

**Utility Department Tour – 5:30 P.M.
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, August 19, 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, August 19, 2013 to order at 7:00 p.m.

There were present:

**Mr. Holm
Ms. Hunter
Mr. McGhee
Mr. Smith
Mayor Ward**

Absent/Excused

Excused

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

Led by Mayor Ward

INVOCATION

Invocation was given by Mayor Ward

APPROVAL OF AGENDA

Mr. McGhee *moved to Approve the Agenda of August 19, 2013*

Seconded *by Mr. Smith*

Discussion

None

PASSED

YES – 4 –Hunter, Smith, McGhee, Ward

NO – 0

Absent – 1 – Holm

APPROVAL OF MINUTES

Mr. McGhee *moved to Approve the minutes of August 5, 2013*

Seconded *by Mr. Smith*

Discussion

None

PASSED

YES – 4 – Hunter, Smith, McGhee, Ward

NO – 0

Absent – 1 – Holm

COMMUNICATIONS FROM THE MAYOR

The Draft EIS (DEIS) public comment period has been extended to August 30th. Comments are being accepted through the EIS website www.alaskaf-16eis.com

Last week I met with Congressman Don Young on federal issues that pertain to business and government in North Pole and about how we can overcome these obstacles.

Had a great meeting with DOT and the FMATS coordinator Donna Gardino on our maintenance projects and addressed some of the issues we had this last year, hopefully we have worked out some of the issues.

On the 14th of August I was able to serve our armed forces lunch at Ft. Wainwright. Troops from Eielson and Wainwright were present.

August 28th I will be meeting with the regional director of EPA to discuss air quality and other issues we are facing in North Pole.

COUNCIL MEMBER QUESTIONS OF THE MAYOR

None

COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

Accountant, Lisa Vaughn

- Ms. Vaughn presented council with financial statements. She is working on bank recs from June and July. Ms. Beckman has been working on the citation garnishments of PFD and cleaning up the business license program and A/P.
- Ms. Vaughn will be out of town until September 3, 2013. Ms. Weber will be doing payroll and handling the PERS audit.

Police Department, Chief Dutra

- CV 2000 had a rebuild transmission put into it. Also had another transmission issue on 2008 CV. Issues with the vehicles have been relatively low this year even with these two repairs.
- Our new reserve officer started, will work on date to have him come in front of council.
- Last week we had 3 officers on light duty. One returned to work this week. Two on light duty until late in Dec. One will return to work.
- Chena Lakes officer received excellent comments from Tim Favle regarding his work at the parks, Officer Fisher has been doing a great job.
- Ofc. Bean in in her last 2 days of FTO will be finally entering the schedule. She was hired in Feb.
- I am completing the IFB for our BDA. I will then finish IFB for DHS Grant for radios.
- We are currently trying to get ideas for heating and cooling

Fire Department, Chief Lane

- Chief Lane said the Dept. has lost another employee and they have started the advertising for a new position.
- The Dept. just finish testing for a driver/operator pumping class. They have also done the hydrant and hose testing this summer and all did well.
- Tomorrow at noon all Fire Chiefs will have a conference on the fireworks ban. Fireworks sales will resume from August 27 – September 3rd.
- There was a fire on 7th Ave and it was most likely started by a smoker by smoking fish. The roof of the structure was destroyed and will need to be replaced.

Mr. McGhee was concerned about “Fill the Boot” in the roundabouts and asked the Fire Chief to let his people know that they should not be in the intersection or to obstruct traffic.

Chief Lane said that he would rely Mr. McGhee’s concerns and that the firefighters are usually at the Safeway entrance or McDonalds entrance.

Director of City Services, Bill Butler

Building Department

- No new permits issued

Public Works

- Exercise trail
 - Equipment delivered last Thursday (8/15)
 - Start/End of trail lot cleared
- Lot cleared for planned North Pole Dog Park (adjacent to Tanana Apartments)
- Brush clearing of City roads
 - PW staff are currently clearing brush in Baker & North Star Subdivisions
 - Using one of new attachments for skid steer plus brush wackers

- Energy Efficiency grant application submitted August 12
 - Goal to replace lights in City buildings with LED lights
 - Requested \$150,000 with a proposed \$10,000 City cash match (dispersed across each department) and \$27,500 in-kind match (Public Works labor)
- Bus stop at North Pole Plaza Mall will not be built this year
 - Lowest bid was almost twice the engineer's estimate
 - Borough Transportation plans to re-release RFB this fall or winter

Utility Department

- Sewer Lining Project
 - Lining of sewer mains proceeding on schedule
 - No major problems encountered to date
- Flint Hills Resources is continuing with final phase of the Industrial Sewer Main Project
 - Will line the beginning of the existing industrial sewer main (not replaced last year)
 - Will line the connection between the new industrial sewer main and treatment plant
 - To be done at no expense to City
 - Goal is to prevent leak of any possible sulfolane from industrial waste water stream
- Municipal Matching Grant funding request for sewer lift station rehabilitation submitted
 - To be eligible for 50 scoring points, resolution passed at last Council meeting needs to identify lift station project as City's #1 priority
 - Identifying as Utility #1 priority has been accepted the past three years

Natural Gas Utility Board

- Regulatory Commission of Alaska (RCA)
 - Commission is requiring additional information from each applicant for overlapping service area (public utility—Interior Gas Utility and Fairbanks Natural Gas)
- Alaska Energy Authority (AEA)
 - Working with Interior Gas Utility and Fairbanks Natural Gas to establish compatible projections; for example, miles of gas main used in projections and clarification of gas storage needs

Borough Representative, Mayor Ward

- Nothing to report

City Clerk

Election News

- 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. The deadline for Declarations of Candidacy ended at 5:00 p.m. on August 16, 2013. The following is a list of the 6 candidates for 5 seats:
- Elizabeth Holm, Thomas McGhee, Kevin McCarthy, Preston Smith, John Boulette, and Michael Welch.

- **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.....1 year term Vacant -
- 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.

- **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

*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 for more information and forms.

- Looking into having a legal review and recodification of the NPMC. The City is celebrating its 60th birthday and there has never been a legal review. Recodification would entail redoing the index, cross referencing the code and also having a complete review of it by Code Publishing.
- Will be meeting with Greg Berry tomorrow at 1:00 p.m. to go over Municibid. This is a program that allows governments to put their items online and people from all 50 states can bid on them. Pictures are uploaded to the site with unlimited information on the items listed. Item pages include a map, access to a shipping estimator for bidders, and unique page view counter. The City retains full control of the site and is able to put a starting bid price on items and to list it for as long as needed. Items will be properly marketed, locally and nationally, meaning greater exposure to the right buyers. This may require that we go back and amend the NPMC to allow us to part with our wares in a new way.
- Part of the grant monies that the state legislature award us for archiving involves helping to preserve our records. I am in the process of working with Jerry Handfield of KOFILE

Preservation. It is time to have our Minutes, Ordinances, and Resolutions bound in books and to create a security backup on 16/35mm security microfilm. This would also include digital imaging which is additional to microfilming as digital images are saved as TIFF, PDF or JPEG images. Employees and the public would be able to access records easily by searching for a word or phrase. I hope to be able to report back to you by the next council meeting.

Thomas McGhee stated that he would not be at the meeting of Tuesday, September 3, 2013 as he will be out of town.

ONGOING PROJECTS

None

CITIZENS COMMENTS

John Poirrier, North Pole Grange

- Reported that there was vandalism at the Grange this summer and it set them back financially. Volunteers helped to get it cleaned up and ready to go.
- 3rd Friday will be resuming this month.
- Will be having a festival for gardeners and farmers who are growing vegetables. They will be having a weigh-in for the largest cabbage and other fun activities.

Sister City

Chief Lane reported on Sister City visit.

- Mr. Holm and Mayor Ward attended the dinner at the Lanes to welcome the Japanese visitors.
- It was well accepted by all that were involved.

OLD BUSINESS

None

NEW BUSINESS

RECOMMENDATION TO AWARD AMBULANCE BID TO ROCKY MOUNTAIN AMBULANCE IN THE AMOUNT OF \$164,200

Chief Lane said that the state legislature award the City of North Pole \$160,000 in grant funding for a new ambulance. Bid went out and the lowest bidder was Rocky Mountain Ambulance in the amount of \$164,200. A fiscal note for \$4,200 was attached.

Public Comment

None

Mr. McGhee moved to award the ambulance bid to Rocky Mountain Ambulance in the amount of \$164,200

Seconded by Ms. Hunter

Discussion

None

PASSED

YES – 4 –Hunter, Smith, McGhee, Ward

NO – 0

Absent – 1 – Holm

ORDINANCE 13-13, REPEALING ORDINANCE 08-03, AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA AMENDING TITLE 2 AND INTRODUCING SECTION 2.26.010-2.26.110

Mayor Ward stated that this is housekeeping as NPEDC has fulfilled its role.

Public Comment

None

Mr. McGhee moved to Introduce and Advance Ordinance 13-13, Repealing Ordinance 08-03, An Ordinance Of The City Of North Pole, Alaska Amending Title 2 And Introducing Section 2.26.010-2.26.110

Seconded by Mr. Smith

Discussion

Mr. McGhee said that there is no funding made available and asked why there was no council member on the board of directors. He was concerned that if council repealed this that they would have no power of the board.

Mayor Ward stated that at this time the City did not have any powers over the organization as they were a separate entity and the only monies received from the City of North Pole were bed tax monies that they applied for.

PASSED

YES – 4 –Hunter, Smith, McGhee, Ward

NO – 0

Absent – 1 – Holm

RESOLUTION 13-13, A RESOLUTION ESTABLISHING THE SEWER LIFT STATION REHABILITATION PROJECT PHASE 3 AS THE CITY OF NORTH POLE'S

PRIORITY CAPITAL PROJECT FOR CALENDAR YEAR 2014

Mr. Butler stated that this was necessary for the City to pass this so they would be eligible for grant funding of this project.

Public Comment

None

Ms. Hunter *moved to Introduce and Adopt Resolution 13-13, A Resolution Establishing The Sewer Lift Station Rehabilitation Project Phase 3 As The City Of North Pole's Priority Capital Project For Calendar Year 2014*

Seconded by Mr. McGhee

Discussion

None

PASSED

YES – 4 – Hunter, Smith, McGhee, Ward

NO – 0

Absent – 1 – Holm

COUNCIL COMMENTS

Mr. McGhee – thanked the Utility Department for the tour and it was interesting to see that the City is keeping up to date and backup systems are in place. He is glad to know that the Mayor is working on the unsightly situation in the Homestead Park area. Mr. McGhee said he removed the signs tonight and does not want anyone advertising in the roundabouts and sidewalks. He will continue to remove them because it isn't allowed and will continue to do it and support anyone who takes down unlawful signs. He encouraged everyone to be careful as school is starting. He encouraged candidates that are running. Mr. McGhee said he is going on 14 years and will continue to serve his community.

Ms. Hunter – thanked Ms. Holm for coming on the tour and that it was interesting and she learned a lot. School is starting and she is hoping that everyone is safe. The sidewalks look really nice.

Mr. Smith - was glad they were able to go on the tour and asked everyone to be careful with school starting.

Mayor Ward – asked everyone to be careful with school starting. He encouraged the council and public to talk with the staff as they are knowledgeable about their departments.

ADJOURNMENT

Mr. McGhee adjourned the meeting at 8:08 p.m.

Seconded by Mr. Smith

The regular meeting of August 19, 2013 adjourned at 8:08 p.m.


These minutes passed and approved by a duly constituted quorum of the North Pole City Council on Monday, September 16, 2013 due to the cancellation of the regularly scheduled meeting of Tuesday, September 3, 2013.





Bryce J. Ward, Mayor

ATTEST:



Kathryn M. Weber, MMC
North Pole City Clerk