

**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, March 17, 2014 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, March 17, 2014 to order at 7:00 p.m.

There were present:

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

Absent/Excused

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

Led by Mayor Ward

INVOCATION

Invocation was given by Councilwoman Holm

APPROVAL OF AGENDA

Mr. McGhee moved to Approve the Agenda of March 17, 2014

Seconded by Mr. Welch

Discussion

None

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

Old Business

- a. Ordinance 14-02, An Ordinance of the City of North Pole, Alaska amending Title 4, Chapter 4.10.010, User Fees

New Business

- a. Approval of supplemental contract #8902 between the Alaska Railroad Corporation and the City of North Pole for a permit for public road crossings, public roadways and bicycle paths
- b. Ordinance 14-03, An Ordinance requesting to purchase replacement vehicle for Statewide Drug Enforcement Unit (SDEU) using State of Alaska invitation to bid process

Seconded by Mr. Welch

PASSED

YES – 7 –Smith, Holm, McCarthy, Hunter, McGhee, Welch, Ward

NO – 1 –

Absent – 0

On the agenda as amended

PASSED

YES – 7 –Smith, Holm, McCarthy, Hunter, McGhee, Welch, Ward

NO – 1 –

Absent – 0

APPROVAL OF MINUTES

Mr. McGhee moved to Approve the minutes of March 3, 2014

Seconded by Ms. Holm

Discussion

None

PASSED

YES – 7 –Smith, Holm, McCarthy, Hunter, McGhee, Welch, Ward

NO – 1 –

Absent – 0

COMMUNICATIONS FROM THE MAYOR

Proclamations

Lucas Acker – NPHS – February 2014
Evelyn Jacobson – NPHS – March 2014
Women’s History Month

Mayors Remarks 3-17-14

Mark your calendar for Muffins with the Mayor this month! As always the date is the third Friday of the Month from 8-10 AM at North Pole City Hall.

The State of Alaska filed suit against Williams Petroleum and Flint Hills Resources for sulfolane damages due to sulfolane.

I got to participate several weeks ago in career night at Lathrop High school; it was a great opportunity to share my experiences as mayor and as a General Contractor

This week is Arctic Winter Games 2014. If you get a chance check out some of the many venues it is truly an amazing experience. For more information and venue location and times go to <http://awg2014.org/> and download the AWG app. Also see #AWG2014

The North Pole Grange will also be open this week. Check it out!

EXHIBIT



March 15-22
FAIRBANKS 2014
Arctic Winter Games
Great Spirit • Northern Dreams
Sponsored by Flint Hills Refinery at the

Children of Yamal and Nunavik-Quebec Artifacts

DATE	
Sunday, March 16 th	Noon - 7 PM
Monday, March 17 th	11 AM - 6 PM
Tuesday, March 18 th	11 AM - 6 PM
Wednesday, March 19 th	11 AM - 6 PM
Thursday, March 20 th	11 AM - 6 PM
Friday, March 21 st	11 AM - 6 PM
Saturday, March 22 nd	Noon - 7 PM

North Pole Grange Gallery

Printing donated by Design Alaska

**Presentation by Donna Gardino with FMAT’s on summer projects*

COUNCIL MEMBER QUESTIONS OF THE MAYOR

Mr. Smith said there are two events in North Pole.

Mayor Ward stated that wrestling is at NPMS and badminton at NPHS this week.

COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

Accountant, Lisa Vaughn

- Working on audit

Mr. McGhee would like to see what the sales tax is after events happen in North Pole.

Ms. Vaughn said she had a spreadsheet with sales tax by month.

Mr. McGhee would like to have a report that Ms. Vaughn creates so that the council can see what the sales tax revenues are by events.

Director of City Services, Bill Butler

Building Department

- Flint Hills Resources submitted permit application for a utility building valued at \$435,000 (building to protect groundwater treatment equipment)
- Residential home addition permit submitted
- Bids submitted to FNSB for NPHS Vocational Wing renovation
 - Bid not yet awarded
 - Bids submitted are in range of \$4.5 to \$5 million
- 2013 issued building permits for projects valued at almost \$12 million
- 2014 pending projects valued at approximately \$5 million

Public Works

- Safeway North Pole has approached City about financially supporting construction of exercise trail
 - Contributions to date for the exercise trail from other sources total:
 - Cash: \$12,000
 - In-kind (land preparation for exercise trail & dog park): \$7,500
- Resolution approved by FNSB to amend prior resolution that granted park authority to the City updated to include dog park and exercise trail (see

attached)

- Resolution gave Borough Lands Department authority to generate a lease agreement for parcel of land for use as part of the exercise trail
- Water rights applications submitted to Department of Natural Resources (DNR) to provide landscape watering at Terry Miller Park, City Hall and planned dog park
 - Purpose is to reduce use of treated drinking water for landscape irrigation
- Hardpack removal may begin before next Council meetings depending upon weather conditions—sun and temperature

Utility Department

- Paperwork submitted to DNR to initiate purchase of land adjacent to wastewater treatment plant (WWTP)
- Request before Council this evening to accept supplemental grant to fund WWTP Rehabilitation Project
 - Proposing to release bid for project in early April 2014
- No new developments related to Compliance Order by Consent for sewer outfall— waiting for feedback from ADEC before can proceed to next step

Natural Gas Utility Board

No updates on Interior Gas Utility

Mr. McGhee's concern is the unsafe area of the bus stops and that they are not removing the snow from the St. Nicholas bus stop and people are standing in the street.

Police Department, Chief Dutra

- 1) Arctic Winter Games Opening ceremonies went well we sent two officers to assist with security.
We are staffing officers at the events with minimal overtime. We conducted sweeps of venues with EOD early this morning all is well.
- 2) Had some fuel thefts in the area please be vigilant and report any suspicious vehicles, specifically trucks or trailers with tanks in the back.
- 3) ProComm is now inside the building putting in our BDA we should easily make the deadline should be installed and tested by Friday.
- 4) I attended Train the Trainer Ethics in Anchorage. I found it to be one of the best trainings in years. I will share some of the topics with council in the next few meetings.

I am excited to report that we have a great department considering some of the issues a lot of other departments are facing. We have a proud ethical and professional group of employees and I am thankful.

- 5) I want to thank Francie and Willy Cork, Jeff Jacobson, Rep. Tammy Wilson for their kind words and recognition of the award I received. I am touched that these people would take time out of their day to acknowledge me. I am thankful and appreciative.

Mr. McGhee asked about the snow around the vehicles in the parking lot and snow that has not been removed.

Mayor Ward asked about the building on 5th Ave and if it had been broken in to.

Mr. Smith said he had seen a transient trying to get funding by the round a bouts.

Fire Department, Chief Lane

- None

Borough Representative, Mayor Ward

- Mayor Ward attended the last meeting and the FNSB Assembly approved the amendment to the resolution to approve the parks in North Pole.
- Nice to give assembly info on what is going on in the City.

Ms. Hunter asked if they discussed the bus stop funding.

Mayor Ward said that the FNSB is coming up with their budget for July 1.

City Clerk

- Public Official Financial Disclosure Statements (POFD) were due on Friday. The deadline was March 15th. Even if you file online you must still submit a copy to my office. We are required to keep them at City Hall. If you have not submitted your POFD, please do so ASAP.
- Mac Haus is willing to come out and do a workshop with the council on the use of the i-pads and help getting them set up. Please let me know when a good time will be for all of you. The only date that is out is April 3rd.
- Thanked Councilman McGhee for his kindness and the flowers.

ONGOING PROJECTS

Mike Welch, Mayor Pro Tem

Mr. Welch attended the Alaska Conference of Mayors in February. He was able to speak with Rep Isaacson and Senator Coghill along with 14 other legislators. He was able to drop of the City of North Pole Legislative Request packets to another 4 individuals. The top four items were:

1. Mixing zone
2. Sulfolane
3. Redesign of City Hall
4. New skid steer loader

Other concerns were the cost of the redesign of City Hall and the NPPD.

CITIZENS COMMENTS

Dr. Michael Fitch, 1814 Carr Ave, Fairbanks, AK

Dr. Fitch introduced himself and stated that he is a doctor that makes house calls and makes it more convenient for people who work.

Dr. Fitch grew up in rural North Carolina before moving to Alaska in 2008 and believes Concierge Medicine has always intrigued him as a solution to improving timely access to quality care in small towns or isolated areas, such as those often found in Alaska. He said that Concierge Medicine of Alaska's philosophy is that a healthier life and the ability to age successfully begins with a solid patient doctor relationship built on effective communication, timely follow-up, attention to our patient feedback as a partner, and a focus on prevention.

Dr. Fitch is a graduate of East Carolina University, Brody School of Medicine, in Greenville, NC. After completing Medical school in 2004, he completed a 3-year specialty training program in Family Medicine at Greenville Hospital System in Greenville, SC.

OLD BUSINESS

Approved by Consent Agenda

NEW BUSINESS

ORDINANCE 14-04, AN ORDINANCE TO ACCEPT A \$708,529.89 ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION MUNICIPAL MATCHING GRANT FOR THE WASTEWATER TREATMENT PLANT REHABILITATION PROJECT AND TO ACCEPT AN AMENDMENT TO USKH, INC.'S ENGINEERING CONTRACT TO PROVIDE BIDDING AND CONSTRUCTION MANAGEMENT

SERVICES FOR THE WASTEWATER TREATMENT PLANT REHABILITATION PROJECT

Bill Butler introduced the ordinance and explained that this project has been in the works for over 4 years. He also informed council on the history of the project and the different funding that went with it. He said the full funding package is before them now for the Phase 1 part of the project.

Mr. Smith asked about the meetings that were held for this project.

Mr. Butler said that USKH does meet with the contractors and the City. He said it is expensive but it won't be any cheaper.

Mr. Smith asked if the City has used them in the past.

Mr. Butler said that they have worked with USKH before on previous projects and they work to keep their engineers onsite.

Mayor Ward asked Mr. Butler to point out about the fiscal note.

Mr. Butler said that the City is looking at losing the FRR from FHR and 7 months of it this year. He said the City is being proactive and they realize that they will be losing funding this year. The City has 1.3 million in reserves and will be spending it on a needed project.

Mayor Ward went over the fiscal note for the project that was submitted to the council with the ordinance.

Mr. Butler said that the funding for the project must be spent by February 2015 or the City will lose the money. He also went over the cost of the project and different alternates that they could negotiate. A 10% contingency is built into the project.

Public Comment

None

Mr. McGhee *moved to* Introduce and Advance Ordinance 14-04, An Ordinance To Accept A \$708,529.89 Alaska Department Of Environmental Conservation Municipal Matching Grant For The Wastewater Treatment Plant Rehabilitation Project And To Accept An Amendment To USKH, Inc.'S Engineering Contract To Provide Bidding And Construction Management Services For The Wastewater Treatment Plant Rehabilitation Project

Seconded by Mr. Welch

Discussion

None

PASSED

Yes: 7 – McGhee, Welch, Holm, Smith, Hunter, McCarthy, Ward

No: 0

Absent: 0

Executive Session

Mr. McGhee *moved to* Recess into Executive Session to consider potential claims related to sulfolane contamination.

Seconded *by* Mr. Welch

Passed Unanimously

Mr. McGhee *moved to* extend the rules to 10:15 p.m

Seconded *by* Mr. Welch

Passed Unanimously

Mr. McGhee *moved to* extend the rules until 10:30 p.m.

Seconded *by* Mr. Welch

Passed Unanimously

Council came out of Executive Session at 10:19 p.m. and reconvened the public meeting.

COUNCIL COMMENTS

None

ADJOURNMENT

Mr. McGhee adjourned the meeting at 10:19 p.m.

Seconded *by* Mr. Welch

The regular meeting of March 17, 2014 adjourned at 10:19 p.m.

These minutes passed and approved by a duly constituted quorum of the North Pole City Council on Monday, April 7, 2014.

Bryce J. Ward, Mayor

ATTEST:

Kathryn M. Weber, MMC
North Pole City Clerk