

**Committee of the Whole – 6:30 P.M.
Regular City Council Meeting – 7:00 P.M.**

A regular meeting of the North Pole City Council was held on Monday, June 18, 2012 in the Council Chambers of City Hall, 125 Snowman Lane, North Pole, Alaska.

CALL TO ORDER/ROLL CALL

Mayor Isaacson called the regular City Council meeting of Monday, June 18, 2012 to order at 7:10 p.m.

There were present:

**Mr. Holm
Ms. Hunter
Mr. Jones
Mr. McGhee
Mr. Nelson
Mr. Ward
Mayor Isaacson**

Absent/Excused

**Excused
Excused
Excused**

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

Led by Mayor Isaacson

INVOCATION

Invocation was given by Mr. Ward

APPROVAL OF AGENDA

Mr. Ward moved to Approve the Agenda of June 18, 2012

Seconded by Ms. Hunter

Discussion

None

Mr. Ward moved to Amend the agenda by consenting the following items:

a. Request For Travel To The Summer Legislative Meeting In Bethel, Alaska From August 14 – 16, 2012

b. Recommendation For Professional Services To Generate A Design For The Santa's Senior Center Kitchen Upgrade Project; Assist With Bid Preparation; Construction Bid Review; Construction Contract Generation; Construction Contractor Oversight; And Construction Inspections

c. Recommendation To Accept Bid From Seekins Ford For A 2012 Police Interceptor In The Amount Of \$42,701.86

e. Resolution 2012-17, A Resolution Of The City Of North Pole Authorizing The Submission Of A Loan Application For An Alaska Department Of Environmental Conservation Alaska Clean Water Fund Loan In The Amount Of \$302,500 To Replace The Emergency Generator At The Waste Water Treatment Plant And Purchase Two Tow Behind Generators To Power Sewer Lift Stations In Emergencies

Discussion

None

PASSED

YES –4 - Ward, Holm, Hunter, Isaacson

NO – 0 -

Abstained- 0

APPROVAL OF MINUTES

Mr. Ward *moved to Approve the minutes of June 4, 2012*

Seconded *by Ms. Hunter*

Discussion

None

PASSED

YES –4 - Ward, Holm, Hunter, Isaacson

NO – 0 -

Abstained- 0

COMMUNICATIONS FROM THE MAYOR

Communication Highlights from the Mayor for the period ending June 18, 2012

GENERAL:

• The Status of Eielson: While there is no specific confirmation, there is reason to believe our efforts will lead to at least a year or two delay and more deliberative review process before any more changes are made at Eielson AFB. See the attached letters from Senator Murkowski, one dated today, the other June 1, 2012.

Also, KeepTheF16s.com is a joint outreach effort by the Fairbanks North Star Borough and the cities of North Pole and Fairbanks to inform concerned residents about the Air Force's plans to move the F-16 squadron and support staff from Eielson AFB to the Joint Base Elmendorf-Richardson in Anchorage. The website (<http://www.KeepTheF16s.com>) and related Facebook page ([www.facebook.com/ KeepTheF16s/](http://www.facebook.com/KeepTheF16s/)) are also places where the public can share their comments, photos, and videos to help make the case that moving the F-16s from Eielson is the wrong solution for Fairbanks and the country.

- The Status of Energy Relief and Projects: Work is progressing on a community energy Authority that will be able to guide the efforts that are in the best interest of the community. The Governor has requested that Fairbanks Natural Gas, Flint Hills, and GVEA all get together to provide a solution but it can't be a serious request owing to the very different businesses involved (e.g. FNG is a minor provider—at latest report, they can be monetized to reach 2,200 structures of the 28,000 structures in the FNSB needing access to natural gas distribution).

I met with the News-Miner Editorial Board on June 7 and outlined the proposal for using Royalty Oil to alleviate the Interior's heating oil and electricity expense crisis. They favorably reviewed the information stating that the information I provided seemed complete and then asked, "Why won't the Governor do this?" I asked them to investigate that question. So far, no story, but we can be hopeful.

Both Mayor Hopkins and I are writing the Governor for clarification regarding the extent to which he will "aggressively work" with us during the next four to five months to find an immediate energy solution for our community this winter, as he promised us several weeks back. I will copy the council on my letter to him.

- Summer Festival Committee: Thank you to all our contributing sponsors! The list is growing. Radio ads and signs will be heard and seen during the next week. This year, July 4 falls on a Wednesday which means that a lot of people will be in town that might otherwise have been elsewhere. If you, or your business, would like to be involved in the planning and underwriting of expenses/activities/prizes, please join us—your help is needed to make this a great event! Call Teffonie Wyman, 322-0236, or Katy Englund, 978-2282, to be involved. Also, forms can be downloaded at www.northpolealaska.com. Like us on Facebook—North Pole Summer Festival (2012)!

- North Pole Economic Development Corp (NPEDC): 1. Won the bid for the IFSS World Championship Sled Dog competition! The decision was announced in Oslo, Norway on June 8. See the attached press release for more exciting details.

2. NPEDC hosted an invitation only luncheon with Congressman Don Young who spoke of the Congressional efforts to stop/slow any action at Eielson and also to bring the unmanned "Global Hawk" aerial vehicles here. He also spoke of the need for Alaska to invest in natural gas infrastructure in order to reduce energy costs, including a gasification plant on the North Slope that would generate a large amount of electricity that could be transmitted to Interior Alaska. He also reminded us that "can't" never used to be in Alaska's vocabulary until after we got comfortable with one pipeline. He reminded us that we not only have to be a "can-do" state, but one that aggressively resists federal agency encroachment of the rights of the State. He spoke of the Conference Committee tackling the transportation bill and was hopeful he could re-instate funding for the Alaska Railroad that had been removed by the Senate. Take-away quote: "*If you don't think about the things that can be done, nothing will ever be done.*"

- Fairbanks Regional Economic Partnership (FREP): had a very informative meeting. For those entrepreneurs and inventors seeking to get assistance with the various stages to start-up, including Idea, Technical Assistance (including patents), Funding Services, and Execution, the UAF's Office of Intellectual Property and Commercialization is gathering, and will make available, a catalogue of resources on one easy to access web site. In the meantime, if you or any of our constituents need access to these resources, I have a printed draft that can be emailed to them.

- Various Meetings in addition to those mentioned above, included:

- I attended the 168th Security Squadron Change of Command from Lt Col Jeff Elliott to 2Lt Kevin Nelson (NPPD Sgt by day!) on June 10. Congratulations to Kevin for this significant advancement!
- I attended the Red Flag Executive Observers Dinner, which is an opportunity to interact with military leaders from other countries who are in the process of making application to be involved with future Red Flag Alaska exercises.
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MEDIA:

June 9 & 16: Mayor Isaacson was on KJNP (1170 AM, 100.3 FM) 8 – 9 a.m. “Over the Coffee Cup.” I have also been interviewed by media in Fairbanks and Anchorage regarding Interior issues, especially Eielson and Energy issues.

UPCOMING (*This is NOT conclusive, see above for other events, dates, and times, or call the Clerk or Mayor for other possible upcoming events*)

- **June 7-22:** Red Flag Alaska: expect a lot more “sounds of freedom” in the skies above us and many more international visitors to North Pole!
- **June 19:** The three mayors have been invited to meet with LtGen Hoog, MGen Garret, MGen Katkus and Rear Admiral Osteboe.
- **June 20-21:** I will be taking time off to be with grandkids that are in town.
- **June 20, 10 am:** Fairbanks Metropolitan Area Transportation System (FMATS) Policy committee meets.
- **June 25-July 1:** I will be visiting family out of state to celebrate my mother's 80th birthday, and my parents 60th Anniversary. In July I will also be on-call for Jury Duty.

Proclamations –

Student of the Month – Joleen Boyd

- City Clerk, Kathy Weber, swore in Steve Dutra as the new Police Chief for the North Pole Police Department.

COUNCIL MEMBER QUESTIONS OF THE MAYOR

None

COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

Police Department, Lt. Dutra

- None

Accountant, Lisa Vaughn

You have a financial statement for May. This is just a draft statement. I have not had time yet, to do any closing entries or the bank reconciliation for May. I attended the Government Finance Officers Association conference last week in Chicago. I attended several classes. A couple of the classes really pointed out the need for reserves and the corresponding policies to build, protect, and use these reserves. Since we are in the process of developing a Disaster Awareness Program, I attended a class on FEMA. I've worked with FEMA before, so it was a good refresher. FEMA reimbursements are very seldom 100%. It can easily take 6 months to 2 years to get your reimbursements for disaster related expenses. Again, they mentioned that having good reserves is essential in order to pay the bills on time. You have to pay the bills first, in order to get reimbursement from FEMA...FEMA won't pay them for you. I also attended a couple of classes on budgeting and one on preparing a PAFR - a Popular Annual Financial Report. This is an extremely condensed version of the Comprehensive Annual Financial Report. Its purpose is to present financial information/city facts in a very easy to understand format. It's something this is on my list of items that I want to accomplish in the next year or two. It was a good informative conference.

FNSB Representative:

The Assembly met on June 14. Among the business passed were Resolution 2012-33 "against use of any Borough resource to assist any Alaska or United States Agency, TSA, or military armed force in implementing sections 1021 and 1022 of the National Defense Authorization Act of 2012 against any United States citizen and requesting that the Alaska State Legislature, Governor of Alaska and Congressional delegation preserve Habeas Corpus"; and Ordinance 2011-20-2U authorizing the use of \$628,099 from several pots of federal and state money to purchase equipment for the new Emergency Operations Center located by the Steese Fire House on Farmer's Loop. What was removed from the consent agenda and denied the ability to proceed to public comment was a proposal to place on the ballot an advisory vote to retain borough departments and funding.

The next regularly scheduled Assembly meeting is scheduled for June 28. I will be out of town and requesting a Pro-Tem to fill in.

For a list of meeting times and agendas, go to <http://co.fairbanks.ak.us/meetings/Assembly>.

Director of City Services, Bill Butler

Building Department

- No building permits issued since the last council meeting

Public Works

- Public works is continuing with beautification efforts on Santa Claus Lane
 - Flowers planted in roundabouts and Weber Construction donated hydro-seeding
 - Next project is hydro-seeding ditch on mall side of road; will install first bench in alcove next to Richardson Highway (McDonalds side of Santa Claus Lane)
 - Benny Lin has authorized City to place wheel stops on border of Santa Claus Road right-of-way and Town & County Mall parking lot (Taco Bell & Pizza Hut parking lot) to prevent cars from ruining grass that will be planted there
 - Economic stimulus grant for energy saving building improvements will install new City Hall heating controls and install new thermostats; installation should begin in July
 - Bad news on construction projects. DOT has delayed to 2013 the following projects:
 - * Paving-- East 5th Avenue; 1st Avenue/Lewis Street/2nd Avenue loop; Yukon Drive and a section of Cross Way.
 - * LED street light project phase 2: Has gone to bid but not required to be completed until July 2013
 - * Bus stop—Bus stop at North Pole Plaza Mall will not be replaced this year
- Community Development Block Grant for Santa's Senior Center Kitchen Upgrade Project:
 - Professional services contract is before the Council this evening
- Developing a proposal to create two-mile exercise trail that follows existing pedestrian paths
 - Concept is to install 20 exercise stations at four stops along the trail
 - Three exercise stations can be installed on City land, will approach the School Board to place a fourth station on their land along 8th Avenue
 - Looking for external sources to fund the trail

Utility Department

- Utility Garage Project
 - Foundation piers installed and underground plumbing scheduled to go in this week
- Utility's waste water discharge to the Tanana River
 - River flow continues in the discharge channel for the waste water treatment plant
 - Flow has been fluctuating in the discharge channel and now it is dropping again
- ADEC has confirmed the City is eligible for \$302,500 Alaska Clean Water Fund Loan to replace emergency generators
 - Request before Council this evening to approve submitting an application for the loan, but not requesting a commitment at this time for the Council to ultimately accept the loan

- Want to have all the paperwork submitted so City can be eligible if it makes sound financial sense to request the formal approval to place a loan request on the fall 2012 ballot

City Clerk

City Clerk/HR Manager Report to Council– June 18, 2012

Human Resource Dept.

- Mayor Isaacson appointed a new police Chief. We are very happy to say that Steve Dutra is now officially the Police Chief for North Pole Police Department. He will be sworn in tonight during the meeting.
- The Clerks office is in the process of doing an audit on the personnel records. I am going through each of the files to make sure that we have updated information and that the personnel files and health files are not co-mingled.

City Clerk's Office

- This summer I will be going through the code book to see where it needs to be updated and check on the grammatical errors and other portions of the code that are not in line with each other. Please be sure to check with me when you want to put an ordinance through so I can do a search to see where else in the code it may need to be changed. Will be working with Code Publishing to update the cross referencing.
- I am working on an ipad policy and hope to have it before council by the next meeting. There are only approximately 4 cities in Alaska that have implemented ipads. Together we are working to bring to our councils something that will be a fair and legal policy to the council members and the Cities.
- After researching our code and Robert's Rules of Order, the mayor was able to put together a policy to aid council in having better meetings. I plan to put together a Newly Elected Officials class for our members in October after the election
- The move from GWL/Cigna to AW Rehn is going smoothly. AW Rehn will have all the employee materials put together in a packet along with their ID cards that they should be receiving soon. Diana Stewart from Alaska USA Insurance will be in North Pole on Wednesday, June 27th at 10:00 a.m. to assist me in giving our employees an opportunity to ask questions regarding the new insurance program. We will be covering the health, life & disability insurance, and the prescription plan. All employees are urged to attend.
- In May I was asked to chair the Mentoring Committee for Alaska Association of Municipal Clerks. I took over those duties as of June 1st and have the opportunity to welcome and contact new clerks in Alaska and set them up with a mentor from their region to give them the resources they need to do the best job they can. AAMC provides

educational training and mentoring opportunities for municipal clerks along with leadership, communication, networking, and professional growth. Clerks are a close network of professional leaders who encourage each other and provide tools for each other to promote the professionalism and effectiveness of their role as the Clerk. I am excited to meet and mentor these women as they start on this exciting road of local government.

- The local election is fast approaching. We have three seats open this year. The Mayor's seat and two council seats. Local elections will be held on Tuesday, October 2, 2012.

Qualifications for elective office

A candidate for city mayor or city council must be a qualified voter of the State of Alaska who has resided within the city for a period of one (1) year preceding the period for filing a declaration of candidacy. An elected person may hold only one (1) elective seat at a time.

Required when Filing for all elected offices

- Completed Declaration of Candidacy under oath
- Completed Public Financial Disclosure Statement that complies with state law. For more information contact APOC at <http://doa.alaska.gov/apoc/> or 800-478-4176
- A \$25 non-refundable filing fee shall accompany the declaration of candidacy.

A person may not occupy more than one office at one time. A person shall not occupy or be a candidate for more than one seat on a body.

CANDIDATE FILING INFORMATION

Location: City Clerk's Office, 125 Snowman Lane

Filing Opens: 8:00 a.m., July 30, 2012

Filing Closes: 5:00 p.m., August 10, 2012

Withdrawal Deadline: 5:00 p.m., August 17, 2012

Note: A candidate desiring to withdraw may do so by filing a written request with the clerk by August 17, 2012 at 5:00 p.m.

Information will be uploaded to the website soon.

ONGOING PROJECTS

None

CITIZENS COMMENTS – 5 Minutes

Selina Dyke, 2607 Council Lane

Ms. Dyke represented the 4H Ptarmigan Club and asked the council to be a registered bidder. Ms. Dyke gave a presentation to the council. She explained the process of being a registered bidder and the

Heather Heineken, NPCCC President,
602 Old Steese Hwy, Fairbanks, AK

Ms. Heineken spoke on the visitor's cabin and a town hall meeting that will be held at Hotel North Pole on Tuesday at 5:30 p.m., where Senator John Coghill will be speaking on the fate of EAFB and redistricting.

Jamie Bodensadt, Fairbanks Racing Lions

Mr. Bodensadt said that the Fairbanks Racing Lions have secured property over by the old Club 11 and hope to have a track in place by next summer.

OLD BUSINESS

None

NEW BUSINESS

ORDINANCE 2012-16, AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA AMENDING CHAPTER 5.12.030 OF THE NORTH POLE MUNICIPAL CODE OF ORDINANCES – SALE OF FIREWORKS – PERMIT REQUIRED

City Clerk, Kathy Weber, stated that this was a housekeeping ordinance. Chapter 5.12.030 will come in line with NPMC and Ordinance 11-06, an ordinance of the City of North Pole Amending Title 4, Chapter 4.10.010, User Fee Schedule, that was passed on December 5, 2011 that has the fireworks annual permit to retail vendors of Class "C" fireworks set at \$3,000. Once passed, Ordinance 2012-16 will make the code come in line.

Public Comment

None

Mr. Ward moved to Introduce and Advance Ordinance 2012-16, An Ordinance Of The City Of North Pole, Alaska Amending Chapter 5.12.030 Of The North Pole Municipal Code Of Ordinances – Sale Of Fireworks – Permit Required

Seconded by Mr. Holm

Discussion

Ms. Hunter asked about item F. in the ordinance and if there was a fire hazard could they halt sales.

Mayor Isaacson said that they could.

Mr. Ward moved to Amend 5.12.030 C. Periods of sale are limited to June 20th through July 5th 7th and December 15th through December 31st

Seconded by Mr. Holm

Discussion

Mr. Ward said that he looked at the possibility of making it a year round event and worked with the Fire Chief on this and existing vendors. The vendors didn't have any interest in going year round but did like the idea to have an extra few days to sell their stock in the summer months.

On the Amendment

PASSED

YES – 4 – Holm, Hunter, Ward, Isaacson

NO – 0

Abstained- 0

On the main motion as amended

Discussion

Mr. Holm asked about bottle rockets saying that there had been interest in it. He said there wasn't an ordinance against it but the Fire Chief had stated that there was a policy on it. He would like that addressed at the next meeting.

Mayor Isaacson said he would make sure there was an answer for the next meeting.

PASSED

YES – 4 – Holm, Hunter, Ward, Isaacson

NO – 0

Abstained- 0

COUNCIL COMMENTS

Ms. Hunter – thanked Selina Ward for her presentation and informing them of the process of bidding on animals for the 4H at the fair. The high school has a great 4H program. She thanked Weber Construction for donating the hydro-seeding for beautification and is looking at the roundabouts and all the flowers planted.

Mr. Ward – thanked Selina Ward for her presentation for the 4H Club. There will be a Finance Committee meeting on Monday, June 25th at North Pole City Hall. He is pleased to see all the work being done around town.

Mr. Holm – is interested seeing the Racing Lions in North Pole and feels it is a positive thing and will talk with Mr. Bodensadt further on this. He is happy and excited that Steve Dutra has accepted the police chief position and has taken the oath tonight.

Mayor Isaacson – thanked everyone for being here.

ADJOURNMENT

Mayor Isaacson adjourned the meeting at 8:08 p.m.

No Objection

The regular meeting of June 18, 2012 adjourned at 8:08 p.m.

These minutes passed and approved by a duly constituted quorum of the North Pole City Council on Monday, July 2, 2012.

Douglas W. Isaacson, Mayor

ATTEST:

Kathryn M. Weber, MMC
North Pole City Clerk