

City Council Minutes
Regular Meeting
September 3, 2024 ~ 5:00PM
City Hall, Delta Junction, Alaska



CALL TO ORDER / PLEDGE OF ALLEGIANCE / PRAYER

Mayor Igor Zaremba called the meeting to order at 5:03pm.

Council members present: Mayor Igor Zaremba, Deputy Mayor Mary Leith, Pete Hallgren, Lance Stricklin, Michael Prestegard

Council excused: Travis Riesner

City staff present: City Administrator Lori Roberts, Finance Officer Kaylee Reiersen, Library Director Tiki Levinson, City Clerk Pat White

Public present: Four from the community were present and the meeting was broadcast over KDHS 95.5 FM radio.

AMENDMENTS ~ APPROVAL OF AGENDA

Motion: Leith moved to approve the September 3, 2024 agenda; Prestegard seconded.

Motion passed on a roll call vote with five in attendance.

AMENDMENTS ~ APPROVAL OF MINUTES FROM PREVIOUS MEETING

Zaremba asked to change Stricklin's absence to "excused" because he failed to recall that Stricklin had asked him to be excused from the August 20 meeting.

Motion: Hallgren moved to adopt the draft minutes from August 20, 2024 as amended; Stricklin seconded.

Motion passed by unanimous consent with five in attendance.

COMMENTS ON NON-AGENDA ITEMS

Hallgren reported he appreciated Pamela Rawson's two years of service as a member of the Council. The timing of her resignation, effective today, eliminated the exercise of filling her seat for a short timeframe (until October).

Zaremba said he also appreciated her involvement in the Ambulance Services - Community Advisory Committee.

REQUEST TO SPEAK - none

CORRESPONDENCE

Request to Cash in Accrued Leave

Zaremba read Julie Taylor's request to use leave time to replace her vehicle after hitting a moose. He asked to make an exception to the *City Employee Policy* (Chapter 6) that addresses accrued leave, "... upon termination of service, former employees will be reimbursed for accumulated leave time. During employment, leave and personal days are not available to be cashed out ..."

Discussion followed regarding considering Taylor's circumstances as a financial emergency.

Motion: Leith moved to make an exception to the *City Employee Policy*, allowing Julie Taylor to cash out 200 hours of accrued leave as requested; Stricklin seconded.

Motion passed unanimously on a roll call (Prestegard, Hallgren, Stricklin, Leith, Zaremba).

UNFINISHED BUSINESS

Security for City Facilities

Roberts reported Verkada quoted \$192,448.67 for a three-year contract. It would include hardware, software, and professional services but not installation. The cameras and operating system are the same as what Koppers Communications used in their \$46,631.51 quote that was discussed at the August 20 meeting. It is a one-time fee, 50% paid at the beginning and the other half at the end of installation, plus one year of service. The seven facilities (City Hall, Library, Community Center, Visitor Center, Public Works/Fire Department, Liewer-Olmstead Ice Arena, Landfill) would be prioritized according to urgency, City Hall, library, landfill and rink first.

Motion: Stricklin moved to contract with Koppers Communications to install security in seven facilities, not to exceed \$46,631.51 with 50% paid at the beginning and 50% paid upon finishing the project; Leith seconded.

Discussion followed regarding not amending the FY25 budget because each department had sufficient maintenance funds for security.

Motion passed on a roll call with five in attendance (Stricklin, Leith, Prestegard, Hallgren, Zaremba).

NEW BUSINESS**Approve List of Election Officials**

[City Code 2.15.010(a) states, “Before each election, the Council shall appoint at least three judges ...”]

White reported Jimmy Rogers and Ben Geagley agreed to oversee the polls on October 1, 7:30am-8:30pm. Rogers will serve as Election Chair. Jackie Becker, Sherry Smith, and Rena Case will count ballots once the polls close. Dave Becker, Sharon Geagley, and Marilea Roberts will recount ballots on Friday, October 4. Eula Nistler will serve as an alternate should any of the Canvass Board need to cancel.

Motion: Leith moved to appoint the nine election officials as presented; Stricklin seconded.

Motion passed on a roll call with five in attendance (Hallgren, Stricklin, Leith, Prestegard, Zaremba).

Friends of Delta Airport Recommendation for New D66 Airport Manager

Zaremba read JW Musgrove’s letter, dated August 30, requesting appointment of a new airport manager.

Prestegard reported Alan Levinson was voted in as the new airport manager during a local pilot’s meeting on August 29. He expressed appreciation for all the years that Musgrove volunteered as airport manager.

Motion: Hallgren moved to accept the pilot’s recommendation to appoint Alan Levinson as the new manager; Stricklin seconded.

Motion passed on a roll call with five in attendance (Prestegard, Hallgren, Leith, Stricklin, Zaremba).

Hallgren asked to continue the line of communication. The City, owner of the D66 Airport, has had little concerns because of Musgrove’s involvement in managing it.

Repair Engine 161

Roberts referenced a detailed estimate of \$4,842 to replace seals and a torque converter. Yevgeniy Chenkov’s quote was the only one received out of three inquiries.

Motion: Stricklin moved to pay Yevgeniy Chenkov \$4,842.00 to repair Engine 161; Leith seconded.

Motion passed on a roll call with five in attendance (Leith, Prestegard, Hallgren, Stricklin, Zaremba).

Discussion followed regarding Zaremba’s friendship with Chenkov not being a conflict, Roberts and Miles Patton updating the maintenance log on emergency vehicles, and other upcoming services, i.e., vehicle winterizations.

City Purchases over \$1,000

CK #23223 to Aetna = \$18,920.54 for September group health insurance

CK #23224 to Airport Equipment Rentals - \$7,422.50 to rent loader to use at landfill August 8/23)

CK #23225 to Bill’s Small Tractor Service - \$5,842.00 for 2024 lawn maintenance contract – payment 3 of 3

CK #23226 to Construction Machinery Industrial - \$1,049.33 for parts for Volvo L150

CK #23227 to Delta Auto Care - \$2,035.93 for repairs on Skidsteer (\$855.50), Peterbuilt (\$545.94), and fire trucks (\$634.49)

CK #23228 to Delta Medical Transport - \$46,000.00 for September EMS contract

CK #23229 to Guess & Rudd - \$3,381.44 for July legal services (Community Advisory Committee research and fire department merge agreement)

CK #23230 to Hale & Associate - \$8,020.00 for 2024 airport insurance (\$7,620.00) and Public Official Bond for Finance Officer (\$400.00)

CK #23231 to Kel’s Septic - \$8,500.00 to pump City facilities (CH, CC, park pavilion, two park outhouses, library, ice arena – plus check every two weeks to ensure thawed out, fire station / Public Works, landfill, Visitor Center) – given \$500 discount per “high volume from multiple tanks”

CK #23232 to Phillips Scales - \$19,113.50 to upgrade scales at landfill

CK #23233 voided due to printing error

CK #23234 to Yvengeny Chenkov - \$5,920.00 for Volvo L150 maintenance (\$1,620.00) and fuel for clearing cemetery expansion (\$4,300.00)

Zaremba referenced CK 23234 and reported Chenkov’s quote to service the Volvo L150 (\$1,620) was less than Delta Auto Care (\$5,326.59) and Construction Machinery (\$13,362.29), both presented at the August 20 meeting. Getting the Volvo back in service eliminated paying \$3,000/week to rent a loader. Also, because Chenkov donated his time and equipment to expand the cemetery, Zaremba asked him to submit his fuel costs (\$4,300).

Hallgren said City employees should be bonded (CK 23230).

Motion: Stricklin moved to approve checks #23223 through 23234; Prestegard seconded.

Motion passed on a roll call with five in attendance (Stricklin, Leith, Hallgren, Prestegard, Zaremba).

REPORTS

Mayor – Igor Zarembo reported:

- Receipt of a thank you card from Mindy Eggleston and Delta Junction Trails Association Board for the \$2,000 donation (approved August 6 and issued August 20) needed to build a foundation for the igloo (warm-up hut) at the beginning of the Liewer Community Trail.

Roberts reported she and Eggleston will apply for a grant to pay for the school crosswalk signs, \$6,000 estimated.

- Heritage donated six truckloads of gravel for the crosswalk. Five or six more are needed, \$100 per truck.
- Finding a heavy equipment operator who has grader experience and carries a CDL has proven difficult.

Administrator / Public Works – Lori Roberts reported:

- Parts to upgrade the landfill scale have arrived, but Phillips Scales has not scheduled the upgrade yet.
 - Pogo/Northern Star may still schedule, but plans are in place to have Yvengeny Chenkov inspect the Volvo L220. Pogo is helping establish maintenance logs for both loaders.
 - Bids for at-pump-fuel were emailed to three local businesses. The bid opening is 4:00pm, September 20.
 - Landfill Equipment Operator Tenali Hicks is halfway finished with spraying the indoor rink asphalt. More expensive equipment was purchased after the equipment failed, but it can be used to paint City buildings next year.
- Levinson reported she requested funds from GVEA Goodcents to purchase 75 five-gallon buckets of paint that cost \$10,000. (GVEA's program supports community programs and projects by using GVEA members' donations from rounding up their monthly electric bills to the nearest dollar.)

Zarembo reported Chris Morley will submit a quote to seal cracks in the rink asphalt before it snows.

Finance – Kaylee Reiersen reported almost \$1.3 million in Federal PILT was received. \$1.2 was budgeted.

Library – Tiki Levinson reported she submits library statistics to the State of Alaska annually and receives \$7,000 in grant funds. That grant dropped to \$1,829. She reported statistics for FY24 (July 1, 2023 / June 30, 2024):

- There were 278 new library patrons. There were 41,736 library visitors compared to 37,831 in FY23.
- 43,587 items were checked out (2,561 more than FY23). 6,901 of those items were e-books and audios downloads to devices through the Alaska Digital Library (190 more than FY23). 821 items were borrowed from other libraries, putting the Delta Library in 1st place in the entire state for the fifth year in a row.
- The library hosted 166 programs for youth (11 more than FY23) with a total attendance of 4,295 children and caregivers (616 less than FY23). Programs included Story Time, Library Lions, craft days, bicycle club, and Summer Reading. The library hosted 21 programs for adults with a total attendance of 238 (252 less than FY23). Adult programs included plant classes, Book Club, Knitting Circle, and education opportunities. The library hosted 10 programs for all ages (6 more than FY23) with a total attendance of 614 (201 less than FY23).
- The library provides seven public computers, which were used 2,502 times.
- Public Wi-Fi was accessed 7,256 times.
- Library services include faxes, scans, e-mail, notary, and copying as well as providing IRS and PFD forms, informal technology assistance, and more.
- The library partnered with The Boeing Company, Alaska Community Foundation, and local businesses and donors to host events and provide services.
- The library staff includes summer help, three part-time employees who are trained library aides, and a full-time professional library director.
- Volunteers donated 572 hours of their time toward the success of the library.

Levinson also reported:

- The library partnered with the Delta Junction Trails Association to host the River Walk Park Soft Open House and StoryWalk on September 14, 11:00-1:00.
- A local Girl Scout chose replacing the library sign as her community service project. Kinross will provide funding for the weather resistant sign, giving it a longer life.

Leith referred to Reiersen's finance report (top of page) and questioned why unexpected PILT funds could not be dedicated to the library since funding was shorted by both the State and Boeing.

- A group from the Lutheran/Presbyterian Church will clean around the library on September 8.

Emergency Services – Lori Roberts reported she attended the Alaska Defense Forum last week in Fairbanks. She met with personnel from the Pentagon and discussed grants that fund military installations and communities. They shared concerns about emergency services, particularly for contractors and new employees who move to Delta. Roberts said even if the City took over billing for ambulance runs, the Supplemental Emergency Medical Transport (SEMT) Program would still fall 40% short of needed revenue.

Tony White, Fire Chief and owner of Medical Transport (DMT), reported Todd McDowell, State of Alaska Emergency Medical Services (EMS) Program Manager, presented a slide show during the June 25 Ambulance Service – Community Advisory Committee (AS-CAC) meeting, but it was flawed. Fort Greely is called approximately 200 times a year for mutual aid, mostly during summer months, and those civilian transports were not reflected in McDowell’s data. Two weeks ago, DMT had 16 runs to Fairbanks in six days, which required changing medics on the road and calling in others who were off duty.

Discussion followed regarding Roberts chairing the next CAC meeting without Agnew::Beck (facilitator of previous meetings), inviting public participation (CAC members and new volunteers) to apply for CAC membership after September 19 due to a clause in the AS-CAC *Rules and Responsibilities* about restructuring, and format of informal advisory meetings.

Landfill – Igor Zaremba reported 40 vehicles delivered garbage to the landfill by 2:15 on August 31. The price increase (8¢ per pound to 12¢ effective July 1, 2024) appears to not have deterred people from using the landfill.

Airport – Mike Prestegard reported he and local pilots met on August 29 to establish priorities for improvements at the D66 airport, improve communications, and to organize a local pilots group. He and JW Musgrove are searching for the grant when the runway was built to clarify sign placement. They did find a survey from 1976 that practically mirrors the same wants and needs of today.

Discussion followed regarding people crossing the runway without looking for air traffic, four “Airport Traffic Only” signs at Public Works, Stricklin researching feasibility of locating a fuel station at the airport (approximately \$100,000), and upgrading the airport for potential life flights.

At Large – Pete Hallgren reported this week marks his 25th anniversary with the local government. Leith has over 33 years. He expressed gratitude for being able to serve and appreciation for those who continue to serve.

Cemetery – Lori Roberts reported:

- Elderly, veterans, and disabled are currently harvesting firewood in four-hour timeslots. Anyone over 18 must sign a waiver and schedule blocks of time. Under 18 are to be listed on waivers. The clearing will be open to the general public within the next two weeks.

- The bid opening for grass seeding will be on September 20.

City Clerk – Pat White reported:

- The candidate filing period for the October 1 election ends at 5:00pm, Friday, September 6.

- Eligible citizens can renew passports online (<https://travel.state.gov/content/travel/en/passports/have-passport/renew-online.html>) during a mid-day Eastern time window that is open only until a quota is met each day. Applications will be limited for several months while the system’s performance is monitored.

Additional Reports – Igor Zaremba reported he will miss the October 1 and October 8 Council meetings but will attend the October 15 meeting via zoom. He is interested in continuing as mayor (through the end of his term in 2025 and longer) and would appreciate support on October 15 when the Council elects mayor and deputy mayor.

ADDITIONAL PUBLIC AND COUNCIL COMMENTS

Roberts reported \$400/month is paid to service the City Hall/Community Center/Library dumpster. She asked to consider bigger cans (smaller dumpsters) that the Public Works crew can haul to the landfill on Wednesdays.

ADJOURNMENT – 6:43pm

Igor Zaremba, Mayor

CITY
SEAL

Pat White, City Clerk

Approved: September 17, 2024