

City Council Minutes
Regular Meeting
April 4, 2023 ~ 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 Emily DOVE,
Travis RIESNER, Mike PRESTEGARD

Council member on Zoom: Pete HALLGREN

Council members excused: Igor ZAREMBA, Pamela RAWSON

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

City employee on Zoom: City Contract Finance Stephanie Groppe

Public present: Four members from the community attended, including one on Zoom. The meeting was not broadcast over the radio.

AMENDMENTS ~ APPROVAL OF AGENDA

Motion: Dove moved to approve the April 4, 2023 agenda; Riesner seconded.

Motion passed on a roll call.

AMENDMENTS ~ APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

Motion: Riesner moved to approve the minutes from the March 21, 2023 meeting; Prestegard seconded.

Motion passed on a roll call.

COMMENTS ON NON-AGENDA ITEMS - none

REQUEST TO SPEAK - none

CORRESPONDENCE

Thanks Northern Star/Pogo

Musgrove reported the City paid \$135,000 in advance for the 2018 L150G loader and were reimbursed by Northern Star/Pogo shortly thereafter. He expressed appreciation for Northern Star/Pogo and their timing in donating the loader, so the landfill operation was not interrupted.

Greenleaf said he will meet with Pogo's marketing team tomorrow to set up a photo shoot to showcase the loader.

Deltana Fair Association - Request for Donation

Musgrove reported the City donated \$1,000 to sponsor the Deltana Fair in 2021 and 2022, but not 2020 (cancelled due to COVID). Only \$1,000 is left of \$5,000 in the FY23 budget for community donations. He asked Ruth Benson, Deltana Fair Manager, to request additional funds that were not included in the February 1, 2023 request for sponsorship. The City donated \$100 vouchers the past two years for the fair's multi-item raffle, to be used for landfill services and redeemed by the end of the following fiscal year.

Cole read benefits of Blue Ribbon level sponsorship: three three-day passes, displaying banner on main gate, and promoting sponsor by putting logo on fair shirts, in exhibit guide, and on Deltana Fair website.

Motion: Dove moved to sponsor the Deltana Fair by donating \$1,000.00; Hallgren seconded.

Motion passed on a roll call with five in attendance (Hallgren, Riesner, Dove, Prestegard, Musgrove).

Salcha-Delta Soil and Water Conservation District – Request to Apply Herbicides

Summer Nay, Invasive Plants Program Coordinator with the Salcha-Delta Soil and Water Conservation District, asked to treat two areas with (Milestone) herbicide between June and mid-August; in the Rest Haven Cemetery parking area at the corner of Jack Warren and Mil-Tan intersection and north of the Department of Transportation facility near Diehl Street. Public notice of herbicide treatments will be posted at the sites as well as published in the local newspaper.

Motion: Riesner moved to authorize the mayor to sign the Landowner Permission Form and to grant permission for Salcha-Delta Soil and Water Conservation District to treat invasive plants as discussed; Dove seconded.

Motion passed on a roll call with five in attendance (Dove, Hallgren, Prestegard, Riesner, Musgrove).

UNFINISHED BUSINESS

Katmai Solutions – Additional Funding for Services

Greenleaf, referencing his memo, reported Katmai Solutions was hired because of their operational experience in guiding the City through the administratively labor-intensive Alaska Supplemental Emergency Medical Transport (SEMT) Program. With Katmai's assistance, grant applications were submitted to upgrade communications equipment (three mobile radios, 25 portable radios, one repeater), purchase ten Self-Contained Breathing Apparatus and a fill station, and pay salary and benefits for a Fire Chief for three years. Katmai is assisting in building the Fire Department and drafting operational plans as well as updating existing ones.

Motion: Riesner moved to extend the contract with Katmai Solutions in the amount of \$4,800.00; Dove seconded.

Hallgren suggested contacting Public Employees Retirement System (PERS) about adding a Fire Chief position and how it would impact the City should it ever be removed.

Groppel reported the \$4,800 would be taken from the Fire Department's budget.

Musgrove said the SEMT Program is one of the options to provide ambulance services. The Rescue Squad was run by volunteers for 40 years and different individuals billed for ambulance runs. Under SEMT, municipalities are required to submit billing and reports. Katmai will assist in fulfilling that requirement.

Motion passed on a roll call with five in attendance (Riesner, Prestegard, Dove, Hallgren, Musgrove).

Landfill Excavator and Operator

Musgrove referenced his memo and reported the landfill ran out of cover material, so the administration rented an excavator from Airport Rentals to mine gravel from Cell 2. The thumb broke on the excavator, so a different excavator was rented from Delta Industrial Services. Lawyers and insurance agents got involved because of a billing dispute with Airport Rentals. Musgrove reported three temporary operators were hired (to work at different times) on the cover material project. Including wages and equipment rental, the project will cost \$17,000 to \$25,000. Funding is available in the FY23 landfill budget.

Greenleaf reported Cell 1 will be surveyed on April 7 as part of the permit process. At the same time, they will estimate space that is left, one year or one and a half years.

Motion: Hallgren moved to authorize up to \$25,000.00 to keep the landfill operational; Prestegard seconded.

Motion passed on a roll call with five in attendance (Prestegard, Riesner, Hallgren, Dove, Musgrove).

Purchase Loader Bucket

Musgrove reported the 2003 L150E loader was sold (March 10). At the same time Pogo donated the 2018 L150G loader to the City, but it did not come with a bucket. The 2003 loader bucket and forks (used to empty dumpsters) were mounted on the 2018 loader. An agreement was signed to fit the 2003 loader with a bucket.

Greenleaf reported the only available used bucket will cost \$5,500 plus \$8,000 to ship from Michigan via barge.

Motion: Prestegard moved to spend up to \$15,000.00 to purchase a bucket for the 2003 loader; Hallgren seconded.

Motion passed on a roll call with five in attendance (Dove, Hallgren, Riesner, Prestegard, Musgrove).

Fire Department Pickup Truck

Musgrove reported Council approved soliciting bids for a used fire truck for approximately \$50,000 (March 7). Gene's Chrysler, the only bidder, met all the specs (certified dealership, less than 50,000 miles, under five years of age, red 4WD heavy-duty crew cab, standard bed length, and warranty included in sale price). Gasoline or diesel was not specified in the bid specs. (Greenleaf was informed the truck has a gasoline engine.) The truck will be fitted with a light bar, small water tank, a radio, and decals.

Motion: Prestegard moved to award the Fire Department pickup truck bid to Gene's Chrysler in the amount of \$49,995.00; Dove seconded.

Motion passed on a roll call with five in attendance (Hallgren, Dove, Prestegard, Riesner, Musgrove).

NEW BUSINESS

Final Plat - Windy City Subdivision (Alaska State Land Survey No. 2021-09)

Greenleaf reported cutting trees would create a wind tunnel environment from the Jarvis Creek and Delta River. He met with Dave Ciampa, DNR, last November to discuss a buffer. It is reflected in General Note #9 on the plat, "No building or clearing is permitted within 50' of the westerly and southerly boundaries of the subdivision as

shown, except for clearing as necessary for driveways and utilities.” No changes were made since the preliminary plat was approved at the March 21, 2023 meeting.

Motion: Dove moved to approve the final plat of the Windy City Subdivision as presented; Prestegard seconded.

Motion passed on a roll call with five in attendance (Dove, Hallgren, Riesner, Prestegard, Musgrove).

City Purchases over \$1,000

CK #22516 to Buffalo Center Service - \$5,750.34 for fuel at the pump in January and February

CK #22517 to Numbers Count - \$2,010.00 for accounting services (3-20 / 3-31)

CK #22518 to Wells Fargo Credit – \$4,232.56 for credit card charges (library books, sand for streets, postage, Council snacks, Microsoft Office 365, Adobe Acrobat Pro, mirror for grader)

CK #22519 to Delta Medical Transport - \$138,000.00 for FY23 ambulance contract, payment 4 of 4

Motion: Prestegard moved to approve checks 22516 through 22519 as presented; Dove seconded.

Motion passed on a roll call with five in attendance (Prestegard, Riesner, Hallgren, Dove, Musgrove).

Second Reading, Public Hearing, and Adoption of Ordinance 2023-02, An Ordinance Amending Ordinance 2023-01, Establishing Extraterritorial Jurisdiction, and Reestablishing Title VII, Extraterritorial Jurisdiction

Motion: Dove moved to hold the second reading, public hearing, and adoption of Ordinance 2023-02; Riesner seconded.

Motion: Dove moved to open the public hearing portion of Ordinance 2023-02; Hallgren seconded.

Musgrove called for public comment with none being offered.

Motion: Prestegard moved to close the public hearing; Dove seconded.

Motion passed on a roll call with five in attendance (Hallgren, Dove, Prestegard, Riesner, Musgrove).

Discussion followed regarding sewage waste being part of solid waste (page two of Ordinance).

Motion passed on a roll call to adopt Ordinance 2023-02 with five in attendance (Riesner, Prestegard, Dove, Hallgren, Musgrove).

REPORTS

Mayor – no report

Finance – Stephanie Groppe reported:

- A quarterly report will be presented at the April 18 meeting. The new budget will be discussed thereafter.
- The bid opening for audit services (FY23/25 with options of two one-year extensions) is May 12.

Library – Emily Dove reported:

- This week’s featured library service is fun programs for children. A scavenger hunt for Easter eggs will expose games and Backpack Buddy Literacy Kits that can be checked out and taken home.
- The library staff started the annual inventory of library collections.
- The annual April Fool’s Stuffed Animal Sleepover was a great success. Thirty-three stuffed animals spent the night at the library after being dropped off by their owners. The animals played games, read books, and played dress up. Library staff had to put them to bed when they started fishing in the aquarium.

Tiki Levinson reported:

- 260 people visited the library on Friday, March 31.
- She hosted a booth at *Literacy Night* at the Delta Elementary School on March 30.

Health & Safety – Emily Dove reported it is National Public Health Week (April 3-9, 2023) and American Public Health Association Executive Director Georges Benjamin, MD, wrote, “The past few years have challenged and changed each of us, our communities, and the field of public health ... We want to highlight and recognize the way our communities and their diverse cultures have demonstrated resiliency and continue to influence our hard work to make the U.S. a healthier, more equitable and just nation.”

- Call Careline Alaska suicide and crisis lifeline (988) to connect with a trained counselor.
- Fresh Start, a program run by the Alaska Department of Health, offers free coaching for better health.

Schools – Emily Dove reported Kindergarten Roundup is scheduled at Delta Elementary, 2:30pm on May 3.

Emergency Services – Ken Greenleaf reported the Fire Department’s snow machine was taken to Fairbanks. (Repairing the 2008 Arctic Cat was approved on February 7, 2023).

Emergency Preparedness – Travis Riesner reported:

- The Delta Country Store, a new local business, will be a permanent Farmer's Market located at the Draft House banquet hall. Interested farmers, growers, and small businesses are asked to find them on Facebook.
- Remove unstable trees from yards and snow loads from roofs to prevent injuries or property damages.
- Clear headlights and taillights, so vehicles are visible at night.

Park & Recreation – Pat White reported there was a good turnout of skaters at the Liewer-Olmstead Ice Arena over the weekend. On March 31, Delta 10U Boys competed with 10U Girls on the outside ice and Delta Alumni scrimmaged the University of Alaska Nanooks that evening. The following day, all age groups honed their skills during a hockey clinic with the Nanooks.

Landfill – See *City Administrator Report*

Airport – Mike Prestegard reported the runway has been cleared to gravel all winter, so it will dry quickly.

Public Works – Mike Prestegard reported the Public Works crew will be busy with breakup.

At Large – Pete Hallgren expressed appreciation for the live Zoom. He reported the next Restoration Advisory Board (RAB) meeting is scheduled at City Hall, 6:00pm on May 10.

City Administrator – Ken Greenleaf reported:

- The current landfill permit expires at the end of the calendar year. The City entered the new permit cycle. Bristol, an engineering firm, is familiar with the local landfill and with new Environmental Protection Agency (EPA) requirements. They will submit two proposals in the next two weeks totaling \$50,000 to \$70,000 to develop engineering plans and to assist with installing thermal sensors. The Solid Waste Grant could be useful in covering costs. The structured process will take six to seven months to complete.

- Cemetery expansion is needed within the next two years. Land needs surveyed, cleared, and planted.
- Richard Lester, Delta softball coach, requested help in clearing snow off the softball field at the park.
- He is starting the application process for Engine 24, a full response vehicle that North Pole will donate to another community. It is well-suited to support the City of Delta Junction and its surrounding area.

Cemetery – Pat White reported six graves were prepared for expected deaths. One burial was scheduled yesterday. Two new burials are scheduled for May.

City Clerk – Pat White reported:

- Routine passport processing requires 10-13 weeks (up from 6-9 in December) and expedited service takes 7-9 weeks (up from 3-5). The Post Office in Fairbanks has a three-week wait for appointments and why 60 passport applications were processed in Delta last month. [The highest average was 42/month in 2017.]

- Jarvis Creek overflowed in 2004. Flooding has always been a concern. The U.S. Army and Salcha-Delta Soil and Water Conservation District (SWCD) started sharing reports about their monitoring efforts in 2021. This year's SWCD's *Jarvis Creek Aufeis Monitoring Report*, dated March 28, 2023, stated, "there will likely not be significant impacts from the melting of aufeis ... though a quick warm up and melt of the substantial snowpack may still cause minor issues, similar to the last few years."

- The Department of the Army applied for an extension (25 years or more) of withdrawal of military training areas in the Interior, approximately 870,000 acres of land in the Yukon Training Area, bordering Eielson Air Force Base, and Donnelly Training Area, bordering Fort Greely. The Bureau of Land Management will hold public meetings in Fairbanks (April 10) and Delta (April 11). The public comment period ends June 8, 2023. Verbal comments are welcome during the meetings or they can be submitted by mail State Director, BLM Alaska State Office, 222 West Seventh Ave., No. 13, Anchorage, 99513-7504) or email (blm_ak_state_director@ blm.gov).

Additional Reports – none

ADDITIONAL PUBLIC AND COUNCIL COMMENTS – none

ADJOURNMENT – 7:08pm

JW Musgrove, Mayor

CITY
SEAL

Pat White, City Clerk

Approved: April 18, 2023