

**City Council Minutes**  
**Regular Meeting**  
**August 16, 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, Pete HALLGREN, Emily DOVE, Alan LEVINSON

**Council member excused:** Erin CATTERSON

**Staff present:** City Administrator Ken Greenleaf, Administrative Assistant Flower Cole, City Clerk Pat White  
Library Director Tiki Levinson, Contract Finance Officer Stephanie Erickson

**Public present:** Seven members from the community were physically present, one attended by phone, and the meeting was broadcast over KDHS 95.5 radio.

**AMENDMENTS ~ APPROVAL OF AGENDA**

**Motion:** Levinson moved to approve the August 16, 2022 agenda; Hallgren seconded.

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

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

**Motion:** Heinbockel moved to approve the August 2, 2022 minutes; Levinson seconded.

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

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

**REQUEST TO SPEAK** - none

**CORRESPONDENCE**

**Corrected Municipal Election Schedule**

White reported:

- The election schedule changed since the August 2 Council meeting. October 10 is the deadline to contest the election in writing to the City Clerk or October 18 if appearing in person at the Council meeting when the election results are certified; the regular term of office begins on October 24; and a Deputy Mayor would be elected on October 25. The current mayor term ends in 2024.
- Three Council seats will be on the October 4, 2022 municipal ballot: Seat B, currently held by Erin Catterson; Seat D, held by Lou Heinbockel; and Seat G, held by Alan Levinson. Each seat has a three-year term.
- The filing period is August 25 through September 9. Candidate packets are available at the front counter at City Hall.
- September 4 is the last day to register to be eligible to vote in the October 4 Municipal Election. Applications are available at City Hall, DMV, and online (elections.alaska.gov).
- *Notice of Vacancies* has been advertised on the City's website (deltajunction.us) and Delta News Web (deltanewsweb.com) and posted at City Hall, the Post Office, and the library.

Discussion followed regarding City Code requirements to advertise in a local newspaper, spending extra to mail notices to precinct voters last year, and more effort to advertise instead of directing voters to the City website for information.

**Deltana Community Services Partnership – Request for Financial Assistance**

Jason Pugh referred to a letter from Deltana Community Services Partnership (DCSP), dated August 11, 2022, and asked if the City could provide support for Ptarmigan Heights, the six-apartment senior housing complex that is managed by the DCSP Board. They hold fundraisers, but are concerned with projected utility costs and difficulty in raising rental rates on income-limited tenants.

Discussion followed regarding \$1,200 paid for snow removal last year, tenants doing janitorial services, expecting \$4,100 extra in fuel costs for 2022-2023, and the City committing four acres (Ordinance 2014-06, dated April 1, 2014) and \$25,000 (Ordinance 2014-07, dated May 6, 2014) to the housing complex.

**Motion:** Hallgren moved to donate up to \$2,500.00 to Deltana Community Services Partnership if matched by the local community retroactive to July 1, 2022; Heinbockel seconded.

Prestegard warned that others could be in the same situation, so the \$5,000 budgeted in general donations may not go far.

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

**UNFINISHED BUSINESS****Reinvesting Undedicated Savings**

Stephanie Erickson referred to a written recommendation from Alex McAnn at Time Value Investments (TVI) and reported the City has two large accounts in money markets: 1) the landfill closure which is required by the Department of Environmental Conservation and 2) several years of undedicated surplus. Investment payouts are in a money market account at TVI. All Certificate of Deposits (CDs) are backed by the Federal Deposit Insurance Corporation (FDIC).

Discussion followed regarding conservative investing, researching a higher rate of return for the City's Permanent Fund, and Blake Phillips of Alaska Permanent Capital Management scheduled to report at the October 4 meeting.

**Motion:** Heinbockel moved to reallocate eight accounts as recommended; Hallgren seconded.

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

**NEW BUSINESS****Final Plat – Brooks Subdivision**

Sebastian Saarloos, Delta Surveys, reported note #10 ("approval of plat does not obligate the City, the public, or any other governing body to construct, operate, or maintain improvements") was added, but there have been no concerns from the public since the preliminary plat was approved on August 2, 2022.

**Motion:** Levinson moved to approve the final plat of Brooks Subdivision as presented; Prestegard seconded.

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

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

CK# 222161 to Aetna - \$5,301.47 for August group health insurance

CK# 222162 to Denali Fenceworks - \$4,575.00 for park fence repairs, payment 2 of 2

CK# 222163 to GVEA - \$4,537.73 for July electricity

CK# 222164 to Hale & Associates - \$7,620.00 for airport insurance

CK# 222165 to Seekins Ford Lincoln - \$12,750.24 for 2012 ambulance repairs

CK# 222166 to Numbers Count - \$2,790.00 for accounting services (July 25 / August 4)

CK# 222168 to Wells Fargo - \$5,213.99 for credit card purchases

CK# 222169 to Wells Fargo - \$8,048.99 for credit card purchases

**Motion:** Levinson moved to approve checks 222161 through 222166, 222168, and 222169; Dove seconded.

Musgrove referred to CK# 222165 and compared the repairs (approximately \$1,000/month) to leasing the two ambulances to Delta Medical Transport (\$500/month each). He asked to revisit it when drafting the new contract.

Heinbockel said the initial "rental fee" was a charge to defray the cost of maintenance and upkeep of ambulances.

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

**REPORTS**

**Mayor** – JW Musgrove reported he is reviewing memorandums of understanding and mutual aid agreements.

**Airport** – Alan Levinson reported:

- The tie-down area had overflow on several occasions. More parking spaces are planned.
- The BLM (Bureau of Land Management) is utilizing an area at the end of the ski strip, of which Mayor Musgrove volunteered to mow.
- The parking sign at the airport had fallen over last week, but was repaired yesterday.
- Subdivision roads need built up, especially the two cul-de-sacs and Puddle Jumper Parkway.

**Library** – Emily Dove reported:

- Story Hour and Baby Lap Time resumed on Tuesday and Wednesdays. They offer opportunity for the youngest in our community to socialize, hear stories, sing, and develop thinking skills.
- The Library Association will host the third annual plant and book sale at the Community Center on August 26/27.
- The Delta Community Library and the Fort Wainwright Library will host a library card sign-up event at the Fort Greely Community Activity Center (CAC) on September 17, 12:00-2:00pm.
- In the past week, library staff proctored three distance-delivered tests.
- 2,679 patrons visited the library in July, an average of 107 people per day and 118 items checked out each day.

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

- There are two known cases of Monkeypox in Alaska.
- Naloxone (a medication that reverses an opioid overdose) kits, fentanyl test strips, and medication disposal bags are available through the Project Hope website and the Delta Public Health Center.
- Local providers and the Delta PHC emphasize getting children immunized before they return to school.
- The new suicide prevention hotline is 988.

- Delta PHC staff will be at the Farmer’s Market to distribute free COVID test kits and information about opioid abuse, COVID, Disaster and Family Preparedness, and Play Every Day.
- Ukrainian refugees are required to get vaccinations and TB blood tests.

**Schools** – Lou Heinbockel reported:

- Due to concerns about increased traffic on North Clearwater (cuts through the school campus), a gravel road was added to the bus routes. It loops from the front of the school to North Clearwater and Nistler Road.
- School shootings was a topic at the Delta-Greely High School on August 9.

Discussion followed regarding recent school shooting in which one door was left propped open (Robb Elementary in Uvalde, Texas on May 24, 2022), when Delta High School’s small gym was used as a shooting range with live rounds, and Delta carrying the title of the #1 rifle team in Alaska for many years.

**Emergency Services** – no report

**Emergency Preparedness** – Mike Prestegard encouraged residents to gather firewood for the upcoming winter.

Musgrove recalled a comment from Charlie Boyd (1-18-29 / 4-1-82), “Look to your woodpile, my friends.”

**Park & Recreation** – Mike Prestegard reported soccer season is in full swing at the City Park.

Heinbockel asked to winterize the park pavilion and pump the septic system.

**Public Works / City Administrator** – Ken Greenleaf reported:

- Some employees are out due to COVID illnesses.
- Tenali Hicks, newly-hired Facilities Maintenance, is busy changing lightbulbs and filters, helping with the oil and water separators, while carrying a grass cutting device wherever he goes.
- The Division of Natural Resources (DNR) gave instructions to survey the Sullivan property in 2000. Greenleaf will file another extension to lease the property, so the Sullivan Roadhouse Association can use the historic building while the City pursues ownership. The conveyance process will begin once the survey is complete and it will cost nothing to purchase.
- The 2009 ambulance has 131,000 miles on its odometer and is experiencing engine issues. Repair quotes, each covering different issues, range from \$5,000 to \$6,000, \$7,000 to \$10,000, and \$32,191 (complete engine and turbo fuel system replacement and minor issues).
- The filtration system (oil injection wells) is in operation. The first set of test samples were delivered to SGS in Fairbanks. The Environmental Protection Agency (EPA) issued a preliminary acceptance as a closeout document and will issue a final closure by November 2022. Testing is every 5,000 gallons.
- There is no guarantee of future funding for an ambulance service, so it is imperative to involve the whole community in the decision making, including Rural Deltana. The public needs to offer options and determine what level of service can be afforded. The existing contract ends June 30, 2023 and funding from the American Rescue Plan Act (ARPA) grant ends December 31, 2024. The City will host public forums to solicit input about how to provide the ambulance service when no known funding is available. The mayor is researching how to legally include the community outside the city limits.

Heinbockel asked to explore Interior Region Emergency Medical Services (IREMS) grants to replace the 2009 ambulance.

**Landfill** – no report

**Cemetery** – no report

**At Large** – no report

**City Clerk** – no report

**Finance** – Stephanie Erickson reported FY23 revenue from Community Sharing will be \$96,897 and PILT, \$1,127,628.

**Additional Reports** – Mike Prestegard reported election results for today’s State of Alaska Primary Election would be available on August 31.

**ADDITIONAL PUBLIC AND COUNCIL COMMENTS** - none

**ADJOURNMENT** – 6:38pm

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JW Musgrove, Mayor

CITY  
SEAL

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Pat White, City Clerk

Approved: September 6, 2022