

**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, October 7, 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, October 7, 2013 to order at 7:07 p.m.

There were present:

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

Absent/Excused

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

Led by Mayor Ward

INVOCATION

Invocation was given by Thomas McGhee

APPROVAL OF AGENDA

Mr. McGhee moved to Approve the Agenda of October 7, 2013

Seconded by Mr. Holm

Discussion

None

Mr. Holm moved to consent the following items under New Business as follows:

- a. Request for Council Members to Attend NEO (Newly Elected Officials) and AML Conference in Anchorage from November 18 – 22, 2013
- b. Recommendation To Award Snow Removal Contract To Heel, LLC - Hawks Enterprises
- c. Recommendation To Award Mobile Radios Bid To Motorola Solutions
- e. Request To Accept Department Of Public Safety Grant To Continue The Byrne JAG Funding In The Amount Of \$50,000

- f. Resolution 13-14, A Resolution Supporting The Tier 2 Application To The Rasmuson Foundation For The North Pole Branch Library Project

Seconded by Mr. McGhee

Discussion

None

On the Amendment

PASSED

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

NO – 0

Absent – 0

On the main motion as amended

PASSED

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

NO – 0

Absent – 0

APPROVAL OF MINUTES

Mr. McGhee moved to Approve the minutes of September 16, 2013

Seconded by Mr. Holm

Discussion

None

PASSED

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

NO – 0

Absent – 0

COMMUNICATIONS FROM THE MAYOR

Presentation on the new DEC regulations for air quality by Cindy Heil of DEC

For more information go to www.dec.state.ak.us/air

- Great News about Eielson AFB and the 18th aggressor squadron, as many of you have heard the Air Force has abandoned their effort s to move the F-16's from Eielson to Elmendorf in Anchorage. The efforts of the interior delegation and the congressional delegation as well as local leaders and the public have been well spent. Congratulations

and thanks to all of those who participated in the meetings and wrote comments to the USAF.

- GVEA and the City of North Pole have identified the amount of sales tax due for the properties that were not charged sales tax on their electric bills. The principal amount due based on information provided to us by GVEA is \$100,258.85 with interest due of \$58,026.38 for a total due of \$158,285.23. GVEA has assured us all bills have been corrected.
- Last week a Representative from Lockheed Martin came up to speak on the F-35 series aircraft that have been mentioned as a potential aircraft to be based at Eielson AFB. The F-35 is a 5th generation aircraft that has many capabilities. Some misconceptions: it is not louder than an F-16. Some models can take off vertically. The AF has already constructed over 40 aircraft. The price per aircraft is within 5% of an F-16. The technological capability of an F-35 is unsurpassed by any other aircraft. The F-35 has the ability to control the battle field from the cockpit.
- Operation Kid Safe has a station in Fairbanks. Operation Kid Safe is a program that helps parents teach children how to be safe and gives parents the tools to take precautionary steps to protecting their children. The Kid Safe Station is located at the Lithia Dealer on South Cushman. The station does not collect data but transcribes fingerprints and a picture with a description of your child on a piece of paper that parents can keep in a safe place and that can be used (in case of emergency). For more information you can visit the website <http://www.kidsafeprints.com/>
- Arctic Winter Games 2014 had the semi-official lighting of the AWG monument at the Carlson Center last Friday, it is currently lit up with LED lights and the torch will be lit during the games in March 2014. The monument is truly a magnificent memorial to the games that have been held here in 1982, 1988 and soon in 2014.
- Last Friday was the Mayors Bowl where the North Pole Patriots battled the Lathrop Malamutes for the title of champion of the Mayors Bowl. North Pole has never lost to Lathrop and didn't waver on their record. North Pole beat Lathrop at their homecoming game and ensured that I didn't have to wear a stinky Lathrop jersey at today's council meeting.
- The North Pole City budget will be made public on the 28th of October.
- Council is strongly encouraged to mark your calendar to attend the "Council orientation on November 2nd". This orientation will go over council meeting procedure, reading financials and introductions to department staff and facilities as well as much more.

COUNCIL MEMBER QUESTIONS OF THE MAYOR

Ms. Hunter asked what time the orientation will be held.

Ms. Weber stated that it would be from 9:00 am – 3:00 p.m

Ms. Hunter asked about what could be done to make sure that those who are required to be paying sales tax does that.

Mayor Ward said that we do monitor our sales tax and it is the responsibility of the public to pay the sales tax.

COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

Director of City Services, Bill Butler

Building Department

- Paperwork submitted by developer for building permit to convert the funeral home on Perimeter Drive to an assisted living facility
 - New application will push construction permits in North Pole to over \$11.5 million

Public Works

- Summer hires last day was September 30
- Weber, Inc. will be contributing earth moving services for the site that will be the location of dog park and start of the exercise trail
- Constructed a gravel storage site and gravel loading platform on Utility garage lot
- 2013-2014 snowplowing bid is before Council this evening

Utility Department

- Sewer Lining Project
 - Achieved Substantial Completion on September 25
 - Remaining work involves work on several manholes, road patching and landscaping
 - All project work must be completed by mid-October
 - Estimate engineering and construction will cost \$2.4 million--\$1.5 million less than original estimate
 - Investigating with ADEC transferring balance of grant funds to another Utility project
- DEC grants manager visited to inspect recently funded projects within the City

Natural Gas Utility Board

- Regulatory Commission of Alaska (RCA) held over two weeks of hearings in Anchorage
 - The hearings were originally scheduled to last only four days

RCA is scheduled to now make a determination in November of entity it will grant the service area outside of City of Fairbanks (the decision was originally planned to be made in mid-October)

Police Department, Chief Dutra

- Ofc. Missimer- Introduction
- We have received checks in the amount of \$1493.80 for a 2008 case, \$18,741.75 from a 2010 case and \$4163.23 from a 2011 case. As you can see these funds come in significantly after the cases are initiated.
- We are pretty confident we have resolved some of our leaking into our kitchen area. Tom from Public works and I were looking for water infiltrations and we found two places where water was coming in. Temp covered these spots and it looks like water has stopped.
- Officer Milne is doing well at academy apparently at last report he was #1 in academics. We are very proud of his efforts.
- Stats - uptick in DUI's in September year over year.
- We just retrieved one of our patrol cars \$4,000 in repairs. Second vehicle with transmission issue this year.
- More than likely we will be switching to our new uniforms before the next council meeting. We have switched to black uniforms. They look very professional and have same patches and badges. These uniforms will allow us to keep the same color scheme for many years to come. This turn will be a cost savings over long term. I will be wearing this uniform at the next council meeting.
- We have wrapped up our Chena Lakes contract. Officer Fisher is now back in the patrol rotation. Although this helps it still places our patrol staff down 3. I found out last night another officer injured themselves. Not sure what affect this will have or how long. Ofc. Gore is now on patrol on her own. Successfully completed FTO.
- We just heard from AHSO – They have approved our grant for traffic Officer \$119,326.00. This will fund almost all of our traffic officers cost. Again I will remind the council this represents a significant amount of money contributed to support our DUI enforcement.
- Preparedness fair was a success. We had three officers there. Well attended from what I understand. Those who attended said it was a success.
- We had a visit by DHS&EM and we passed with flying colors.
- I will be bringing a bid in front of you next meeting. This bid is for design and RFP preparation for NPPD heating and cooling system. Part of SOA legislative grant.
- Operation glow stick – 500 lanyards. We always like supporting this annual safety event.
- Sexual predators – two episodes and both episodes have been successful in that one was convicted at trial and the second was arrested on sex offender registration violations. Both because of the hard work of Lt. Rathbun and Sgt. Binkley.
-

Fire Department, Chief Lane

- None

Accountant, Lisa Vaughn

- August financials were given to council tonight
- Audit services have been sent out to bid. They have received one intent to bid from Mikunda Cottell.
- Received \$22,800 for citation garnishment.

Borough Representative, Mayor Ward

- There was nothing to report.

City Clerk

The Municipal Election for the City of North Pole was held Tuesday, October 1, 2013 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.....1 year term	Vacant -
City Council Seat.....2-year term	Vacant -

There were 6 candidates who filed for the 5 open seats. They were Elizabeth Holm, Thomas McGhee, Preston Smith, Michael Welch, and Kevin McCarthy.

Attached are the unofficial results of the election. There are still absentee and question ballots that will be counted tomorrow and we will have our election certified at the October 21, 2013 meeting along with the swearing in of the candidates. Official information on the elections will be posted to our website at www.northpolealaska.com. Election days are always very long days which start at 6:00 a.m. and don't end until the last transmission of votes. We were again, the last to transmit and didn't leave the FNSB building until after 10:00 p.m.

- The Public Surplus auction was a success. The auction brought in \$1,893.01. We will post our unsold items again on the auction and see if we can sell the remaining items as larger lots. This has been a lot of tedious work over the past month and now that the auction is over I am trying to keep up with getting items picked up and shipping outside of Alaska.
- I will be going to the FNSB tomorrow afternoon to work with the election board on the absentee and question ballots. The official report should be out by Thursday and I will notify everyone when I receive the results.
- I will be attending the Caselle Conference next week in Henderson, Nevada and will be looking at their program that has just come out on document management. This is covered by the grant from the state legislature and I will be actively pursuing the best program that the City can get.

More vendors will be at the AAMC Conference in November and I hope to have something put together by the end of the year.

- Code Book Publishing has started the legal review and recodification. They have been sending me different fonts to choose from and various layouts. I have decided to stay with the current layout as it is neat and easy to read.
- We have had a number of bids go out this past month. All bids go through my office and I handle the advertising through the Fairbanks Daily Newsminer, sending bids to the plansroom, putting bids on the City website and keeping all bids up to date (ie) addendums.

The following is a list of bids that we currently have open:

Name of Bid	Bid Number	Bid Date	Bid Time
City of North Pole Heating Fuel Oil for 2014	IFB Heating Fuel 2014	10/16/13	2:00 p.m.
North Pole Police Department Bi-directional amplifier & Distributed Antenna System (DAS)	IFB-PD-13-01	10/23/13	3:00 p.m.
City of North Pole Professional Auditing Services	RFP 13-01	10/30/13	2:00 p.m.

- The FNSB is asking for a head count as to who is planning on attending the joint work session with AIDEA on October 9th from 6 – 8 p.m. They need this information so they can configure the room for that evening.
- Request that all council members have professional portraits taken as they hang above the front counter in City Hall. The City pays for this service and I will be sending out information to all of you this week on vendor.
- We have ordered a council timer of which should be here by the next council meeting. One will hang behind the dais and the other will be mounted in the back of the room.

Here is a breakdown of the dates until the end of the year for budgeting and workshops.

1. October 21, 2013 – New council members take the oath of office.
2. October 28, 2013 – New elected officials take office and budget workbooks are given to them with info from all depts.
3. November 2, 2013 – Council Orientation – All depts. will give a presentation to council on the workings of their depts.
4. November 4, 2013 – 1st reading of the 2014 budget

5. November 12, 13, & 14, 2013 – 2014 Budget Workshops – Let Kathy know when you would like to give your presentation of your dept. budget.
Tuesday – Admin, Professional Services, Fire Department
Wednesday – Police Department, Building Dept, Public Works
Thursday – Utilities
6. November 18, 2013 – Cancel the council meeting by resolution and reschedule – this is the week of AML, AAMC, and AGFOA
7. November 25, 2013 – 2nd reading of the 2014 NP Budget
8. December 2, 2013 – 3rd and final reading of the 2014 NP Budget

ONGOING PROJECTS

None

CITIZENS COMMENTS

Tammy Wilson, Sponsor of Home Heating Initiative

Ms. Wilson said that all info wasn't given to public from DEC. She referred to Page 5 of the document handed out by DEC. Ms. Wilson handed out information to the council from the Attorney General of New York, Connecticut, Maryland, Massachusetts, Oregon, Rhode Island and Vermont and the Puget Sound Clean Air Agency referring to New source performance standards for residential wood burning heaters – Notice of intent to sue pursuant to 42 U.S.C § 7604(b)(2).

OLD BUSINESS

None

NEW BUSINESS

RESOLUTION 13-15, A RESOLUTION ESTABLISHING THE 2014 CAPITAL PROJECT PRIORITIES FOR THE CITY OF NORTH POLE

Mayor Ward introduced the resolution and explained in detail the reasons for putting these items on the Priority List and asking them for their support.

Public Comment

None

Mr. McGhee moved to Approve Resolution 13-15, A Resolution Establishing The 2014 Capital Project Priorities For The City Of North Pole

Seconded by Mr. Holm

Discussion

Ms. Hunter asked about the cost for the Strategic Planning and how that number came to be.

Mayor Ward said that it was an educated guess and this would bring in a neutral person to help with the discussions.

Mr. Smith asked if lighting could be brought in to new areas within North Pole on this priority list.

Mayor Ward said he is working with FMAT's on lighting for Ford Subdivision and Highway Park..

Mr. McGhee said that he has concerns that we are duplicating by having a Strategic Planning and that maybe this is interfering with NPEDC. However, he does like the concept.

Mr. Holm asked if the Strategic Planning would look at priorities of the City, (ie) the Fire Department. He asked about the \$400,000 and what direction this would take.

Mayor Ward said that we have limited as-builts on the NPPD and City Hall and this could re-design be good no matter what we do from there. Drawing will be good for 6 – 8 years. He said that this would be another legislative request should the City decide to move forward with this and would be approximately 2021.

Mr. Holm wanted to make sure that no monies would be spent until it came back to council.

Ms. Hunter said that reference was made to upgrading the heating system and if that would take into consideration a bigger building.

Mayor Ward said that it would be farther down the road and in the future.

Mr. Smith said that the City purchased a new Bobcat last year with attachments and wondered why this is on the priority list.

Mr. Butler stated that they did get one last year and would like to have another one.

PASSED

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

NO – 0

Absent – 0

COUNCIL COMMENTS

Mr. Holm – Hopes everyone is ready for snow. Congratulations to those who won the election and wished them good luck.

Mr. Smith – asked everyone to be careful and congratulated those who won the election.

Mr. McGhee – Goodnight.

Ms. Hunter – Congratulations to newly elected officials and to those who are returning. She stated that AML is very education and gives a solid foundation and an overview of the state and how we fit in. She thanked Weber, Inc for their services with the dog park and exercise trail. The electronic device is working on Homestead and she said it was a good use of our money. She reminded everyone on the air quality meeting.

Mayor Ward – he said he really appreciates that our council can sit down and make good decisions. He is looking forward to the orientation that the clerk has put together and also to working with the new council.

ADJOURNMENT

Mr. Holm adjourned the meeting at 8:19 p.m.

Seconded by Mr. McGhee

The regular meeting of October 7, 2013 adjourned at 8:50 p.m.

These minutes passed and approved by a duly constituted quorum of the North Pole City Council on Monday, October 21, 2013.

Bryce J. Ward, Mayor

ATTEST:

Kathryn M. Weber, MMC
North Pole City Clerk

