

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 21, 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 21, 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. Holm *moved to Approve the Agenda of October 21, 2013*

Seconded by Mr. Smith

Discussion

None

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

- a. Award of the 2014 Heating Fuel Bid
- b. Approval for Mayor Ward to File Declaration of Candidacy and Financial Commitment for Election to The 2014 Alaska Municipal League Board of Directors, District 7.
- c. Request for City Clerk to Attend the AAMC Conference from November 17 – 19 in Anchorage, Alaska
- e. Intergovernmental Agreement for Roles and Responsibilities Under Alaska Pollutant Discharge Elimination System (APDES) Municipal Storm Water Permit No. AKS-053406
- f. Approval of Resolution 13-16, A Resolution of the North Pole City Council Designating City Officials Authorization to Sign on City of North Pole Accounts

Seconded by Mr. Holm

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. Holm *moved to Approve the minutes of September 16, 2013*

Seconded by Mr. McGhee

Discussion

None

PASSED

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

NO – 0

Absent – 0

COMMUNICATIONS FROM THE MAYOR

- The City of North Pole did receive a settlement from GVEA for the back taxes. The amount was slightly over \$158,000.
- This week is the Week of AFN and The City would like to welcome all of the participants to the interior and to North Pole.
- Thank you to Council member Smith and Hunter for participating in the AIDEA energy update in the Fairbanks North Star Borough Chambers.

- I attended the FMATS meeting last week and helped move an action that would move toward consolidation of the MOU's that created the organization, the effort is to make the organizational structure easier to follow and understand.
- I was also able to attend the State Rail Steering Committee meeting. This group is responsible for developing a statewide rail plan and creating the mechanism to work on accomplishing the goals set forth.
- I also have been faithfully attending the Over the Coffee Cup on KJNP in North Pole every Saturday to help keep our residents informed on the happenings in the city.
- 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

Mr. Smith asked about the sirens from Flint Hills Refinery this past weekend.

Mayor Ward said that there was a fire and our fire department responded.

Mr. Holm asked about where the monies from GVEA would be going.

Mayor Ward stated that a portion would go to sales tax for 2013 and the other would go into the fund balance.

COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

Director of City Services, Bill Butler

Building Department

- Paperwork submitted by contractor for residential renovation of burnt structure on West 7th
 - New application will push construction permits in North Pole to over \$11.7 million

Public Works

- Made minor modifications to bus shelter at mall
 - Made modifications as bridge until Borough upgrades shelter
 - Provide bus patrons with protection from weather and elevate out of spring flooding
- Heating fuel contract before Council this evening
- Planning to install Christmas light displays in roundabouts this week

Utility Department

- Major development is the wastewater discharge channel in Tanana River has run dry
 - Noticed loss of flow on October 8 when went to take laboratory samples
 - Flow in the channel is now only treated wastewater
 - Technically, Utility is in violation of its discharge permit because lack a mixing zone
 - Even with no river flow, the discharge water is meeting its other permit requirements
 - ADEC was notified within 24 hours after discovery of violation (within statutory requirement)
 - ADEC will conduct a site inspection on Tuesday, October 22
 - Wastewater engineering study estimated it would cost approximately \$2 million to replace/extend discharge main

Natural Gas Utility Board

- Regulatory Commission of Alaska (RCA) expected to make a ruling in December on granting a service area
- IGU plans to proceed with identifying a director and contractor to move forward with laying the ground work for a public utility if RCA grants the service area to IGU

Police Department, Chief Dutra

- Congratulations to the new council members. We look forward to working with you.
- As most of you may have heard we are doing our annual Glowstock. Just a reminder we will be handing them out on Halloween.
- Prescription Drug take back is this Saturday 10 am 2 pm. Please spread the word we would like to get a larger turn in than before.
- November 7th CTC graduation for Officer Bruce Milne. This should be our last hopefully for some time.
- Our Officers assisted with an AOA this weekend. Shots fired after they went to the door. They are all ok just want to say thank you to Officer Gore for doing a good job.
- New uniforms seem to have been well accepted.
- Staffing – Still have 2 out on light duty and one in academy. CTC graduation will give us one more back in lineup.
- Revenue sharing lowered by 10% due to sequestration.

Fire Department, Chief Lane

- Congrats to new council members and good luck to Mr. Holm.
- 3 went down to the pre-built for the new platform truck. This is funded through state grant from legislature. May have new platform truck by July 2014.
- New ambulance in January.

- New EMS jackets for the department from state legislative grant.
- Working on budget and working hard on Alaska Shield 2014. Same response but scenario will change and he will keep everyone updated. NIMS testing is important and he will be contacting council members.
- 829 people came through and planning for next year.
- Fire prevention month is October. Fireman's Ball is held this month and give out yearly awards. This year Chad Heinekin received Captain of the Year for 2013.

Mr. McGhee asked if the NPFDD has ever thought of doing a Halloween truck like the Christmas lighting truck.

Mr. Lane said he would entertain the idea and would like to meet with Mr. McGhee.

Mr. Smith asked about the sirens yesterday at Flint Hills.

Mr. Lane said that once a month Flint Hills tests their siren. However, yesterday they did have a fire and the NPFDD responded. Luckily it was in a room that had fire walls but it did not escape into any other room. It did do significant damage to the room.

Ms. Hunter asked about the time of response between the siren at Flint Hills and the NPFDD response.

Mr. Lane stated that Flint Hills has their own fire department and they are not connected to dispatch. Someone has to physically call dispatch to have NPFDD respond.

Ms. Hunter asked about the siren and if it was so loud as to inform the public that there is a problem.

Mr. Lane stated that the siren was loud because it needed to warn the people that are working in loud areas in the refinery to evacuate.

Mr. Smith asked about "Change your clock, change your battery" program.

Mr. Lane said they lost their fire education person. With the government being down, they have not been able to get funds to do that program.

Accountant, Lisa Vaughn

You have the September financials:

- We closed out the bank account that held FRR Industrial monies, from the sewer bills and moved the monies, of \$249,000 into Central Treasury. On the books, the monies were moved from Fund 2 to Fund 27.

As of the end of September:

- Sales Tax is \$25,433 over last year at this time
- Alcohol Tax is \$4,282 behind
- Tobacco Tax is \$5,940 ahead

For a total of \$35,655 over last year.

However, Bed Tax is down by \$20,864 over last year. From what I have heard, the Hotel just hasn't had the same level of business this year that they have had in the past.

- We received our check from GVEA for \$158,285.23. Of this amount, \$10,766.92 will be posted to current year sales tax; the remainder will be booked to miscellaneous revenue. The correction of this problem should result in increasing our sales tax by approximately \$20,000 per year.
- Last week I attended the Caselle conference, along with Kathy and Tricia. A couple of the classes to note were on payroll and balancing the subsystems to the general ledger along with a class on the system management. I would like to say that I spoke to the accounting tech from Soldotna. They are going to start their on-line payments with Express Bill Pay...she has spent a lot of time talking to Tricia and wanted me to know how much they appreciate the help that Tricia has given them.

Borough Representative, Mayor Ward

- There was nothing that concerned the City of North Pole.

City Clerk

- I attended the Caselle Conference last week in Henderson, Nevada and came back with interesting data on a document management, payroll, payroll codes, system management, IT compliance and Human Resources. I will be talking more with Caselle later in the week. 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 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.
- 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 the vendor "Professional Portraits". New pictures frames are being ordered along with new name plates.
- 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

Representative Doug Isaacson –

Legislative Update-

- Rep. Isaacson thanked Mayor Ward for updating Senator Coghill and himself on the Capital Priority request. They will ask for a placeholder in the Governor's budget for the wastewater.
- May have a skinny state budget this next year but BP is bringing in two new wells.
- Good news for NP budget, hotel bed tax decline because of no activity from Eielson. They are looking forward to more business with the F16s and UAV's will also be coming.
- Several bills that the legislature is working on;
 1. Energy
 2. Landlord/Tenant act
 3. Military driver's license
 4. Reclassification
 5. 1-1-2
 6. 1 Regulation in, 1 Regulation out
 7. Legislative support for Railroad Extension to expand North
 8. Giving control of Right of Way to municipalities.

9. Natural Gas

Mr. McGhee asked what the legislature was going to do about the military starting the fire this past summer.

Rep. Isaacson said he is not on the federal side but he can find out whether they are going to reimburse the state for it.

Mr. McGhee asked about the cost, over \$200,000,000 to residents, and how they are going to recover that. He also asked about the air quality that we are having now, already with the seasonally warm temps.

Rep. Isaacson said that natural gas is the answer to this. There is a citizen initiative on air quality for the state to take this over. It is important for the citizens to comment over the 120 days as there are many in the Interior who need to burn or have wood as their primary source of heat. There will be two more public meetings in the Interior and he encouraged everyone to attend.

Mr. Smith asked about the dedication of the bridges.

Rep. Isaacson said that the two bridges that cross the flood control will be dedicated to Con & Nellie Miller on October 25th.

Mike Gendreau, 1105 St. Nicholas Drive

Mr. Gendreau said that he had a meth user come in and steal from his store. Officer Gore came within 5 minutes of the call, watched the tape, and arrested the man and had \$300 worth of merchandise returned from him.

He asked the council to give the NPPD priority with the budget as there seems to be a serious drug problem in the area.

Ino Welch, 931 Les Rogers Turnaround

Ms. Welch said she had talked with some residents about the 5th Ave Park and why the FNSB has a park within our City limits. She said the park is not kept up and that City employees need to take action on that.

OLD BUSINESS

None

NEW BUSINESS

2013 STATE HOMELAND SECURITY & EMERGENCY MANAGEMENT OF GRANT AWARD, EMW-2013-SS-00098, IN THE AMOUNT OF \$60,762

Chief Lane introduced and updated the council on the grant award. The council had the opportunity to ask questions regarding the breakdown of the grant monies.

Public Comment

None

Mr. McGhee moved to Approved the 2013 State Homeland Security & Emergency Management Of Grant Award, EMW-2013-SS-00098, In The Amount Of \$60,762

Seconded by Ms. Hunter

Discussion

None

PASSED

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

NO – 0

Absent – 0

COUNCIL COMMENTS

Mr. Smith – thanked everyone for coming out tonight. He asked everyone to be cautious with the changing weather and icy roads.

Mr. McGhee – be careful on the roads. He commended the Public Works for their work on the bus stop and other projects within the City. He will talk with Chief Lane about the Halloween truck.

Ms. Hunter – appreciates the people who came out tonight. Thanked Mr. Gendreau for giving the NPPD kudo's for a job well done. Congrats to new council members.

Mr. Holm – been an interesting three years but hasn't always been fun. Most important thing he can say is to address the members of the council and new members that what he has seen and the decision that have made are not always in the best interest to the public. He said the council forgets who put us here and that we are elected to represent the people and not the employees of North Pole.

Mayor Ward – This week is the week of AFN. They are seeking for volunteers and he would be happy to give out the number to anyone who is interested. He is looking forward to the new council members coming up and great things happening in the City.

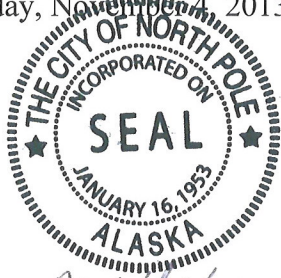
ADJOURNMENT

Mr. McGhee adjourned the meeting at 9:17 p.m.

Seconded by Mr. Holm

The regular meeting of October 21, 2013 adjourned at 9:17 p.m.

These minutes passed and approved by a duly constituted quorum of the North Pole City Council on Monday, November 4, 2013.



Bryce J. Ward, Mayor

ATTEST:

Kathryn M. Weber, MMC
North Pole City Clerk