

City Council Minutes
Regular Meeting
November 21, 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 Igor ZAREMBA
Mike PRESTEGARD, Pamela RAWSON

Council member attending via Zoom: Emily DOVE, Travis RIESNER

Council member excused: Pete HALLGREN

City employees present: City Administrator Ken Greenleaf, Administrative Assistant Flower Cole,
Contract Finance Stephanie Groppe, Finance Officer Kaylee Reiersen, City Clerk Pat White

Public present: Six community members attended the meeting, including two via Zoom.

AMENDMENTS ~ APPROVAL OF AGENDA

Motion: Prestegard moved to approve the November 21, 2023 agenda as presented; Rawson seconded
Motion passed on a roll call with six in attendance.

AMENDMENTS ~ APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

Motion: Dove moved to approve the minutes from the November 7, 2023 meeting; Prestegard seconded.
Motion passed on a roll call with six in attendance.

COMMENTS ON NON-AGENDA ITEMS

LTC Keith Marshall, Garrison Commander, Fort Greely thanked Council members who attended the luncheon with General Karbler, US Army Space and Missile Command, last week. He reported:

- The public can obtain passes to utilize the Fort Greely Community Activity Center (CAC) and bowling alley for up to one year, depending on access need, one day or the length of a bowling league.
- He invited area residents to the annual tree lighting ceremony at the CAC, December 1, 5:00-7:00pm.

REQUEST TO SPEAK - none

CORRESPONDENCE - none

UNFINISHED BUSINESS

Pioneer Park Memorandum of Agreement

Musgrove reported the City Attorney drafted a 25-year *Operation and Use Agreement* for Pioneer Park, ending November 30, 2048. It is currently being reviewed by the Pioneers. The City of Delta Junction owns the property. The Pioneers own a 40-foot Connex and improvements (well, septic, enclosed structure with two restrooms, a kitchen area, and an extended peaked roof). The October 14, 2021 patent states the park must be used for public purposes. If not, the title goes back to the State of Alaska.

Rink Operator at Liewer-Olmstead Ice Arena

Musgrove reported the Delta Skating Association (DSA) wants the City to hire a part-time rink manager but would pay the City \$18,000 for the estimated 27 ½ hours/week. He asked why the City would take on an additional employee if DSA would direct the manager.

Larry Martin, DSA President, explained the need for oversight and upkeep of the ice rinks and facilities, which have been on the backs of volunteers for many years. Todd Zachgo devoted years to zammung, maintenance, and repairs, but is unable to continue. He will train someone in taking over. Martin said there are 78 youth involved in DSA skating programs this year, not including 14 High School skaters and adult leagues. DSA brought back Sunday Skate for families, so the rinks are in use all hours of the day. He failed to understand the City's hesitation since DSA would pay the wages. DSA is currently paying \$20/hour to zam the ice.

Dove said hiring a part-time winter manager would be no different than hiring a part-time seasonal employee at the library. The City is responsible for maintenance of City-owned facilities. DSA schedules all rink-related activities and should provide oversight of the manager, which is no different than the library managing their temporary hire.

Musgrove referred to incidents over the weekend (lights left on, door left open, thermostat turned up to 90°) and said people using the Skate Shack have no vested interest in maintaining it.

Martin said signs were posted yesterday to discourage user abuse, but even still, he was grateful the community uses the skate shack. DSA is looking for opportunities to open indoor ice to the community also.

Riesner said having a rink manager could cut down on maintenance costs because everything would be kept up.

Greenleaf reported rink facilities are maintenance heavy and bring challenges that would burden the current Public Works crew. He asked if the City would pay the wages for the rink manager if or when DSA funds dry up.

Martin said costs would be written into the DSA by-laws and would be part of the updated three-way use agreement between the City, Delta-Greely School, and DSA. The manager's main responsibility is zammung between periods, games, and practices. In between zammung, they would remove snow from the outdoor rink, entrances, and walkways, haul trash, clean restrooms, repair/replace torn nets, plexiglass, or sideboards, etc. Most volunteers coach and have no time to manage the rink or zam the ice.

Musgrove said, according to the 2022-2023 use agreement, maintaining the rink is not a function of the City. DSA's portion of the agreement is only \$4,500 because DSA is responsible for managing the facilities. There are no details about minor or major maintenance, but verbiage can be added when the new agreement is drafted.

Creating a new employee position puts a lot on the City (providing workers compensation benefits, reviewing timecards). He said he preferred the City not get involved in DSA's enterprise.

Prestegard said whoever operates the Zamboni must be qualified. He still questioned whether the rink manager should be a City employee or a DSA-hired contactor.

Groppel reported 27.5 hours/week at DSA's rate would cost about \$14,000 including employer costs. She suggested a one-year trial period. DSA would not have to apply for an EIN number as an employer, get worker's compensation coverage, or file quarterly reports. Regarding liability, a City employee is responsible for ensuring the rink facilities are safe. If DSA is, they are liable if someone is injured.

Zaremba questioned why DSA would pay the employee wages and not own or direct the position.

Motion: Zaremba moved to hire a part-time, seasonal rink manager at the Liewer-Olmstead Ice Arena; Rawson seconded.

Motion passed on a roll call with four voting in favor (Zaremba, Dove, Rawson, Riesner) and two opposed (Prestegard, Musgrove).

2023 AML Conference – Resolutions

Musgrove reported Emily Dove is the only Council member who will attend the Alaska Municipal League (AML) Conference in December. Voting to support the AML resolutions authorizes AML to represent municipalities in lobbying with the State Legislature.

Motion: Riesner moved to appoint Emily Dove to represent the City of Delta Junction while voting on the standing resolutions at the AML Conference on December 8, 2023; Prestegard seconded.

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

Dove reported the AML resolutions are on State and Federal levels. None have a financial burden on any region or municipality. AML Resolution #2024-01 supports necessary legal action to determine the full extent of the State's constitutional obligation to provide for a system of public schools. Dove said the resolution simply asks legislators to review how they fund education without using federal funds.

Motion: Dove moved to support AML Resolution 2024-01; Rawson seconded.

Motion passed on a roll call with five in favor (Rawson, Prestegard, Zaremba, Dove, Musgrove) and one abstain (Riesner).

Musgrove reported AML Resolution #2024-02 requests that the State of Alaska develop and implement a PFAS collection and clean-up effort. As an example, PFAS is a chemical in foam that is used during firefighter training. The resolution requests the development of a plan to remove PFAS contamination sites.

Motion: Zaremba moved to support AML Resolution 2024-02; Dove seconded.

Motion passed on a roll call with five in favor (Zaremba, Prestegard, Rawson, Dove, Musgrove) and one abstain (Riesner).

Musgrove reported AML Resolution #2024-03 supports a strategic workforce recruitment and retention effort by and with the State of Alaska to correct high public sector vacancy rates.

Motion: Dove moved to support AML Resolution 2024-03; Rawson seconded.

Motion passed on a roll call with five in favor (Dove, Zaremba, Riesner, Rawson, Prestegard) and one opposed (Musgrove).

Musgrove reported AML Resolution #2024-04 supports requiring the Legislature to include fiscal notes that quantify costs to municipalities and school districts in legislation that impacts these entities.

Motion: Dove moves to support AML Resolution 2024-04; Rawson seconded.

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

Musgrove reported AML Resolution #2024-05 supports legislation that requires prompt payment of contracted and formula funding obligations, including the distribution of Community Assistance.

Motion: Zaremba moved to support AML Resolution 2024-05; Prestegard seconded.

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

Musgrove reported AML Resolution #2024-06 supports expanded funding for NOAA and partners to complete mapping and bathymetry of Alaska's coastal zone.

Motion: Dove moved to support AML Resolution 2024-06; Zaremba seconded.

Motion passed on a roll call with five in favor (Rawson, Dove, Zaremba, Prestegard, Musgrove) and one opposed (Riesner).

Musgrove reported AML Resolution #2024-07 supports changes to HUD regulations that limit participation of Alaska local governments in HUD-funded programs.

Greenleaf said Anchorage is the only community that currently benefits from HUD-funded programs.

Motion: Prestegard moved to support AML Resolution 2024-07; Zaremba seconded.

Motion passed on a roll call with four in favor (Prestegard, Zaremba, Riesner, Musgrove) and two opposed (Rawson, Dove).

Musgrove reported AML Resolution #2024-08 requests the Alaska State Legislature encourage economic development through housing investments and policymaking. It is about making developable land available to local governments, not the private sector.

Greenleaf said state entities are asked to give up land to develop low-income housing.

Motion: Dove moved to support AML Resolution 2024-08; Rawson seconded.

Motion failed on a roll call with five opposed (Zaremba, Rawson, Prestegard, Riesner, Dove) and one in favor (Musgrove).

Musgrove reported AML Resolution #2024-09 requests the Alaska State Legislature assist local communities in addressing long-term homelessness.

Dove said 99% of the funds will go to Anchorage, who have not solved any homelessness issues.

Sherman Stebbins said each community needs to care for the homeless on their own level.

Sebastian Saarloos said Line 35 (... invest in regular operational funding for emergency shelters across the state) best describes the resolution.

Motion: Zaremba moved to support AML Resolution 2024-09; Rawson seconded.

Motion failed on a roll call with five opposed (Dove, Prestegard, Rawson, Riesner, Zaremba) and one in favor (Musgrove).

Musgrove reported AML Resolution #2024-10 requests the Alaska State Legislature approve a coastal infrastructure general obligation bond for the 2024 election.

Motion: Dove moved to support AML Resolution 2024-10; Rawson seconded.

Motion failed on a roll call with three opposed (Prestegard, Riesner, Musgrove) and three in favor (Rawson, Zaremba, Dove).

Dove said it is critical to maintain our ports and harbors because our economy depends on shipping in and out of Alaska.

Musgrove reported AML Resolution #2024-11 requests the Alaska State Legislature invest resources to address the state's behavioral health needs, from crisis response to community-based services. AML is interested in increasing investments in the 988 Crisis Lifeline and assisting communities in building behavioral health services.

Motion: Prestegard moved to support AML Resolution 2024-11; Zaremba seconded.

Motion failed on a roll call with six opposed (Riesner, Zaremba, Prestegard, Dove, Rawson, Musgrove).

Dove reported 988 is a hotline for people who are facing depression, loneliness, or suicidal tendencies to talk or text with licensed counselors. She questioned whether 2024-11 would require local governments to take on responsibilities for Alaska's mental health crisis.

Greenleaf reported previously passed resolutions and House/Senate bills need addressed also.

Musgrove said it would be on the Council agenda on December 5 and the AML agenda on December 8.

James Squyres said it would be worthwhile for Emily Dove to attend the Resolution Committee meeting on December 6.

See *Additional Public and Council Comments* (page 6).

Public Works – Jib Crane

Greenleaf reported \$73,854.83 is left in an older grant and can only be used for what can be physically attached to the Public Works building. A jib crane would be beneficial in pulling blades off graders and lifting the sander on and off the truck. It would serve two bays. It would require advertising and soliciting bid proposals.

Motion: Dove moved to authorize spending the rest of the Public Works grant (\$73,854.83) to purchase a jib crane and hire a contractor to install it in the Public Works building; Riesner seconded.

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

Advance Healthy and Equitable Communities (HEC) Grant Funds to Hats of Wisdom / Caring Hearts and Five Loaves Pantry

Musgrove reported the City was awarded the HEC grant in June 2023. The \$25,000 was to be split between two public service organizations, Hats of Wisdom / Caring Hearts and Five Loaves Pantry. The City Council authorized issuance of \$3,125 to each of them in June and again in August. Only the June payments were issued and were not reimbursed until recently (check from State of Alaska dated November 11, 2023). Musgrove asked to double the second advancement for two quarters (\$6,250 to each recipient).

Motion: Dove moved to advance \$6,250.00 to Hats of Wisdom / Caring Hearts and \$6,250.00 to Five Loaves Pantry; Rawson seconded.

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

2009 Ambulance

Greenleaf reported the 2009 ambulance would cost \$12,000 to repair. It was put out for bid twice. The first minimum bid was \$23,000. The second was \$19,000. There was interest, but no bids.

Discussion followed regarding the Fire Department using it as a rescue vehicle, Public Works using it as a work truck, donating it to Rural Deltana, and bringing the topic back on December 5 after more research.

Replace or Upgrade Landfill Scales

Greenleaf reported the landfill scales are expected to last another year, but they showed no sign of failing during the annual inspection (October 2, 2023). A new set of scales would cost \$150,000 to \$200,000. He recommended spending \$15,000 to \$20,000 to replace components and software to extend the life of the scales another ten years. Discussion followed regarding measuring cubic yards (volume) instead of weight (need for scales) and bringing the topic back during the FY25 budget cycle next spring.

NEW BUSINESS

Final Plat Approval – Grace Subdivision

Sebastian Saarloos reported the standard note (“By approval of this plat, it does not obligate the City, the public, or any other governing body to construct, operate, or maintain improvements”) was added after the preliminary plat was approved on November 7. The Affidavit of Beneficiary will be recorded with the final plat next week.

Motion: Zaremba moved to approve the final plat of Grace Subdivision as presented; Prestegard seconded.

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

Introduction and First Reading of Ordinance 2024-02, An Ordinance Amending City Code §1.41.600(d)(4), Subchapter G – Professional Services

Motion: Zaremba moved to introduce Ordinance 2024-02, hold the first reading, and set the public hearing and adoption for December 5, 2023; Dove seconded.

Musgrove read the sentence in City Code §1.41.600(d)(4) with five words added, “Consulting and *other services* where the consultant *or service provider* to be retained by the City must have special training or expertise not generally available to meet the needs of the City, and the City concludes a formal competitive process is not likely to benefit the City.”

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

Recommendation to Award Contract for Emergency Medical and Transport Services

Greenleaf reported Delta Medical Transport and LifeMed Alaska submitted bids for the Emergency Medical and Transport Services Request for Proposal (RFP #CDJ0923). A Review Board will review the two proposals and make a recommendation. The City will generate a Notice of Intent thereafter. Information about the two proposals will not be released until they have been reviewed.

Musgrove said Agnew:Beck is overseeing an advisory panel that is made up of members from the community.

Case Backhoe Repair

Greenleaf referenced an invoice from Yukon Equipment, Inc., listing replacement parts for the Case backhoe.

Motion: Zaremba moved to repair the 580N Case backhoe, not to exceed \$8,000.00; Prestegard seconded.

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

Extend Length of Meeting

Motion: Prestegard moved to extend the Council meeting another thirty minutes; Zaremba seconded.

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

City Purchases over \$1,000

CK #22854 to Aces Automotive Services - \$1,440.00 to purchase, mount, and balance snow tires on City plow truck

CK #22855 to ACS - \$1,715.74 for November telephone and Internet

CK #22856 to Bristol Engineering Services - \$2,341.50 for landfill permit renewal

CK #22857 to Guess & Rudd - \$1,470.00 for legal services (potential Zoom meeting disruptors, review of Deputy Mayor election, ambulance RFP, procurement process, and issues regarding non-profits)

CK #22858 to M2C1 Construction & Engineering - \$8,780.00 for SWPPP Permit

CK #22859 to Numbers Count, LLC - \$4,270.00 for accounting services (11-1-23 / 11-15-23)

CK #22860 to Vitus Energy LLC - \$6,608.13 for October heating fuel

Motion: Zaremba moved to approve checks #22854 through 22860; Prestegard and Dove seconded.

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

REPORTS

Mayor – no report

Finance – no report

Library – Emily Dove reported:

- November is dedicated to the library’s annual LEGO Challenge. A new challenge is presented each week. This week’s is to build something that can go in the snow. Many fun and creative entries have been submitted.
- Guidelines for the annual Gingerbread Contest were published. The main categories are Classic, Storyland, and Out of the Ordinary. More information is available at the library.
- Yesterday (November 20) was the anniversary of the official completion of the Alaska Highway in 1942. It is doubtful that most of us would be here in this community were it not for that pivotal project.

Health & Safety – Emily Dove reported:

- November is National Diabetes Month.
- Due to the cold and flu season, Public Health and school nurses ask people to stay home if feeling ill.
- The Delta community has several cases of pertussis (whooping cough), which is highly contagious. Infants and elderly are the highest risks. People who are experiencing cold symptoms are asked to stay home.

Schools – no report

Emergency Services – no report

Emergency Preparedness – Travis Riesner encouraged people to make sure vehicles are serviced and vehicles are outfitted with cold weather gear. Garmin Inreach, satellite communication that links to cell phones, would be wise, especially if traveling long distances.

Park & Recreation – Igor Zaremba reported careless incidents over the weekend that resulted in wasted heat and electricity at the Skate Shack. He urged the Council not to lock it up because the public uses it all the time. He asked to purchase a metal cage for the thermostat, lock the furnace door, and install spring hinges on outer doors.

Prestegard questioned whether to install security cameras.

Musgrove suggested submitting a list of tasks for the new rink manager.

Landfill / Public Works – no reports

Airport – Mike Prestegard reported the airport is maintained and the taxiway will be packed.

At Large – no report

City Administrator – Ken Greenleaf reported:

- Bristol Engineering is preparing a draft of the new landfill permit to include next year's methane sensors and what it will cost.
- New employees (landfill assistant, Public Works, and finance) are all doing well.
- The 39-foot fire truck, Engine 161, that was gifted from the City of North Pole, is parked at the fire station.

Cemetery – no report

City Clerk – Pat White referenced four finished tied fleece blankets that were donated by Lisa Conrad from Kinross and reminded Council and the listening audience to participate in filling comfort sacks and making blankets at The Gift, a Community Christmas Event at the Church of Jesus Christ of Latter-Day Saints (2378 Deborah Street) on December 9, 10:00-3:00. This year's "gifts" will be donated to 40 Mile Air, first responders and fire departments, and Alaskan Children in Foster Care.

Additional Reports – Mike Prestegard reported the annual Community Thanksgiving Dinner is scheduled at the Community Center on November 23, 12:00-4:00. Questions? Contact Caleb and Shayna Bialik (907-202-1376).

ADDITIONAL PUBLIC AND COUNCIL COMMENTS

Sherman Stebbins invited everyone to celebrate Joann Heitman's 94th birthday on November 26. He is hosting a birthday party for her at the Pioneer Home in Fairbanks on Sunday, 12:00-3:00.

James Squyres said he wanted to commend the Council for deliberation and debate of AML (2024) resolutions. He asked to address "carryforward" resolutions (2019/2023) and multiple legislative bills also.

ADJOURNMENT – 8:33pm

JW Musgrove, Mayor

CITY
SEAL

Pat White, City Clerk
Approved: December 5, 2023