



**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, February 6, 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 Monday, February 6, 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

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

Led by Mayor Ward

INVOCATION

Invocation was given by Mr. McGhee

APPROVAL OF AGENDA

Mr. McGhee moved to approve the agenda of February 6, 2017

Seconded by Mr. Isaacson

DISCUSSION

None

Mr. McGhee moved to consent the following items under Old Business

- a. Ordinance 17-01, An Ordinance of the City of North Pole, Alaska to amend Title 4, Revenue and Finance, by creating 4.03, Budget Procedures

- b. Ordinance 17-02, An Ordinance of the City of North Pole, Alaska to amend Title 4, Revenue and Finance, chapter 08, sales tax, by deleting Marijuana taxation

And the following in New Business

- a. Ordinance 17-03, An Ordinance of the City of North Pole, Alaska to amend Chapter 8.04, Nuisances.
- b. Ordinance 17-04, An Ordinance of the City of North Pole, Alaska to amend 2017 Budget by transferring \$148,160 to the Mixing Zone Compliance Project for amendment #4 to the professional services agreement with Stantec Consulting Services, Inc.
- c. Ordinance 17-05, An Ordinance of the City of North Pole, Alaska to amend the 2017 Budget by transferring \$17,000 from the general fund to replace the boiler at the Public Works shop.
- d. Ordinance 17-06, An Ordinance of the City of North Pole, Alaska to amend the 2017 Budget by accepting the Bryne Jag Grant and adjusting the Police Department Budget.
- e. Resolution 17-01, A Resolution of the City of North Pole, Alaska supporting and encouraging renewable energy sources by enhancing policies that equally supports private and public ventures and encourages system efficiencies.

Seconded by Mr. Isaacson

On the amendment

Discussion

None

PASSED

Yes: 6– McGhee, McCarthy, Claus, Isaacson, Skipps Mayor Ward

No: 0

Absent: 1 - Thompson

On the Agenda as amended

Discussion

None

PASSED

Yes: 6– McGhee, McCarthy, Claus, Isaacson, Skipps Mayor Ward

No: 0

Absent: 1 – Thompson

APPROVAL OF MINUTES

Mr. McGhee *moved to* approve the Minutes of January 17, 2017 & the Minutes of January 30, 2017

Seconded by Mr. Isaacson

Discussion

None

PASSED

Yes: 6– McGhee, McCarthy, Claus, Isaacson, Skipps Mayor Ward

No: 0

Absent: 1 - Thompson

COMMUNICATIONS FROM THE MAYOR

- 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
- I will begin working on establishing a schedule of violations for the City code and would like to form either a committee or workgroup of the council to develop the framework. Up to three Council members (including myself) would be able to work together if there is insufficient interest in forming a committee. Please let me know if you are interested.
- City staff and the mayor will be meeting with the Borough in February to discuss how the city and the borough can work together better for emergency management. Ideas and possible agreements will be discussed in the future.
- FEDC and Eielson AFB are working to put together a housing summit on March 9th that will go over the estimated need and demand for housing units and the approximate area

those houses would need to be built in order to serve the incoming units at Eielson AFB. There are also tentative plans to have a session at the IABA Home Show at the end of March and a follow up meeting in April. These meetings would be targeted toward realtors, contractors, developers and entrepreneurs looking at this opportunity.

- I was able to attend the 354th FW annual awards banquet this last week and congratulate our stellar airmen and women. The theme was the academy awards and the committee did a great job putting it on.
- I will be traveling to Juneau on February 21st with Councilman Isaacson for the Juneau AML and look forward to having frank and productive conversations with our legislators. I will be finalizing our legislative packet this next week and it will go on the website for download.

COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

Police Dept., Chief Dutra

- Hired a new employee – enormous amount of time.
- Vehicle fleet inspection was completed
- IFB #2 is now out and bids are the 14th ready for approval at next meeting
- Guys read at Tikasuk Brown and North Pole Elementary
- Bid for IT Server backup working on pricing negotiations
- Fire Hectors Investigation continuing with Det. Gibson and SOA. Secure site for 24 hrs.
- Qualifications for department next week
- Hazmat/blood borne training occurring
- Signed another ICAC agreement for 2016-2017
- Sent new agreement to Corps of Engineers for pre-approval
- Memorial Park – raffle tickets are available on Facebook, advise if you would like to help. We have 3 applicants for park plaques. Bill Butler and I met with Atta Boy Awards for plaques and bronze busts.

Council comments

McGhee asked if he was still pleased with the evaluation of SB-91.

Dutra – He said he was happy with the progress but they have not moved much on it. There is a new bill that has been introduced and he will request the Council to oppose.

Isaacson – He states that he heard that crime is up around the state but asks Dutra why he the assist other agencies are down.

Dutra – responded that he does not know why they are down.

Claus – states that SB-91 in his opinion was poorly thought out and wonders about the new legislation previously mentioned that corrects different parts of the SB-91.

Dutra – states that he does not have the information in front of him but there are changes of conditions of release and will get more information on other things as well.

Fire Dept., Chief Coon

I will be out of town all week attending the Leadership Summit in Juneau and meeting with representatives.

AJ Hamlin has been hired to fill our vacant lieutenant position. AJ comes to us with over 12 years of firefighting experience and his shift will be on the 20th. NPF is now fully staffed. NPF responded to Hectors Welding at 0421 hrs. 25th of January. This call initially came in as a vehicle fire but was upgraded to a building fire by Police Officer J. McBroom. Six members of the NPF responded on the first alarm (4 paid and 2 live-ins). Captain Haywood arrived on scene and called for assistance from the North Star Volunteer Fire Department, Fairbanks Fire Department and Fort Wainwright Fire Department. Ten additional members of the NPF responded from home to assist with the incident (8 paid and 2 volunteers). Additional assistance was received by the American Red Cross and North Pole Public Works.

First arriving crews established water supply from the hydrant across Finell Street and began a defensive operation. This fire was extinguished and significant building contents saved due in no small part to:

- Heroic efforts of the property owners who arrived on scene at nearly the same time of the fire department and drove out several pieces of heavy equipment. The property owner then assisted the Fire crews by opening up the building overhead doors with a front-end loader so water could reach the fire. The owners remained on scene and gave vital information to the Incident commander throughout the fire.
- A municipal water supply that has strategic hydrant placement and that allowed the fire department to flow large quantities of water (approximately 400,000 gallons).
- The use of an elevated master stream (Platform 21).
- A fire department that was located in close proximity to the fire building allowing for a quick response.
- A mutual aid agreement that brought three additional fire engines with 13 trained Firefighters to assist us with this large commercial building.
- Volunteers and off duty members that responded from home to help save the structure.

The State Fire Marshall was contacted to assist with the fire investigation. The cause of the fire is not known at this time.

COUNCIL COMMENTS

Mr. Isaacson asked about the ladder truck going through more fuel than anticipated.

Dep. Chief Heineken stated that they always learn something on every call they do and always anticipate and come to expect. We were not in any kind of fuel crisis. We do fuel checks but sometimes fuel needs to be brought in if they are getting low on fuel for larger fires. Tom from public works came in matter of minutes, bringing us more fuel.

Finance, Tricia Fogarty

- I had an analysis done on our credit card fees for the last quarter of 2016 by Xpress Bill Pay. We are currently using Bank of America Merchant Services. We usually have a monthly fee of about 2,500.00. If we switch to Chase the City could see savings of 1,200.00 per month most of the savings would be for the Utility Dept however most of the activity is Utility payments.
- Our Caselle program was updated. The update went very well, AlasConnect was in our office the next morning to make sure everyone was updated and all our programs were in working order.
- Garry Hutchinson suggested that we have a third party auditing firm, help us close our books for the audit. I contacted Cook & Haugerberg, the Mayor and I have an appointment with them on Wednesday morning.

COUNCIL COMMENTS

Mayor Ward asked if Ms. Fogarty could mention the online Sales Tax.

Ms. Fogarty stated that soon folks will be able to go online, fill out sales tax forms as well as pay for them. The quote they received was \$6,500 and the Mayor was able to get the price down \$500. This would be very convenient for everyone. It would be hard to make any mistakes as the form would be all automated.

Mr. McGhee asked if a study has been done to see how the new exemption from \$20-50,000 borough taxes will affect the property tax income.

Ms. Fogarty stated that they have and they believe not many will be affected by this. The Mayor has also talked about maybe putting something in place so we would not accept that exception.

Mayor said he could talk about that at a later time.

Director of City Services, Bill Butler

Building Department

- No new projects have submitted permit applications to the Building Department.
- Beginning discussions with an engineering firm related to a rail and truck loading terminal on property adjacent the Flint Hills Terminal.
- Discussing permitting with a business planning to open a barbeque restaurant in the building formerly occupied by Grizzly's Pizza.
- A crepe restaurant is planning to open in the Town & Country Mall-no permitting required.
- A dental practice is planning construction in 2017 on the property adjacent to the dog park.

Public Works

- Snow removal continues to be a major effort for Public Works.
- A request is before the City Council this evening to amend the 2017 budget to replace the Public Works shop boiler.

Utility Department

- Keeping the Utility operating in cold weather consumes much of the staff's time.
- A request is before the City Council this evening to approve an amendment to the professional services agreement with Stantec, the engineering firm working on the sewer outfall project.
 - Amendment is intended to keep the project progressing forward—an expectation of ADEC Compliance Division.
 - Engineering work delayed due to thin ice and open water on the Tanana River that is preventing surveying of the river channel
 - Amended agreement would begin the process of acquiring the permits necessary to support construction.
 - The intention is to fund the work with the Alaska Clean Water fund loan approved by the voters in October 2016.
 - The loan still needs to be processed by ADEC. When approved, the loan document will be brought to the City Council for approval.
- Jamie Duncan and I are working on revisions to the Utility delinquent collection process.
 - The issues surrounding the Virginia Jones accounts highlighted problems with our process for collecting utility debt.
 - Considering possible ordinance and policy changes.
 - Goal is to prevent customer debt from growing overly large and streamlining the process.

Natural Gas Utility Board

- Nothing new to report on IGU. There is a regularly scheduled board meeting tomorrow, Tuesday, February 7 starting at 4:00 PM.

COUNCIL COMMENTS

Mr. McGhee thanked Bill for his help with the snowplowing.

Borough Representative

- Animals Ordinance 2017-05 passed with amendments and institutes a section of code that was removed several years ago with some changes. Most substantial change was allowing for someone that has killed (incidental or intentionally) an animal to notify animal control instead of being required to track down the owner. The Ordinance also institutes fees for violations.

City Clerk's Office, Kathy Weber

- None

CITIZEN ANNOUNCEMENT

Abigail Conklin, Ridgepointe Dr. – For her 6th grade Service Project is throwing a Fundraiser Pool party for The Door at the Wescott Pool February 18, 2017 from 4:30 pm – 6:30 pm. The tickets are \$10 and can be purchased at The Enchanted Forest in Fairbanks. Her mom, herself and 30 other students have been working hard making beach themed decorations and 13 dozen cookies for the party. The door is a Youth Advocate shelter for teens without a home. She had this idea with her mom to help teens my age and older to help teens have a safe place to go to at the end of the day. She was surprised to find that there are lots of wonderful people in the community and have asked for help putting the word out and blowing up beach balls on Wednesday the 15th after 5 pm for the Pool party.

Mr. Isaacson thanked her for this and asked how other items can be donated.

Abigail stated that you can give online at www.fairbanksyouthadvocates.org or at The Door, 138 Tenth Avenue, Fairbanks, Alaska 99701

CITIZENS COMMENTS

Jeannette Therriault, 2473 Old Rich Hwy & Bonne Woldstad, Box 56702, thank the Fire Department, Police Department and the City of North Pole for their quick response and all their help. They did have insurance and are waiting to hear what the cause of fire was and also waiting to find out what is salvageable. They are learning more about insurance that they ever wanted to. The latter truck was worth the expense of the City.

Mr. Jeff Stepp, 907 Terminal, FNSB ran through a few things they are working on in the borough. A project they are excited about hosting is the Vista program with projects at Boys & Girls Club, The Breadline, Stone Soup Café, Fairbanks Youth Advocates and they also have new projects coming online. The Vistas are giving a presentation in March and extends the offer to come to North Pole as well.

Mayor Kassel has been in dialogue with EPA & the DEC regarding the air quality issues. He is trying to do what he can in the definition of moderate to serious. The borough began issuing citations over the weekend.

There is an event May 10 & 11 called the Arctic Council meeting. They are expected to have the U.S. Secretary of State to be here for this event as well as the other leaders of Arctic nations. They expect a lot of press. The economic impact will certainly trickle over to the Hotel North Pole and businesses in North Pole as there will be lots of guests. The State Dept. will be flying in armored limousines for borrow or rent. The Borough along with other co-sponsors are hosting an event Thursday, March 2, 2017 called the Energy Project Seminar. The idea is to hook of developers, builders, etcetera with the banks to let people know what options are available for energy projects ie; loans, tax incentives.

Cam Webb, 960 Agnus Lane

Offering encouragement on the renewable energy Resolution. He thanks the City for creating a such a Resolution and he is proud to live here.

COUNCIL COMMENTS

- none

OLD BUSINESS

- Consented

NEW BUSINESS

- Consented

COUNCIL COMMENTS

Mr. Isaacson – commends the administration and staff on the well-crafted agenda and hopes the Resolution that Cam Webb just commented on goes through.

Mr. McGhee – he extends his thoughts for the loss of Hector’s Welding and the Theriault family. They are a very strong foundation of this community and he hopes they get their building back up and working again soon.

Mr. Claus – safe travels to everyone and thanks the departments for keeping everyone safe.

Mr. McGhee *moved to adjourn the meeting at 8:13 p.m.*

Seconded *by Mr. Isaacson*

The regular meeting of Monday, February 6, 2017 adjourned at 8:13 p.m.

These minutes passed and approved by a duly constituted quorum of the North Pole City Council on Tuesday, February 21, 2017.

Bryce J. Ward, Mayor

ATTEST:

Kathryn M. Weber, MMC
North Pole City Clerk