City Council Minutes
Regular Meeting
October 6, 2026, ~ 5:01 PM
City Hall, Delta Junction, Alaska

CALL TO ORDER / PLEDGE OF ALLEGIANCE / PRAYER

Mayor Igor ZAREMBA called the meeting to order at 5:01pm.

Council members present: Mayor Igor ZAREMBA, Deputy Mayor Mary LEITH, Sherry HEINBOCKEL, Mike PRESTEGARD, Tim WEBB, Pete HALLGREN, and Rena CASE.
Council excused: None
City staff present: City Administrator Lori Roberts and City Clerk Andrea Peters
City staff on Zoom: Fire Chief Erin Trainor
Public present: Approximately eight community members were present, plus one viewer remotely.

AMENDMENTS ~ APPROVAL OF AGENDA – October 6, 2026

Leith – proposed removing the library RFID item from the agenda.
Motion: Leith moved to approve the agenda as amended; Prestegard seconded.
Motion passed on roll call (Hallgren, Case, Leith, Heinbockel, Prestegard, Webb, and Zaremba).

AMENDMENTS ~ APPROVAL OF MINUTES FROM PREVIOUS MEETING

Motion: Hallgren moved to approve the minutes from September 15, 2026; Leith seconded.
Motion passed on roll call (Prestegard, Webb, Hallgren, Case, Leith, Heinbockel, and Zaremba).

PUBLIC COMMENTS ON NON-AGENDA ITEMS

LTC Clark - shared upcoming CAC events, recommended the My Army Post app, reminded residents to prepare for fire safety before winter, and noted that training noise may continue in the DTA for the next two weeks.
Mr. Holoday - raised concerns about how the finance officer vacancy was handled and urged the council to review executive-session and open-meeting requirements.
Hallgren - explained the personnel matter was discussed in executive session, the employee was properly notified and offered the opportunity to participate, and the council authorized the mayor to take follow-up action after returning to open session.
Mr. Stebbins - questioned whether all council members reviewed the finance officer's applicants and job description.

REQUEST TO SPEAK

BJ Sloan – raised communication and maintenance concerns regarding the hockey rink and requested that the issues be addressed.

CORRESPONDENCE

- **State of Alaska – Marijuana Control Board –** has proposed policy changes, with written comments due by **4:30 p.m. on October 20**. Residents could submit feedback by email at amco.regs@alaska.gov or mail to 550 W. 7th Avenue, Suite 1600, Anchorage, Alaska , 99501.

UNFINISHED BUSINESS

NONE

NEW BUSINESS

New Employee and Pay
Zaremba – explained that only one application had been received. The applicant was interviewed and was considered qualified for the position, with a degree in finance and accounting. Zaremba recommended placing the new employee at Grade 4, Step 4, on the employee pay scale.

Roberts – stated that the applicant is bonded.
Motion: Leith moved to hire the new finance officer at grade 4, step 4 ; Case seconded.
Motion passed on roll call (Heinbockel, Prestegard, Webb, Hallgren, Case, Leith, and Zaremba).

Zaremba excuses himself from the meeting at approximately 5:35pm.

Purchases Over $2,000
CK #24148 - $2,920.00 to Guess & Rudd for August 2026 Legal Services
CK #24149 - $24,415.74 to Vitus for September 2026 Fuel
EFT 27 - $23,403.69 to Aetna for September 2026 Health Insurance
Motion: Case moved to approve checks #24148 and #24149, and EFT 27 as presented; Heinbockel seconded.
Motion passed on roll (Prestegard, Webb, Hallgren, Case, Leith, and Heinbockel).

REPORTS
Mayor – Igor Zaremba: No report given.
City Administrator – Lori Roberts reported: The city was awaiting USDA approval for an equipment extension, and the Denali Commission's contribution reduced the city's expected copay from about $20,000 to just over $2,000 for an $80,000 grader. She will bring the exact amount and approval letter to the next meeting and mentioned upcoming FEMA incident command training.
Finance – Kaylee Trofimov reported: No report given.
City Clerk – Andrea Peters reported: Community members that would like to attend council meetings remotely need to email cityclerk@deltajunction.us . Agenda materials should be submitted to the clerk by the Wednesday before the next council meeting.
Library – Mary Leith reported: No report given.
Cemetery – Mary Leith reported: The cemetery update was that winter graves are being prepared, the new area has been seeded and its access road built, and the city plans to add gravel, block off the area, and install fencing to prevent vehicles from entering.
Landfill – Sherry Heinbockel reported: The landfill is in good shape after a hose repair for the 220.
Public Works – Sherry Heinbockel reported: Public Works crew has worked on the library lights and exterior outlet wiring and is preparing for winter.
Airport – Mike Prestegard reported: The airport has become quiet now that the season is over.
Emergency Preparedness – Mike Prestegard reported: Encouraged residents to finish preparing firewood before snowfall, clean chimneys or wood stoves, and prepare their vehicles for winter travel.
Emergency Services/Health and Safety – Tim Webb reported: Big Delta Rescue (BDR) reported 15 calls from September 16–30, including 11 transports and four non-transport treatments, with Fort Greely providing mutual aid twice. Fire crews planned to visit the elementary school on Thursday and Friday to teach students about fire safety.
Schools – Rena Case reported: Total enrollment in Delta Junction, including homeschool students, was reported as 994. The elementary school had 285 students, down from 317 the previous year. Reading scores were reported as high and improving; students had maintained their reading skills over the summer, which was credited to the library's reading programs.
Parks and Recreation - Lori Roberts: The visitor center has been winterized. The park pavilion has been taken down, and the salvaged beams are at Public Works.
At Large – Pete Hallgren: No report given.
Additional Reports – None
ADDITIONAL PUBLIC COMMENTS
Mr. Holoday – questioned whether the finance officer position was authorized in an appropriate timeframe, adequately publicized, and reiterated concerns about transparency.
Mr. Case – thanked local election volunteers for their work ensuring fair elections and urged the community to show them respect and gratitude.

Mr. Stebbins – recommended adopting an ordinance to govern electronic funds transfers, including authorization and oversight.

ADJOURNMENT – approximately 6:05pm

CITY SEAL

Igor Zaremba, Mayor

Andrea Peters, City Clerk

Minutes are a summary of Council meetings. Recordings are available at City Hall. Approved: November 2026