

**City Council Minutes**  
**Regular Meeting**  
**April 20, 2021 ~ 5:00PM**  
**City Hall, Delta Junction, Alaska**



**CALL TO ORDER / PLEDGE OF ALLEGIANCE / PRAYER**

Mayor Freda Degnan called the meeting to order at 5:00pm in the large conference room.

**Council members physically present:** Mayor Freda DEGNAN, Deputy Mayor Lou HEINBOCKEL, Charles LESTER, Michael PRESTEGARD, Alan LEVINSON

**Council excused:** Pete HALLGREN, Erin CATTERSON

**Staff physically present:** City Administrator Mary Leith, City Clerk Pat White

**Staff present via phone:** Finance Officer Stephanie Erickson

Two members from the community and Kara Moore, Alliance auditor, attended by phone. The meeting was broadcast over KDHS 95.5 FM radio.

**AMENDMENTS ~ APPROVAL OF AGENDA**

**Motion:** Levinson moved to approve the April 20, 2021 agenda as presented; Lester seconded.

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

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

**Motion:** Heinbockel moved to approve the April 6, 2021 minutes as presented; Levinson seconded.

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

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

**REQUEST TO SPEAK**

**Kara Moore, Alliance CPAs LLC – FY20 Audit**

Kara Moore, Alliance Partner, reported a clean audit for FY20 (July 1, 2019 through June 30, 2020).

- She explained the financial statements in detail, noting dependence on PILT and Pogo revenue.
  - Compliance with capital items purchased with grant funds were resolved previously. That status must be maintained for two years before the City can be considered low risk. It will, if there are no compliance-related findings in the FY21 audit.
  - Referring to a letter, *Communication of Internal Control Related Matters*, Moore said it provides opportunity to make recommendations to areas needing strengthened. Several were identified in the FY18 and FY19 audits, and were reconciled. There were no red flags in the FY20 audit.
- Heinbockel complimented Erickson for a clean audit, the first he recalled that did not require any corrective action.

**CORRESPONDENCE - none**

**UNFINISHED BUSINESS – none**

**NEW BUSINESS**

**Auditing Contract Extension**

Erickson reported the 2018 three-year contract (years ending 2018, 2019, 2020) allowed an extension of two years in one-year increments. She recommended extending Alliance's contract for another year, noting that they are easy to communicate with, prompt, and accessible.

Discussion followed regarding Cook & Haugeberg's merger with Kohler, Schmitt & Hutchinson and changing their name to Alliance CPAs, paying \$29,435 to date for the FY20 audit, and expecting one more bill.

**Motion:** Heinbockel moved to extend the contract with Alliance for one year (FY21 audit); Lester seconded.

**Motion passed** on a roll call with five in attendance (Levinson, Heinbockel, Lester, Prestegard, Degnan).

**City Purchases over \$1,000**

- CK# 221221 to Buffalo Center Service - \$1,840.43 for City equipment and vehicle fuel
- CK# 221222 to Fairbanks Lock & Key - \$2,971.00 to replace three locks at fire station
- CK# 221223 to ACS - \$1,307.54 for April phones and Internet
- CK# 221224 to GVEA - \$4,999.18 for March electricity
- CK# 221225 to Cougar Mountain - \$1,527.00 to renew accounting software
- CK# 221226 to Construction Machinery - \$3,744.88 for landfill loader parts
- CK# 221227 to Wells Fargo Credit - \$2,870.57 for credit card purchases

**Motion:** Levinson moved to approve checks #221221 through 221227 as presented; Lester seconded. Discussion followed regarding replacing the almost 20-year old locks at the fire station.

**Motion passed** on a roll call with five in attendance (Heinbockel, Lester, Prestegard, Levinson, Degnan).

### **2021 Lawn Maintenance Contract**

**Leith** reported the lawn maintenance contract can be extended one more year from when it was awarded (2019). Maintenance of the Pioneer section at Rest Haven Cemetery (\$1,400) was added to the contract. It was incorrectly reported as 13 weeks (April 6 meeting) because the mowing before Memorial Day weekend was inadvertently omitted. [The 2021 contract would cost \$17,266 plus additional cuttings (\$675 each) and ballfields (\$100 each).]

**Motion:** Heinbockel moved to extend the lawn contract with Bill Pugh, aka Bill's Small Tractor Service, for the 2021 season; Levinson seconded.

**Motion passed** on a roll call with five in attendance (Lester, Levinson, Prestegard, Heinbockel, Degnan).

**White** reported a memorial service will be held at the City Park for Mayor Roy Gilbertson at 2:00pm on May 23. Discussion followed regarding park maintenance not starting until June 1 and paying the lawn contractor or a City employee to mow the northwest corner near the intersection of Aurora Avenue and Deborah Street before May 23.

### **2021 Community Cleanup**

**Leith** reported the Delta Farm Bureau will sponsor a picnic (hotdogs, chips, etc.) at the Triangle for Community Cleanup, but need financial support. She asked to focus on cleaning roadsides and to not offer the traditional half-price discount for household garbage delivered to the landfill. She explained coupons, redeemable for one month, as incentive to participate in Community Cleanup and tentative dates for this year's event (May 8 or May 15).

**Motion:** Heinbockel moved to eliminate the 50% discount on Community Cleanup Day; Prestegard seconded.

**Motion passed** on a roll call with five in attendance (Prestegard, Heinbockel, Levinson, Lester, Degnan).

**Heinbockel** asked that the Delta Farm Bureau contact local businesses to support the cookout/picnic.

**Motion:** Heinbockel moved to contribute up to \$250 for the Community Cleanup cookout; Lester seconded.

**Motion passed** on a roll call with five in attendance (Heinbockel, Prestegard, Lester, Levinson, Degnan).

### **Wi-Fi in Council Chambers**

**Prestegard** reported he installed a router in the Council Chambers (large conference room at City Hall). The goal is to connect the projector to a Wi-Fi signal to improve capabilities for public presentations.

## **REPORTS**

**Mayor** – no report

**Airport** – Alan Levinson reported:

- The runway was unsafe for skis or wheels until volunteers cleared it on April 15. They cleared the tie-down area on April 17. As of April 19, the runway is dry and the tie-down area is still wet.
- Airport subdivision roads are clear, but two cul-de-sacs are still buried in 12-14 inches of snow.
- The airport is getting a fair amount of use.
- The last ten airport lots will be auctioned at noon on May 21 at the airport subdivision.

**Schools** – no report

**Emergency Services** – no report

**Emergency Preparedness / Health & Safety** – Michael Prestegard reported:

- The next Local Emergency Planning Committee (LEPC) meeting is 6:30pm, May 10 at City Hall.
- The Canadian border closure for non-essential travel (since March 21, 2020) has been extended through April 21, 2021.
- Starting June 1, Governor Dunleavy will offer free COVID vaccines to visitors arriving at Alaskan airports.
- The Public Health vaccine clinic on April 24 is booked solid. More are scheduled on April 28 and May 7. People can call (907-646-3322) or schedule online (covidvax.alaska.gov). To date, 478 area residents have received the two-dose vaccine at the Public Health Office and 130 have received them at Family Medical Center. Interior Alaska Medical Clinic does not offer vaccines.

**Heinbockel** reported there is more negative publicity about getting vaccines than there is about getting them to reduce the spread of COVID.

**Library** – Freda Degnan reported:

- The Delta Community Library is one of two libraries in Alaska to receive a Libraries Transforming Communities Grant from the American Library Association. Library staff will receive special training and \$3,000 to implement a Story Walk, a project with the Delta Trails Association that will culminate in August.
- Office services, book and movie loans, test administration have been in demand since reopening the library.
- The Library Board is preparing for the annual fundraiser on June 12.

**Public Works** – Charles Lester reported the Public Works crew is busy with snow removal.

**Landfill** – Charles Lester reported the north septic pit is draining and expected to accept Pogo grey water in a week or two. They are currently taking nine loads to Fairbanks each day.

**Park & Recreation** – Lou Heinbockel reported:

- The school district moved snow from two ballfields to the outfields where it will eventually melt.
- Morley Electric personnel are salvaging wood and rebuilding the windblown dugout (September 2020 windstorm). The first ball games of the season are scheduled on April 23. Heinbockel said he is glad to see sports programs recovering after being shut down last year because of COVID.
- Sherman Stebbins inspected playground equipment and is replacing broken or damaged parts.

**Cemetery** – Mary Leith reported another winter grave was used last week.

**At Large** – no report

**City Administrator** – Mary Leith reported:

- The Department of Transportation (DOT) has had several occasions to need big rock and the river weights left from pipeline construction. The Delta Trails Association need to remove trees to construct River Walk Park. DOT agreed to remove them to access the river weights. Leith issued a letter to the Division of Natural Resources, asking permission to cut the trees that are on State land. She expects a response by May 23.

- The Bureau of Land Management Alaska Fire Service will conduct prescribed burns for the US Army Alaska (USARAK). [Burns east of the Delta River are planned April 22 through May 31 and burns west of the Delta River, April 29 through May 31. Contact Alaska Fire Service (907-356-5555) with questions or concerns.]

- She and Pete Hallgren are working with Wendie McNaughton to schedule a Pogo advisory meeting.
- The Senior Companion van, due to arrive in January, was delayed because of installing a Plexiglas barrier. The van is due to arrive next week.

- She attended a teleconference on April 19 about historic records pertaining to the SM-1A nuclear plant. She asked for input regarding a free-standing sign at the plant location or a framed timeline for City Hall.

**City Clerk** – no report

**Finance** – Stephanie Erickson reported:

- The quarterly budget comparison through March 31 was distributed.
- She welcomed suggestions for the FY22 budget cycle.
- The 2009 ambulance repair has been delayed another month, waiting on a couple more parts.

**Additional Reports** – Lou Heinbockel questioned the status of overflow from the Jarvis River.

Levinson reported a trickle of water flowed under the Jarvis Bridge yesterday and it was actually moving today.

Angela Glass reported Fort Greely's environmental team and the Salcha-Delta Soil & Water Conservation District monitor the Aufeis every year. Two news articles will be published soon and she will provide an update on May 4.

**ADDITIONAL PUBLIC AND COUNCIL COMMENTS** - none

**ADJOURNMENT** – 6:50pm

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Mayor Freda Degnan

CITY  
SEAL

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Pat White, City Clerk

Approved: May ---, 2021