

**City Council Minutes**  
**Regular Meeting**  
**November 15, 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,  
Mike PRESTEGARD, Igor ZAREMBA

**Council members excused:** Pete HALLGREN, Travis RIESNER, Pamela RAWSON

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

**Public present:** Two members from the community attended the meeting, one via zoom. The meeting was not broadcast over the local High School radio.

**AMENDMENTS ~ APPROVAL OF AGENDA**

**Motion:** Dove moved to approve the November 15, 2022 agenda as presented; Prestegard seconded.

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

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

**Motion:** Prestegard moved to approve the minutes from the November 1, 2022 meeting; Dove seconded.

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

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

**REQUEST TO SPEAK** – none

**CORRESPONDENCE** - none

**UNFINISHED BUSINESS** – none

**NEW BUSINESS**

**2023 Holiday Schedule**

White reported:

- The City of Delta Junction recognizes nine holidays. Only Independence Day, Veterans Day, and Thanksgiving are observed on their actual day. When a holiday falls outside of the work week, full-time employees take off the following Monday or the Friday before (Chapter 4, Employee Policy Plan).

- The landfill is closed on Mondays, so the full-time equipment operator will take another day of the week for holidays that fall on Mondays. Temporary hires do not get holiday pay.

- July 4 lands on the first Tuesday of the month, which is a Council meeting.

- Veterans Day is Saturday, November 11, 2023. City Hall will observe it on Friday, November 10. Both the Landfill and Library will be open to the public on November 10 and closed on Veterans Day.

**Motion:** Zarembo moved to postpone the July 4 Council meeting to July 5, 2023; Prestegard seconded.

**Motion passed** on a roll call with four in attendance (Dove, Prestegard, Zarembo, Musgrove).

**Motion:** Prestegard moved to adopt the 2023 Holiday Schedule as presented; Dove seconded.

**Motion passed** on a roll call with four in attendance (Zarembo, Prestegard, Dove, Musgrove).

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

CK #222307 to Alcan Auto & Truck - \$1,370.25 for repair/maintenance of City equipment

CK #222308 to Buffalo Center Service - \$3,744.91 for City vehicle fuel (August and September)

CK #222309 to Delta Transport Services - \$2,750.03 for fuel at landfill

CK #222310 to Hale & Associates - \$1,779.51 for workers' comp audit

CK #222311 to Numbers Count, LLC - \$1,200.00 for accounting services (10-17-22 / 10-29-22)

CK #222312 to University Ready-Mix - \$2,208.30 for street sand/gravel

**Motion:** Dove moved to approve checks 222307 through 222312; Prestegard seconded.

**Motion passed** on a roll call with four in attendance (Prestegard, Zarembo, Dove, Musgrove).

**REPORTS**

**Mayor** – no report

**Library** – Emily Dove reported:

- New Russian language materials were purchased, courtesy of grant funding. “Miss Shona got to hear one of her Storytime songs, A Big Brown Moose, translated into Russian and sung by one of our children.”
- So far, the Lego challenge has had 50 entries by very creative children from our community.
- The library feels refreshed since the carpets were cleaned last weekend.

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

- New COVID boosters, free COVID home test kits, and Naloxone kits are available at the Delta Public Health Center.
- People should improve ventilation, wash hands, and stay home when ill to protect others from COVID, influenza, and other pathogens.
- High cost of fuel and firewood require people to take precautions against theft and criminal activity.
- People are advised to take precautions against increased vehicle collisions due to road conditions.
- The Alaska State Troopers offered security tips for the holidays: Keep doors locked and contact them for regular patrols if planning to be away and wish to have homes checked on.
- Visit Internet Crime Complaint Center (<https://www.ic3.gov>) for information about current scams.
- Dial 911 for all emergencies. To report a crime or accident that is not an emergency, call 907-895-4800 or file online (<http://dps.alaska.gov/crimereport>).
- Five Loaves Pantry is currently advertising drop off locations for their Thanksgiving food drive.

**Schools** – no report

**Emergency Services** – no report

**Emergency Preparedness** – Mike Prestegard suggested a dry run on the newly-serviced emergency generator at City Hall, so staff can be trained. Homeowners should also test drive their own generators.

**Park & Recreation** – Igor Zaremba reported there is no activity at the park, but a lot at the rink. Jon Brant will be a liaison to share information about activities and events at the Liewer-Olmstead Ice Arena.

**Landfill** – no report

**Airport** – Mike Prestegard reported:

- There is little activity at the airport. The runway is in good shape because winds are clearing the snow.
- He would like public input about improvements at the airport; any ideas to establish future plans.

**Public Works** – Mike Prestegard reported the sander truck has posed challenges.

See additional discussion under *City Administrator Report*.

**At Large** – no report

**City Administrator** – Ken Greenleaf reported:

- Two side dumps of sand, delivered from Fairbanks, are mixed with less-than-optimal local sand and stored in increments inside the Public Works building. Sanding intersections is much more effective when the sand is thawed, dry, and does not clump.
- Vitus, the City’s fuel contractor, is headquartered in Tok. They were the lowest bidder, but distance (100 miles) affects their timeliness of delivering fuel to seven different City facilities. Greenleaf intended to propose terminating the contract, but Vitus agreed to significant concessions. They are returning with a second load of fuel today and will loan a 500-gallon tank, to replace the 300-gallon tank at the landfill, through the duration of the contract (April 1, 2021 / March 31, 2024).
- Carpets at City Hall, the library, Community Center, and Senior Lounge were cleaned November 12/13.
- Delta-Greely High School Principal Shaun Streyle has concerns about getting their money’s worth from the Liewer-Olmstead Ice Arena use-agreement. The 2023-2024 Memorandum of Understanding between the City, Delta Skating Association, and Delta-Greely School District is ready to be signed. Streyle is exploring events that the school can co-sponsor with the City.
- The City Fire Department (DJVFD), Rural Deltana (RDVFD), and Fort Greely comprise fire response within our community. Only two or three firefighters from the City respond to a 2:00am tone out on any given day.

There are not enough volunteers to operate fire equipment. He and Mayor Musgrove will research manpower, equipment maintenance, organizing, outfitting and training firefighters, and becoming less reliant on other entities.

- A Council on Aging meeting will be held at the Community Center on November 16. Darlene Supplee, Executive Director of Fairbanks North Star Council on Aging, manages meals-on-wheels and the bulk of support services for Delta senior citizens. The Delta-Clearwater Seniors new leadership is doing a great job, but there is conflict about programs that are funded by federal grants, partly because of onerous reporting requirements. Supplee is pulling her services out of Delta because of the resistance after partnering with Josie Barry from Hats of Wisdom, a 501(c)(3) business. The Senior van (2020 Toyota Sienna acquired in 2021) will transfer to Hats of Wisdom with the program.

- The Alaska Municipal League (AML) Conference will be held in Anchorage December 5/9. The next Council meeting will be on December 13, not the first Tuesday (December 6) because of the conference.

**Cemetery** – no report

**City Clerk** – no report

**Finance** – no report

**Additional Reports** – no report

### **ADDITIONAL PUBLIC AND COUNCIL COMMENTS**

Musgrove reported the Annual Thanksgiving Dinner will be held at the Community Center on Thursday, November 24, 12:00 – 4:00pm. The Council opted to not charge the \$150 fees (December 7, 2021) associated to renting the Community Center for the community-wide event, but still charge the \$300 cleaning deposit.

LTC Joey Orr referred to Greenleaf's statement under *City Administrator Report* (pages 2/3) and offered his assistance in building fire services.

**ADJOURNMENT** – 5:55pm

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JW Musgrove, Mayor

CITY  
SEAL

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Pat White, City Clerk

Approved: December 13, 2022