

**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, December 3, 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, December 3, 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

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

Led by Mayor Ward

America the Beautiful sung by Jackson Hutwagner

INVOCATION

Invocation was given by Pastor Ron Wallace of Free Will Baptist Church

APPROVAL OF AGENDA

Mr. McGhee moved to Approve the Agenda of December 3, 2012

Seconded by Mr. Smith

Discussion

None

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

New Business

- b. Request from FCVB for 1st, 2nd, and 3rd Quarter 2012 Bed Tax
- c. Acceptance of grant funds from AHSO in the amount of \$110,127
- d. Acceptance of grand funds from AHSO CIOT for overtime expenses incurred as part of the Click it or Ticket campaign in 2013 in the amount of \$1,979.52

f. Resolution 12-25, A Resolution of the City of North Pole Requesting Permission to Gift Two Thermal Rifle Scopes to the Alaska State Troopers And the Fairbanks Police Department

g. Resolution 12-26, A Resolution of the North Pole City Council Designating City Officials Authorization to Sign on City of North Pole Accounts

Seconded by Mr. Nelson

Discussion

None

On the amendment

PASSED

YES -7- Holm, Hunter, Sikma, McGhee, Smith, Nelson, Ward

NO - 0

Absent- 0 -

On the main motion as amended

PASSED

YES -7- Holm, Hunter, Sikma, McGhee, Smith, Nelson, Ward

NO - 0

Absent- 0 -

APPROVAL OF MINUTES

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

Seconded by Mr. Nelson

Discussion

None

PASSED

YES -7- Holm, Hunter, Sikma, McGhee, Smith, Nelson, Ward

NO - 0

Absent- 0 -

COMMUNICATIONS FROM THE MAYOR

- Reading of the Bill of Rights
- Mayor Ward did a Thanksgiving proclamation and presented it at St. Nicks at the community service held there on Thanksgiving Day

- Mayor Ward recognize Paul Trissel for obtaining the Water System of the Year – Over 1,000 Population- North Pole’s water treatment and distribution system is evolving from one using analog monitoring and control systems to a supervisory control and data acquisition (SCADA) network. They stress cross training so that all four staff members have the skills to operate the water and wastewater systems promoting greater coordination between the two departments and ensuring a more robust system. They are an island of safe and reliable drinking water in a region with groundwater contaminated with the industrial compound sulfolane. With a federal economic stimulus grant, they were able to provide all residential utility customers with an electronic in-home water meter to help customers conserve their water; and
- **Utility Management Certification (UMC):** *Paul Trissel, City of North Pole* Alaska Rural Water Association would like to recognize and congratulate Paul for being the first Alaska system graduate of the Utility Management Certification course sponsored by the National Rural Water Association. Paul has worked for North Pole since 1998 and is now the Utility Supervisor. He is also on the Governor’s Water and Wastewater Works Advisory Board. As a UMC graduate, Paul’s name will be included in a national registry recognizing professionals in the water and wastewater industry that have met the highest standards of quality and achievement. The growing national registry can be found at <http://www.wateruniversity.org/>
- Mayor Ward will be getting a helicopter tour of Ft. Wainwright next week.
- Mayor Ward met with young people from the Intellectual Property Office at UAF.
- Candlelighting ceremony was held on Sunday, December 2nd at NPHS.
- Tree lighting ceremony at 4:30 on Sunday, December 2nd at Santaland RV Park
- Thanked Santa, Gorilla, and Budget fireworks for the display of fireworks on Saturday evening in Safeway parking lot.

COUNCIL MEMBER QUESTIONS OF THE MAYOR

Councilman Holm asked about a meeting at Hotel North Pole concerning the Chena Slough.

Mayor Ward stated that the meeting would be held on Tuesday, at Hotel North Pole at 5:30 p.m.

Ms. Sikma asked about a newsletter and air quality in the North Pole area.

Mayor Ward said he attended the FNSB meeting at Hotel North Pole and asked to not burn during really cold days. He is also working on getting a newsletter out.

Mr. Smith asked about the radio show Mayor Ward did for a station back east.

COMMUNICATIONS FROM DEPT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

Police Department, Chief Dutra

- Sgt Bellant stated that they have received several applicants for the police officer position.

Fire Department, Chief Lane

- Chad Heineken stated that there had been a fire in the city limits on Park Way. It was determined that it was started by smoke materials in a couch. He urged everyone to be careful as it displaced 3 families and that it was -25 that night.

Accountant, Lisa Vaughn

- I am currently working on 3rd quarter reconciliations
- The auditors will be here the week of March 11
- Please check your address on your pay slips to make sure everything is correct for when I send out the W-2's
- Currently working on payroll early this week, then will get back to pre-audit work

Director of City Services, Bill Butler

Building Department

- No new building permits this period

Public Works

- Santa's Senior Center Kitchen Renovation project requires replacement of a non-adjustable gas regulator with an adjustable regulator
- Staff have shifted mostly to interior building maintenance work for winter season except when snow removal and street sanding are necessary

Utility Department

- Utility preparing to separate old water treatment plant reservoir from the water system
 - Approved by ADEC to make the separation
 - Purpose is to decommission oldest reservoir whose integrity is uncertain
 - Boiler and roof are failing in the building and are cost prohibitive to repair
 - Office space is now available at the utility garage
- Cold-weather maintenance now is a major part of regular routine—keeping equipment operational and keeping sewer mains flowing
- An announcement is being included with this utility billing encouraging customers with circulation pumps to check that they are operating

Natural Gas Utility Board

- Have established a routine meeting schedule
 - 1st & 3rd Tuesdays--formal business meetings
 - 2nd & 4th Tuesdays--meetings of the whole to encourage discussions
- All meetings open to the public and will be routinely announced in the News Miner
- December 4th meeting will be at Fairbanks City Hall from 4:00 to 6:00 pm
 - Have chosen an acting chair: Bob Shefchik, UAF

- Have chosen an acting manager: Steve Haagenson, former GVEA-CEO
- Developing a formal request to governor for initial funding; by laws to guide operations; a job description for a full-time manager

Borough Representative

- Mayor Ward stated that he will be meeting with FNSB and EPA and discussing challenges that we face with air quality. This will be an opportunity to be brought up to date with things that are happening in the interior with air quality and different tactics to try. He will be reporting back to council with any ideas that the group has.

City Clerk

December 3, 2012

- Met with City of Fairbanks Clerk and Grants Administrator on Bed Tax distribution and procedures. I will be working with the Mayor and Councilwoman Hunter to bring forward an Ordinance on the bed tax.
- Christmas party will be held on Friday, December 14th at the Fire Department. Families are encouraged to bring a gift for their children as Santa will be there to distribute them.
- Next council meeting will be held on Monday, December 17th. At that time we will also be having our Community Reception, introducing the new King & Queen, and giving Employee Service Awards.
- 22 days until Christmas

ONGOING PROJECTS

Christmas In Ice, Michelle Sikma

- Christmas in Ice opened on Saturday with 10 carving competitors.
- Attendance this past weekend was low due to weather and competitors are finding it difficult to keep their pieces together.
- There were 56 visitors to the ice park on Saturday and 68 on Sunday.
- On Saturday there will be free lunch and admission sponsored by BP.
- Dec 15th is military appreciation day with free admission with military ID.

CITIZENS COMMENTS – 5 Minutes

FCVB, Dawn Murphy

2644 Diamond St, North Pole, AK

Ms. Murphy went over the functions that FCVB has done over the past year in the Fairbanks and North Pole community and surrounding area.

OLD BUSINESS

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

Mayor Ward introduced the Ordinance

Public Comment

None

Mr. McGhee *moved to Approve Ordinance 12-23, An Ordinance Establishing The 2013 Budget And Levying The Mill Rate, Third Reading*

Seconded by Mr. Holm

Discussion

None

PASSED

YES –7- Holm, Hunter, Sikma, McGhee, Smith, Nelson, Ward

NO – 0

Absent- 0

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

Mayor Ward introduced the ordinance.

Public Comment

None

Mr. McGhee *moved to Approve Ordinance 12-24, An Ordinance Setting The 2013 Utility Rates*

Seconded by Mr. Holm

Discussion

None

PASSED

YES –7- Holm, Hunter, Sikma, McGhee, Smith, Nelson, Ward

NO – 0

Absent- 0

NEW BUSINESS

**REQUEST FOR 50% FORGIVENESS OF EXPENSES INCURRED FOR WATER
SERVICE BREAK ON ACCT #5038 IN AMOUNT OF \$3,908**

Mayor Ward explained that in NPMC it allows for a 50% forgiveness of expenses incurred for a water service break. Michael Williams was not in attendance to give testimony to the council.

Public Comment

None

Mr. McGhee *moved to* Request For 50% Forgiveness Of Expenses Incurred For Water Service Break On Acct #5038 In Amount Of \$3,908

Motion failed for lack of a second.

**ORDINANCE 12-25, AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA
AMENDING TITLE 4, CHAPTER 4.10.010, USER FEES**

Mayor Ward introduced the Ordinance and explained that there was only one change and that was to include the impound fees of \$384.

Mr. McGhee *moved to* Introduce and Advance Ordinance 12-25, An Ordinance Of The City Of North Pole, Alaska Amending Title 4, Chapter 4.10.010, User Fees

Seconded by Ms. Sikma

Discussion

Mr. Nelson asked if there was any other changes to the ordinance besides the impound fees.

Mayor Ward stated that the impound fees were the only changes being made.

PASSED

YES –7- Holm, Hunter, Sikma, McGhee, Smith, Nelson, Ward

NO – 0

Absent- 0

COUNCIL COMMENTS

None

ADJOURNMENT

Mr. McGhee adjourned the meeting at 7:44 p.m.

Seconded by Mr. Holm

The regular meeting of December 3, 2012 adjourned at 7:44 p.m.

These minutes passed and approved by a duly constituted quorum of the North Pole City Council on Monday, December 17, 2012.

Bryce J. Ward, Mayor



ATTEST:

Kathryn M. Weber, MMC
North Pole City Clerk