

City Council Minutes
Regular Meeting
November 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 5:02pm.

Council members present: Mayor JW MUSGROVE, Deputy Mayor Emily DOVE, Pamela RAWSON, Mike PRESTEGARD, Igor ZAREMBA, Travis RIESNER

Council member attending via zoom: Pete HALLGREN

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

Public present: Five local residents and Shonda Erickson from Senator Mike Showers' office attended the meeting via zoom, two residents arrived at 5:45pm, and the meeting was broadcast over KDHS 95.5 radio.

AMENDMENTS ~ APPROVAL OF AGENDA

Motion: Prestegard moved to approve the November 1, 2022 agenda as presented; Dove seconded.

White reported changing the December 6 Council meeting date would be added to *New Business* because four Council members and the City Administrator are scheduled to attend the Alaska Municipal League (AML) conference in Anchorage (December 5/9).

Motion passed unanimously on a roll call to approve the November 1, 2022 agenda as amended.

AMENDMENTS ~ APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

Motion: Dove moved to approve the minutes from the October 18, 2022 regular meeting; Prestegard seconded.

Musgrove reported his *Mayor Report* (page 2) was changed to, "... Mat-Su Borough is removing their voting machines."

Motion passed unanimously on a roll call to approve the October 18, 2022 minutes as amended.

Motion: Dove moved to approve the minutes from the October 25, 2022 special meeting; Prestegard seconded.

White reported Hallgren's statement under *Elect Deputy Mayor* (October 25 one-page draft minutes) was rewritten, "He is attending and participating in the meeting electronically and is authorizing the Mayor to vote his secret organizational ballot pursuant to his private instructions to the Mayor. Hallgren said the motion is not intended in any way to act as a precedent for allowing proxy voting by a member who is not attending the meeting, either in person or electronically, at the time of the vote."

Motion passed unanimously on a roll call to approve the October 25, 2022 minutes as amended.

COMMENTS ON NON-AGENDA ITEMS - none

REQUEST TO SPEAK - none

UNFINISHED BUSINESS - none

NEW BUSINESS

Postpone the December 6 Council Meeting

White reported City Code 1.10.040(a) states, "The Council shall meet on the first and third Tuesday of every month," but there would not be a quorum to hold the meeting on December 6 because four Council members and the City Administrator will be at the AML Conference in Anchorage (December 5/9).

Musgrove declared the December 6 Council meeting would be moved to December 13.

Hallgren reported he is pleased with the number of Council attending the AML conference.

City Purchases over \$1,000

CK #222263 to Airport Equipment Rentals - \$1,729.56 for oil change and parts for grader

CK #222264 to Follet Content Solutions - \$1,271.55 for library books and DVDs

CK #222265 to L.N. Curtis and Sons - \$1,138.25 for flow testing air tanks at the Fire Department

CK #222266 to Skyauto Sales Solar & Computers - \$1,000.00 to install new computers, security cameras, and new Wi-Fi (part of \$40,000 STEAM grant)

Motion: Prestegard moved to approve checks 222263 through 222266; Dove seconded.

Motion passed unanimously on a roll call (Hallgren, Rawson, Riesner, Zarembo, Prestegard, Dove, Musgrove).

REPORTS

Mayor – no report

Airport – Mike Prestegard reported the airport is quiet. Snow is packed, but not enough to remove.

Musgrove reported he checked airplanes in the tie-down area because of the forecast of strong winds.

Library – Emily Dove reported:

- Over 300 people participated in the library's Halloween crafts and spooky stories on October 29 and trick-or-treating on October 31. A generous patron donated the cost of the candy and craft supplies.
- Rock artist, Ruth Segler from North Pole, taught two rock painting classes on October 27 to 17 kids and 12 adults.
- November is Lego month at the library. There will be a challenge each week and two lucky kids will win some awesome Lego kits. The one who guesses how many Legos are in a jar wins the whole jar.
- Five of seven new computers have been installed. They are much faster and the users are pleased, but a bit confused by the new technology.

Health & Safety – Emily Dove reported:

- Flu vaccines, COVID boosters, and COVID home test kits are available at the Delta Public Health Center.
- Naloxone kits are available at the Delta PHC.
- The Public Health Nurse handed out bubbles and bracelets at the Fort Greely Family Morale Welfare & Recreation Fall Festival. They will hand out more educational materials about substance misuse and other items for children at the Community Center on November 12.
- November is Avalanche Awareness Month. Information about the Department of Transportation's Snow Avalanche programs is available online (dot.alaska.gov).
- Alaska State Trooper Sgt. Jason Pugh warns drivers that the frequency of hitting moose increases in the winter because of icy roads.
- Dial 911 for all emergencies. Dial 907-895-4800 to report a crime or non-emergent accident or submit it online (dps.alaska.gov/crimereport).

Discussion followed regarding visiting the Centers for Disease Control (CDC) website (cdc.gov) for COVID updates.

Schools – no report

Emergency Services – Pamela Rawson reported:

- Delta Medical Transport had 28 runs in the past month and the Fire Department had four.
- The City Fire Department and the Fort Greely Fire Department hosted the Halloween Safety Night on October 29, which was a huge success.

Emergency Preparedness – Travis Riesner advised residents to prepare for power outages; have a two-week supply of food, a second source of heat that runs on a different type of fuel, and a backup generator.

Prestegard reported he, Musgrove, and Greenleaf are working on standby power (generator) for the City Campus. Discussion followed regarding the generator not large enough to power all three buildings (City Hall, Community Center, Library) at the same time and the fire station capable to manually power the Public Works building.

Park & Recreation – Igor Zaremba reported the volleyball court at the park is overgrown with grass, the net needs replaced, and more sand is needed. He asked that the City provide equipment next spring and he reported that 15-25 youth are willing to volunteer their labor to make the improvements.

Public Works – no report

Landfill – no report

Cemetery – no report

At Large – no report

City Administrator – Ken Greenleaf reported:

- He is making arrangements to have the floors cleaned in City facilities [November 12/13].
- Sand was purchased for road intersections, but most of the local sand was already purchased by Fort Greely. A different type of sand was purchased from Fairbanks to mix with the local sand, which will be stored in increments in the Public Works building to keep warm and limit problems with the sander.
- The Public Works crew sanded both City and DOT-maintained intersections on Saturday, October 29.

- The Delta Junction Trails Association (DJTA) fence has been installed around the old dump (Brownfield project). He encouraged new Council members to visit the River Walk Park to see the improvements.
 - He is drafting the 2022-2023 Memorandum of Agreement between the City, School District, and Delta Skating Association.
 - While making room in the garbage pit, a partially frozen two-by-four hit the front windshield that resulted in \$1,700 in damages. It will be installed in-house.
 - Joy Boyce, the new grant writer, is actively researching two grants from Interior Region Emergency Medical Services pertaining to ambulance services and one specific for federal infrastructure.
 - Kinross has contributions, but their internal policy restricts funding entities that are not non-profit. The City of Delta Junction can serve as a pass-through agency, but it is a municipality, neither non-profit nor for-profit.
- City Clerk** – Pat White reported the busy season for passport processing is over. Turnaround is now 7-10 weeks (routine) or 4-6 (expedited).
- The City has processed 4,475 applications since October 2003. There were 27 passport applications processed last month and many uncounted phone inquiries about passports.
 - Applying for passports is now available through online technology, which is in a pilot phase and limited to passport renewal applications. Once the system is fully functioning, they expect one-quarter of all renewals to be handled online, saving the federal government millions of dollars. First-time and routine applicants must apply in front of a passport agent and there is no foreseeable date to process those applications online.
 - Citizens must have a federally approved ID by May 3, 2023 to access federal buildings, military installations, and TSA checkpoints for domestic travel; State-issued identification cards and State-issued driver's licenses will no longer be accepted unless they are Real ID. Adult passport applicants are encouraged to get both the card (\$30/good for ten years) and the book (\$130/good for ten years) at the same time. Passport cards are more convenient to carry. Applying for a book or card at a later date requires attachment of the valid passport (book or card), a current photo (within six months), and more postage. Real ID cards or Real ID driver's licenses meet federal mandates, but cannot be used for international travel. Passport cards meet federal mandates, plus border crossings, but no international air travel. Passport books meet federal mandates, plus all international travel via land, sea, or air.

Finance – no report

Additional Reports – Mike Prestegard reported:

- Early voting in the November 8 General Election is still an option on November 2 and 3.
 - By-mail ballots in the School Board Run-off Election (neither candidate received 40% of the votes in the October 4 election) must be postmarked by November 18 and received by the Division of Election by November 28. Ballots can also be delivered during early voting at City Hall (November 7, 8, 10, 15, and 17, 1:00-6:00pm).
- Hallgren thanked Shonda Erickson from Senator Mike Shower's office for attending the meeting and following discussion about potential needs of the local ambulance service, especially since the entire Delta area will be in a new district as of January 2023 and no longer represented by Senator Showers.

ADDITIONAL PUBLIC AND COUNCIL COMMENTS

Zaremba asked about the status of the ambulance contract with Delta Medical Transport.

Greenleaf report Tony and Amber White will present a plan once they have all the details. The City is also working on a contingency plan in case of a lapse with Delta Medical Transport getting their plan operational.

Musgrove reported the current contract ends June 30, 2023 and has a "technically tardy" clause should the new contract not be executed (can be extended month to month).

ADJOURNMENT – 6:01pm

JW Musgrove, Mayor

CITY
SEAL

Pat White, City Clerk

Approved: November --, 2022