



**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, December 7, 2015 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, December 7, 2015 to order at 7:05 p.m.

There were present:

**Mr. McCarthy – Mayor Pro Tem
Mr. Smith – Deputy Mayor Pro Tem
Ms. Holm – Alt. Deputy Mayor Pro Tem
Ms. Dawson
Mr. McGhee
Mr. Claus
Mayor Ward**

Absent/Excused

CALL TO ORDER/ROLL CALL

Mayor Ward called the regularly scheduled meeting of the North Pole City Council to order on Monday, December 7, 2015 at 7:05 p.m.

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 December 7, 2015

Seconded by Mr. Smith

Discussion

None

Mr. McGhee moved to amend by consenting the following items under Old Business:

- c. Ordinance 15-23, an Ordinance of the City of North Pole, Alaska to amend 4.09.025 Bed Tax Distribution

- d. Ordinance 15-24, an Ordinance of the City of North Pole amending the 2015 budget requesting the purchase of computer equipment for the fire department.

New Business

- a. Request from NPPD to accept Byrne JAG grant in the amount of \$35,000
- c. Resolution 15-21, A Resolution establishing the 2016 City of North Pole Bed Tax Grant distribution
- d. Resolution 15-22, A Resolution establishing the 2016 Capital Project Priority for the City of North Pole

Seconded by Mr. Smith

Discussion

None

On the Amendment

PASSED

Yes: 7 –Holm, Smith, Claus, McGhee, Dawson, McCarthy, Ward
No: 0
Absent: 0

On the agenda as amended

PASSED

Yes: 7 –Holm, Smith, Claus, McGhee, Dawson, McCarthy, Ward
No: 0
Absent: 0

APPROVAL OF MINUTES

Mr. McGhee *moved to* approve the minutes of November 9, 2015

Seconded by Mr. McCarthy

Discussion

None

PASSED

Yes: 7 –Holm, Smith, Claus, McGhee, Dawson, McCarthy, Ward

No: 0

Absent: 0

COMMUNICATIONS FROM THE MAYOR

Proclamations

Quin McHenry – NPMS- November

Office of the Mayor

Every third Friday of the month is Muffins with the Mayor, Please mark your calendars for this special event December 18th , all are welcome from 8-10 am here at City Hall in the Council Chambers.

The Festival Committee has been hard at work and is finalizing recommendations for the council consideration. The committee is requesting time to present to the council during the second meeting in January. The Next committee meeting is December 15th at 6pm here at city hall.

This past weekend was historic in North Pole with the first Politicians with Power tools at Christmas in Ice. Mayor Kassel, Ward and Amber Courtney with the City of Fairbanks all competed in an ice carving competition. The results are on display at the Ice Park and donations are being accepted as ‘votes’ for your favorite sculpture or mayor! Winning sculpture- mayor will receive all funds raised to the Charity of their choice. “Voting” will conclude at 8pm on December 12th.

City Hall will be closing early on Christmas Eve and New Year’s Eve. City offices will be closing at noon on each day.

Next weekend is Military appreciation at the Ice Park, Military members and family’s get in free, for more information see Christmasinice.org

Special thanks to the Chamber of Commerce for another successful Winterfest here in North Pole, The bazaar and fireworks were amazing. The Chamber also hosted another successful community candle lighting ceremony at the High school; we even had all three mayors present for a community proclamation.

FYI: Christmas is 18 days away!

COUNCIL MEMBER QUESTIONS OF THE MAYOR

Mr. McGhee commented on the program aired on Saturday that featured the Mayor’s family

building a cabin. He said he would be willing to start a fundraiser to get the Mayor a new pair of Carhartts so he would be able to represent the City properly.

Ms. Holm asked when the meeting would be at the Juanita Helms building.

Mr. Smith asked about the Santa Claus letters.

Mr. Claus said that the Anchorage post office has a postmark for packets of letters for more than 50 and must be done by December 10th.

COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

Finance, Tricia Fogarty

- Finished the chart of accounts and will go over it with the Dept. Heads tomorrow.
- Quote from Caselle is \$2300 and \$3000 for the new Chart of Accounts.
- Conversion with Alasconnect went well.
- Thanked Councilwoman Dawson for coming in and signing paychecks.

Police Department, Chief Dutra

- 1) Forensics Class Sgt. Bellant
- 2) Great Training at Middle School
- 3) Rathbun and I to Anchorage (Embrace the suck, Collaboration on Marijuana)
- 4) DOT Campaign
 - 30 kits
 - 25 to three agencies
 - TV twice
 - Please refer people to NPPD, State Farm, or Allstate
 - Refer outside city to FWW, AST, FPD
 - Refer to North Pole Archery
- 5) Active Shooter (thank you Buddy Lane and Chad Rathbun)
- 6) Santa Claus Letters ??
- 7) Employee has left... 2 vacancies
- 8) Issue with executive session has resolved itself no need to modify budget.
- 9) Chena Lakes negotiations.

Fire Department, Chief Lane

- Thanked council for passing the ordinance for new computers.

- Spoke on NIMS and new council members taking those tests on emergency management.
- Most of area Police Chiefs and Fire Chiefs discussing “active shooters” and emergency response. There will be 7 active shooter exercises in 2016 for Alaska Shield.
- Active Shooter class Thursday, December 10th, from 3:00 – 5:00 p.m. the Police and Fire departments will be doing an exercise.
- Chief Lane will not be at the next meeting and wished everyone a Merry Christmas.
- The NPFDF teamed with the Red Cross and they gave away about 30 fire/CO detectors.

Borough Representative

- State and FNSB have a conflict in zoning. FNSB also has zoning powers over the City of North Pole.

Director of City Services, Bill Butler

Building Department

- No new building permits issued since November 9 Council meeting.
- Petro Star project is proceeding.
- Paid plan review and permit fees: \$175,545.56

Public Works

- Since last meeting, Christmas decorations have been installed in roundabouts and at City Hall
- Public Works 2015 budget has enough money remaining in its snow plowing budget for one additional plowing
- If require two or more plowings before December 31, will need to adjust 2015 budget
- Snow removal and road sanding are major activities
- New Public Works pickup truck was not useable until received title a few weeks ago
- Cal Worthington Ford incorrectly mailed the title to North Slope (they did this with the Utility truck also)

Utility Department

- Sewer outfall and Notice of Violation.
- Final report responding to NOV completed and will deliver to ADEC on Tuesday.
- Engineer’s recommendation is to build an extension to the sewer main in a phased approach. (See outfall location on back of this page.)
- Phase 1 cost estimate in 2015 dollars: \$3.74 million.
- Depending upon year of construction, project cost will vary: 2020 inflation adjusted cost is estimated at \$4.3 million.
- Outside funding (legislative award, grants and loans) permitting, wetlands mitigation and granting of easements will affect construction schedule.

- Best case construction schedule is 2017.

Natural Gas Utility Board

- Candidate search for General Manager of IGU has been reinitiated.
- IGU is the only remaining party interested in being the “Local Control Entity” LCE
- IGU has initiated the process of assessing the terms that AIDEA is offering to transfer/sell Fairbanks Natural Gas to the LCE
- AIDEA to announce the gas supplier by mid-January 2016 (North Slope vs. Cook Inlet suppliers)

City Clerk, Kathy Weber

- Many thanks to Tricia Fogarty for helping with inputting payroll this pay period and to Stephanie DeCristo for helping with the minutes.
- We continue to work on the newsletter for January 2016 and encourage anyone who has information about things going on in the community to contact my office with dates and information about your event.
- I have been out of the office since Thanksgiving Day and will have the picture of our new council member online this week and hope to receive the other prints of Mr. McCarthy and Mr. Claus to put up at the front counter.

ONGOING PROJECTS

- None

CITIZENS COMMENTS

- Jerry Evans, 1641 Cassidy Ct.

Mr. Evans spoke on behalf of Explore Fairbanks as the Public Relations Manager. The Alaska Magazine was introduced to the council with the articles that represent North Pole. Visitors guide also was gone over with interesting articles on the Interior. For more information contact www.explorefairbanks.com.

- Gene Therriault, AIDEA

Mr. Therriault spoke on natural gas and energy efficiency helping with low interest loans to businesses and individuals to convert from oil to natural gas.

Mr. McGhee asked about the actual tie in for the residents and a flat fee for tie-ins that would be fair.

Mr. Therriault stated that there is usually a flat fee for tie-ins and flexibility to what the fee is. It will depend on what the IGU decides.

Mr. Smith asked if any of the groups were able to meet the mcf at \$15.

Mr. Therriault stated that that is still their goal of \$15 per mcf.

Mr. Smith asked about the trailer at the pipeline yard.

Mr. Therriault stated that they will be hosting an open house on the trailer Tuesday, December 15th.

Mayor Ward said they talked about distribution and what options are available to hooking up to City of North Pole to Fairbanks.

Mr. Therriault said that there it was still in discussion.

OLD BUSINESS

ORDINANCE 15-19, AN ORDINANCE OF THE NORTH POLE CITY COUNCIL ESTABLISHING THE 2016 OPERATING AND CAPITAL BUDGET AND LEVYING THE MILL RATE, FINAL READING.

Mayor Ward gave the introduction to the 3rd and final reading of the budget. He stated that they did suspend the fleet funds and it is a skinny budget.

Public Comment

None

Mr. McGhee moved to Adopt Ordinance 15-19, an Ordinance of the North Pole City Council establishing the 2016 Operating and Capital Budget and levying the mill rate, Final Reading as follows:

***Page 4 of budget section 2: Intergovernmental transfers change from \$62,585 to \$63,608
New total for section 2: \$5,318,107***

Section 3, Public Works: \$624,386 to \$625,136

Section 5, Police Fleet Reserve: \$0 to \$61,630

Seconded by Mr. McCarthy

Discussion

None

Mr. McGhee moved to amend the 2016 North Pole City Council Operating and Capital budget and levying the mill rate as submitted by the Mayors recommendation (Appendix 2016 A) as follows:

Page 26, Funds Overview: Amend Fund 51 from 0 to \$61,630

Page 27, See attached spreadsheet (verify totals are good)

Add \$609,853 to Water budget

Seconded by Mr. McCarthy

Discussion

None

On Ordinance 15-19 as amended

PASSED

Yes: 7 – Claus, Dawson, McGhee, McCarthy, Smith, Holm, Ward

No: 0

Absent: 0

ORDINANCE 15-22, AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA TO AMEND TITLE 13, PUBLIC SERVICES

Bill Butler stated that the 2016 budget was based on the rate increase for the utility department. The water rate is remaining the same but cannot continue to lose 20 % of their utility discharge. He said there was an error in the sewer rate and it should be 0.01340 and not 0.1340. The average utility bill for a customer would increase by slightly less than \$5.00.

Public Comment

None

Mr. McGhee moved to Adopt Ordinance 15-22, an ordinance of the City of North Pole, Alaska to amend Title 13, Public Services

Seconded by Mr. McCarthy

Discussion

None

Mr. McCarthy moved to Amend Title 13, Public Services to correct the sewer cost table per gallon from \$0.1340 to \$0.01340 on all lines with that calculation in it.

Seconded by Mr. Claus

Discussion

None

PASSED

Yes: 7 – Claus, Dawson, McGhee, McCarthy, Smith, Holm, Ward

No: 0

Absent: 0

On the main motion as amended

PASSED

Yes: 7 – Claus, Dawson, McGhee, McCarthy, Smith, Holm, Ward

No: 0

Absent: 0

RESOLUTION 15-20, A RESOLUTION OF THE CITY OF NORTH POLE ADOPTING A SOCIAL MEDIA POLICY

Mrs. Weber introduced the resolution stating that they had looked at a lot of different policies in the state and this seemed to fit for the City.

Public Comment

None

Mr. McGhee *moved to* adopt Resolution 15-20, a Resolution of the City of North Pole adopting a social media policy

Seconded by Mr. McCarthy

Discussion

Ms. Holm said she had several issues with the policy. She stated that the current committees that the City has are not running as good as they could be. She said she was not even noticed that there was a meeting until a few hours before the meeting. NPEDC was not notified of the meeting for the bed tax and therefore they had to communicate with her telephonically. She said this social media sounds like a hybrid between efforts from the public and staff members. She is concerned that the current City administration lacks enough discretion and professionalism on what they are going to use on the internet that they actually took a private email that was forwarded from a citizen that was forwarded to a city employee that was given to another employee and shared. She said to give this power to the current administration and that trust is gone and we need to focus on the current committees that we have making sure that they are run efficiently and people are alerted and make sure that we are not acting unprofessionally when it come to our current email.

Mayor Ward stated that he felt this was a good idea and that anything we can do to encourage the public to be more engaged and more involved with the City and the functions that go on in the City is a good thing. Part of the process of establishing a policy for social media is to make sure that we are doing it properly and that it is not abused. This does do a good job of establishing those processes to make sure that those medias are being used in an efficient manner.

Ms. Holm asked if it was outlined what the protocol is if it is abused and a section of code.

Mr. Weber said that it is laid out in the policy and it is policy not code.

Ms. Holm said that if there is a violation that there should be something laid out.

Mr. McGhee called point of order on subject matter. He said this is on a personal email from a social network that she is concerned about being publicized so much. He commented that there is no heart to the matter of this policy and there is no committee being formed and he is not going to waste his time itemizing everything she had to say and the fault of the people responsible for it, including herself as far as a committee chair is concerned. He said this is simply a policy and she is not directing the policy and we are not establishing a committee and he would like us to stay in uniform with the policy. As far as any punishment is concerned, the City has an ethics board, committee, and an ethics plan set out in ordinance.

Ms. Holm thanked Mr. McGhee for the information on the ethics board if a violation occurs.

Mr. McGhee said he was happy to see the social media policy for the City. He said being involved with the motorcycle club and that social media got that information out to a lot of people throughout the United States and it is virtually inexpensive. He said that by using social media to get out our functions, theme, and Spirit of Christmas is a good thing. He appreciates his council members concerns very much and understands that with our ethics guidance will help protect any personal interest that might be publicized and feels this is the right step in the first direction of being more connected with the social media and thanked Mrs. Weber for bringing it forward.

PASSED

Yes: 6 – Claus, Dawson, McGhee, McCarthy, Smith, Ward

No: 1 - Holm

Absent: 0

COUNCIL COMMENTS

Mr. Smith – Thanked everyone for coming out tonight and said Christmas is in full swing. The bazaar was filled and the fireworks at 5:00 p.m. were great and it was a fun time.

Mr. Claus – Thanked the fire, police and dispatch for keeping the City safe.

Ms. Holm – No Comment

Ms. Dawson – No Comment

Mr. McGhee – He commented on how nice the show was that the Mayor and his family were in and being a part of the community. Christmas is upon us and he wished a Happy Hanukah and holiday season. He appreciates the emergency personnel and the proactive movement and plight of our country at this moment. He appreciates that they are working on the active shooter part and yes, he will get with Mr. Lane on completing the NIMS. He encouraged everyone to be careful and that there is one more meeting before Christmas and hopefully Ms. Weber will not find the box of hats. He thanked council for a good meeting.

Mr. McCarthy – Ebay has great deals on used carhartts.

Mayor Ward – Had a wonderful time with Mayor Kassel and Amber Courtney at the ice carving competition. He had a wonderful time with the family at the tree lighting and candle lighting ceremony. He thanked all the volunteers in the community that help to make this happen and that it really is what makes North Pole special. It was his pleasure to be of the show (Building Alaska) and his wife did comment that he needed a new pair of Carhartts for Christmas. The next council meeting there will be a holiday celebration for the community.

ADJOURNMENT

Mr. McGhee moved to adjourn the meeting at 8:41 p.m.

Seconded by Mr. Claus

The regular meeting of December 7, 2015 adjourned at 8:41 p.m.

These minutes passed and approved by a duly constituted quorum of the North Pole City Council on Monday, December 21, 2015.

Bryce J. Ward, Mayor

ATTEST:

Kathryn M. Weber, MMC

North Pole City Clerk