

**City Council Minutes**  
**Regular Meeting**  
**May 2, 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, Pete HALLGREN, Pamela RAWSON

**Council member excused:** Igor ZAREMBA

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

**Public present:** Six members from the community attended, including three on Zoom. AML Executive Director Nils Andreassen from Juneau attended via Zoom also. The meeting was not broadcast over the radio.

**AMENDMENTS ~ APPROVAL OF AGENDA**

**Motion:** Dove moved to approve the May 2, 2023 agenda; Prestegard seconded.

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

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

**Motion:** Riesner moved to approve the minutes from the April 18, 2023 meeting; Hallgren seconded.

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

**COMMENTS ON NON-AGENDA ITEMS**

Nils Andreassen, Executive Director, Alaska Municipal League (AML), reported AML established prior to Alaska statehood and they currently represent 164 Alaskan cities and boroughs. Referencing discussion during the April 18, 2023 Council meeting, Andreassen said AML does not support forced annexation or borough incorporation, especially without a vote or decision making at the local level. They adopt resolutions at the annual AML Conference to support, oppose, or take a position on a topic. A couple resolutions in the past few years spoke about the unorganized borough, but none called for forced organization. AML does encourage the legislature, acting as the assembly for the unorganized borough, to consider its role in relation to the unorganized borough. As a member of AML, Delta Junction has the same powers as every member; one member, one vote.

Discussion followed regarding AML offering Newly Elected Officials (NEO) training at annual conferences and no limit on the number of investment accounts in AMLIP (Alaska Municipal League Investment Pool), a money market available to Alaskan municipalities.

Hallgren reported he served on the AMLIP Board for several years. When interest rates were poor, AMLIP operated at a slight loss while offering municipalities lower costs and higher rates of return than most commercial money markets.

**REQUEST TO SPEAK**

**Delta Junction Trails Association – Request for Funding**

John Sloan reported the Delta Junction Trails Association (DJTA) applied for a \$45,550 grant through the Recreational Trails Program to include signage, outhouses, and other amenities at the River Walk Park. Sloan asked the Council to donate \$2,000 toward the required 10% match (\$4,555). He and his wife use the trails daily. Visitors are impressed with the availability of the recreational trails.

Carol Austin referenced DJTA President Mindy Eggleston's March 27, 2023 letter and reported DJTA is purchasing a memorial bench to honor Steve McCombs (04-16-49/11-11-22), which will be part of Phase II. Discussion followed regarding posting information about the trails on the City's website, discussing the donation during the upcoming FY24 budget cycle, DJTA membership forms available at the library, and DJTA (PO Box 710, 99737) accepting tax deductible donations.

**CORRESPONDENCE**

**Deltana Fair Association – Donation(s) for Multi-Item Raffle**

Musgrove reported multi-item raffles will be discussed at the May 3 budget work session.

**UNFINISHED BUSINESS****Fire Department Command Vehicle Equipment Install**

Greenleaf reported he received two quotes. Auto Trim Design's quote was under the expected bare minimum of what was required to recognize the command truck as a fire service vehicle.

Motion: Musgrove moved to authorize up to \$5,000.00 to install a light bar, radio, siren, and amplifier on the Fire Department command vehicle; Hallgren seconded.

Discussion followed regarding funding available in the current budget.

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

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

CK #22545 to Numbers Count, LLC - \$3,420.00 for accounting services (4-3-23 /4-14-23)

CK #22551 to Airport Equipment Rentals - \$2,159.41 to replace cutting edges on City grader

CK #22552 to Delta Rental Services - \$6,497.14 to rent excavator for Cell 2 at the landfill

CK #22553 to Heritage General Contracting - \$3,480.00 to transport landfill equipment to/from NC Machinery

CK #22554 to Numbers Count, LLC - \$2,520.00 for accounting services (4-17-23 / 4-28-23)

CK #22555 to Vitus Energy - \$1,084.67 for landfill equipment fuel

Motion: Prestegard moved to approve checks 22545 and 22551 through 22555 as presented; Riesner seconded.

White reported CK #22545 was incorrectly listed as 22544 on the April 18, 2023 agenda. CK #22544 was payroll related, under \$1,000, and did not require Council approval.

Hallgren suggested notifying the auditors now instead of later.

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

**REPORTS**

**Mayor** – JW Musgrove reported:

- As a thank you, the Delta Skating Association presented him with a photo of six divisions of Husky skaters. Larry Martin thanked the Council again for supporting their efforts to asphalt the indoor rink (August 2022). He reported the Delta Skating Association will paint the asphalt with hopes of using it during the summer months.
- Hallgren, Riesner, and Dove assisted him in applying for the Healthy Equitable Communities Grant that will benefit Hats of Wisdom / Caring Hearts and Five Loaves Pantry. Both parties assisted with the application also. The City will front the money for the two organizations and get reimbursed by the State of Alaska afterwards.
- The Alaska State Troopers removed their snowmachines from storage in the Fire Department. The new Fire Department Command vehicle is parked at the fire station.
- Because of pooled water in the City Hall parking lot, a backhoe was used on Friday to create a French drain. The hole was filled yesterday.

**Finance** – no report

**Library** – Emily Dove reported:

- The library fundraiser is on May 20, 11:00-4:00. This year's Block Party will feature live music, games, a cornhole tournament, food, baskets, and raffles.
- Activities at the library in the past two weeks included Knitting Club, visits from Delta Elementary classes, a fantastic Citizen Science presentation, eight Storytime sessions, a Growing Healthy event for families, Scouts working on their Reading Merit badges, and the final two Library Lions sessions.
- Two classes about growing and using medicinal and culinary herbs is scheduled on May 4.

Musgrove reported Library Director Tiki Levinson asked to increase the library FY24 budget by \$8,000 - \$10,000 to modify work schedules. It will be discussed at the work session on May 3.

**Health & Safety** – Emily Dove reported the Public Health Nurse will offer immunizations at the Elementary School during Kindergarten Roundup on May 3.

**Schools** – no report

**Emergency Services** – no report

**Emergency Preparedness** – Travis Riesner reported GVEA is cleaning power lines in the Delta area. They ask residents to remove all personal property from easements and to stay 300 feet from their equipment. Contact GVEA at gvea.com or 907-452-1151.

**Park & Recreation** – Mike Prestegard reported:

- High School employees cleared snow from the ballfields.
- The fence on the north side of the park will need repairs due to the heavy snow load.

Riesner cautioned people about poor visibility; to be aware of people walking and children playing on snow piles.

**Airport** – Mike Prestegard reported the airport is in use, snow is melting, and the tie-down area was plowed out.

**Public Works** – Mike Prestegard reported the Public Works built a stand for the sander when it is not in use.

See additional comments under *City Administrator Report*.

**At Large** – Pete Hallgren reported:

- The Restoration Advisory Board (RAB) will meet at City Hall on May 10. The public is invited to attend.
- Fort Greely is establishing an External Mission Partner Program. The City Council and others throughout the community are invited to participate in resolving problems and developing cooperation and understanding between Greely and Delta Junction. Quarterly events, i.e., luncheons and facility tours, will be at Fort Greely.
- On April 18, Mayor Musgrove reported Department of Transportation (DOT) had not responded to his March 2, 2023 inquiries about the Kinross ore transportation plan. Hallgren asked if DOT had responded yet. Musgrove reported he has not received any response from DOT about the condition of the bridges or repair and maintenance of highways. He will make another inquiry.

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

- Sebastian Saarloos tromped through waist-high snow to flag a five-acre expansion of Rest Haven Cemetery. It will be part of budget discussion; when available plots will run out and when land clearing must be completed so grass can be planted and plots surveyed.
- Pamela Rawson and Katmai staff are working on a lengthy process to apply for North Pole's Engine 24.
- Sebastian Saarloos provided an initial survey of the existing landfill. Cell One has about 7,500 cubic yards of space remaining. He will conduct another measurement in two weeks once the snow is gone. A new Department of Environmental Conservation (DEC) inspector will also review them. It will be a big part of budget discussion on May 3.
- The current landfill permit expires the end of 2023. The new permit that requires thermal sensors and a monitoring process is unbudgeted. Bristol Engineering will provide a final quote by mid-May.
- The Public Works crew has cleaned old equipment and debris from around the Public Works building.
- Every Council member is currently using their expertise to serve on a City project.
- While opening the Visitor Center for the summer season, the Public Works crew discovered part of the chimney had blown away. They will repair a small leak in the ceiling and replace one or two valves in the wall.
- Two summer hire positions for the library and Public Works will be advertised soon.

**City Clerk** – Pat White reported passport applications dropped to 35 in April (60 in March), but they are still above average (20/month).

**Additional Reports** – none

**ADDITIONAL PUBLIC AND COUNCIL COMMENTS** – none

**ADJOURNMENT** – 6:17pm

\_\_\_\_\_  
JW Musgrove, Mayor

CITY  
SEAL

\_\_\_\_\_  
Pat White, City Clerk

Approved: May 16, 2023