

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



CALL TO ORDER / PLEDGE OF ALLEGIANCE / PRAYER

Mayor JW Musgrove called the meeting to order at 5:02pm.

Council members present: Mayor JW MUSGROVE, Deputy Mayor Igor ZAREMBA,
Emily DOVE, Mike PRESTEGARD

Council members attending via Zoom: Pamela RAWSON, Travis RIESNER

Council member excused: Pete HALLGREN

City employees present: City Administrator Ken Greenleaf, Administrative Assistant Flower Cole,
Finance Officer Kaylee Reiersen, Library Director Tiki Levinson

Public present: Close to 40 people were present at the beginning of the meeting, including five on Zoom, 20+ youth hockey players and their parents, Kinross Community Relations Coordinator Lisa Conrad, and Public Relations Breena Schaack from Fort Knox. The meeting was broadcast over KDHS 95.5 FM radio.

Musgrove called for a short recess to take photos of Kinross and youth from the Delta Skating Association. Lisa Conrad, Kinross/Manh Choh Community Relations Coordinator, reported Kinross, during their recent fourth quarter meeting, voted to donate \$18,000 to youth hockey in Delta.

AMENDMENTS ~ APPROVAL OF AGENDA

Motion: Zarembo moved to approve the December 19, 2023 agenda; Dove seconded
Motion passed on a roll call with six in attendance.

AMENDMENTS ~ APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

Motion: Prestegard moved to approve the minutes from the December 5, 2023 meeting; Dove seconded.
Motion passed on a roll call with six in attendance.

COMMENTS ON NON-AGENDA ITEMS

Sherman Stebbins reported he submitted a Freedom of Information Act (FOIA) request pertaining to payment for hydroseeding the Cell 2 landfill project. He asked the Council to request an Executive Session to discuss “two specific people and an illegal payment.”

Musgrove reported an Executive Session must be related to a topic on the agenda and anyone in question has the option to discuss the issue in public or to go into a closed meeting.

REQUEST TO SPEAK - none

CORRESPONDENCE

Nenana Ice Classic – Gaming Permit Renewal

Motion: Dove moved to show no opposition to Nenana Ice Classic’s gaming permit renewal; Prestegard seconded.
Motion passed on a roll call with six in attendance (Riesner, Rawson, Zarembo, Dove, Prestegard, Musgrove).

UNFINISHED BUSINESS

Pioneer Park Memorandum of Agreement

Musgrove reported the Pioneers requested the City investigate insurance premiums (November 7 meeting) for the Pioneers’ structure (enclosed with two restrooms, kitchen area, and extended peaked roof) that was built on the Pioneer Park property. Lower rates or not, the City must own the building if the City is responsible to insure it.

2009 Ambulance

Greenleaf said there is no interest in repairing or owning the 2009 ambulance. He suggested donating it and removing it from City insurance coverage.

Motion: Dove moved to donate the 2009 ambulance to a willing recipient; Zarembo seconded.

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

Composition of EMS Advisory Board

Greenleaf reported four people have committed to serve on the EMS Advisory Board. He is waiting on two and looking for one more. Deltana Community Corporation has not decided which of its members will sit on the board. The EMS Advisory Board and meeting dates with Agnew::Beck should be scheduled by January 2, 2024.

2023/2024 Skating Memorandum of Agreement

Musgrove reported the skating MOA is still in draft form. The school's portion of the three-way MOA would not change but the responsibilities of the City and Delta Skating Association would, including hiring a seasonal manager (approved November 21, 2023). Superintendent Shaun Streyle has not confirmed commitment of \$15,000/year, paying for referees, or permitting visiting teams to utilize school facilities.

NEW BUSINESS**Ambulance Contract – Review Board Recommendations**

Musgrove reported the Review Board met on December 1 to go over the two proposals for ambulance services. Greenleaf reported the Review Board (Pamela Rawson, Jackie Becker, Nelson Grier) graded and scored the proposals from LifeMed Alaska and Delta Medical Transport. They chose Delta Medical Transport's proposal, which Greenleaf recommended. Upon Council approval, the City would issue a Letter of Intent to award the contract and enter a period of protest.

Motion: Dove moved to accept Delta Medical Transport's ambulance proposal; Rawson seconded.

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

Musgrove reported negotiations would begin to finalize the contract after the protest period.

Self-Contained Breathing Apparatus (SCBA) Equipment for Fire Department

Musgrove reported four boxes of SCBA equipment (masks, packs, oxygen bottles, charging systems, etc.) arrived with an invoice totaling \$43,125.53.

Greenleaf said the SCBA equipment is needed but was not budgeted and did not follow the procurement process. Tony White, Fire Chief, Delta Junction Volunteer Fire Department (DJVFD), reported the six units were demos at the Fire Conference in Valdez last September. The price (\$43,125.53) is less than the cost for new ones but had to be invoiced by Curtis in Kent, Washington by the end of the calendar year. They were shipped prematurely. If the Council cannot afford them, there are eight other fire departments that are interested. White said he is waiting on two more quotes, but they will range between \$68,000 and \$74,000.

Dove explained the need to adhere to both safety standards for firefighters and the City's purchasing process, especially for large capital items. Beyond the initial cost, the City is liable for inspection and maintenance of the equipment. She asked for a maintenance plan, training plan, and more accountability of fire equipment.

Discussion followed regarding outdated gear, missing parts, no proper inspection in the past five years, purchasing new SCBA each year, one or two at a time, so they are not a financial burden, putting them into the annual budget cycle as a reoccurring line item, the 18-member DJVFD unable to respond to fire calls without Personal Protective Equipment (PPE) and SCBA, and Tony White structuring a rotating cycle to maintain all firefighting equipment.

Motion: Zaremba moved to approve purchase of six Self-Contained Breathing Apparatus (Curtis invoice #INV770239, dated December 4, 2023), once two other bids are received, if Curtis' bid is the lowest, and taking money from other departments pay for them; Dove seconded.

Musgrove reported funding could be moved within the Fire Department budget (New Equipment or Contracted Services) or from allocated savings (VFD or Unspecified Savings).

Riesner asked to search available budget funds before dipping into savings.

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

City Purchases over \$1,000

CK #22907 to ACS - \$1,430.59 for December phones and Internet

CK #22908 to Alaska Floor - \$5,454.00 to clean carpets at City Hall, Library, and Community Center (11-27-23 / 11-28-23)

CK #22909 to Alcan Auto & Truck - \$1,573.44 for supplies and maintenance (hand cleaner, disposable gloves, glass cleaner, filters, starting fluid, etc.)

CK #22910 to AT&T Alascom - \$1,451.48 to provide electricity to Donnelly Dome repeater site

CK #22911 to Books Systems - \$1,915.00 for subscription renewal for library operating software

CK #22912 to Bristol Engineering - \$6,601.75 for landfill permit renewal

CK #22913 to Construction Machinery Industrial - \$1,675.09 to repair L150E Volvo loader at landfill

CK #22914 to Crowley Fuel - \$1,183.78 to service Zamboni hydrostatic system

CK #22915 to GVEA - \$7,455.72 for November electricity

CK #22916 to Numbers Count LLC - \$5,280.00 for accounting services (12-1-23 / 12-14-23)

CK #22917 to Vitus Energy - \$2,642.89 for November landfill equipment fuel (\$604.89) and heating fuel for City facilities (\$2,038.00)

Motion: Prestegard moved to approve checks #22907 through 22917; Dove seconded.

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

Musgrove reported the sequence of numbered checks approved at the December 5 Council meeting were different from what was mailed. The amounts were correct, but some numbers were different. It will be addressed during the January 2, 2024 meeting.

REPORTS

Mayor – JW Musgrove reported he is working on alternate ways in which payroll checks are processed.

Finance – no report

Library – Emily Dove reported:

- The Junction Readers Book Club had their annual Christmas party at the library on December 18.
- The library will be visited by 15 children from Fort Greely's Child Development Center on December 21.

There is a rumor that Mrs. Claus may make a rare appearance during their visit.

- Children's Story Hour and Baby Laptime will take a two-week break during the holidays.
- The library was a recipient of a \$1,000 donation from Kinross to upgrade the Children's Room.

Health & Safety – no report

Alaska Municipal League Conference (December 5/9) – Emily Dove said the AML Conference was informative and enriching. She reported:

• Former passed resolutions (aka carryforward resolutions) were discussed during the Resolutions Committee meeting on December 6. They were previously adopted, so the vote during the December 8 business meeting was to add them to the 2024 resolution packet. There is an appeal process to remove a resolution, which includes obtaining 20 signatures prior to the meeting on December 6. She voted against the resolutions on December 8.

• The 2024 resolutions were voted on individually at the business meeting on December 8. Dove said she voted according to Council vote on December 5, except for Resolution 2024-01, supporting legal action to determine the full extent of the State's constitutional obligation to provide for a system of public education. She voted against it because it was amended multiple times at the conference prior to vote.

• Conference attendees were encouraged to participate in discussions about challenges that other municipalities face, i.e., recruiting, retaining, and managing a healthy workforce, preparing, and mitigating environmental impacts, economic impact of inflation.

See additional discussion under *Additional Public and Council Comments* (page four).

Schools – no report

Emergency Services – no report

Emergency Preparedness – no report

Park & Recreation – Igor Zaremba reported:

- A metal guard was placed over the thermostat in the Skate Shack and the furnace room door was locked.
- Emergency exits on the Ice Arena need shoveled out after the parking lot is plowed, especially on the south side (facing Nistler) and on the northwest side where there is a lot of drifting.

Musgrove reported Greenleaf is drafting the seasonal rink manager position so it can be advertised.

Riesner reported:

- The front door (entrance closest to Nistler Road) at the rink needs immediate repair.
- The door frame on the north side, facing the locker room, is broken.
- *Skate with Santa* on December 16 was an enormous success.
- Open Skate on Sundays is popular. The whole community is taking advantage of it.

Airport – Mike Prestegard reported there is little activity at the airport due to high winds. A loader with operator was rented to remove snow from the tie-down area.

Musgrove said water would pool after the snow melts in the spring if the berm left from plowing North Clearwater is not removed from the entrance into the tie-down area.

At Large – no report

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

- An extension for the annual landfill permit was filed with the Department of Environmental Conservation (DEC). More details were needed about where the core hole and new sensors will be located.
- The Division of Forestry applied for a grant through the State of Alaska to increase fire awareness, fire safety, and update a Community Action Plan. Katmai and AML also applied for it. Both grant applications included Delta Junction. Greenleaf said Delta could be part of only one grant, so he chose Forestry.
- The process has started to install the overhead Jib crane in the Public Works building (approved November 21, 2023). It will require hiring a contractor.
- About half of the allocated funds for extra summer hire for the library and public works has been used to pay for a part-time winter employee. [\$10,000 from the FY23 surplus was earmarked on June 20, 2023.]

Cemetery – no report

City Clerk – no report

Additional Reports –

ADDITIONAL PUBLIC AND COUNCIL COMMENTS

James Squyres asked how the rest of AML attendees voted on previous resolutions (carryovers from 2019/2023). Greenleaf said a large screen gave immediate feedback in percentages but did not identify voters. Most attendees voted in favor of the previously passed resolutions.

Sherman Stebbins questioned paying for SCBA units if they were not already in the FY24 budget. He questioned why he was not mentioned in the December 5 minutes when “a Council member made derogatory comments toward him.” He also said he should be able to question what the City Council does with public money even though he lives outside of the City boundaries.

[Clerk Note: Pat White did not attend the December 19 Council meeting but did talk to Stebbins at City Hall on December 20. Minutes are not verbatim. Stebbins spoke at the beginning of the meeting on December 5 under *Non-Agenda Items*, during public comment of the *Second Reading, Public Hearing, and Adoption of Ordinance 2024-02*, and again at the end of the meeting under *Additional Public and Council Comments*. His statements were documented under *Ordinance 2024-02* on page 3 of the December 5 minutes.]

ADJOURNMENT – 6:23pm

JW Musgrove, Mayor

CITY
SEAL

Pat White, City Clerk

Approved: January 2, 2024