestegard, Musgrove).

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

- Ken Greenleaf has transitioned well into the City Administrator position.
- Volunteers are using the mower tractor and brush hog to cut grass at the airport. Airport Subdivision II ditch lines are also in need of mowing.
- The Salcha-Delta Soil & Water Conservation District plan to apply herbicide around Rest Haven Cemetery. The date depends upon the weather; sunny, dry, and no wind. They requested the City sign a hold-harmless agreement against any liability. Musgrove forwarded it to the City Attorney for direction.

Library – Emily Dove reported:

- The Summer Reading Program has ended for another year. Summer helpers were appreciated. Parents provided food for the final celebration, which were a lot of fun. Parents and children reported there was a lot of reading because of the Summer Reading Program. Staff will catch up on other library tasks while Story Time is on hold until August.
- Delta and Fort Wainwright libraries are planning a joint program to encourage Fort Greely soldiers and families to sign up for library cards in September, which is National Library Card Sign-up Month.

Health & Safety – Emily Dove reported:

- Information about COVID is online ([Covidvax.alaska.gov](https://covidvax.alaska.gov)).
- Delta Public Health Center is requesting parents put childhood immunizations on their back-to-school list.
- Beginning July 16, Alaskans are able to reach a suicide prevention hotline by dialing 988.
- Delta PHC will be at the Farmer's Market on Wednesdays distributing COVID information, home test kits, and multiple brochures about Disaster and Family Preparedness, Play Every Day, and Forestry Fire Prevention.

Schools – Erin Catterson reported High School soccer and cross country starts July 27, volleyball starts August 3, and school starts August 18.

Emergency Services – Erin Catterson reported since June 19, Delta Medical Transport responded to 18 medical calls, one fire call, and one motor vehicle accident. Tender #162 will be back in service on July 20.

Musgrove reported mutual aid and automatic aid documents need to be updated.

Emergency Preparedness – Mike Prestegard encouraged residents to prepare for the upcoming winter, especially if weather conditions are repeated or anything close to what we experienced last year.

Park & Recreation – Mike Prestegard reported the park fence at the corner of Aurora and Deborah has been repaired. The park pavilion and dugouts are being prepared for a fresh coat of paint.

Public Works / Landfill – Lou Heinbockel reported:

- West Second Street needs brushed to open access to homeowners in the platted Granite Avenue area.
- Reiterating himself (July 5, 2022), he said the landfill should not accept any more tires.

Cemetery – no report

At Large – no report

City Administrator – Ken Greenleaf reported:

- Shawn Donathan has made great strides in operating the landfill. He's happy, excited, and motivated.
- The City's response, Environmental Protection Agency (EPA) closeout document, was prepared by M2C1. However, it is clear the City is not compliant and has not met requirements. How the injection wells are managed has been solved, but not the process for removing and testing water. He and Stephen Hammond, M2C1, are scheduled to illustrate approximately \$1,000 in parts and components (flow meters, alarms, pumps, sensors, power supply and used tandem axle trailer) to manage oil injection wells.
- A brand new Alaska Department of Environmental Conservation (ADEC) Solid Waste Program Explosive Gas Monitoring Network will affect all Class I and Class II landfills in Alaska. It will require the City to contract a company, i.e. Bristol, to conduct an assessment. Neil Lehner, ADEC, extended the September 1 deadline to six to eight months to develop a plan. EPA wants compliance within 24 months. Costs are not known at this time, but it will be expensive.
- He and Henry Muth are inspecting and replacing worn tires on City vehicles.
- The Type 2 Northern Rockies Incident Management Team that managed the Middle Tanana Complex since July 6 handed over command to a Type 3 NRI Management Team on July 18. [60,861 acres burned.]

• A hole, 10-foot deep by 10-foot wide, is located on Pioneer Park property. It has existed for 20-plus years, but is a liability, and will be filled with material from the landfill next week.

• City employees (Henry Muth, Shawn Donathan, and Reta Russell-Houghton) successfully completed refrigerant recovery training (July 14 with Zender Environmental Health and Research Group). A refrigerant kit will cost approximately \$1,600, but preparing appliances that are destined for disposal will be conducted in-house.

City Clerk – no report

Finance – Stephanie Erickson distributed an end-of-year quarterly report, *FY22 Budget Summary*, dated July 19, 2022, and reported \$350,000 was budgeted for the landfill, but \$616,500 was brought in. The City Permanent Fund was \$1.9 million at the beginning of the fiscal year, but it is only \$1.7 now.

Additional Reports – Mike Prestegard stressed being informed on changes to election procedures in upcoming elections.

ADDITIONAL PUBLIC AND COUNCIL COMMENTS - none

ADJOURNMENT – 6:06pm

Pat White, City Clerk

CITY
SEAL

JW Musgrove, Mayor

Approved: August 2, 2022