

**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, July 15, 2013 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, July 15, 2013 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

**INVOCATION**

Invocation was given by Councilman McGhee

**APPROVAL OF AGENDA**

**Mr. McGhee moved to Approve the Agenda of July 15, 2013**

**Seconded by Ms. Sikma**

**Discussion**

None

**Mr. McGhee moved to consent the following item under New Business:**

- a. Request To Forgive Sewer Charges For 224 Cross Way Based Upon Updated Evidence

**Seconded by Ms. Sikma**

**Discussion**

None

On the Amendment

**PASSED**

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

NO – 0

Absent – 0

On the main motion as amended

**PASSED**

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

NO – 0

Absent – 0

**APPROVAL OF MINUTES**

**Ms. Sikma moved to Approve the minutes of July 1, 2013**

**Seconded by Mr. Nelson**

**Discussion**

None

**PASSED**

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

NO – 0

Absent – 0

**COMMUNICATIONS FROM THE MAYOR**

We had a great time at the 4<sup>th</sup> of July picnic and parade; we had almost 30 organization entrants in the parade including horses and a train. At the Picnic we passed out almost 1,300 hot dogs and hamburgers with chips and soda. Thank you to our sponsors, Flint Hills Resources and THE Radio station.

Tomorrow the group World Changers will be here at city hall until Thursday working hard to improve the look of our building. They will be painting the building including the old part of the police station. The group will also be moving rocks from around the building to allow us to plant grass and help make City Hall more inviting.

The Draft EIS (DEIS) has been released and public comments are being accepted through their website [www.alaskaf-16eis.com](http://www.alaskaf-16eis.com) Community public hearing dates for the Eielson F-16 EIS are as follows.

**July 17, 2013 Westmark Hotel Gold Ballroom 813 Noble Street Fairbanks, AK Start Time 6pm**

**July 18, 2013 North Pole Worship Center 3340 Badger Road Fairbanks, AK Start Time  
6pm**

It is important that we get out and let the Air Force and our Congressional delegation know that we support the no-action alternative (do not move the F-16's) Please write to our Congress and comment on the DEIS. The goal is 10,000 comments in support of the no-action alternative.

Muffins with the Mayor will also be this Friday from 7am to 9AM here at city hall.

The North Pole Chamber of Commerce is planning their Christmas in July Festival and is encouraging all to come and participate. The Event will be July 26<sup>th</sup>-28<sup>th</sup> at the old Santa Land RV Park.

**COUNCIL MEMBER QUESTIONS OF THE MAYOR**

None

**COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH  
REPRESENTATIVE AND THE CITY CLERK**

**Fire Department, Chief Lane**

- Started hydrant testing today for the next 2 weeks until July 31<sup>st</sup>. Residents were notified in their water bills that this would be taking place in July. They may see some discoloration in their water because of the flow from hydrants.
- The Alaska Interagency Coordination Center has put together "Fire Wise Film Nights". The NPFd will host one on Wednesday night at 6:00 p.m. There will be discussion after the film to give information on how to protect your home in the event of a wildfire.
- On Tuesday, July 16<sup>th</sup>, North Pole City Staff will attend the Stuart Creek Fire planning session at 6:00 p.m. This is a great opportunity to see how an Incident Command Center is set up.
- NPFd is moving ahead with the planning of Alaska Shield 14. The NPFd will be opening their EOC at that time working with the NPPD and Utility Dept.
- Chief Lane introduced Lisa Kibbler and Steve Clise from the Stuart Creek Incident Command Center. They gave the City Council and public an update on the fire situation.

**Director of City Services, Bill Butler**

**Building Department**

- Working with Universal Welding on a permit for a facility expansion

**Public Works**

- Facelift of City Hall
  - Painting exterior

- Tree cutting
- Landscaping
- Exercise trail equipment ordered
  - North Pole Physical Fitness donated \$2,500
- Paving projects throughout City are proceeding
- Roads striping
  - Cody is investigating cost of purchasing striping equipment
  - Can routinely stripe roads more economically than using a private contractor
- Energy Efficiency grant applications due August 12
  - A possible project is lighting upgrades for city buildings
  - Need a City match to be competitive

### **Utility Department**

- Utility tour August 19; 6:00-7:00 PM work session
- Sewer Lining Project has begun
  - Videoing of sewer mains completed
  - Repair of worst leaking manholes (Richardson Highway) started last week
  - Lining of sewer mains to begin Wednesday
- Appraisal of two parcels of land adjacent to WWTP completed
  - +35 acres
  - Appraised value \$115,400 (\$3,800/acre)
  - DNR will sell to City outright of finance purchase for up to 20 years
  - Need to assess Utility budget in relation to capital projects before I make a recommendation of how to purchase land
- Waste Water Treatment Plant rehabilitation project
  - Design drawings to 65% completed
  - Expect paperwork for ACWF Emergency Generator loan
  - Hope to release RFP in the fall with construction to begin in 2014
- Municipal Matching Grant funding requests due August 5
  - Possible project is rehabilitation of the four remaining un-rehabilitated lift stations

### **Natural Gas Utility Board**

- I was on leave and missed the last two meetings
- Still in a period of anticipation waiting to Alaska Regulatory Commission determination
  - Official meeting Tomorrow, Tuesday July 16, 4:00 to 6:00 PM at Fairbanks City Hall

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

- We received word on our 2013-14 JAG grant and we should be bringing it to council for approval next meeting.

- We received two complaints from citizens over the last few weeks and both were resolved and determined that our officers did nothing wrong and we found an opportunity to hopefully educate.
- Example of goodwill: We should be proud of our officers.
- The motorcycle has arrived and we able to ride it into the parade. Well received and we are looking into decal costs. We have had a few requests to have the motorcycle in the Golden Days parade and other events.

**Accountant, Lisa Vaughn**

- Financial for the month of June were given to council members and Ms. Vaughn stated that the bank reconciliation for June was not completed.
- Clean up on cash clearing accounts are being done.

Mr. McGhee asked about the Citation revenue and when that would be posted. Ms. Vaughn stated that PFD garnishments wouldn't be posted until October.

Mr. Smith asked about the line of credit that the City received. Mayor Ward stated that the City had received a line of credit and they were hoping to not use it as it was just a safety net for all the construction projects the City had this year and possible not receiving monies from grants in time to pay the contractors.

- Working on grants for the next two weeks and quarterly reports.

**Borough Representative, Mayor Ward**

- Discussion on personnel carrying weapons on borough property.
- Working on intergovernmental agreement with military bases to try and help with saving money by consolidating contracts.

**City Clerk**

- The ads for the election on October 1, 2013 have started.

The Municipal Election for the City of North Pole will be held Tuesday, October 1, 2013. Declaration of Candidacy may be filed with the North Pole Clerk's Office at 125 Snowman Lane, from August 5, 2013 at 8:00 a.m. through August 16, 2013 at 5:00 p.m. for the following:

**CITY OF NORTH POLE COUNCIL SEATS**

(All offices serve at-large)

City Council Seat.....	3-year term	Incumbent – Thomas McGhee
City Council Seat.....	3-year term	Incumbent – Richard Holm
City Council Seat.....	1-year term	Incumbent – Preston Smith
City Council Seat.....	2-year term	Vacant

## **QUALIFICATIONS**

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.

## **DECLARATION OF CANDIDACY**

A candidate for municipal office is nominated by executing a declaration of candidacy under oath and a properly and fully completed public financial disclosure statement that complies with the requirements of state law.

## **REQUIRED WHEN FILING FOR ALL ELECTED CITY OFFICES**

- Completed Declaration of Candidacy obtained from the clerk's office
- 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 twenty five dollar (\$25) non-refundable filing fee shall accompany the declaration of candidacy and PFDS

## **CANDIDATE FILING INFORMATION**

Location: City Clerk's Office, 125 Snowman Lane

Filing Opens: 8:00 a.m., August 5, 2013

Filing Closes: 5:00 p.m., August 16, 2013

Withdrawal Deadline: 5:00 p.m., August 23, 2013

\*Note: A candidate desiring to withdraw may do so by filing a written request with the clerk by August 23, 2013 at 5:00 p.m.

Please go to our website at [www.northpolealaska.com](http://www.northpolealaska.com) for more information and forms.

## **ONGOING PROJECTS**

### **Arctic Winter Games, Karen Lane**

- July 28, 2013 from 1-5 pm at Pioneer Park – educating the area on the Arctic Winter Games and volunteer recruitment party. They need 2500 volunteers for the Games.
- 250 days left until Arctic Winter Games. There are 65 community committees and 20 sport committees who are all looking for volunteers.
- Go to website for more information at [www.Awg2014.org](http://www.Awg2014.org).

### **North Pole Sister City, Karen Lane**

- July 17, 2013 – 4:30 – 8:00 fundraiser.
- Itadori friends will be here on August 4<sup>th</sup>.
- Welcome party at 7:30 p.m. at the Fire Dept.
- August 7, 2013 is the dinner at 6:30 at the Lane residence.
- Goodbye party is on August 9, 2013 at 7:00 p.m. (location yet to be determined)

**CITIZENS COMMENTS**

- None

**OLD BUSINESS**

**ORDINANCE 13-10, AN ORDINANCE AMENDING TITLE 5, CHAPTER 5.12, FIREWORKS**

Mayor Ward stated this was the 2<sup>nd</sup> reading of the ordinance. The ordinance was to extend the date of sale for fireworks because of the extreme weather conditions. This leaves a date open for later in the year to be decided by the Mayor.

**Public Comment**

None

**Mr. McGhee *moved to Adopt Ordinance 13-10, An Ordinance Amending Title 5, Chapter 5.12, Fireworks***

***Seconded by Mr. Holm***

**Discussion**

Mr. McGhee said he has concerns that the ordinance is too vague with the dates. He would like to see the date be Labor Day weekend and no longer than 7 days after. His concern is that it could be Halloween and Thanksgiving which are not good dates.

Mr. McGhee moved to Amend Ordinance 13-10, An Ordinance Amending Title 5, Chapter 5.12, Fireworks, as follows:

(h) If the sale of fireworks has been deemed hazardous and the sale prohibited by the North Pole Fire Chief between the dates of June 20<sup>th</sup> and July 7<sup>th</sup>, fireworks vendors may submit a request to the Mayor to re-open at a date later *on or before 7 days past Labor Day weekend* in the year equal to or less than the time of the prohibition. Once a request has been submitted, the Mayor will announce when the sale of fireworks will reconvene and for how long.

Failed for a lack of a second.

On the main motion

**PASSED**

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

NO – 1 - McGhee

Absent – 0

## NEW BUSINESS

### ORDINANCE 13-11, AN ORDINANCE CREATING CHAPTER 4.24, DESIGNATED FUNDS PURPOSED TO RECEIVE MONIES DESIGNATED FOR CAPITAL PROJECTS AND VEHICLE FLEET PURCHASES

Mayor Ward introduced this ordinance saying that this is designed to create funds that will allow departments to make multiple years savings for large vehicles and is not meant to be an end all fund to purchase all vehicles out of. It also creates a Capital Projects fund which will allow the City to put money into it by the actual design of the ordinance to make savings over multiple years.

#### Public Comment

None

**Mr. Nelson moved to Introduce and Advance Ordinance 13-11, An Ordinance Creating Chapter 4.24, Designated Funds Purposed to Receive Monies Designated for Capital Projects and Vehicle Fleet Purchases**

**Seconded by Ms. Sikma**

#### Discussion

None

**Mr. Holm moved to amend ordinance 13-11 to read as follows in red:**

*(a) There shall be monies equivalent to .15 Mills of property tax collected transferred from the general fund to fund the Vehicle Fleet Funds for the purpose of funding Vehicle Fleet Funds for all General Fund departments.*

**Seconded by Ms. Hunter**

#### Discussion

Mr. Holm said this was a necessary word change because of the perception of this ordinance from taking from property taxes rather than equivalent to property taxes.

Mr. McGhee was concerned that with this verbiage that this would add monies equivalent to .15 mills and take it from general fund to fund the Vehicle Fleet Funds.

Ms. Hunter wanted better clarification.

Ms. Vaughn had a suggestion to transfer a certain amount of money from the general fund.

Mr. McGhee agreed with Ms. Vaughn and didn't want it funded with property tax.

Ms. Hunter said she is in favor of the wording of .15 mills.

Mr. Holm stated that this gives Council the flexibility.



**FAILED**

YES – 0

NO – 7 –Sikma, Nelson, Hunter, McGhee, Smith, Holm, Ward

Absent – 0

**Mr. Holm moved to amend line 52 and 53 as follows:**

~~There shall be .15 Mills of property tax for the purpose of funding Vehiele Fleet Funds for all General Fund departments.~~ Money from the general fund shall be appropriated to fund the Vehicle Fleet Funds in an amount equivalent to .15 mill rate.

**Seconded by Mr. McGhee**

**Discussion**

There was more discussion among council on the ordinance and the mill rate.

Mayor Ward was not in favor of any of the amendments made to this ordinance.

Ms. Hunter wanted clarification on what we had based the budget on.

Ms. Vaughn said it is based on what we have collected. She stated that the rule is to be conservative.

Ms. Sikma said she agreed with the Mayor and that they should leave it as it is. She said it was a very clear and very concise ordinance and didn't want to complicate it.

Mr. Holm said he has a concern over the conception of this. He didn't like the wording of the ordinance.

On the amendment

**FAILED**

YES – 1- Holm

NO – 6 –Sikma, Nelson, Hunter, McGhee, Smith, Ward

Absent – 0

On the main motion

**Discussion**

Mr. McGhee said that the reason council raised the mill rate was to balance the budget and now council is wanting to use the money for a vehicle replacement for the departments. He has a problem of where the money is coming from and that departments need to come up with it themselves.

Mayor Ward said that the departments cut their budgets to help balance the budget. The original intent to raise the mill rate was to help put monies aside to fund projects. He said it was frustrating that the council didn't remember what the previous meetings where about when the

council was asking to put money aside. This is a tool that the council can use to help fund vehicles in the various departments.

Ms. Hunter said this is one of the most fiscally sound ordinances that we have put in place. She said the leasing of vehicles is expensive and that this will help as a savings account for large purchases. She is in favor of this ordinance.

Ms. Sikmas agreed with Ms. Hunter and the Mayor and has been thought out and is clear to our constituents. The leasing of vehicles is costly and this is smart forward thinking.

Mr. Holm asked about the money used to buy the Harley and if they could have been used for a police vehicle.

Chief Dutra said that his first answer would be no. It was given to the department by DEA and that he didn't think it could be used for anything else. He gave an example of the funding.

Mr. Holm said he couldn't support this and the way it was set up. He felt the council should look at where the monies go.

Mr. McGhee said the council has created the monies to be used for capital projects and that impound fees and ambulance fees should go back into the departments to fund their vehicles. He feels that the council didn't know what they were voting for when they raised the mill rate.

Mayor Ward asked the council to move this ordinance forward.

**PASSED**

**YES – 5 – Hunter, Nelson, Smith, Sikma, Ward**

**NO – 2 – McGhee, Holm**

**Absent - 0**

**ORDINANCE 13-12, AN ORDINANCE AMENDING CHAPTER 4.12, SECTION .020, TAX LEVY AND COLLECTION**

Mayor Ward introduced this Ordinance stating that this was an ordinance that went along with 13-11.

**Public Comment**

None

**Mr. Nelson *moved to* Introduce and Advance Ordinance 13-12, An Ordinance Amending Chapter 4.12, Section .020, Tax Levy and Collection**

**Seconded by Ms. Sikma**

**Discussion**

Mr. Holm said he didn't see any reason to move this forward until we had the previous ordinance finalized.

Mayor Ward said that this is a companion for the previous ordinance and if Ordinance 13-11 passes then by advice from our attorney, Ordinance 13-12 also needs to pass. He recommended that this Ordinance advance to the 2<sup>nd</sup> reading.

**PASSED**

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

NO – 2 - McGhee, Holm

Absent – 0

**COUNCIL COMMENTS**

**Ms. Sikma** – that she would be resigning her position as of Tuesday, August 6, 2013. She stated that it was not without a lot of agony and that she was actually leaving the State and going down to Washington to be with family as her father died this spring and she feels she needs to be with them at this time.

**Mr. Holm** – no comment

**Mr. Smith** – great time at the 4<sup>th</sup> of July parade and picnic and all the hotdogs that were served that day. He encouraged everyone to come out to the Golden Days Parade this next weekend.

**Mr. Nelson** – said that he will no longer be a resident of the City of North Pole and his resignation will be tendered by the end of the week. He said that life happens and his focus will be on his schooling and his concentration will be on his education. He wished everyone well.

**Mr. McGhee** – said another good meeting and good debate and took nothing personal and meant nothing personal. He said that everyone has good legitimate points and motivation and everyone sees it from seven different directions to make the right decisions.

**Ms. Hunter** - thanked Mr. Holm for bringing up the signs in the roundabouts She will gladly volunteer to take the signs down and help out. She thanked Mr. Nelson and Ms. Sikma for their service.

**Mayor Ward** – reminded everyone of the meeting on Wednesday at North Pole Worship Center at 6:00 p.m. on the EAFB EIS. He thanked Mr. Nelson and Ms. Sikma for their service to the community.

**ADJOURNMENT**

**Mr. McGhee adjourned the meeting at 9:22 p.m.**

**Seconded by Mr. Nelson**

The regular meeting of July 15, 2013 adjourned at 9:22 p.m.

**These minutes passed and approved** by a duly constituted quorum of the North Pole City Council on Monday, August 5, 2013.



  
\_\_\_\_\_  
Bryce J. Ward, Mayor

**ATTEST:**

  
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Kathryn M. Weber, MMC  
North Pole City Clerk