

**City Council Minutes**  
**Regular Meeting**  
**October 17, 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,  
Mike PRESTEGARD, Pete HALLGREN, Travis RIESNER, Igor ZAREMBA, Pamela RAWSON

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

**Public present:** Three people attended the meeting (none on Zoom). The meeting was broadcast over KDHS 95.5 FM radio.

**AMENDMENTS ~ APPROVAL OF AGENDA**

Musgrove reported *Unfinished Business, Request from GVEA – Easement Along Valdez Street*, would be removed for lack of feedback from GVEA.

Motion: Hallgren moved to approve the October 17, 2023 agenda as amended; Riesner and Prestegard seconded.  
Motion passed unanimously on a roll call.

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

Motion: Dove moved to approve the minutes from the October 3, 2023 regular meeting; Riesner seconded.  
Motion passed unanimously on a roll call.

Motion: Prestegard moved to approve the minutes from the October 10, 2023 special meeting; Hallgren seconded.  
Motion passed unanimously on a roll call.

**ELECT DEPUTY MAYOR**

Musgrove called for nominations for the one-year office of Deputy Mayor.

Prestegard nominated Igor Zarembo.

Zarembo reported he would appreciate Council votes and anticipates running for mayor eventually, once he has more experience.

Riesner nominated Emily Dove.

Dove (elected Deputy Mayor on October 25, 2023) reported she has developed relationships with other Council members, Alaskan mayors, and stakeholders in the community. She intends to continue to be a strong support to the Mayor and work alongside him and the City Administrator to highlight issues that impact our community. She appreciated being a voice and a face for the community while attending events and meetings.

Musgrove called for more nominations with none being offered. He distributed ballots.

White and Cole tallied the ballots and presented the results to Mayor Musgrove.

Musgrove reported three votes for Dove, three for Zarembo, and one who abstained.

Dove suggested a unanimous vote for Igor Zarembo.

Musgrove redistributed another round of ballots and, after collecting them, reported two votes for Dove, four for Zarembo, and one who abstained.

Zarembo thanked those who voted for him and for those that didn't, he "aimed to be fair." He said he would appreciate being called out if he makes an error because he will never purposefully do anything wrong.

**RECONSTRUCT COUNCIL INTERESTS / REPORTING**

Musgrove called for input to reorganize Council interests.

Discussion followed regarding no debate in rearranging categories.

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

**REQUEST TO SPEAK** - none

**CORRESPONDENCE** - none

## UNFINISHED BUSINESS

### Consulting Services for EMS Advisory Panel

Greenleaf reported three companies that provide strategic planning were interested, but only Agnew::Beck submitted a quote. They are an Alaskan based company that specializes in facilitating planning projects in small communities. They currently oversee Transportation Advisory Committee (TAC) meetings that he attends. Agnew::Beck manages large crowds and topics that are often divisive. They quoted \$14,940 for a yearlong process, but Greenleaf said it would be condensed to six months by increasing the frequency of meetings. The overall strategy is to develop an advisory board, which may take a couple weeks. Courses of action will be identified and those that are not viable will be eliminated. What is sustainable, the current level of ambulance services or Basic Life Support (BLS), and a dollar figure will be known at the same time (bid opening noon, November 15). The consulting company will bring back data for decision making.

Motion: Dove moved to award the consulting service contract to Agnew::Beck for \$14,940.00; Hallgren seconded. Musgrove reported most of the community who attended the (September 28, 2022) public meeting wanted to keep the current level of ambulance services. How it would be afforded was never resolved.

Motion passed unanimously on a roll call (Zaremba, Prestegard, Rawson, Hallgren, Dove, Riesner, Musgrove). Hallgren stated the Council needs to establish a program that is affordable and fits the needs and desires of the community. The City currently pays Delta Medical Transport \$552,000/year from American Rescue Plan Act (ARPA) funds and provides housing for the ambulance operation at the fire station (apartments, utilities, dispatch, Internet, etc.). The total is closer to \$600,000/year. Three-quarters of residents who depend on ambulance services live outside the city limits. They need to be part of the decision making.

**Request from GVEA – Easement Along Valdez Street** – removed from agenda

### 2009 Ambulance Disposition

Musgrove reported the Council opted to surplus the 2009 and 2012 ambulances (September 5). The 2012 ambulance was donated to Partners for Progress for their new emergency services training (September 19). Greenleaf reported the bid opening for the 2009 ambulance was on September 29, but there were no bids. Minimum bid was set at \$23,000. Repairs would cost \$11,000 or \$12,000 to sell it at a higher price. Proceeds could be used toward paying for ambulance services. He asked whether to lower the minimum bid and advertise it again. Two interested entities contacted him today. [Bid opening set for 4:00pm, November 16, 2023.]

Motion: Zaremba moved to reset the minimum bid to \$19,000.00 and put the 2009 ambulance back out to bid; Riesner seconded.

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

## NEW BUSINESS

### City Purchases over \$1,000

CK #22807 to Alcan Auto and Truck - \$2,451.90 to repair/maintain City equipment  
CK #22808 to Delta Building Supply - \$2,457.35 to repair/maintain City facilities  
CK #22809 to Delta Rental Services - \$14,996.43 to rent rock truck for Cell 2 project (8-30-23 / 9-17-23)  
CK #22810 to Delta Transport Services - \$7,357.35 for Cell 2 equipment fuel  
CK #22811 to FS&G Aggregate - \$3,842.64 for sand/gravel on City streets  
CK #22812 to GVEA - \$4,803.98 for September electricity  
CK #22813 to TNT Enterprize LLC - \$3,900.00 to haul two rock trucks to Fairbanks on 9-17-23 – Cell 2 project

Motion: Prestegard moved to approve checks #22807 through 22813; Zaremba seconded.

Discussion followed regarding Cell 2 completion and not expecting anymore large bills.

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

## REPORTS

**Mayor** – JW Musgrove reported:

- There has been turmoil within the Deltana Community Services Partnership (DCSP) about managing Ptarmigan Heights. Josie Barry, Hats of Wisdom / Caring Hearts offered to help (September 19, 2023 Council meeting) but has since removed herself. Recorded documents have a reversion clause; if Ptarmigan Heights fails,

the four acres of land will be returned to the City. Also, the Alaska Housing Finance Corporation cannot be left with unpaid loans.

- The State of Alaska is having trouble hiring enough staff, so it is difficult to recover funds (\$3,125 to both Hats of Wisdom / Caring Hearts and Five Loaves Pantry on June 20, 2023) that were fronted from the Healthy and Equitable Communities (HEC) grant. The City cannot advance more funds until the first payment is reimbursed (another \$6,250 was voted to advance on August 1, 2023, but not yet issued). Reports were filed timely.

Hallgren said he could not see the State renegeing on reimbursement when the City is a passthrough for the funds.

**Finance** – JW Musgrove reported Stephanie Groppe issued the FY24 Budget Versus Actual report, dated October 17, 2023.

**Library** – Emily Dove reported:

- An attendee at the October 3/4 Fort Greely Resource Fair reported, “The local library has the best program for children, ages 0-5, that I have seen in decades.”
- The Midnight Sun Scout Council recognized Library Assistant Andrea McCarrick as the Volunteer of the Month for her efforts in making the Fall Camporee a successful event.
- The Library Lions Program for children 0-5 launched on October 13. Its theme was Alaska for the upcoming Alaska Day on October 18.
- Snakes and reptiles will be featured in a program for all ages on October 19 at 6:30pm. Tales about the invasive species (in Florida) will be told, but the actual cold-blooded animals will not be present. Bats will be featured during another program on October 26, also at 6:30.

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

- Flu shots are available at local clinics.
- According to the Alaska Chronic Disease 2023 Brief Report, nearly three out of four Alaskan adults have underlying health concerns that increase chances of serious illness and death. The Alaska Department of Health Fresh Start ([doh.freshstart@alaska.gov](mailto:doh.freshstart@alaska.gov)) connects Alaskans to programs, i.e., losing weight, lowering blood sugar, quitting smoking or vaping.
- Programs are available online to help teens quit vaping.
- Five Loaves Pantry is accepting applications and donations for Thanksgiving food boxes. More information is available by calling (937-583-1408) or visiting their Facebook or website ([fiveloavespantry.com](http://fiveloavespantry.com)).
- Because of flu season, the Public Health Nurse recommends washing hands often and staying home if sick.

**Schools** – Pamela Rawson reported:

- The High School will host a Regional Volleyball Tournament November 3/4.
- The Elementary School will host a Trunk or Treat on October 27 in the school parking lot.

**Emergency Services** – Pamela Rawson reported:

- There were 17 ambulance runs so far in October.
- Delta Medical Transport expects to reduce the number of ground transports because of partnering with Alaska Guardian Angels. Air medivacs will eliminate travel on dangerous roads as well as reduce travel time for critical patients.

**Emergency Preparedness** – no report

**Park & Recreation** – Igor Zarembo reported there was quite a bit of activity at the park and the outdoor basketball court after school.

**Landfill** – Igor Zarembo reported there is a significant increase in both garbage and sewage at the landfill in the past year.

**Airport** – Mike Prestegard reported activity at the airport has slowed down.

**Public Works** – Mike Prestegard questioned replacing the doors at the Community Center.

Greenleaf reported \$40,000 was budgeted for the doors and he received quotes, but the doors will cost \$70,000.

**At Large** – Pete Hallgren reported GVEA received a \$50 million grant for long-term storage for intermittent renewables (solar or wind). The project will take several years. Simultaneously, GVEA is upgrading their battery system, which is about 15 years old. It will cost \$100 million to convert to lithium.

**City Administrator** – Ken Greenleaf reported:

- Replacing injectors in the L150 will cost \$19,000. Greenleaf is researching a second opinion.
- Krystie Stevenson, landfill assistant, has moved onto a firefighting/EMS position, but will continue as a backup scale house operator. The part-time landfill operations assistant position was advertised.
- The fuel contract ends March 2024. He will solicit bids the end of November.
- Three or four months ago, Katmai wrote a grant for a fire protection plan for Alaska Municipal League. They included Delta Junction in the plan. From a national perspective, Delta Junction is one of the top ten places at risk for fires. The fire service grant provides training and helps establish community fire plans. Katmai is already developing the City's documents. Forestry notified him today that they also included Delta Junction in the same Community Wildfire Protection Plan (CWPP) grant application. However, the City can only be awarded from one grant. Rural Deltana is not a municipality and does not qualify to apply. The Division of Forestry designated two response areas; DOF Northern Region Project Area #1 is greater Deltana (Rural Deltana, Big Delta, City of Delta Junction) and Project Area #2 (Tok). Grant funding should be available by next summer. Rural Deltana could not directly apply because they do not qualify as a municipality.
- Training on Fire Department radios, purchased with (\$97,952.65) State Homeland Security Program (SHSP) grant funds, begins October 20.
- The new fire truck, Engine 161 that was gifted from the City of North Pole, will be decaled on October 20.
- The State DOT calibrated the landfill scales about two months ago. Phillips Scales conducted their own annual inspection and maintenance, which will be about \$5,000. They advised that the scale will be at the end of its life span in about one year, and they no longer make parts for it. Greenleaf is awaiting quotes for a new system. Making sure the scale is operational will be discussed during the next budget cycle.
- Creating revenue at the landfill may be discussed with how to pay for ambulance services. Landfill rates have not changed since March 2015 (6.25¢ per pound or \$125/ton increased to 8¢ per pound or \$160/ton).
- The first bill from Bristol Engineering Services was received today (\$5,000+ of \$28,000 that was budgeted for the new landfill permit process). It will cost up to \$200,000. He expects to close out the permit process toward the end of November. Stephen Hammond, M2C1, will serve as oversight once the engineering plan is created.
- The aging and overbuilt furnace at City Hall is experiencing problems.

Discussion followed regarding the Toyo stove not yet installed at the landfill scale house, whether to charge a fixed rate for larger vehicles and not weigh them, and whether to consider automated scales.

**Cemetery** – no report

**City Clerk** – Pat White reported City Hall will be closed Friday, November 10 for Veterans Day. The landfill and library will be open on November 10, but closed on Saturday, November 11.

**Additional Reports** – none

**ADDITIONAL PUBLIC AND COUNCIL COMMENTS**

Lisa Conrad introduced herself as Community Relations for Kinross. She was raised in Tok and has spent time in Delta and at Council meetings since July. She offered programs in mining and science to Delta elementary students on October 2. The same evening Kinross donated \$5,000 toward the Lions' Project Christmas. Kinross/Manh Choh drivers are getting practice by running five or six trucks during daylight hours. They have not hauled any ore yet, even though they are covered.

**ADJOURNMENT** – 6:54pm

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JW Musgrove, Mayor

CITY  
SEAL

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Pat White, City Clerk

Approved: November 7, 2023