



**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, January 3, 2017 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, January 3, 2017 to order at 7:00 p.m.

***There were present:***

**Mr. McCarthy** – Alt Dep Mayor Pro Tem  
**Mr. Isaacson** - Deputy Mayor Pro Tem  
**Mr. Thompson**  
**Mr. McGhee** - Mayor Pro Tem  
**Mr. Claus**  
**Mr. Skipps**  
**Mayor Ward** – Borough Rep

***Absent/Excused***

**Excused**  
  
  
  
**Excused**

**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 January 3, 2017**

**Seconded by Mr. McCarthy**

**DISCUSSION**

None

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

- b. Request for approval of tuition reimbursement for Officer Jed Smith in the amount of \$675
- c. Recommendation to accept Pollen Environmental, LLC's 2017 Wastewater Compliance Monitoring professional serves proposal

d. Recommendation to accept NTL's 2017 Sanitary Survey professional services proposal

**Seconded by Mr. McCarthy**

*On the amendment*

**Discussion**

None

**PASSED**

Yes: 5– McGhee, McCarthy, Thompson, Claus, Mayor Ward

No: 0

Absent: 2- Isaacson, Skipps

*On the Agenda as amended*

**Discussion**

None

**PASSED**

Yes: 5– McGhee, McCarthy, Thompson, Claus, Mayor Ward

No: 0

Absent: 2- Isaacson, Skipps

**APPROVAL OF MINUTES**

**Mr. McGhee moved to approve the Minutes of December 19, 2016**

**Seconded by Mr. Claus**

**Discussion**

None

Yes: 5– McGhee, McCarthy, Thompson, Claus, Mayor Ward

No: 0

Absent: 2- Isaacson, Skipps

## **COMMUNICATIONS FROM THE MAYOR**

December 17<sup>th</sup> was the Politicians with Power tools event at Christmas in Ice. The three local interior mayors were all present and had a grand old time carving ice. Please go vote for your favorite carving, all proceeds will go to the winning mayors non-profit of choice! Voting will go till the end of the event on January 8<sup>th</sup>.

The Mannequin video we did last meeting was a huge success with almost 35,000 views and 760 shares on Facebook. Thank you to all who participated and we hope to do more fun things in the future

The Alaska DEC is starting a saturation study of the North Pole area to determine if the North Star Fire Station Air Quality Monitor on Hurst is representative of the area. The DEC is looking for 10 people- properties who would be able to provide a place for the monitors to be placed and a 120 volt outlet to power the equipment. Unfortunately the locations are pretty specific so they will be contacting residents to ask permission to locate the monitors. For more information please contact Barbara Trost with DEC at [Barbara.trost@alaska.gov](mailto:Barbara.trost@alaska.gov)

I have received a request for the City of North Pole to comment on the AKLNG project to FERC. The proposed comments make the statement that due diligence has not been completed on the Valdez route and it should be reconsidered, The request is that the City of North Pole, Fairbanks and the FNSB sign as a signatory.

Hope everyone had a great Christmas and New Year's Celebration. I look forward to a productive year in 2017.

## **COUNCIL MEMBER QUESTIONS OF THE MAYOR**

- None

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

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

- Prepared for last snowfall and participated with the FNSB emergency management
- Attending the leadership conference in Juneau in February.
- Dep Chief Heineken attending classes for firefighter II.
- Losing live-in
- Looking forward to St. Baldericks in March to raise money for children with cancer.
- Excited that retired Chief Lane is King of North Pole.

### **Police Dept., Chief Dutra**

- Met with Representative Tammy Wilson last week and it was a very productive meeting.
- Officer McCumby has resigned and will be going to Valdez PD.

- Tomorrow is the fund raising kick off meeting at City Hall and invites everyone to come and learn about this project to help sell some tickets in support of the park. All the monies will go to the upkeep of the park. There are lots of great prizes.
- Jamie Schwarzkoff from channel 13 news interviewed me today about the Memorial park fundraiser. That will be on the news tonight.
- The article Kriss Capps put in the paper this last weekend did a great job talking about the park and I sent her the new link that was added to the City webpage for the application. The application and criteria guidelines are out so people can start nominating family members to have their names placed in the park. It was a positive article. We are still working with the military, reaching out to them to get names for the park. The fundraising will help with the outreach.
- Kriss Capps also wrote a great article on the Girl Scouts coming in for a tour. Brenda Sadler always does such a great job with those kids and I wanted to give her a shout out. She is a god send and she does great with those girls. They brought in prayer flags which we plan on putting up on the May 1<sup>st</sup> ceremony at the park. The girls are very excited to see their flags at the park. Would love to see as many Council members at that ceremony as possible. This is a big deal for us.
- I sponsored our department Christmas party at my home. This was the first time I have ever done that. We had over 70 people at my home. It was a lot of fun and I feel truly blessed with all the people that I work with. Great families and good people. Thank you everyone for coming.
- Tomorrow we have our annual department meeting and we are going to do one at the beginning of every year so we can focus the department on goals and objectives for every year. This new year we will be focused on training and organization. We will be focusing a lot on inventory & processes.
- We are noticing our task load has reached its critical capacity and realize that we need help. We have lots of archives and they continue to grow. We need someone to be able to process all the archives and have no one to do it. Fingerprinting is also a burden for my staff as officers get called in from on the road to come in to fingerprint. How much more could we do for the City if we had someone here to help with all these mundane tasks. We miss out on so many grants because we do not have a grant administrator.

#### **Finance, Tricia Fogarty**

- Auditors came out and spoke with Mayor and Accountant for issues in 2016. There will be a federal audit for 2016.
- The City will be turning their books over to auditors in February.
- This week will be opening the Clerks budget for 2017.

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

- None

**Borough Representative**

- None

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

- The women in Admin have been gathering items for the 2017 News Years Baby basket. We have not had anyone contact us yet with the news of their new bundle of joy. We have had many members of the community come in and bring items for the basket and encourage anyone wanting to donate to the cause to bring in their items by January 10<sup>th</sup>. Julia Laube from channel 13 came in and interviewed me so we can reach the area. City also got some air time for the Christmas Coloring Contest with Santa presenting the winner with a certificate of participation. Thomas McGhee donated a 1 night stay at Hotel North Pole which he won for the best decorated house for Christmas.
- Swore in officers at Santa's Senior Center at their monthly luncheon on Wednesday, December 21, 2016.
- W-2's should be out to all employees by January 15<sup>th</sup>.
- Our next meeting will be held on Tuesday, January 17<sup>th</sup> in recognition of Martin Luther King Day.
- Looking for a love story for our newsletter in February. Send yours in to us and you could be our featured article.
- Doing an Employee spotlight in the newsletter. Cody Lougee was our 1<sup>st</sup> one.
- I will also be taking over for Francie Cork as the Santa Senior Center senior spotlight writer.
- Looking forward to getting a new computer in the council chambers. It has been difficult working with one screen and computer and constantly keeping my fingers crossed that this computer doesn't go down.
- Any council members interested in going to Juneau for AML Winter Conference.
- 356 days until Christmas.

**ONGOING PROJECTS**

- None

**CITIZENS COMMENTS**

- None

**OLD BUSINESS**

**ORDINANCE 16-29, AN ORDINANCE OF THE NORTH POLE CITY COUNCIL AMENDING THE 2016 OPERATING BUDGET**

Mayor Ward gave an overview of the amended budget. This was the second and final reading.

**Public Comment**

None

**Mr. McGhee *moved to Adopt Ordinance 16-29, An Ordinance of the North Pole City Council amending the 2016 Operating Budget***

**Seconded by Mr. Thompson**

**Discussion**

None

**Mr. McGhee *moved to Amend Ordinance 16-29, An Ordinance of the North Pole City Council amending the 2016 Operating Budget as follows:***

Increase	01-00-9-999	Transfer in	\$5,080.00
Decrease	01-00-2-900	Fund Balance	\$5,080.00
Increase	01-53-9-900	Citation State Admin Fee	\$3,350.00
Decrease	01-53-1-001	PD-Wages Full Time	\$3,350.00

**Seconded by Mr. Claus**

**Discussion**

None

**On the amendment**

**PASSED**

Yes: 5– McGhee, McCarthy, Thompson, Claus, Mayor Ward

No: 0

Absent: 2- Isaacson, Skippis

On the main motion as amended

**PASSED**

Yes: 5– McGhee, McCarthy, Thompson, Claus, Mayor Ward

No: 0

Absent: 2- Isaacson, Skipps

## **NEW BUSINESS**

### **REQUEST FOR APPROVAL TO PURCHASE 2 PATROL VEHICLES THROUGH THE STATE OF ALASKA FLEET VEHICLE BID IN THE AMOUNT OF \$56,782**

Chief Dutra updated council on the reasons for purchasing 2 new vehicles.

Mr. Thompson asked if there was a way to find an increase of \$2,768 to add ballistic panels to the driver's doors of the two vehicles.

Chief Dutra stated they could find the money. He asked the Mayor what the expected income from the mil rate for the fleet funds was going to be so he could factor that into the equation.

Mayor Ward stated that they have those approved in ordinance so he will have to refer back to the budget.

Mr. McCarthy asked if they have considered buying the panels and other equipment once the vehicles arrive.

Chief Dutra stated he did not know enough about them but suggested that if they are going to be installed, they should be factory installed panels. He stated he also has a large number of extra vests that they are going to have made into covers for the doors for extra protection.

Mr. McGhee said he recognized the need and the Chief looking for funding. He asked if the Chief would be upgrading these vehicles and also asked the Mayor if the council would be prepared to make this happen.

Ms. Fogarty stated that there was \$57,000 in the Fleet Vehicle Fund.

### **Public Comment**

None

**Mr. McGhee *moved to* approved the request for approval to purchase 2 patrol vehicles through the State of Alaska Fleet vehicle bid in the amount of \$56,782**

**Seconded by Mr. McCarthy**

### **Discussion**

Mr. Thompson made a motion to authorize the purchase of two patrol vehicles & purchase two ballistic door panels for those vehicles.

Chief Dutra asked the Council to approve the cars the way they are now and he will add the panels after the fact.

Mr. Thompson withdrew his motion.

Mayor Ward stated that we are approving the purchase of the two vehicles and then departmental authority to purchase the ballistic panels out of the state forfeiture fund in the budget which there is money for these types of things.

Mayor Ward stated that he didn't agree with how this was being chopped up.

Mr. McGhee agreed that this should not have come forward the way it did. This wasn't prepared properly.

Mr. Thompson said that he didn't think this was something that had to have a fiscal note.

Mayor Ward wanted everyone to have an understanding of how this works. It's coming before council and if they deviate from the budget then their needs to be a fiscal note. He said it's not as clear as how he would like it to be.

Mr. McGhee said that the budget process was changed so that it is easier to approve by categories. If the council starts bouncing it around with department heads this could be detrimental to the budget and the council needs to be careful as to how this is done. The safety of the department is the biggest concern.

Mr. Claus states he understood the concerns of other Council members but he agreed with McCarthy in that they can be purchased and installed at a later time.

Mr. Thompson said part of our gratuity is that if something is out there we should look at it and not approve something blindly and he did not regret bringing this up tonight. If there is a document, whether it is water or sewer, he will bring it up unless there is a better way to do it.

Mayor Ward asked what fleet fund this is coming from.

**Mr. Thompson *moved to* amend to authorize the purchase of two patrol vehicles for \$56,782 from fund 23-10-9-922 and purchase two ballistic door panels for those vehicles for \$2,768 from the State Forfeiture Fund account 13-10-9-600.**

**Seconded by Mr. Claus**



**Discussion**

Mr. McGhee stated he was not pleased with how this has gone down.

Mr. Thompson stated that the issues are not just with money or procedural mishaps or whether or not an administrator is choosing to spend money the way that we like. Statistics and facts show increased safety issues and he is in support of the ballistic panels.

Mayor Ward spoke in favor of this. His issue is that if there are going to be changes that we make sure we are clear where the monies are coming from. He would tell any council member if they want to make any amendments to come and talk with the Mayor, Dept. Head or City Clerk.

Mr. McGhee stated that the statistics that were brought up are not based on Alaska statistics but they are still a concern and no argument there. The police department is one of the most life threatening jobs he can imagine. His concern is that maybe Chief Dutra should be here asking to retrofit all the doors of every police vehicle if that is in fact the need in our community today. As responsible financiers and personal budget overseers then that's something the council should look at. A council member brought this up not the Chief which he should have. As a council member, he argues the way this has been brought forward. Chief Dutra brought forward what he could afford and what he wanted.

Mr. Thompson said that this wasn't Chief Dutra that brought it up and this is someone looking line by line to see what options are available, seeing a good option and bringing it up and there is nothing unprofessional, there is no collusion. This was simply bringing up what is the best bet for the city and pointing it out. This doesn't have anything to do with trust of the Dept. Heads, this is simply a single line item of \$2,768 that will increase the safety of City employees that he saw and suggested. He stated that there was probably a better way of doing it. He takes responsibility of the back & forth of the night but he is still in support.

**PASSED**

Yes: 4 - McCarthy, Thompson, Claus, Mayor Ward

No: 1 - McGhee

Absent: 2- Isaacson, Skipps

On the main motion as amended

**PASSED**

Yes: 5- McGhee, McCarthy, Thompson, Claus, Mayor Ward

No: 0

Absent: 2- Isaacson, Skipps

**Council Comments**

Mr. McGhee – said the meeting was lively and good and hopes everyone is safe this new year.

Mr. McCarthy – said he is upset about the way the meeting went and how Chief Dutra was talked to tonight and is disappointed.

Mr. Thompson – stated that he is still learning how to work with the council with his limited time and working his way through the very interesting book, Roberts Rules of Order.

Mr. Claus – Not having a full time job he has the opportunity to talk with Department Heads and has been open about law enforcement issues. He would like to see the council be more proactive with what the Department Heads are doing and feels badly about how things went tonight. There are a variety of viewpoints and on the whole, they do a good job and give a lot of authority to Department Heads and they do a good job. Happy new year everyone.

Mayor Ward - Happy New Year to everyone and he let everyone know that staff is here as a resource. We would love to brief the Council ahead of time to make sure everyone is updated and educated.

**Mr. McGhee *moved to* adjourn the meeting at 8:38 p.m.**

**Seconded *by* Mr. Thompson**

The regular meeting of Tuesday, January 3, 2017 adjourned at 8:38p.m.

**These minutes passed and approved** by a duly constituted quorum of the North Pole City Council on Tuesday, January 17, 2017.

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Bryce J. Ward, Mayor

**ATTEST:**

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Kathryn M. Weber, MMC  
North Pole City Clerk