

City Council Minutes
Regular Meeting
December 13, 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, Travis RIESNER (until 5:50pm), Pamela RAWSON

Council attending via phone: Pete HALLGREN

Staff present: City Administrator Ken Greenleaf, Administrative Assistant Flower Cole, City Clerk Pat White

Public present: Seven members from the community attended the meeting, plus two via zoom. The meeting was broadcast over the local High School radio station, KDHS 95.5.

AMENDMENTS ~ APPROVAL OF AGENDA

Musgrove reported *Fuel Delivery Contract* would be added to *New Business*.

Motion: Dove moved to approve the December 13, 2022 agenda as amended; Riesner seconded.

Motion passed unanimously on a roll call.

AMENDMENTS ~ APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

Motion: Prestegard moved to approve the minutes from the November 15, 2022 meeting; Dove seconded.

Motion passed unanimously on a roll call.

COMMENTS ON NON-AGENDA ITEMS - none

REQUEST TO SPEAK

Josie Berry, CEO of Hats of Wisdom, reported they generally provide mental health counseling, but are currently incorporating volunteer home care services with the intent to eventually pay them. So far there are five volunteers that have completed the application process. They hope to send out the first volunteer caregivers in January, to offer light housekeeping, meal prep, shoveling, etc. Transportation to appointments or the grocery store is in question due to the status of the senior van and North Star on Aging's grant. The future of the meals-on-wheels program is also in question. There are four or five individuals who receive one meal a day, five days a week. Discussion followed regarding locating a certified kitchen, whether there were any restrictions to the donations used to purchase the van, whether the freezers and van would continue to be stored in the Community Center garage, and Deborah Snyder's daily operations not being affected by transferring the program to Hats of Wisdom. LTC Joey Orr suggested using the kitchen at the Fort Greely Chapel to prepare meals.

See *Continue Use of City Facilities for Senior Services* under *New Business* (bottom of page).

CORRESPONDENCE – none

UNFINISHED BUSINESS – none

NEW BUSINESS

Continue Use of City Facilities for Senior Services

Musgrove briefly described how the Community Center became part of the senior programs; turning a storage room into office space, utilizing the garage for freezers to store meals, parking the senior van in the garage. The seniors are given special privileges because of being "anchor tenants" at the Community Center.

Mary Leith reported the Senior Lounge was the reason grant funds were awarded to build the Community Center. Discussion followed regarding the City paying all utility expenses at the Community Center, but sharing the bill for the Internet with the Delta-Clearwater Seniors and later splitting it three ways to include the senior programs.

Musgrove said services would stay the same through the end of December. It would be brought back to the Council when more information is available.

Josie Barry reported Darlene Supplee texted that the title of the van is in North Star Aging's name.

See *City Administrator Report* (page three).

Fuel Delivery Contract

Musgrove reported the fuel contract (April 1, 2021 / March 31, 2024) was awarded on March 3, 2021 and split between Vitus Energy (delivery of Diesel #1, Diesel #2, unleaded gasoline to City facilities and diesel for equipment) and Madhouse Enterprises (unleaded gasoline and diesel equipment fuel at the pump).

Greenleaf reported the challenge is whether the savings of 2¢ per gallon is worth the unreliability or inconsistent service. There were three separate incidents of facilities running out of fuel in the last 60 days. Vitus puts minimal amounts of fuel at each location; they never bring a 5,000-gallon truck to top off the City's nine facilities. Greenleaf recommended terminating the contract with Vitus. They are logistically unable to meet the City's needs. Discussion followed regarding a clause in the contract (Section 9) that requires a seven-day written notice, getting price commitment from local vendors instead of going out for bid, and discussing options with the City Attorney.

Motion: Hallgren moved to terminate the fuel contract with Vitus, LLC upon formulating an agreement with a local fuel vendor and seeking legal advice; Prestegard seconded.

Zaremba said it makes sense to contract with a local vendor unless the bids are ridiculous.

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

Christmas Bonuses

Musgrove reported 36 employees and volunteers were actively involved with the City in various capacities during the 2022 calendar year. There were 22 City staff, nine Delta Medical Transport (DMT) employees/volunteers, and five Delta Junction volunteer firefighters. DMT staff respond to all calls, both medical and fire.

Discussion followed regarding Christmas bonuses increasing in 2021 from \$75 to \$100 and the bonus check being taxable income for employees, but not for volunteers.

Motion: Hallgren moved to give \$100.00 holiday gifts to 36 City employees and volunteers; Zaremba seconded.

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

Preliminary Plat – Fendich Replat

White reported the Fendich Replat would be postponed to the December 20, 2022 meeting.

City Purchases over \$1,000

CK #222326 to ACS - \$1,798.93 for November phone and Internet

CK #222327 to AML - \$3,429.35 for Travis Riesner's AML Conference registration (\$125), City's AML membership renewal (\$1,815.08), and AML financial services March through April (\$1,489.27)

CK #222328 to Buffalo Center Service - \$1,568.13 for vehicle and equipment fuel from June

CK #222329 to Delta Building Supply - \$4,091.39 for tools used for repair and maintenance of City facilities

CK #222330 to ESRI - \$1,727.00 for mapping software renewal

CK #222332 to Heritage General Contracting - \$1,037.00 to service boiler at City Hall

CK #222333 to Kel's Septic - \$5,400.00 to pump City septic systems

CK #222334 to Numbers Count, LLC - \$3,600.00 for accounting services (11-14-22 / 11-23-22)

CK #222335 to Vitus Energy LLC - \$5,024.94 for heating fuel at the fire station

CK #222336 to GVEA - \$5,879.22 for October 2022 electricity

CK #222337 to Arctic Fire & Safety - \$1,250.09 for Public Works shelving, fire extinguisher recertification, and first aid kits for City vehicles and equipment

CK #222338 to Books Systems - \$4,030.00 for new library catalog system

CK #222339 to Delta Building Supply - \$1,275.62 for City facilities repair and maintenance

CK #222340 to Duncan GIS - \$4,500.00 for mapping software assistance

CK #222341 to Henry's Hay Haulers - \$1,045.00 to rent man lift

CK #222342 to Numbers Count, LLC - \$1,920.00 for accounting services (11-28 / 12-9)

CK #222343 to Vitus Energy LLC - \$4,676.36 for heating fuel at Public Works and fire station

CK #222344 to Wells Fargo - \$19,258.64 for November and December credit card charges (library materials and supplies, equipment parts/repairs, AML Conference registrations, sand and gravel for streets, postage, City Hall supplies, Halloween candy for Fire Dept.)

Motion: Prestegard moved to approve checks 222326 through 2223330 and 222332 through 222344; Dove seconded.

Riesner was excused at 5:50pm.

Motion passed on a roll call with six in attendance (Zaremba, Prestegard, Rawson, Hallgren, Dove, Musgrove).

REPORTS

Mayor – no report

Library – Emily Dove reported aside from the annual Gingerbread House Contest, library staff are busy with Christmas activities.

Health & Safety – Emily Dove reported:

- Contact the Public Health Center (895-4292) about the new COVID booster, flu shots, free COVID home test kits, and Naloxone kits.
- Washing hands, improving ventilation, and staying home when sick prevent exposure to respiratory viruses, flu, COVID, and other pathogens.
- Make time for self-care as we approach winter solstice.
- Call Careline Alaska (988) if in need of a trained crisis counselor.
- Due to the high cost of fuel and firewood, take precautions against theft. Due to weather and road conditions, take precautions against vehicle collisions. Always keep doors locked and, if planning to be away for the holidays, contact the Alaska State Troopers (AST) for regular patrols.
- Research current scams at www.ic3.gov.
- Call Delta AST (895-4800) to report a non-emergent crime or file online (dps.alaska.gov/crimereport).
- AST and Rural Deltana Fire Department (RDVFD) are sponsoring *Shop with a First Responder*, in which a first responder takes elementary-aged children shopping for their families. Contact the Delta AST (895-4344) to nominate a child or to donate to the program.

Schools – Pamela Rawson reported:

- Husky mascot banners (authorized by Mayor Musgrove via emails with High School Principal Michael Lee on September 16, 2022) will be hung from light poles before the end of the year.
- High School students are raffling off a boat. Tickets, \$20 or six for \$100, will be sold through May 20.

Emergency Services – Pamela Rawson reported:

- There were two fire calls and 28 ambulance calls in the past month.
- She is working with Fire Chief Erin Catterson on getting their non-profit status.

Emergency Preparedness – Mike Prestegard advised homeowners stretch fuel supplies by running generators for a couple hours at a time, enough to warm the house, fill water tanks, and cool refrigerators. He also advised positioning generators, so exhaust does not enter homes.

Park & Recreation – Igor Zaremba reported:

- The baseball cage at the park needs to be taken down or snow needs removed before the net is damaged.
- Sheetmetal roofing is partially peeled off the baseball dugout closest to the library.
- The Liewer-Olmstead Ice Arena is busy with activities.

Discussion followed regarding Todd Zachgo using a four-wheeler to remove six inches of snow from the outdoor rink, skaters using chairs from the Skate Shack as skate trainers, and the thermostat cover in the Skate Shack ripped off to jack up the heat.

Landfill – see *City Administrator Report*

Airport – Mike Prestegard reported the runway is usable, but activity at the airport is quiet.

Musgrove reported Henry Muth has done a lot of work to keep the runway plowed.

Public Works – see *City Administrator Report*

At Large – Pete Hallgren reported GVEA makes changes every three months and actually cut rates this month to 26¢/kWh.

City Administrator – Ken Greenleaf reported:

- He, Prestegard, Dove, Riesner, and Cole attended the Alaska Municipal League conference (December 5/9). He expressed appreciation for opportunity to network and for exposure to a plethora of topics, i.e. how legislative impacts affect small communities, school districting effects on local politics, and small communities finding non-invasive revenue for emergency services, employee wages, and equipment.
- He offered to facilitate a meeting between the 20+ individuals and businesses who contributed to the purchase of the senior van. What should happen? Who repairs and maintains the van before it changes hands?
- He and Tenali Hicks will meet with Division of Environmental Conservation (DEC) Neil Lehner on December 14 to discuss the future of the landfill. The landfill operation will be very expensive because of new Environmental Protection Act (EPA) requirements, effective next fall.

- He is proud of the work done by the Public Works crew on snow removal. He asked Council to reach out to the public for feedback. What are the areas that need improvement?
- A Request for Proposal will be advertised next week to solicit interest in the ambulance service that will meet the needs of the local community.
- Kinross will begin awarding money, primarily for emergency services. They are interested in making sure Delta has a viable emergency response due to increased traffic on the roads. Kinross is creating public briefs about road etiquette.
- He will meet with Wendie MacNaughton with North Star Resources (Pogo Mine) next week.
- He is working with AST because several City employees have been targeted with phishing attempts.

Cemetery – Pat White reported six teepees are visible at Rest Haven Cemetery. Four graves were previously prepared for expected deaths and two new graves were dug for unplanned winter burials.

City Clerk – Pat White reported:

- The Department of Homeland Security extended the Real ID mandate requiring federally-approved IDs to access military installations, federal buildings, and TSA checkpoints for domestic flights. The mandates were to be enforced in October 2020, but were postponed to October 2021, May 2023, and again to May 7, 2025.
- Flower Cole and Pat White completed annual recertification as passport agents.
- The last Council meeting in 2022 will be held on December 20.

Finance – no report, however Stephanie Groppel distributed a budget summary on December 9, 2022 about income and expenditures in the first quarter of FY23.

Additional Reports – none

ADDITIONAL PUBLIC AND COUNCIL COMMENTS

Zaremba asked about adding a residential road to the City Maintenance List.

Musgrove said it would be a Council decision to add a street. Maintenance is done according to priority, whether they're related to emergency services or a school bus route.

ADJOURNMENT – 6:33pm

JW Musgrove, Mayor

CITY
SEAL

Pat White, City Clerk

Approved: December 20, 2022