



**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 Tuesday, September 19, 2016 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 Tuesday, September 19, 2016 to order at 7:02 p.m.

***There were present:***

**Mr. McCarthy – Mayor Pro Tem  
Mr. Smith – Deputy Mayor Pro Tem  
Ms. Holm – Alt. Deputy Mayor Pro Tem  
Mr. McGhee  
Mr. Claus  
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 September 19, 2016**

**Seconded by Mr. McCarthy**

**Discussion**

None

Mr. McGhee moved to consent items:

**Old Business.**

- a. Ordinance 16-19, an ordinance of the North Pole City Council Repealing Chapter 4.18, 4.20, and 4.22.
- b. Ordinance 16-20, an ordinance of the North Pole City Council adding Section 4.19, Property Disposal.
- c. Ordinance 16-21, an ordinance of the North Pole City Council amending Title 2, Chapter 2.36, Section 2.36.220, Travel and Host Reimbursements.

**12. New Business**

- a. Approval of election judges and Canvass Board for the October 4, 2016 municipal election.
  
- c. Recommendation to approve purchase of two mobile generators for the Utility Department.
  
- d Recommendation to award 2017 snow removal contract to the lowest responsive bidder: Blackhawk Works, LLC.

**Seconded by Ms. Holm**

*On the amendment*

**PASSED**

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

No: 0

Absent: 0

*On the main motion as amended*

**PASSED**

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

No: 0

Absent: 0

**APPROVAL OF MINUTES**

**Mr. Smith moved to Approve the Minutes of September 6, 2016**

**Seconded by Mr. McGhee**

**Discussion**

None

**PASSED**

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

No: 0

Absent: 0

**COMMUNICATIONS FROM THE MAYOR**

- 

**COUNCIL MEMBER QUESTIONS OF THE MAYOR**

- None

**COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK**

**Police Department, Chief Dutra**

- Chief Dutra encouraged the council to visit the Memorial Park. The supports for the arch way is up. The parking lot and pathways are now paved.
- Opened a bid from Interior Towing and will have that bid for the next council meeting.

**Fire Dept., Deputy Chief Coon**

- Participating in the fire conference in North Pole and Fairbanks.
- Sold 2 ambulances and fire truck at the auction and brought in \$7,500.
- 6 students involved in firefighter 1 class.
- Channel 11 has a news segment on the conference.
- One open position for Deputy Fire chief and for firefighter.
- Very thankful for his position through the years from firefighter to fire chief.

**Finance, Tricia Fogarty**

- None

**Director of City Services, Bill Butler**

- 

**Borough Representative**

- None

**City Clerk's Office, Kathy Weber**

- Absentee voting is now available at City Hall. Polls are open from 8:00 a.m. – 5:00 p.m.
- Sample ballots are on the website for those that want to have a look before voting.
- The Municipal Election for the City of North Pole will be held Tuesday, October 4, 2016.  
The following seats are open:

**CITY OF NORTH POLE COUNCIL SEATS**  
(All offices serve at-large)

2 City Council Seats.....3-year terms  
1 City Council Seat.....2-year Term

Elyse Dawson gave her letter of resignation at the last council meeting. She will not be in attendance tonight as she has a sick child.

- Candidates for City Council are:

**DeJohn Cromer**  
815 Marquette Loop  
North Pole, AK 99705  
P: 907-347-2808  
Email: [jejohnc@gmail.com](mailto:jejohnc@gmail.com)

**Avery Thompson**  
135 E. 6<sup>th</sup> Ave  
North Pole, AK 99705  
P: 907-388-5351  
Email: [ThompsonAvery@msn.com](mailto:ThompsonAvery@msn.com)

**Doug Isaacson**  
1003 Shirley Turnaround  
North Pole, A 99705  
P: 907-322-3133  
Email: [douglas.isaacson@gmail.com](mailto:douglas.isaacson@gmail.com)

**David Skipps**  
2729 Perimeter Dr.  
North Pole, AK 99705  
P: 907-750-5106  
Email: [DavidSkipps@yahoo.com](mailto:DavidSkipps@yahoo.com)

The seats will go to the top three vote getters by the number of votes received.

- The Alaska Municipal League Annual Local Government Conference is November 16 – 18<sup>th</sup>. If any council members are interested in attending please let me know and I will sign you up for the conference, hotel, and book airfare for you. The sooner we know the better the rooms and flights are.
- The bulletin boards in the foyer and in the council chambers have been revitalized by our new employee Jamie Duncan. I encourage you to look at the board in the foyer on your way out.
- Next meeting is Monday, October 3, 2016.
- 97 days until Christmas.

## **ONGOING PROJECTS**

- None

## **CITIZENS COMMENTS**

Jim Williams, 1125 Cloverleaf – FNSB Chief of Staff

- 26-28 September - [www.fnsb.us](http://www.fnsb.us) links for free conference.
- Spoke on Ordinance 2016-49, Land Use on marijuana
- Spoke on Ordinance 2016-45, Smith Ranch off Dale Rd.
- Grant from Office of Economic -Growth Mgmt. plan \$330,000
- Transportation Dept. awarded grant for 12.8 million for bus storage facility.
- Set back on recycling. Back at ground zero and moving toward plan B and C.

## **OLD BUSINESS**

None

## **NEW BUSINESS**

### **REQUEST FROM VICTORIA JONES FOR FORGIVENESS OF UTILITY BILLS LEFT BY TENANTS.**

Director of City Services, Bill Butler addressed council and gave backup information on the properties owned by Victoria Jones. He gave copies of the Customer water & sewer reports for both properties. See attached reports. A summary report was given by Mr. Butler along with NPMC 13.28.020 Delinquent utility account resolution process. The Utility Disconnection Order was also provided for council review.

Ms. Holm pointed out high water usage for certain months. She asked how you could have a \$900 bill one month and then a \$31 bill the next month.

Mr. Butler explained how this could happen.

Mr. Smith asked if there is a mechanism in place so this wouldn't have happened.

Mr. Butler stated that they did not have the owners address.

Mr. Smith said that there were two different houses that had broken pipes and asked about tie-ins.

Mr. Butler stated that they did not have power and were running a generator and the individual had taken a chainsaw and cut a hole in the side of the building to put in a woodstove vent to get some heat.

Mr. Claus asked was there no access because you couldn't hold of the owner?

Mr. Butler said they had tried to get in and the feedback from the owner to the utilities was that she was uncomfortable and scared with the individual on the property.

Ms. Holm asked Mr. Butler to clarify recommendations to reduce the delinquent charges by reducing the late and related fees.

Mr. Butler said that there are liquidated damages fees that will occur not specifically related to water or sewage but there is additional fees. Recommending anything beyond just the water and sewage uses...included gallons of water used and the calculation of the sewer and the base charge would still be there and the FRR charges would still be legitimate utility charges but just not charging the late fees or any associated supplemental charges.

Mr. McGhee asked how he wanted this to be rated.

Mr. Butler said the \$5,800 is the water charge and is still part of that bill. There are sewer charges previous to this that would still be part of that and any of the late fees accrued on this account because the utility was not able to contact the property owner to remove those.

Mr. McGhee asked on the totals on the disconnection notices/orders and if she is requesting a forgiveness or elimination of those two and asked Mr. Butler his recommendations on reducing this.

Mr. Butler said reducing it by taking the sewer charge at the point there was a break and forward – the sewer FRR.

Mr. McGhee asked Mr. Butler if he would suggest waiting till the next Council meeting.

Mr. Butler said he could give specific dollar figures at that time.

Mr. McGhee said thank you because this is too confusing to make a judgment.

Mr. Butler said he would encourage them to hear the individual's testimony.

Victoria Jones – stated she had no knowledge of any bills or disconnection that was sent for 2293 Homestead for \$9,050.10. She stated that she had given her address where she lives but it was not changed. Her tenants always knew where to contact her but never let her know of any bills. She spoke of all the bills that the tenants did not pay. She had her tenants sign an agreement that they would pay the utilities, the water bill plus any damage while they reside there, they were to let her know. They told her they would fix up her home and take care of it and she trusted them. She pleads for mercy and help. She is a single Senior citizen. She works hard and does not want

to be a burden of the state or anyone else. Her husband had left her these properties and also a water bill on one of them. She has been paying \$100 a month on it. She works at Wal-Mart and does not make that much.

Mr. McGhee asked if she could bring the bills that she has and a copy of the credit.

Victoria Jones said she will bring them to the next meeting.

Mrs. Holm asked her if she had written up a lease or contract for her tenants to sign.

Victoria Jones states that she did and that she had to evict him. She had to hire a lawyer because he would not respond to her and would ignore her. He lived there for 1 year and 2 months without paying her rent. The lawyer wrote her a letter and left it at the home. The tenant moved out but left the home completely unlivable. Home needs major repair. She says she has no money to go after him.

**Public Comment**

None

**Mr. McGhee** *moved to* postpone this until the meeting of Monday, October 3, 2016.

**Seconded by Mr. McCarthy**

**Discussion**

None

**PASSED**

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

No: 0

Absent: 0

**ORDINANCE 16-22, AN ORDINANCE OF THE NORTH POLE CITY COUNCIL  
AMENDING NORTH POLE MUNICIPAL CODE TITLE 2, CHAPTER 2.36.231,  
TUITION REIMBURSEMENT**

Mr. McGhee gave background on the tuition reimbursement.

**Public Comment**

None

**Mr. McGhee** moved to **Introduce and Advance Ordinance 16.22, An Ordinance Of The North Pole City Council Amending North Pole Municipal Code Title 2, Chapter 2.36.231, Tuition Reimbursement**

**Seconded by Mr. McCarthy**

**Discussion**

Ms. Holm said she objected and said that when these items come forward for classes it get a little confusing when police and fire take classes.

**Ms. Holm moved to amend Title 2, Section 36.231 Tuition Reimbursement, line 2, strike 100% and add 70%.**

**Failed for lack of a second**

**On the main motion**

**PASSED**

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

No: 0

Absent: 0

**RESOLUTION 16-09, A RESOLUTION TO CONDITIONALLY DONATE THE BUILDING AND LAND AT 101 EAST 5<sup>TH</sup> AVENUE TO THE SANTA'S SENIOR CENTER, A 501(C)3, TO SATISFY THE MATCHING REQUIREMENT OF A COMMUNITY DEVELOPMENT BLOCK GRANT THAT WILL BE USED TO RENOVATE THE BUILDING AND GROUNDS WHERE TRANSFER OF OWNERSHIP OF THE PROPERTY IS CONTINGENT UPON AWARD OF THE GRANT; SUCCESSFUL COMPLETION OF THE RENOVATIONS; AND SATISFYING ALL REQUIREMENTS OF THE FUNDING AGENCY IN THE GRANT AWARD.**

Mr. Butler introduced the resolution and explained the block grant and donation of the property to the Santa's Senior Center. They would not need to pay property tax to the borough and would be responsible for the operating expenses.

Mr. Smith asked if we had a clean title.

Mr. Butler stated that we did have that.

**Public Comment**

Linda Clark, SSC Secretary

Ms. Clark said that they worry about the plumbing, electrical, and boiler. There is some remodeling that needs to be done in the kitchen. They need an arctic entry on the west side of the building.



Mr. McGhee asked why the Senior Center hasn't asked for winterization from the State.

Linda Clark stated that they do not qualify.

Sharon Kubuki,

Ms. Kubuki said that they keep their building up and running with the fundraisers and are hoping to get this block grant to help them out.

Mr. Smith asked if there are any skilled seniors that can do some of the work.

Ms. Kubuki said that they have had some people come in and do some repairs. She said they have a luncheon every month and other fundraisers and it is hard to continue to come up with things.

Ms. Holm asked if they could answer questions about the grant. She wondered if that included remodeling.

Ms. Kubuki said that yes, this grant would help to do that.

Barbara Sevier, 1176 Vincent Ct.

Ms. Sevier spoke on the gift shop and stated that they have over 25 vendors and make things to supplement their income and the center takes a percentage. There was a remodel earlier in the year and some of plumbing issues were fixed.

Agnes Beaver,

Ms. Beaver uses their multipurpose room for exercise. She began there in February and there are anywhere from 5 to 18 people and this gives a good time for socialization as well as exercising.

Ms. Holm asked if there is a set number that they can ask for this grant. She also wanted to know if they wanted the City to come up with that money.

Mr. Butler said that the donation of the building would be the 25% match. He said until there is an appraisal, we won't know how much to ask for.

William Sanderson has been a member since 2013 and SSC is always getting new members. If this grant would go through it would help them expand the building to give them more room for more members. They would like to have a game room/class room if they are able to expand. Would like members of Council to stop by and play some Shanghai.

Doug Isaacson, agrees with the SSC efforts to rejuvenate the building and he urges Council to do the same.

Mr. McGhee

Walt Guzy thanks all the people in the Council meeting playing a part to keep our community going. States they need a bigger place to hold our community for events. There is a lot to be offered at the SSC. We need a place for older people.

Sharron Hunter talks about SSC's priority wish list. Most of their needs are improvements to the infrastructure. One of the difficulties they have is a storage room that is not heated and a portion of an old sewer system. If they have the money to remove it they would like to do so. Lord of Life Lutheran church offered plumbing services and they are looking for skilled volunteers. Activities at the SSC; farmers market, senior driving activities, a Prof from UAF has volunteered his Architect students to take a look at their plans. One of their new fundraisers is lunches and HoHo Meals-to-Go.

Mayor no further discussion

**Mr. McGhee *moved to Approve Resolution 16-09, a Resolution to conditionally donate the building and land at 101 East 5<sup>th</sup> Avenue to the Santa's Senior Center, A 501(C)3, to satisfy the matching requirement of a community development block grant that will be used to renovate the building and grounds where transfer of ownership of the property is contingent upon award of the grant; successful completion of the renovations; and satisfying all requirements of the funding agency in the grant award.***

**Seconded by Mr. Smith**

### **Discussion**

#### **PASSED**

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

No: 0

Absent: 0

### **COUNCIL COMMENTS**

Ms Holm – We know how valuable you are to this City. Thank you for serving North Pole.

Mr. McGhee – Jim Williams, I appreciate you coming and sharing with us. Mr. McGhee invites everyone to drive by his house as it's decorated for Halloween. Tune into radio station 88.1 to listen to Halloween music while viewing synchronized lights. The address is 1152 North Star Drive.

**ADJOURNMENT**

**Mr. McGhee** *moved to Adjourn the meeting at 9:21 p.m.*

**Seconded by Mr. Claus**

The regular meeting of Monday, September 19, 2016 adjourned at 9:21 p.m.

**These minutes passed and approved** by a duly constituted quorum of the North Pole City Council on Monday, October 3, 2016.

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Bryce J. Ward, Mayor

**ATTEST:**

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Sally Terch  
North Pole Acting City Clerk