

**City Council Minutes**  
**Regular Meeting**  
**September 19, 2023 ~ 5:00PM**  
**City Hall, Delta Junction, Alaska**



**CALL TO ORDER / PLEDGE OF ALLEGIANCE / PRAYER**

Deputy Mayor Emily Dove called the meeting to order at 5:01pm.

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

**City employees present:** City Administrator Ken Greenleaf, Library Director Tiki Levinson (until 5:05pm) Flower Cole (joined Zoom at 5:42pm), City Clerk Pat White

**Public present:** Eight members from the community were present at different times during the meeting, including two on Zoom. The meeting was broadcast over KDHS 95.5 FM radio.

**AMENDMENTS ~ APPROVAL OF AGENDA**

**Motion:** Hallgren moved to approve the September 19, 2023 agenda; Riesner seconded.

**Motion passed** unanimously on a roll call.

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

**Motion:** Riesner moved to approve the September 5, 2023 minutes as presented; Hallgren seconded.

**Motion passed** unanimously on a roll call.

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

**REQUEST TO SPEAK**

**Status of Ptarmigan Heights**

Josie Barry reported Deltana Community Services Partnership (DCSP) reorganized. They were the non-profit that established Ptarmigan Heights (2015). An emergency meeting was held on September 7 to elect a temporary board, Barry as President, Jessica Smith as Secretary, and Michael Paschall as Treasurer. DCSP, Caring Hearts, and volunteers will work to get Ptarmigan Heights back online. New lights were installed in the hallway, locks were changed, and they are waiting on estimates to repair the furnace. Referencing a handout showing Ptarmigan Heights' 2023 monthly income versus expenses, Barry said they operate at a deficit. They need financial help. They recently received \$5,000 from an anonymous donor and intend to raise rent, effective January 1, 2024. Rental rates have never changed since Ptarmigan Heights opened.

Hallgren recalled when the City donated the four-acre tract of land (2010) and when DCSP applied for a Greater Opportunities for Affordable Living Grant (2013). Dave Zimmerman, former City Finance Director, said it would never pencil out. It would be difficult to operate from rental income. The original plans were \$1.5 million dollars, but actual cost was closer to \$2 million. Solar panels and a wood-fired boiler were in the plans and installed to gain grant "points" by reducing operating costs, but neither performed to expectations and neither are in use. Discussion followed regarding expecting another deficit by November, a fundraiser scheduled at the Community Center on November 4 (2:00-4:00pm), \$1,000 left in FY24 general donations, and the City Council previously voting to donate \$2,500 (August 16, 2022) once it was matched by the community (February 21, 2023).

**Motion:** Hallgren moved to donate up to \$1,000.00 if matched by November 30, 2023; Riesner seconded.

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

Hallgren suggested Barry reach out to Tetlin Mine (Kinross), which is helping fund senior housing in Tetlin.

**CORRESPONDENCE**

**Delta Junction Municipal Election – 8:00am-8:00pm, October 3, 2023**

White reported:

- Incumbents Michael Prestegard and Pete Hallgren will both run unopposed in the October 3, 2023 Municipal Election. Ballots were inspected by candidates as required by City Code §2.15.030(a).
- As of September 8, 2023, there were 991 registered voters in the City precinct (House District 36, Precinct 050), 15 more than last year. There were 3,241 registered voters in Deltana (36-054), 63 more than last year.
- The average voter turnout in 2022 was 19% and only 10% to 11% over the past 10 and 20 years.
- Early voting will be available September 22 through October 2 and, for special needs, September 13

through 8:00pm, October 3. Absentee ballot applications are accepted through September 23. Ballots must be postmarked no later than Election Day, October 3, and received no later than 3:00pm, October 6.

- Early voting for the Delta/Greely School Board is at City Hall the last two weeks in September on Tuesdays and Thursdays, September 19, 21, 26, and 28, 1:00-6:00.

### **Election Officials and Canvass Board**

White reported:

- Council appoints “at least three judges to constitute the Election Board” per City Code §2.15.010(a). Each election official must be a registered voter, living within the City precinct per §2.15.010(c).
- Three election workers oversaw the election process in the past, only two since 2021. Counting ballots requires one caller and two counters. Eula Nistler will replace Sharon Geagley, if Sharon is unavailable.

Motion: Prestegard moved to appoint the nine election officials (Rose Winters, Jimmy Rogers, Jackie Becker, Tiki Levinson, Rena Case, Dave Becker, Sharon Geagley, Kay Sherman, and Eula Nistler); Riesner seconded.

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

White reported, according to the 2024 Employee Salary matrix, wages are \$17.28/hour for the election chairman and \$17.21/hour for all others.

### **UNFINISHED BUSINESS**

#### **Donate 2012 Ambulance to Partners for Progress**

Greenleaf reported the Council voted on September 3 to surplus both the 2009 and 2012 ambulances. Instead of auctioning the 2012 ambulance, which requires substantial repairs, he asked to donate it to Partners for Progress who are adding an emergency services component to their educational programs. Donating the ambulance would offer a larger investment; residents could obtain medical skills and certification in the back of a decommissioned ambulance and, at the same time, build the local workforce.

Mary Leith, Partners for Progress President, reported they have completed the foundation for an addition. The restricted space inside an ambulance will serve as a classroom for students performing lifesaving measures.

Shaun Streyle, Delta-Greely School District Superintendent, said their goal is to bring relevancy to academics and for every student to have a career path that they’re interested in. The ambulance would add an element to the programs dealing in health care.

Greenleaf reported the 2012 engine repairs are more significant than the 2009 ambulance that will be auctioned (bid opening at 4:00pm, September 29). The box and electronics in the 2012 ambulance are decent, but it will need to be towed. It would cost \$12,000 to fix the 2009 and \$16,000 to \$17,000 to fix the 2012.

Motion: Riesner moved to donate the 2012 ambulance to Partners for Progress; Zaremba seconded.

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

#### **Consulting Services for EMS Advisory Panel**

Greenleaf reported he expects two, maybe three, quotes from consulting firms by the October 3 Council meeting. Consulting services must provide team building aspects for an advisory board that is fair and equitable to the entire community and they must collect factual data, so the community can choose the path to pay for emergency medical services in and around Delta Junction.

### **NEW BUSINESS**

#### **Request from GVEA – Easement Along Valdez Street**

Musgrove reported complications in getting power lines to Delta Dozen lots that parallel the Alaska Highway. The request was put on hold to research installing electricity from a different direction. Maps that GVEA presented a week ago are now obsolete. New ones will be available at the October 3 meeting.

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

CK #22751 to ACS - \$1,684.06 for September phones and Internet

CK #22752 to Amazon - \$1,261.53 for emergency exit lights (\$772.59), time clock replacement at landfill (\$242.58), carpet cleaner (\$246.36)

CK #22753 to Buffalo Center Service - \$1,670.35 for City equipment fuel used in August

CK #22754 to Delta Rental Services - \$44,200.00 to rent two rock trucks for Cell 2 project at landfill

CK #22755 to Delta Transport Services - \$7,182.93 for equipment fuel for Cell 2

CK #22756 to Fluent IMS - \$1,200.00 for annual app subscription renewal (\$800) and hardware rental (\$400) used by first responders

CK #22757 to GVEA - \$4,547.26 for August electricity

CK #22758 to Interior Hardware - \$1,039.06 for repair and maintenance of City facilities

CK #22759 to TNT Enterprize LLC - \$5,925.00 to transport Hitachi excavator from Tenderfoot to landfill and Komatsu excavator with two buckets to Fairbanks

CK #22760 to Vitus Energy - \$7,651.72 for heating fuel of City facilities

**Motion:** Riesner moved to approve checks # 22751 through 22760; Hallgren seconded.

Discussion followed regarding a phone app used by first responders (CK #22756).

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

## REPORTS

**Mayor** – JW Musgrove deferred his reports to Greenleaf, Prestegard, and Zaremba.

**Finance** - JW Musgrove reported the Council voted to withhold fronting anymore funds from the Healthy and Equitable Communities (HEC) Grant until the previously issued money was reimbursed by the State of Alaska. One-quarter of the HEC grant (\$6,250) was issued to Hats of Wisdom and Five Loaves Pantry on June 30, 2023.

**Library** – Emily Dove reported:

- The Library Association held a Fall Fundraiser on September 8-9. They sold books, movies, and plants.
- Members of the Delta Lutheran/Presbyterian Church cleaned the downed limbs and brush around the south end of the library.
- Story Hour programs this week will feature a construction vehicle courtesy of Salcha-Delta Soil and Water Conservation District (SWCD). This “Touch a Truck” event is very popular with the kids.
- September 9 was Tiki Levinson’s fourth anniversary as Director of the Community Library.

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

- Family Medical Center is offering flu vaccines and the Delta Public Health Center (PHC) will advertise once theirs arrives.
- The Alaska Health Fair will be at the Elementary School on Saturday, September 30. Those interested in lab tests, getting medical information, or being a vendor must register online (Alaskahealthfair.org).
- Free Narcan kits are available at the PHC.
- Public Health services are not free, but no one is refused service due to inability to pay. Call for details.
- The Alaska Division of Public Health Injury Prevention team, in partnership with the National Council on Aging, is participating in National Falls Prevention Awareness Week, September 18-22, 2023. People are encouraged to share information and resources about aging well and preventing falls. Dove advised taking precautions with pending snow and cold weather, particularly icy steps in the mornings.
- National Preparedness Month, observed each September, raises awareness about preparing for disasters and emergencies. The 2023 event focuses on older adults, specifically those that are disproportionately impacted by the all-hazard events, which continue to threaten the nation. Resources can be found online (ready.gov).

**Schools** – Pamela Rawson reported parents can schedule appointments with teachers on Parent Engagement Night, an Open House at the High School on October 4.

**Emergency Services** – Pamela Rawson reported Delta Medical Transport had 25 runs since September 1. The Fire Department had one.

**Emergency Preparedness** – no report

**Park & Recreation** – Igor Zaremba reference pictures and reported:

- The outdoor hockey rink has significant cracks that need sealed. Upcoming snow will make them worse.
- Overgrown brush along the City Park fence is also significant.

Discussion followed regarding scheduling a work party to cut brush, it not being a priority this late in the season, and doing both, applying herbicides along the fence line and sealing cracks at the outdoor rink, in the spring.

**Greenleaf** reported he is working on an entry level position to manage the park and rink.

**Landfill** – Igor Zaremba reported the Cell 2 project is done. Ramps were extended so trucks have less difficulty getting out of the pits. Boulders were placed on every edge, which is especially good around the steep areas. There is a good pile of cover material in both pits. The steep slopes were track packed to prevent erosion.

**Greenleaf** reported he is awaiting quotes from two engineering companies to treat and protect the two storage mounds until they can be seeded in the spring. The Stormwater Pollution Prevention Plan (SWPPP) will be extended from March to June. Wattle is in place to capture spring water.

Musgrove reported Tenderfoot Gold extended their contract work by moving cover material from the Cell 2 project to the upper pit (Cell 1). It was a major contribution to the overall condition of the landfill.

Greenleaf reported equipment was transported back to Fairbanks on Sunday, September 17. The project was completed three weeks early and \$70,000 under budget. Delta Surveys will conduct a final survey next week that will be part of Bristol Engineering's landfill permit. The three-year permit cycle for Cell 2 begins in December.

**Airport** – Mike Prestegard reported:

- Potholes in taxiways need to be addressed.
- Insurance is coming due and signage around the airport was ordered. The insurance company requires the streets be identified as airport or runway related.

Musgrove reported the Alaska State Troopers (AST) can do nothing to assist the City if street signs, speed limit signs, or policies are not in place, i.e., four-wheelers prohibited.

**At Large** – no report

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

- The State of Alaska recently completed the annual inspection and calibration at the landfill scale house. Phillips Scales will replace T-seals around the scale house that were destroyed during the most recent windstorm.
- He is waiting for a quote on a Toyo stove, fuel line, and tank for the scale house.
- Delta Junction was awarded \$97,952.65 of a 2023 State Homeland Security Program (SHSP) Grant for new Fire Department radios. Greenleaf said the money paid to Katmai Consulting (\$4,800 on January 3, 2023 and \$4,800 on April 4, 2023) resulted in \$400,000 in benefits, including the \$300,000 fire truck from North Pole.
- David Dawe was hired temporarily to fill the maintenance position. He became permanent today. Because of his 20-plus years of experience, Greenleaf said he would like to start him higher than entry level. It will be a topic on the October 3 agenda.
- Kaylee Reiersen was hired to fill the finance position and will start November 1. Reiersen was raised in Delta and is currently working in an accounting position for a large company in Minneapolis. She will have a Master's in Business Administration in December and is taking an online municipal accounting course. Greenleaf said he would like to start Reiersen as a Step 2.
- The deadline to receive proposals for *Emergency Medical and Transport Services* is noon, November 15. It was advertised to five different companies. Finding out the cost will parallel strategic planning of how to pay for it.
- Fairbanks mapping support, Tom Duncan, is creating an interactive map of Delta that will be available on the City's website. Duncan will also develop a valid fire service area.
- Twelve school superintendents across Alaska, including Delta-Greely High School, received anonymous bomb threats. AST and the Federal Bureau of Investigation (FBI) are involved in the response.

**Cemetery / City Clerk** – Pat White reported:

- Twenty-nine Delta residents have passed away since January. A burial on September 23 will be the eighth burial at Rest Haven Cemetery this year.
- There are currently 67 plots available to purchase at Rest Haven, plus three graves that were prepared for unexpected winter burials.

**Additional Reports** – none

**ADDITIONAL PUBLIC AND COUNCIL COMMENTS** – none

**ADJOURNMENT** – 6:54pm

CITY  
SEAL

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JW Musgrove, Mayor

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Pat White, City Clerk  
Approved: October --, 2023