

**City Council Minutes
Regular Meeting
July 1, 2025 ~ 5:00PM
City Hall, Delta Junction, Alaska**



CALL TO ORDER / PLEDGE OF ALLEGIANCE / PRAYER

Mayor Igor Zarembo called the meeting to order at 5:02pm.

Council members present: Mayor Igor ZAREMBA, Deputy Mayor Mary LEITH,
Michael PRESTEGARD, Pete HALLGREN, Michael PHELAN

Council present via zoom: Lance STRICKLIN

Council excused: Travis RIESNER

City staff present: City Administrator Lori Roberts, Finance Officer Kaylee Reiersen, City Clerk Pat White

Public present: Eight people were present (including one on Zoom).

AMENDMENTS ~ APPROVAL OF AGENDA

Zarembo asked to add Tim Holoday's June 14, 2025 email to *Correspondence*.

Motion: Hallgren moved to approve the July 1, 2025 agenda as amended; Stricklin seconded.

Motion passed on a roll call with six in attendance (Hallgren, Leith, Prestegard, Phelan, Stricklin, Zarembo).

PUBLIC COMMENTS

Sebastian Saarloos reported he received caps to mark individual cemetery plots in the newly expanded area. Larger caps will border each of the eight blocks (40 plots in each block = 320 new gravesites), which will be numbered 13-20. Saarloos said stakes show where all 320 plots will be surveyed. [Currently Rest Haven Cemetery has 488 plots, not including 128 in the Pioneer section. They are all occupied or reserved, except 32 that are available for sale.]

Dusty Wright questioned whether Roberts was able to communicate with Kinross (requested June 3) about where ore trucks park near Delta Industrial and Delta Petro Wash. He shared cell phone photos from both north and southbound vantage points.

Roberts reported she did contact Kinross, and she would share contact information with Wright. Discussion shifted to difficulty in gathering input from area residents in resolving the ambulance situation, whether community leaders and pastors could help, community members voicing preference for Advanced Life Support (ALS) since the initial public meeting (September 29, 2022), Roberts' plan to bulk-mail a ballot/brochure listing public suggestions to raise revenue (February 25, 2025), and Roberts stating \$25/month per person per household could generate enough to fund EMS for the entire community.

Stormie Mitchell questioned establishing a base charge for all residents when she has double medical coverage. Zarembo reported insurance payments are not enough.

REQUEST TO SPEAK - none

CORRESPONDENCE

Tim Holoday Email - OMA and Required Notification to the Community

Tim Holoday reported he sent an email on Saturday, June 14 to Council members and administrative staff to ensure his message was not misinterpreted. It was too late for the June 17 agenda and had to be added onto this agenda. He expressed frustration with the general conduct of Council meetings, late scheduling of budget work sessions, acceleration to adopt the budget by July 1, and not having budget drafts to review before meetings.

Hallgren agreed, stating not all details are required to be public, but effort should be made to include supporting documents for all topics on agendas and to ensure it is available to the Council and public in a timely manner.

Zarembo reported more information will be added to agenda packets and the annual budget cycle will begin earlier in the year.

UNFINISHED BUSINESS

Delta Industrial Services (DIS) Proposal to Build 6th Street (continued discussion from June 17, 2025)

Roberts reported DIS would pay for both the survey and applicable permits, but only if they owned 6th Street. Discussion followed regarding the Council opting not to sell 6th Street because of homeowners in the area.

NEW BUSINESS

Airport Insurance Renewal

Reierson reported the current three-year aviation insurance policy ends October 8, 2025. \$19,749 was paid in FY20, \$22,860 was paid in FY23, and \$7,620 was budgeted for airport expenditures for FY26. Its actual cost will not be known until after the application process.

Motion: Prestegard moved to apply for runway insurance for the next three years; Leith seconded.

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

Airport Fees

Reierson reported pilots are concerned over fee increases for tie-downs that were approved on June 17 (\$30 to \$40 without electricity and \$33 to \$50 with electricity hookup) because the hike was more than the actual cost of electricity.

Discussion followed regarding Prestegard suggesting changing the yard light to LED to reduce electric usage by 50% and airport fees helping to offset the cost to expand and maintain the tie-down area.

Prestegard agreed to gather input from local pilots about the impact of raising the tie-down fees.

Annual Raises

Reierson reported step increases occur one month after an employee's hire date and upon a successful performance review. She asked to make all step increases effective July 1 except for new hires within the previous six months.

Motion: Hallgren moved to make step increases available to all employees on July 1 of each year unless hired after December 31; Leith seconded.

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

Agenda Formatting

Roberts suggested changing *Public Comments* to *Public Comments on Non-Agenda Items* and opening agenda topics for public input.

Prestegard asked to put reporting back on agendas alongside Council names.

Discussion followed regarding providing every agenda topic with coordinating documentation but listing purchases on the cover page, continuing leeway to rearrange agendas to accommodate speakers and permit public input when necessary, and Council officials elected to make decisions on the public's behalf.

Door Quotes

Roberts explained difficulty in obtaining quotes. She reported Glass Doctor of Fairbanks provided quotes to replace a bent hinge and realign the front door at City Hall (\$1,669.22) and replace the shattered glass in the back door (\$1,267.52), excluding the \$225 destination fee if both doors are repaired at the same time.

Motion: Leith moved to award Glass Doctor of Fairbanks both projects, to align the entrance door at City Hall and to replace glass in the Council Chamber's door in the amount of \$2,711.74; Hallgren seconded.

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

Phillips Scales

Roberts reported Phillips Scales replaced and recalibrated a new scale (October 2024) and inspected it in May 2025. Damages are covered by a ten-year warranty if checkups and repairs are done annually.

Motion: Leith moved to pay Phillips Scales \$3,342.50 to perform annual maintenance and testing of the landfill scale; Stricklin seconded.

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

Purchases Over \$1,000.00

CK #23620 - \$12,421.48 to Airport Equipment Rentals to rent loader with maintenance services

CK #23621 - \$14,005.00 to Custom Steel for airport parking expansion

CK #23622 - \$85,404.17 to Delta Medical Transport for July EMS contract (\$15,000 paid by RAES)

CK #23623 - \$2,545.19 to Guess & Rudd for May legal services

CK #23624 - \$2,375.00 to Heritage general Contracting to replace the Visitor Center well

CK #23625 - \$1,219.94 to Shell Oil for June equipment fuel (at the pump)

CK #23626 - \$1,599.72 to Vitus for landfill equipment fuel

CK #23627 - \$144,065.40 to Hale & Associates for FY26 insurance

CK #23628 - \$1,173.00 to State of Alaska for Public Works surplus equipment (trailer, Tyvek suits, gloves, etc.)

Discussion followed regarding expanding the airport tie-down area (CK #23621) paid with airport savings funds budgeted in FY25 (approved May 6, 2025) and acquiring a retired heavy-duty trailer for a low price (#23628).

Motion: Leith moved to approve checks 23620 through 23628; Stricklin seconded.

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

Phelan questioned tracking employee time spent on various projects, i.e., hauling trash versus contracting the service and leasing a dumpster.

REPORTS

Mayor - Igor Zaremba reported:

- Roberts issued a letter to the State of Alaska, requesting they forgive the rest of the prison debt (three \$50,000 payments left after July 1, 2025).
- A compactor would be more practical at the landfill than crushing trash with loaders. Referring to photos, Zaremba expressed concern with the conditions of the L150 and a rented loader. The abuse and neglect were not reported. The 220 loader is still leaking hydraulic fluid into the engine crank case.

Phelan said he observed lack of details, basic housekeeping, maintenance of both equipment and facilities, record keeping, etc. which may be managed by breaking projects into doable chunks.

Discussion followed regarding oversight, juggling full-time personnel with inconsistent part-time work hours, new hires recovering from neglect of previous employees, and a fiasco involving keys to the park fence.

City Administrator / Public Works / Landfill - Lori Roberts reported:

- The National Weather Service put out a Red Flag Warning, in effect tomorrow, 10am to 10pm. She cautioned people not to burn.
- Tires at the landfill consume a lot of space, more than other places in Alaska. Roberts questioned whether to charge separately to accept tires at the landfill or to continue charging per ton. She quoted fees from other landfills (\$183/ton for tires over 18-inches, \$250/ton for passenger tires, \$135 for each loader tire). Tires from large trucks are all replaced after one blowout. Local owner/operators would purchase used tires because they are expensive (\$5,500). The standard rule is if tires are 50% worn, they can sell for 50% of their retail value.

Discussion followed regarding liability waivers to load tires, concern about the landfill filling up faster than its expected life (5-6 years instead of 20), displaying used tires near boulders and recyclable items, purchasing a tire shredder to process worn tires into cover material for the landfill or ground cover for playgrounds, customers paying disposal fees when they purchase tires (\$3.00 to tire business plus \$2.50 to the State of Alaska) and saving money off selling reusable tires to purchase a compactor.

- Signage was posted for parents to keep children and pets in vehicles while at the landfill.
- At weekly staff meetings, employees are encouraged to share safety training applicable to their jobs. Training sheets, submitted to the City insurance, are rewarded monetarily.

• A flammable locker was purchased for the Public Works building, courtesy of a \$1,767.24 grant from Alaska Public Risk Alliance (APRA).

• Public Works employees repaired leaky pipes in the park pavilion, replaced door handles and locks on restroom doors (part of recent vandalism), and washed floors. The janitor deep cleaned restrooms.

• Complaints were received about trash that leaked while it was transported through the Community Center to the garage.

Discussion followed regarding the Public Works crew hauling trash to the landfill every Wednesday and protocol established to prevent another incident.

• The Alaska Department of Transportation, who are familiar with regulations, may place school crosswalk and landfill signage.

Finance - Kaylee Reiersen reported:

- The \$200,000 Pogo donation for FY26 was received.
- The FY24 audit draft, reported to be finished on June 17, is expected by mid-July.

- Findings in the FY23 audit were received from the State of Alaska. Corrective action, changes to staff and audit firm, were considered sufficient.
- A City tax of \$5.48 was incorrectly charged by Konica for the library printer. It was refunded.

Library - Mary Leith reported:

- Library staff have been busy issuing new library cards, hosting the summer reading challenge, attending to traveling visitors, and more.
- Summer reading ended with 85 participants and their parents' reviews showing the program was a rousing success. Youth were challenged to read and cook, bicycle, walk, play music, and do chores. Library patrons were especially interested in the bicycles, which were purchased with an Alaska Communities Grant.
- The library will host a Minecraft movie and activity tomorrow and Bicycle Days with a craft next week.

Zaremba reported library staff will certify as passport agents to process applications.

Airport - Michael Prestegard reported pilots are unable to make progress with improvements to the ski strip because the ground is still frozen. He suggested grading North Taxiway all the way to the runway.

Additional Reports – Michael Prestegard reported he is scheduled to meet the High School Superintendent tomorrow to learn about teleconferencing.

ADDITIONAL PUBLIC COMMENTS - none

ADJOURNMENT – 7:40pm

Igor Zaremba, Mayor

CITY
SEAL

Pat White, City Clerk

Recorded meetings available at City Hall upon request

Approved: August -- , 2025