



**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 17, 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 Monday, October 17, 2016 to order at 7:00 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 October 17, 2016**

**Seconded by Mr. Smith**

**Discussion**

None

**Mr. McGhee *moved to* consent the following items:**

**New Business**

- b. Request to sell at auction, surplus items from the Public Works Department
- c. Ordinance 16-24, An ordinance of the City of North Pole, Alaska amending Title 2, Administration and Personnel, Section 2.12.350, Council Compensation

**Seconded by Mr. Claus**

*On the amendment*

**PASSED**

Yes: 6 –Smith, McGhee, McCarthy, Claus, Holm, Ward  
No: 0  
Absent: 0

*On the main motion as amended*

**PASSED**

Yes: 6 –Smith, McGhee, McCarthy, Claus, Holm, Ward  
No: 0  
Absent: 0

### **APPROVAL OF MINUTES**

**Mr. Smith moved to Approve the Minutes of October 3, 2016**

**Seconded by Mr. McCarthy**

#### **Discussion**

None

**PASSED**

Yes: 6 –Smith, McGhee, McCarthy, Claus, Holm, Ward  
No: 0  
Absent: 0

### **COMMUNICATIONS FROM THE MAYOR**

On Thursday October 6<sup>th</sup> the FNSB had a work session with AIDEA and IGU about the Interior Energy Project , Gene Therriault from AIDEA, Mike Meeks and Jomo Stewart were present to answer questions about the project. From the meeting I feel it is important for the Cities and Borough to narrow the definition of success. With limited funds it is important to define what success will look like since there are not enough funds available to do a full buildout to the entire 6 phases. Look for a resolution soon.

AFN, Alaska Federation of Natives will be in Fairbanks the week of the 20<sup>th</sup> to the 22<sup>nd</sup>. Each year, the AFN Convention draws between 4,000–5,000 attendees. The proceedings are broadcast live statewide via television and radio and webcast to 70 countries worldwide. In addition to the memorable keynote speeches, the expert panels and special reports, the Convention features several evenings of cultural performances known as *Quyana Alaska*. Native dance and music groups from across the state perform for large and appreciative audiences at the event and watching on TV and the Internet. For more information go to <http://www.nativefederation.org/annual-convention/>

October 22<sup>nd</sup> there will be pumpkin carving at City Hall with the Mayor. It is BYOP bring your own pumpkin. Bring the kids and have fun! The carving begins at 2pm and will go till 5pm.

October 21<sup>st</sup> is also Muffins with the Mayor, 8-10am in the City Hall Chambers

We are currently working on the budget for 2017. Several things are making 2017 a particularly difficult year, reduced property tax and reduced revenue sharing just to name a few.

I am currently working on two ordinances of substance, one is a budget control ordinance, which will give greater guidance to the development and management of our budgets, this ordinance will also create new policy for the development of budgets and, in theory give consistency to the execution of the budget.

- The second ordinance creates a schedule of violations for the City Code, Currently our code is quite ambiguous in regards to what a violation actually means. At this point we are developing different schedules for different types of violations, building code, noise, ethics etc. The intention is that it will make it clearer as to how the code is to be enforced. It will require a comprehensive code edit, however I would like to have it completed by the end of the year.

**Student of the Month – Morgan Holman, NPMS**

**Winner of the coloring contest – Lilly Knickle**

### **Certification of October 4, 2016 Election**

Kathy Weber, North Pole City Clerk, gave a presentation on the election results and the report of the election Canvass Board.

**Mr. McGhee *moved to certify the election of October 4, 2016***

**Seconded by Mr. Smith**

### **Discussion**

None

**PASSED**

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

No: 0

Absent: 0

**New council members sworn in:**

Doug Isaacson

Avery Thompson

David Skippis

**Mr. McGhee moved to suspend the rules for 15 minutes for a community reception.**

**Seconded by Claus**

**COUNCIL MEMBER QUESTIONS OF THE MAYOR**

- None

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

**Police Department, Chief Dutra**

- First we would like to send our thoughts and prayers to Sgt. Brandt and his family as he recovers from the attack on Sunday morning.
- NPPD sent significant resources to include patrol officers and our Tac Team officer to help answer calls and search for the suspect. Officer McBroom is currently in Anchorage helping the Brandt family.
- Project LifeSaver: NPPD has purchased 3 wrist bands to help distribute tracking devices to autistic children and adults. This technology is sweeping the nation and we are proud to coordinate with AST. I am working on getting Captain Wall to do presentation.
- We have received our sole source authorization from DHS&EM for the purchase of our laptops. Waiting on quotes then we will proceed with ordering, programming and installing of laptops.
- We have partnered with LAW Publications in order to be part of the community outreach and bring free literature related to Workplace violence, Peer Pressure, citizen safety tips, cons scams and fraud, sexting, personal account safety, school violence, Identity safety, drug abuse, stranger danger, kid choices, play it safe, kids and wheels, and anti-bullying.
- Memorial Park – lights are up and archway is being painted...

- EHP is done on the 2015 SHSP grant that I took over from Chief Lane. Waiting for this to be approved so we can proceed with the door security system RFP.
- Towing agreement has been signed by all parties and is now in place.
- Will be handing out over 600 glow sticks.
- There is also a drug take bake this Saturday the 22<sup>nd</sup> between 10am-2pm that we will be participating in as well.

### **Fire Dept., Deputy Chief Coon**

- Thanked outgoing council for everything they've done. And welcomed the new council and looks forward to working with them.
- Participated in health fair in North Pole.
- Participated in regional grant meeting for their air packs to come up with ways to fund them.
- Working on surplus some gear that doesn't meet the fire department needs anymore.
- Excited about the live-in program and have 2 members that have turned in applications.
- Have one new volunteer member and several that are taking the paramedic refresher.
- Leadership conference in Juneau in February.
- Deputy Fire Chief Position closes this week.
- See NFPD on Facebook. Kevin Haywood has taken on the PIO position.

### **Finance, Tricia Fogarty**

- The liability amount for the PERS will not be certified until the end of this month.
- Auditors should be here in one of the meetings in November.
- 2017 Budgets

### **Director of City Services, Bill Butler**

Mr. Smith asked if the properties discussed at last meeting were disconnected.

Mr. Butler stated that they were and that the PW had straightened out the light in the Admin parking lot.

Mr. Smith asked when the Christmas trees would be up in the roundabouts.

Mr. Butler said they are working in the roundabouts now and should have them up at the end of the month.

### **Borough Representative**

The FNSB Assembly had many road service area funding ordinances that amended budgets to allow road service areas to function.

On the Consideration of Calendar the borough is considering a resolution to support efforts to resolve the SOA's compliance with the Real ID act of 2005. The State was recently given

another extension until next summer but without legislative action no one will be able to use an Alaska State Drivers License as ID to board a plane or gain access to a Federal installation.

- The FNSB voters also passed the increase of the homeowner exemption from \$20,000 to \$50,000. The City of North Pole currently has adopted language in our code that mirrors all exemptions for City Property Tax that the FNSB has adopted and without amendment the City Tax would also be changed. The reduction in property tax would be approximately \$27,000 in City Property Tax.

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

- Many thanks to our election board. They did a wonderful job and put in many hours.
- I had a successful trip to Juneau to attend the Employers Retirement and Benefits conference. There are many new things coming online.
- Our newly elected officials will attend an orientation on Saturday from 9 - 11.
- The Budget Workshops will be held on Monday, October 24<sup>th</sup>, Tuesday, October 25<sup>th</sup>, and Wednesday, October 26<sup>th</sup>. A light lunch will be served for those evenings.
- Congratulations to Lilly Knickle on winning the Halloween coloring contest.
- Many thanks and gratitude, go to Councilwoman Elizabeth Holm and Councilman Preston Smith. It was wonderful working with the two of you and I wish you all the best.
- Next meeting is Monday, November 7, 2016 and we will be swearing new council people.
- 69 days until Christmas.

### **ONGOING PROJECTS**

- None

### **CITIZENS COMMENTS**

Ryan Koma Fenton, 2540 Allen Adale Rd – Congratulates the new Council members. He applauds our Police officers, Councilmen & Mayor and thanks everyone for their service.

Jim Williams, Chief of Staff for FNSB

Congratulated the 3 new council members and thanked Ms. Holm and Mr. Smith for their service. The FNSB will be seating new assembly members of Oct. 27<sup>th</sup>.

Mayor Kassel and himself are digging in to the boards and commissions and are looking for park commissioners and platting board members.

Recycling program is on Wednesday. They will be talking about everything you need to know about Recycling.

New air quality website [www.aqfairbanks.com](http://www.aqfairbanks.com) 459-1234 if you have any questions. Anyone can sign up for text alerts on your smart phones. They also have a smart phone app.

**OLD BUSINESS**

**ORDINANCE 16-23, AN ORDINANCE OF THE NORTH POLE CITY COUNCIL AMENDING THE 2016 OPERATING AND CAPITAL BUDGET AND LEVYING THE MILL RATE**

Mayor Ward updated Council members on the amendments.  
 Ms. Fogarty went over the amended budget items.

**Public Comment**

None

**Mr. McGhee *moved to Approve Ordinance 16-23, An Ordinance of the North Pole City Council amending the 2016 Operating and Capital Budget and levying the mill rate***

**Seconded by Mr. Claus**

**Discussion**

None

**Mr. McGhee *moved to amend ordinance 16-23 as follows:***

Account Number	Account Name	Debit	Credit
01-51-1-001	Wages Full Time	6,893.00	
01-51-1-013	Health Insurance	15,000.00	
01-51-1-003	Benefits		21,896.00
Reverse's Original Amendment			
01-51-1-003	Benefits	2,400.00	
01-51-1-001	Wages Full Time		2,400.00
To Cover Benefits that will be Over Budget - Medicare, Workers Comp, Disability			
01-51-5-505	Recruitment	1,000.00	
01-51-5-800	Council Travel		1,000.00
To Cover Unbudgeted Admin Recruitment Cost. Job Ad & Background Checks.			
01-51-1-350	Promotions & Apparel	2,500.00	
01-51-1-335	Office Equip & Supplies		2,500.00
To Cover Office Supplies that are Over Current Budget			

41-10-2-210	Credit Card Fee's	5,200.00	
41-10-3-310	Heat Fuel		5,200.00
To Cover Credit Card Fee's that are Over Current Budget			
42-42-2-210	Credit Card Fee's	5,200.00	
42-12-3-310	Heat Fuel		5,200.00
To Cover Credit Card Fee's that are Over Current Budget			
15-10-2-200 (New Acc)	Advertising	488.75	
15-10-2-210	Credit Card Fees	200.00	
15-00-2-900	Fund Balance		688.75
To Cover Cost Of Add for Towing RFP.			
To Cover Credit Card Fee's that are Over Current Budget.			
01-58-3-355	Publications	300.00	
01-58-3-310	Heat Fuel		300.00
To Cover Cost of OSHA Compliance Book.			
05-10-2-200	Advertising	500.00	
05-10-9-500	Grant Disbursement Exp		500.00
To Cover Cost of Advertising Bed Tax Grant			
01-00-7-710	EMPG Grant Rev	20,000.00	
01-00-3-999	Transfer In		20,000.00
To Reflect Budget Changes for EMPG Grant Excepted at Oct 3rd Council Meeting			
32-03-9-001 (New Acc)	2016 SHSP PD Equipment	59,250.00	
32-03-9-002 (New Acc)	2016 SHSP Other	13,000.00	
32-03-9-003 (New Acc)	2016 SHSP FD Equipment	7,200.00	
32-00-3-001 (New Acc)	2016 SHSP Grant Revenue		79,450.00
To Reflect Budget Changes for 2016 SHSP Grant Excepted at Oct 3rd Council Meeting			

**Seconded by Mr. Claus**

*On the amendment*

**PASSED**

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

No: 0

Absent: 0



*On the main motion as amended*

**PASSED**

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

No: 0

Absent: 0

**NEW BUSINESS**

**REQUEST FOR TUITION REIMBURSEMENT FOR EMILY GIBSON IN THE AMOUNT OF \$1,288.**

Chief Dutra requests that they approve the reimbursement for Detective Gibson for 3 classes that she is enrolled in for the fall 2016 semester. Two of the courses she is enrolled in are directly related and necessary for her to complete her accounting degree. One class DEVM F105 Intermediate Algebra and is considered a developmental course, not a prerequisite course for her degree and he is not considering that class for reimbursement. They have enough funding this year to pay for \$1,288.00 even though Gibson has requested \$1,848.00. An accounting degree is very important to their department since they often find themselves investigating financial crimes which can be complicated.

**Public Comment**

None

**Mr. McGhee *moved to* Approve request for tuition reimbursement for Emily Gibson in the amount of \$1,288.**

**Seconded by Mr. McCarthy**

**Discussion**

McGhee thanks the chamber & employees for being diligent in their efforts.

**PASSED**

Yes: 5 –Smith, McGhee, McCarthy, Claus, Ward

No: 1 - Holm

Absent: 0

**COUNCIL COMMENTS**

Mr. McGhee –wants to congratulate the 3 new members. Looks forward to working with you.

Thanks Mr. Smith and Ms. Holm for their service over the years and congratulations to her new son.

Ms. Holm – She speaks about all she has learned serving on Council and thanks everyone.

Mr. Claus – Welcomes new Council members.

Mr. Smith – He appreciates everyone on the Council and it has been a pleasure.

Mayor Ward – Expressed his gratitude to Ms. Holm & Mr. Smith.

**ADJOURNMENT**

**Mr. McGhee** *moved to Adjourn the meeting at 8:27 p.m.*

**Seconded by Mr. Smith**

The regular meeting of Monday, October 17, 2016 adjourned at 8:27 p.m.

**These minutes passed and approved** by a duly constituted quorum of the North Pole City Council on Monday, November 7, 2016.

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Bryce J. Ward, Mayor

**ATTEST:**

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Kathryn M. Weber, MMC  
North Pole City Clerk