

**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 5, 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 5, 2012 to order at 7:00 p.m.

***There were present:***

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

***Absent/Excused***

**PLEDGE OF ALLEGIANCE TO THE U.S. FLAG**

**Led by Mayor Ward**

**INVOCATION**

**Invocation was given *by* Rob Schreckhise**

**APPROVAL OF AGENDA**

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

**Seconded *by* Mr. Holm**

**Discussion**

None

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

**New Business**

- a. Liquor License Renewal for Pagoda Restaurant
- b. Request for 3<sup>rd</sup> Quarter Bed Tax from North Pole Community Chamber of Commerce
- c. Request for 3<sup>rd</sup> Quarter Bed Tax from Christmas In Ice
- d. Request for 3<sup>rd</sup> Quarter Bed Tax from North Pole Economic Development Corporation
- e. Appointment of Administrative Hearing Officer for NPPD
- f. Approval of 2013 Heating Fuel Bid to Northland Fuel & Energy

- g. Accept The Flint Hills Resources North Pole Refinery Industrial Force Sewer Main as Substantially Complete
- i. Resolution 12-24, A Resolution of the North Pole City Council Designating City Official Authorization to Sign on City of North Pole Accounts

**Seconded by Ms. Sikma**

**Discussion**

None

**On the amendment**

**PASSED**

**YES –6-** Holm, Hunter, Sikma, Nelson, McGhee, Ward

**NO – 0**

**Absent- 0**

**On the main motion as amended**

**PASSED**

**YES –6-** Holm, Hunter, Sikma, Nelson, McGhee, Ward

**NO – 0**

**Absent- 0**

**APPROVAL OF MINUTES**

**Mr. McGhee moved to Approve the minutes of October 15, 2012**

**Seconded by Mr. Holm**

**Discussion**

None

**PASSED**

**YES –6-** Holm, Hunter, Sikma, Nelson, McGhee, Ward

**NO – 0**

**Absent- 0**

**COMMUNICATIONS FROM THE MAYOR**

- Reorganization of Council
- Mayor Pro Tem – Sharron Hunter
- Deputy Mayor Pro Tem – Michelle Sikma
- Alt. Deputy Mayor Pro Tem – Dick Holm

### **Council Member Questions of the Mayor**

Councilman McGhee asked Mayor Ward about the money approved in the amended budget for the Arctic Winter Games, International Sleddog Races, and purchasing the property from Monte Faye Lane. He asked if it needed to come forward in Resolution form or if it would automatically take place.

Mayor Ward said that he would be doing a purchase order for the Arctic Winter Games and International Sleddog Races but would not be bringing forth a Resolution for the purchase of property from Monte Faye Lane. He said that another council member could bring a Resolution forward if they so chose to do so.

Mr. McGhee asked why the purchase of the property would be any different.

Ms. Weber said that there wouldn't need to be a Resolution done because it was already approved in the amended budget.

Mr. McGhee clarified that the action was already approved and that it just needed to be acted upon.

### **Communications from Department Heads, Borough Representative and the City Clerk**

#### **Police Department, Chief Dutra**

- New Detective vehicle arrived in Anchorage.
- We signed an MOU with Anchorage PD – ICAC - \$5,000 training funds
- Impound process with start effective midnight tonight, upon approval of Officer.
- Swear in James McBroom.

#### **Fire Department, Chief Lane**

- Homeland security has given the City a grant and they attended a meeting last Thursday. It will be before council at the next meeting.
- Chief Lane attended the State Preparedness Conference and toured the State EOC last week in Anchorage.

#### **Accountant, Lisa Vaughn**

- As Chief Lane mentioned, I attended the Homeland Security Kickoff meeting on Thursday.
- The week before, Chief Dutra and I attended a couple of telephone conferences for the AHSO Grant.
- Please feel free to come to talk to me about the budget. I'd be very happy to answer any questions or take any suggestions.
- I will be leaving town on Thursday and will be back later next week. I will be attending the AGFOA Conference Anchorage.

**Director of City Services, Bill Butler**

**Building Department**

- No new building permits issued

**Public Works**

- Gravel truck repaired and functional
- First snow plowing of season was completed last week
  - Only one customer complaint
- Begun routine clearing of pedestrian paths
- Beautification, lighting in place for season
- Six street lights out across city and have contracted to have them repaired/bulbs replaced
- Santa's Senior Center Kitchen Renovation project is close to completion

**Utility Department**

- Utility Garage Project
  - Utility staff has moved into their new garage
- Recommendation before Council concerning acceptance of industrial force sewer main constructed by Flint Hills Resources
- PDC Engineers has conducted initial inspections of manholes in preparation for developing sewer lining and manhole repair project
- Working on Alaska Pollutant Discharge Elimination System permit
  - This is the permit that allows City to discharge treated waste water to the Tanana River
  - Due December 3, 2012
  - Permit will run from June 2012 to May 2017
  - Encompasses the City's Industrial Pretreatment Program
- North Pole received two awards at the 14<sup>th</sup> annual Alaska Rural Water Association meeting:
  - North Pole was awarded the 14<sup>th</sup> Annual ARWA Water Treatment System of the Year (Over 1,000 in population).

Paul Trissel was recognized for receiving the National Rural Water Association Utility Management Certification (UMC). Paul studied and passed an online examination for the UMC, and his name will be placed on the national register of certified utility managers.

**City Clerk**

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

- Recognized the election board for the October 2, 2012 election; Sandy Bellmay, Bonnie Arnold, Diane Doody, Barbara Sevier, Jo Small,
- A new police officer started today. James McBroom will complete the CTC Law Enforcement Academy in February, 2013.

- The City will be closed on Monday, November 12, 2013 in observance of Veterans Day which fell on Sunday, November 11<sup>th</sup>.
- The City of North Pole is now web streaming all of the council meetings. The audio stream is available on our website: [www.northpolealaska.com](http://www.northpolealaska.com). You can also access it on the main page under “For Residents” Council Meeting Audio Stream or if you want to type the address in you can get to the stream by going to: [www.tiny.cc/npstream.com](http://www.tiny.cc/npstream.com). It is also listed under City Government/City Council/Council Meeting and Web Streaming. Many thanks for the City of Fairbanks IT Department. Also many thanks to Paul Brown for his help with the web site.
- Reminder: There will be a special meeting on Wednesday, November 7, 2013 for the council interview process. At 7 pm the council will vote to select a new council member. The City has two applicants, Preston Smith, and Christina Worland. The successful applicant will be sworn in immediately after council voting.
- Don’t forget to vote tomorrow. Polls are open from 7 am – 8 pm.
- Please stay and help our election workers to set up for tomorrow.

### **ONGOING PROJECTS**

- Santa’s Senior Center Kitchen Renovation – Public Comment  
Bill Butler updated council on the progress of the Santa’s Senior Center kitchen renovation and opened it up to public comment.

#### **Public Comment**

None

### **CITIZENS COMMENTS – 5 Minutes**

- None

### **OLD BUSINESS**

#### **REQUEST CONFIRMATION OF APPOINTMENT OF HANK BARTOS TO THE INTERIOR ALASKA NATURAL GAS UTILITY (IANGU) BOARD**

Mayor Ward stated that this was postponed at the meeting of October 15, 2012 so that he would have time to weigh in on it.

**Mr. Holm *moved to* Replace The Appointment Of Hark Bartos with Bill Butler To The Interior Alaska Natural Gas Utility (IANGU) Board**

**Seconded by Ms. Hunter**

**Discussion**

Mr. McGhee commented that he was against the appointment of Mr. Butler because Mr. Bartos has the longevity and will do the utmost job for not only the citizens in the city limits but the immediate surrounding area which is the main goal of this whole entity.

Mayor Ward said he chose Mr. Butler as the North Pole representative as his choice to the IANGU Board. Mr. Butler has an impressive resume which includes operating and maintaining the City of North Pole utilities owned and operated by the City of North Pole. His expertise in the operation of the public utility and his employment as the Director of City Services at the City of North Pole would prove to be a great asset to the North Pole community and the IANGU Board. His dedication to his work and professionalism has been shown in the community and will help to insure that North Pole's best interests are considered in the creation and operation of the Board. Mayor Ward stated that he felt Mr. Butler was the person for the job.

Ms Hunter agreed with the selection of Mr. Butler. She felt he brings a unique perspective of someone who has experience as operating a utility. She said that people that come forth to run for an elective office that is is not too likely to have someone with that experience and that is would be useful to the City of North Pole to have that perspective. She said that Mr. Bartos would probably have a good chance of being elected to that position within a year.

Mr. Nelson said that he did not get a chance to sit down and speak with Mr. Butler to discuss and hear is expertise. He did have a chance to sit with Mr. Bartos and he sounded very knowledgeable and very experienced in the area. Mr. Nelson said that he would vote for Mr. Bartos because he did not have a chance to sit down and speak with Mr. Butler.

PASSED

YES – Hunter, Holm, Sikma, Ward

NO – Nelson, McGhee

**NEW BUSINESS**

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

Mr. Ward introduced the first reading of Ordinance 12-23, An Ordinance Establishing the 2013 Budget and Levying the Mill Rate.

**Public Comment**

None

**Mr. McGhee *moved to* Introduce and Advance Ordinance 12-23, An Ordinance Establishing The 2013 Budget And Levying The Mill Rate**

**Seconded by Ms. Sikma**

**Discussion**

Mr. McGhee said he was impressed with the budget and how trim it was.

**PASSED**

**YES – 6 – Hunter, Sikma, Nelson, Holm, McGhee, Ward**

**NO – 0**

**Absent - 0**

**COUNCIL COMMENTS**

**Mr. McGhee** – stated that this was the easiest budget he’s ever seen go through and congratulated the Mayor on a smooth budget. He explained why he nominated certain council members for reorganization of the council. He explained that those positions are highly focused and represent the city as a whole. He made a note that there are new signals in downtown Fairbanks and when they open Illinois St. it could be confusing. He encouraged the public to please take their time and asked everyone to be patient. He felt it was an awesome meeting and wished Mr. Butler good luck with new position.

**Mr. Nelson** – welcomed new council members and thanked Councilwoman Hunter for her gracious nomination but is taking 15 credit classes and simply cannot take on more duties. He wished everyone a good night.

**Mr. Holm** – agreed that it was a very easy budget and is very surprised. He singled out the Police Department for Kudos for an excellent job done during Halloween. They were visible and handed out glow sticks to the children who were out that night.

**Ms. Hunter** – thanked the council for their nomination as Mayor Pro Tem and for their confidence. She thanked Mrs. Weber for the Council 101 and even though she isn’t new she will enjoy the information in it and for getting the web streaming up and going as it’s a nice way to share the events of our community. She thanked the audience for participating tonight on not such a warm night.

**Ms. Sikma** – was told this was a scary, brutal and ugly experience but it was actually a very exciting. She has been able to meet with all the Department Heads and a few council members to work on some team building. She said they have a community before them that is depending on the council to make the right decisions. She thanked the Department Heads for making this a painless experience and taking time to answer her questions over the past 2 weeks. She gave kudo’s to everyone for their time in going through this process every year and their time. She thanked the police department Officer Binkley for the ride along and said that it was exciting and fun and appreciated the mentality the officers have when they are on the road and that it’s not like Gestapo agents. It is our community and they are keeping everyone safe. She mentioned that Christmas in Ice is coming up and the board meets every Friday night. They still need volunteers as there is an incredible amount of work to do and that there are still nice warm activities to do if you don’t like the cold. She encouraged everyone to get out and vote

tomorrow.

**Mayor Ward** – reminded everyone that we must be here on Wednesday night at 6:00 p.m as we will be choosing our next council member. There are packets that have been sent via email to the council members for their review. He thanked staff for helping make the last several weeks a good positive experience. They have been a great asset and resource as far as history for the City and how things have been done in the past and we are charting a new direction. Citizens should be encouraged and we are moving in a good direction and he is looking forward to the days ahead.

**ADJOURNMENT**

**Mr. McGhee adjourned the meeting at 10:30 p.m.**


**Seconded by Ms. Sikma**

The regular meeting of November 5, 2012 adjourned at 8:00 p.m.

**These minutes passed and approved** by a duly constituted quorum of the North Pole City Council on Monday, November 19, 2012.



**ATTEST:**

  
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Kathryn M. Weber, MMC  
North Pole City Clerk

  
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Bryce J. Ward, Mayor