

**City Council Minutes**  
**Regular Meeting**  
**October 7, 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 present:** Mayor Igor ZAREMBA, Deputy Mayor Mary LEITH,  
Travis RIESNER, Pete HALLGREN, Michael PHELAN

**Council excused:** Lance STRICKLIN, Mike PRESTEGARD

**City staff present:** City Administrator Lori Roberts, City Clerk Pat White

**Public present:** Six residents were in attendance. The meeting was broadcast over KDHS 95.5 FM radio.

**AMENDMENTS ~ APPROVAL OF AGENDA**

Motion: Leith moved to adopt the October 7, 2025 agenda as presented; Hallgren seconded.

Motion passed on a roll call with five in attendance.

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

Hallgren questioned “funding from PILT not subject to federal single audit requirements unless the City generates more than \$750,000 in revenue” in the September 16 draft minutes (*Altman, Rogers & Company - Request to Speak* - page one).

Roberts asked to clarify it as federal revenue because PILT is no longer considered reportable income.

White reported Zarembo’s comment about being grateful to be re-elected as mayor was removed (*Additional Reports* - page 4) because it was already stated (*Municipal Election Schedule* - page 2). She corrected “the upcoming election ... always the second Tuesday of October” to the first Tuesday (*Notice of Elections* – pg 2).

Motion: Leith moved to adopt the September 16, 2025 minutes as amended; Hallgren seconded.

Motion passed on a roll call with five in attendance.

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

**REQUEST TO SPEAK**

**Delta Junction Trails Association – Liewer Community Trail and River Walk Park**

Mindy Eggleston, President, Delta Junction Trails Association (DJTA), reported:

- The dome (igloo) was newly erected at the Liewer Community Trail. Blake LLC donated the kit and insulation. Silverline LLC constructed the fiberglass kit, laid carpet, and insulated the dome. Morley Electric donated all the electrical work.
- Ron Liewer generously deeded 16 lots to the City to forever remain in the public’s ownership. The City and the Division of Natural Resources own the land. The City and DJTA hold easements. The City’s portion will have a new public easement.
- The igloo will serve as a warming hut for Ski Club and DJTA events, i.e., Thanksgiving Turkey Trot, Walk of Lights, and DJTA events.
- DJTA installed a sign in the parking area at the River Walk Park encouraging good behavior, no littering, and no shooting. A swing gate at the pedestrian entrance was installed to block motorized vehicles.
- Grizzly Construction built embankment and placed boulders at lookout sites to prevent erosion. They also compacted the trailhead that was damaged by unauthorized ATVs and motorcycles.
- The \$7,136 in completed signage and Steve McCombs memorial bench were installed.
- Denali Fenceworks donated and installed fencing. Because they did it for free, DJTA would like to reallocate the funds that the City donated for fencing (\$2,300 on May 6) toward purchase of an animal-proof garbage bin (\$2,056 delivered and installed with a concrete pad).

Motion: Leith moved to reallocate \$2,300.00 to purchase an animal-proof waste bin; Hallgren seconded.

Motion passed on a roll call with five in attendance (Phelan, Leith, Riesner, Hallgren, Zarembo).

Eggleston invited the public to the Open House Turkey Trot on November 22, 12:00-2:00.

**CORRESPONDENCE - none****UNFINISHED BUSINESS****Salary Schedule – tabled to October 21****Employee Positions**

Roberts referenced *FY26 Wages and Salaries Workpaper for Budget Draft*, one labeled “current” and the other “realistic.” Adding Landfill Director, General Foreman of Public Works, and Maintenance / Mechanic positions would cost \$260,000 in wages that are comparable to Alaska’s 2024 averages.

Hallgren questioned giving employees the annual raise on July 1 and another one per the *New Salary Schedule*.

Roberts reported the spreadsheets show current employee wages, including wages for the three new positions.

Zaremba reported the Streets Equipment Operator would increase \$11.16/hour (\$23,212.80/year) if the position and responsibilities change to Public Works Foreman. The better wage will attract qualified applicants.

Phelan agreed with hiring personnel at the supervisor level, but to also add another position at the landfill.

Roberts reported the additional position could be written into the FY27 budget.

Zaremba expressed appreciation for Phelan’s efforts over the past several weeks to bring the landfill operation to the state it should be.

Motion: Hallgren moved to change the Street Operator position to Public Works Foreman and to increase the wage to \$40.00/hour (\$83,200.00/annually); Leith seconded.

Discussion followed regarding newly drafted job descriptions and advertising the supervisor position.

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

Zaremba reported adding medium to light mechanic duties to the maintenance position would increase the wage from \$23.69/hour (\$49,275.20/year) to \$35/hour (\$72,800/year).

Motion: Phelan moved to change the maintenance position to maintenance/mechanic; Leith seconded.

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

**Loader Update / Purchase**

Roberts reported Fairbanks North Star Borough (FNSB) upgraded and they could give their used crusher to Delta, although it needs a new transmission that will cost \$100,000. An excavator is beneficial when the landfill operation is backlogged, but not necessarily when everything is operating smoothly.

Phelan reported a new crusher costs \$1.2 million. He inspected the FNSB crusher and said it was well maintained. The CAT 826 landfill compactor design has not changed since the 1970s.

Hallgren reported the landfill shop was designed to house a crusher, which would extend the life of the landfill and require less cover material because of compacting the trash.

Phelan reported that the manager of the Solid Waste Program has offered to help with gas monitors and to offer advice after observing the landfill operation (4,000 tons/year of volume compared to FNSB’s 100,000 tons).

Motion: Leith moved to authorize City Administrator Lori Roberts to work with FNSB to acquire their used crusher; Phelan seconded.

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

**City Hall Telephones**

Roberts reported Ring Central charges \$155/month compared to \$389/month. Another provider charges \$30/month per phone line. ACS owns all the phone numbers. Options are: 1) to get new phone numbers, 2) continuing with ACS to keep the existing numbers, 3) contracting with Starlink for \$20/month per line (numbers directed out of state because area codes will not be 907). Roberts reported ACS no longer supports the existing phone system or parts to maintain them. They want \$16,000 to upgrade the phone system City Hall (keeping the nostalgic numbers). Additionally, \$77 is paid each month for each phone line in City Hall. \$25 is paid for the 895-4656 main number plus another \$20 is paid to connect callers to the phone lines in City Hall. Discussion followed regarding Voice over Internet Protocol, technology that allows communication over the Internet instead of traditional phone lines, the public’s inability to contact staff at City Hall except through their

direct lines (City Administrator – 907-895-1081, City Clerk – 907-895-4219, Finance – 907-895-1661), and having a cordless phone available for medical situations.

Roberts reported that a separate AT+T cell phone serves the landfill. She is negotiating with the government to change ownership of the Donnelly Dome tower to the military because, as of October 20, AT+T rates increase 100% and on April 20, 2026, rates will increase 500%. CGI intends to install a tower on Hanson Road and inquired about installing one on the City Hall roof.

Julia Phelan asked to maintain at least one land line in the event of a community emergency or power outage if the other lines are switched to Internet-based.

Riesner reported ACS will be less likely to repair deteriorating lines and update their infrastructure. There is potential for issues with the Internet, but running the Starlink at City Hall through an uninterrupted power supply will be less expensive. He agreed with Julia Phelan to pay for a backup line.

Roberts reported she would make inquiries and bring the topic back on October 21.

## NEW BUSINESS

### **Second Reading, Public Hearing, and Adoption of Ordinance 2026-05, Amending Title I, Legislative, Judicial & Administrative**

White reported Ordinance 2026-05 was introduced on September 16. Because she failed to post it on the City website in the October 7 agenda packet, making it available to the public, she asked to postpone it to Oct. 21.

Roberts reported Hallgren and Leith's edits were included in the latest Title I draft. She highlighted three changes: *Conflicts of Interest* (1.41.060B - page 34) was moved to the *Ethics* chapter (1.27.030C - page 12). Pertaining to *Subchapter A*, Roberts asked whether to change approval of purchases over \$1,000 to over \$2,000 (1.41.010 - page 31) and increase *Acquisition of Supplies and Equipment or Services Between \$10,000 and \$25,000* to \$40,000 (1.41.025 – page 32).

Hallgren recommended both the Council and employees pay close attention to the *Ethics* section.

### **Purchases Over \$1,000**

CK #23737 - \$20,607.92 to Airport Equipment Rentals for September loader rental, forks rental, and grader repairs

CK #23738 - \$2,882.35 to Alasconnect for October IT services

CK #23739 - \$2,314.40 to Bank of America for August credit card charges

CK #23740 - \$3,923.75 to C&R Pipe and Steel for piping at Visitor Center in June 2025 (well pump and pipes in restrooms replaced)

CK #23741 - \$85,404.17 to Delta Medical Transport for October EMS contract (includes \$16,500 from RAES)

CK #23742 - \$4,456.71 to GVEA for September electricity

CK #23743 - \$2,520.00 to Guess & Rudd for August legal services

CK #23744 - \$1,822.00 to Heritage General Contracting for library boiler maintenance

CK #23745 - \$2,728.28 to LN Curtis for handwheel assembly for Fire Department

CK #23746 - \$1,054.96 to Shell Oil for September equipment fuel

CK #23747 - \$1,141.40 to University Redi-Mix for street gravel

CK #23748 - \$12,335.94 to Vitus for September heating and equipment fuel

Motion: Leith moved to approve checks 23737 through 23748; Hallgren seconded.

Roberts reported Rural Alaska Emergency Services (RAES) has paid \$16,500/month since July.

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

## REPORTS

**Administrator** – Lori Roberts reported:

- She has attended several meetings and grant classes.
- She is working with Tom Duncan, GIS, on road name issues and creating new passwords for outside entities, i.e., ACS and GVEA, to access the mapping site.

**Finance** – Lori Roberts reported:

- \$79,001.04 in Community Assistance Program (CAP) was received.
- \$102,445 was billed to Forestry to cover DJVFD and RDVFD vehicles and personnel.
- The FY26 First Quarter report will be presented at the October 21 meeting.
- The FY25 audit will start October 27.

- The annual Alaska Municipal League (AML) Conference is scheduled in Anchorage December 8-12. Discounts are available for early registrations (November). A variety of subjects focus on newly elected officials and municipal employees.

- A \$10,000 donation from Kinross was received. The funds will be used toward the renovations at the Community Center.

**City Clerk** – Pat White reported:

- A public meeting about the SM-1A is scheduled for Tuesday, November 4, 6:00-8:00pm, at the Community Center.

- Election ballots will be counted after the polls close at 8:00pm and recounted on Friday, October 10, at 4:00pm. Preliminary results will be posted afterwards. The election is scheduled to be certified on October 14.

- According to City Code 2.15.010(B), the City Council must approve election officials. The City Clerk can appoint a replacement if a Council-approved official cancels. Eula Nistler, approved by the Council on September 16, was replaced by Jessica Rothe today. Rothe is a registered City precinct voter.

**Library** – Mary Leith reported:

- Adults are encouraged to read by participating in the Winter Reading Challenge. Bingo cards are available at the library and must be finished by March 31.

- 754 users tapped into the library's Wi-Fi in September compared to 580 in one year ago.

**Health & Safety / Landfill** – Michael Phelan reported:

- Public access approaches were widened at the landfill.
- Cones are used to show where customers can dump trash.
- The D6 is back in service, compacting trash.
- The 220 loader had setbacks (disengaged parking brake piston leaked hydraulic fuel into the transmission) after it was put back in service. Mechanics found an unexpected broken rocker arm during the repair.

- The L150 is still out of service, awaiting parts (filters). Phelan recommended getting a diagnostic.

- He is working with a geo-tech company and an engineer on the well monitors.

**At Large** – Pete Hallgren reported:

- GVEA will host a public meeting to explain fee increases at the Lions Club on October 22, 5:30pm. Increases will take approximately 15 months to go into effect. Present fees dropped to 26.5¢ to 27¢/kwh because purchased fuel dropped about 10%. The base fee, charged to everyone who is hooked up, may also increase. Hallgren encouraged Delta members, shareholders in the co-op, to attend the public meeting. It will also be available on Microsoft Teams.

- A preview will be presented to the GVEA Advisory on October 8.

**Emergency Preparedness** – Travis Riesner advised people to secure their belongings to prevent theft.

**Park & Recreation** – Travis Riesner reported hockey teams are traveling to Fairbanks to practice on ice.

### **ADDITIONAL PUBLIC COMMENTS**

Julia Phelan reported that the Association of Defense Communities hosts a convention in Monterey, California at the end of October. Communities neighboring military bases can partner with the Department of Defense for services. During this year's Defense Forum (August), it was mentioned multiple times that it could be a pathway to fund Delta's EMS.

Zaremba asked for objection in sending Lori Roberts to the Installation Innovation Forum October 27/29 with none being offered.

**ADJOURNMENT** – 5:48pm

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Igor Zaremba, Mayor

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SEAL

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Pat White, City Clerk