

**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, November 19, 2012 in the Council Chambers of City Hall, 125 Snowman Lane, North Pole, Alaska.

CALL TO ORDER/ROLL CALL

Mayor Ward called the regular City Council meeting of Monday, November 19, 2012 to order at 7:00 p.m.

There were present:

- Mr. Holm**
- Ms. Hunter**
- Mr. McGhee**
- Mr. Nelson**
- Ms. Sikma**
- Mr. Smith**
- Mayor Ward**

Absent/Excused

Excused

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

Led by Mayor Ward

INVOCATION

Invocation was given by Councilwoman Sharron Hunter

APPROVAL OF AGENDA

Mr. McGhee moved to Approve the Agenda of November 19, 2012

Seconded by Mr. Smith

Discussion

None

Mr. McGhee moved to consent the following items on the agenda:

New Business

- a. Acceptance of the MJTF Grant Funds in the Amount of \$60,776
- b. Acceptance of ASTEP Grant Funds in the Amount of \$11,807.64
- c. Acceptance of the SHSP Grant Funds from Homeland Security for the Amount of \$128,363
- d. Acceptance of the 2013 Heating Fuel Bid from The Fuel Company

Seconded by Mr. Holm

Discussion

None

On the amendment

PASSED

YES –6- Holm, Hunter, Sikma, McGhee, Smith, Ward

NO – 0

Absent- 1 - Nelson

On the main motion as amended

PASSED

YES –6- Holm, Hunter, Sikma, McGhee, Smith, Ward

NO – 0

Absent- 1 - Nelson

APPROVAL OF MINUTES

Mr. McGhee moved to Approve the minutes of November 5, 2012

Seconded by Ms. Sikma

Discussion

None

PASSED

YES –6- Holm, Hunter, Sikma, McGhee, Smith, Ward

NO – 0

Absent- 1 - Nelson

COMMUNICATIONS FROM THE MAYOR

- Student of the Month – Ann Marie D'hondt
- Introduction of Preston Smith, newly appointed council member
- Mayor met with Mayor General Garrett and Deputy Commander Freitag of the US Army
- Met with undersecretary of the Air Force, Dr. Jane Warren of EAFB and they are moving forward with an EIS to assess the situation with the move of the F16's
- Attended the AML Conference in Anchorage from November 13 – 16th.
- Mayor Ward is getting acquainted with Donna Gardino of FMAT's who is the contact for transportation monies for the City.
- Wednesday at 5:30 Mayor Ward will be conducting an interview with a radio station in New York on the holiday season in North Pole
- Winterfest will be taking place on December 1 & 2. The Christmas Bazaar will take

place at North Pole Plaza from 10 – 5 pm with fireworks in the Safeway parking lot at 5pm. The Candlelighting Ceremony will take place on Sunday, December 2nd at NPHS at 2pm. Cookies will be served after the event.

- Mayor Ward encouraged anyone interested to apply for a position on any of the committees that the City has.

COUNCIL MEMBER QUESTIONS OF THE MAYOR

Mr. Holm asked about the postmark of the Santa letters.

Mayor Ward said he would find out those answers and report back to council.

COMMUNICATIONS FROM DEPT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

Police Department, Chief Dutra

- Presented Officer Durny with her Basic Police Certificate
- Presented Det. Stewart with his advanced certificate
- I will be forwarding the AHSO Grant to council for approval
- I will be out of town for Dec. 3rd meeting will Skype in to listen
- Glow stick program was a success. Handed out 500 glow sticks on Halloween
- New desks to be installed Dec 3rd and 4th
- Sgt. Stevenson is working hard on hiring process, thank you.
- Welcome to the council Mr. Smith

Fire Department, Chief Lane

- Looking forward to working with Mr. Smith
- 19 students finished their firefighter one testing
- Fire safety reminder that people need to clean their chimney's and heaters.
- Holiday time coming up and
- Dec 15th they will start the squad going around with Christmas Carols.
- Dave Nelson was recognized for a police car and no policeman and police officer was on the ground taking and rescued a police officer. Publicly recognized him for his act of heroism.

Accountant, Lisa Vaughn

- Two financial statements were given to council. The one highlighted in green is the October financials. The one highlighted in yellow is as of today, for use during our budget session later during the meeting.
- We have received our second half of property tax, from the borough, of \$402,875. This puts us within \$12,500 of our budget.

- I attended the AGFOA meeting in Anchorage last week. We had updates on several issues, including: the upcoming health insurance changes, and various GASB mandated changes/issues that will affect us in future years. There will be further updates on these changes during the spring meeting.
- Even though the fall meetings are scheduled to be in Fairbanks next year, they have been moved to Anchorage.

Director of City Services, Bill Butler

Building Department

- One new building permit application—installation of individual boilers for Eagle Estates Condominiums

Public Works

- Public Works staff are routinely snow plowing pedestrian paths
- Streetlights
 - Six streetlights out across city repaired, one of six still not working
 - String of 6 streetlights on Evolyn Drive are out, suspected cause is a broken buried wire
- Santa's Senior Center Kitchen Renovation project achieved substantial completion on November 14 (useable but a few remaining items to achieve before completed)

Utility Department

- Flint Hills Resources' legal department is still working on the transfer of ownership agreement for the industrial force sewer main
 - City Attorney will need to review any agreement
- Customer water service line repaired on Finnel Drive on November 14
- Utility staff focusing on cold weather preparations as head into the extreme cold season

Natural Gas Utility Board

- Two preliminary meetings held prior to November 15 official start of the board
- Five members named to date
 - Bob Shefchik, UAF
 - Steve Haagenson, former GVEA-CEO
 - Frank Abegg, engineer
 - Mike Meeks, Public Works Director, Fort Wainwright
 - Bill Butler, City of North Pole
 - Two remaining nominees from FNSB
- First official meeting scheduled for November 20; 3:00 to 5:00 pm at Borough Council Chambers meeting

Meeting will be an open public meeting as will meetings of the board

Borough Representative

Get Comments

City Clerk

City Clerk/HR Manager Report to Council– November 5, 2012

- Preston Smith was appointed to the North Pole City Council on Wednesday, November 7, 2012.
- Attended the Alaska Association of Municipal Clerks conference from November 10 – 13 in Anchorage. This past year I worked on the following committees:
 - Education Committee – to help set the educational classes for the conference that qualify for continuing education credits.
 - Conference Planning Committee – plan out the entire conference down to the times for breaks and meal planning.
 - Fundraising Committee – this year we raised over \$17,000 for educational scholarships.
 - Mentoring Committee – I was chair of this committee from June until November.
 - AML Assistance Committee – Clerks with their MMC are usually on this committee as they help with the AML committees with parliamentary procedures, amending Resolutions and attending policy committee board meetings.
- Attended the 2012 AML Conference from November 14 – 16 in Anchorage.
 - Served on the AML Board of Directors as a representative of AAMC. This position is always held by the past president.

ONGOING PROJECTS

Christmas In Ice – Ron Jones

Mr. Jones handed out a flyer. They harvested ice and were able to get 126 cubes. The Chinese are here and they are carving. The traffic circles should have sculptures in them before Christmas along with other businesses throughout town. Volunteers are greatly needed. The web cam will be up and running by Thanksgiving.

CITIZENS COMMENTS – 5 Minutes

- None

OLD BUSINESS

ORDINANCE 12-23, AN ORDINANCE ESTABLISHING THE 2013 BUDGET AND LEVYING THE MILL RATE, SECOND READING

Mayor Ward said he has worked hard with the staff to bring forward a balanced budget.

Public Comment

None

Mr. Holm moved to Advance Ordinance 12-23, An Ordinance Establishing The 2013 Budget And Levying The Mill Rate, Second Reading

Seconded by Mr. McGhee

Discussion

Mr. McGhee said that he noticed a lot of numbers up and down with the percentages and comparing 2012 and 2013 YTD. He said that this will affect the 2013 budget and is concerned about it and is wondering where it is coming from.

Ms. Vaughn said she will look at things to see if something has been posted to the wrong account.

PASSED

YES –6- Holm, Hunter, Sikma, McGhee, Smith, Ward

NO – 0

Absent- 1 - Nelson

NEW BUSINESS

REQUEST FROM NPPD TO SELL TWO 2011 ARCTIC CAT M8162 SNOW MACHINES AND ONE 2011 ALUMA 14' TRAILER

Public Comment

None

Ms. Sikma moved to Sell Two 2011 Arctic Cat M8162 Snow Machines And One 2011 Aluma 14' Trailer

Seconded by Mr. McGhee

Discussion

None

Mr. Holm moved to Amend By Opening Minimum Bid To Start At Low Blue Book And That Money Will Go To The General Fund

Motion failed for lack of a second

Discussion

Mr. McGhee said that he supported this move to sell the two snowmachines and to purchase a police motorcycle.

Ms. Sikma clarified that the NPPD will not accept anything lower than blue book.

Mr. Holm said that the approval of the sale and the approval of the bid should be two separate items.

Mayor Ward said that they were.

PASSED

YES – 6 – Hunter, Sikma, Holm, McGhee, Smith, Ward

NO – 0

Absent – 1 - Nelson

ORDINANCE 12-24, AN ORDINANCE SETTING THE 2013 UTILITY RATES

Public Comment

Mr. Jones said that the rates went up last year and that they are going up again this year and a lot of people are going to gripe about it. The citizens of North Pole are going to come back and ask why, especially with fuel costs. He spoke against the rate increase.

Mr. McGhee *moved to* Introduce and Advance Ordinance 12-24, An Ordinance Setting The 2013 Utility Rates, 1st reading

Seconded by Ms. Sikma

Discussion

Mr. McGhee was shocked with his GVEA bill. He said this is the cost of doing business and the rate increases are due to the upkeep of the utility system.

Mr. Holm asked Mr. Butler what the suspected shortfall would be to the City budget if the rates were not passed.

Mr. Butler said that they would need to start cutting things out of the budget and that it would be in the 10's of thousands of dollars on each side and approximately about \$50,000 - \$60,000.

Mr. Smith asked if there was anything in the billing system that would alert seniors to the reduction of rates.

Mr. Butler said that the word seems to get out and that he believed the seniors received that rate when they turned 65.

Mr. Holm said he was curious and concerned as to what the average increase would be for a household.

Mr. Butler gave basic numbers to the council comparing to what the cost would be from 2012 to 2013.

PASSED

YES – 5 – Hunter, Sikma, McGhee, Smith, Ward

NO – 1 - Holm

Absent – 1 - Nelson

COUNCIL COMMENTS

Mr. Holm – with Thanksgiving coming up people will be deep frying turkeys and he encouraged the public to be very careful with that. He wished everyone a happy and safe holiday

Ms. Sikma – the AML conference was exciting and educational. Her favorite part of the conference was the variety of different governments that attended and that one size does not fit with all governments. She welcomed Preston Smith and wished everyone to have a Happy Thanksgiving

Ms. Hunter – wished everyone a Happy Thanksgiving. After hearing about Dave Nelson stepping up and helping in our community that it gives us all a good feeling. She stated that we have a really top notch fire and police dept. She also welcomed Preston Smith.

Mr. McGhee – wished everyone a Happy Thanksgiving and stated that deaths are down statewide but up nationwide during the holidays. He welcomed Mr. Smith to the council and hoped that he got his packet that outlines procedures for policy, parliamentary procedures and open meetings. He cautioned everyone to be careful and he hasn't heard anything about a Christmas party. He commended the Mayor on a job well done with the budget.

Mr. Smith – thanked everyone for the warm welcome and is looking forward to learning all the new things on council. He wished everyone a Happy Thanksgiving.

Mayor Ward – stated that the staff is meeting tomorrow and will be making a final decision on the Christmas party date. He will make sure to get those dates out as soon as possible. He wished everyone a wonderful Thanksgiving and encouraged council to come to city hall to talk about budget and education on the item at hand. He welcomed Preston Smith to the council and thanked everyone for making this a professional meeting and being courteous with everyone's time.

ADJOURNMENT

Mr. McGhee adjourned the meeting at 8:25 p.m.

Seconded by Ms. Sikma

The regular meeting of November 19, 2012 adjourned at 8:25 p.m.

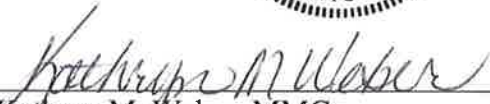
These minutes passed and approved by a duly constituted quorum of the North Pole City Council on Monday, December 3, 2012.





Bryce J. Ward, Mayor

ATTEST:



Kathryn M. Weber, MMC
North Pole City Clerk