



**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, May 1, 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, May 1, 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 –

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 May 1, 2017**

Seconded *by* **Mr. Isaacson**

DISCUSSION

None

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

- a. Ordinance 17-11, An Ordinance of the City of North Pole, Alaska to amend 2017 budget to transfer funding to the Litigation Fund

New Business

- a. Request to sign contract/location release with Discovery Communications, Inc and M2 Pictures.
- b. Ordinance 17-12, An Ordinance amending Title 15, Building and Construction.

Seconded by Mr. Isaacson

Discussion

None

On the amendment

PASSED

Yes: 6 – McGhee, Isaacson, Skipps, Claus, Thompson, Ward

No: 0

Absent: 1 - McCarthy

On the Agenda as amended

Discussion

None

PASSED

Yes: 6 – McGhee, Isaacson, Skipps, Claus, Thompson, Ward

No: 0

Absent: 1 - McCarthy

APPROVAL OF MINUTES

Mr. McGhee moved to approve the Minutes of April 17, 2017

Seconded by Mr. Isaacson

Discussion

None

PASSED

Yes: 6 – McGhee, Isaacson, Skipps, Claus, Thompson, Ward

No: 0

Absent: 1 - McCarthy

COMMUNICATIONS FROM THE MAYOR

- City Clerk, Kathy Weber, swore in Brian Meyer as a North Pole Police Officer.
- The Violations Committee will be meeting before the first meeting of every month in the Council Chambers starting at 5:30pm. The public is welcome to attend; we are hoping to have things wrapped up by August.
- 4th of July meetings are scheduled for the following dates until the event:, May 8th, May 22nd, June 12th, June 26th. All meetings will be at City Hall at 6pm and go till 7pm. The public is welcome to attend. We are considering North Pole High School as a possible festival location. NOTE: the May 8th meeting will be held at the North Pole High School Parking lot.
- April 28th was the 49th Military Appreciation Banquet put on by the Greater Fairbanks Chamber of Commerce, Thank you to Councilman Doug Isaacson and Thomas McGhee for sponsoring a ticket.
- Today was the first annual memorial service at the Trooper park. Chief Dutra did a great job and it was very well attended. Thank you to all of the folks who have helped make this possible.
- May 4th is the National Day of Prayer at 6:00 a.m the Mayor will be reading the proclamation at the prayer breakfast at the Church of God in Christ (COGIC) on Mission Road. All are welcome.
- May 4th is the FNSB Senior Citizen Recognition Day at the Carlson Center at 10:30am. The Mayor will be there to read proclamations with the other mayors.
- Next week is the Arctic Council meeting in Fairbanks, for more information please visit <https://www.arctic-council.org> or <http://akarctichost.org/program/arctic-council-ministerial-meetings>

COUNCIL MEMBER QUESTIONS OF THE MAYOR

None

COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

Fire Dept., Chief Coon

- The Fire Department was honored to participate in the ceremony today at the memorial park. Chief Coon thanked the Mayor, Council, and Chief Dutra for all that was done and allowing us to participate.
- Deputy Chief Heineken attended the UAF paramedic graduation. Attending the Graduation shows the students that the North Pole Fire Department values their achievements and gives us a chance to shake hands with graduates and tell them what a great place NPF is to be a member of.
- Chief Coon Participated in a State Chiefs teleconference where an update on legislative issues that pertain to the Alaska Fire Service. The GEMT ground emergency medical transport bill moved through the state house and has stalled out in the senate. The State chiefs will be working with state senators to help move this bill along.
- This Wednesday Chief Coon will attend the Interior Fire Chiefs Association meeting where he will have to act up in the absence of the President and VP. Chief Coon was voted in as secretary of the association in January.
- Our Driver Operator course is progressing and will be testing for state certification later in the month. This training occurs in-house and at almost no cost to the city.
- The FD open house will be on May 20th.
- The FD still has clean up bags to give out to anyone still cleaning up.
- The Crews will be completing pre-fire inspections of commercial buildings all summer. This is a great value to the department to be familiar with our structures before an incident occurs. It also allows the department to educate the property owner of any safety concerns.

Police Dept., Chief Dutra

- Drug Take Back for this year was a smashing success. We brought in 144.5 lbs of drugs. We worked with the Fairbanks Wellness Coalition and the TV and Radio PSA's and brought in the most people ever. All sites showed remarkable increases in drug collection.
- I attended the Chamber Luncheon with Mayor Ward and did a presentation on Memorial Park and the fund raiser for the corvette.
- Met with DEA/AST on drug unit activity.

- Memorial Park ceremony was fantastic. Well attended and was well received. A lot of folks came out and a lot of people to thank for the success of the park. Thank you to everyone who helped.

Finance, Tricia Fogarty

- None

Director of City Services, Bill Butler

Building Department

- Amendments to update building code amendments before Council this evening.
- 5 residential permits issued for homes in the Stillmeyer Subdivision.
 - Developer purchased one of the large foreclosed undeveloped lots in the Stillmeyer Subdivision with plans to subdivide and build out the property.
- Contacts increasing for possible projects: Santa Claus House expansion; Tri-plex, Ouida Way; Eight-plex, CrossWay.

Public Works

- Recruitment for summer hires is now open. Open to individuals 18 years and older; hiring ASAP.
- Constructing a shelter for over dog park entrance.
 - Packed snow obstructs access to park in winter (cannot open gates).
 - Dog park gets consistent use year round. Only park in City with year-round use.
- Constructing the remainder of the park and facility identification signs.
- Street sweeping: Hired contractor and expect sweeping to begin this week.

Utility Department

- Sulfolane lawsuit settlement agreement.
 - Application for Certificate of Public Convenience and Necessity (CPCN) submitted to the Regulatory Commission of Alaska on April 7 for water system extension service area and the remainder of the City not in the City's current CPCN.
 - On April 15, RCA published a public notice of the City's CPCN application.
 - On April 27, RCA notified City its CPCN application has been assigned a docket with a decision no later than October 4, 2017.
- ADEC issued the Utility a Notice of Violation related to its Industrial Pretreatment Program.

- Utility intends to respond forcefully that the NOV is not justified based upon our position that ADEC approved the Utility's IPP Program application and the NOV sites faults with the ADEC approved application.
- ADEC approved the Utility using grant funds to pay 70% of the costs associated with installing cellular modems at all its lift stations and to replace a server that supports the Utility data collection network; an estimated \$20,000 savings
- ADEC has approved a partial loan for \$303,000 as part of the approved \$2 million ACWF loan for the sewer outfall project.
 - ADEC had to break the loan into parts because the full loan was to cover construction and the project is not yet ready to go to construction.
 - The partial loan includes eligibility for up to \$60,600 of loan subsidy (20%).
 - A recommendation to accept the loan will be submitted for consideration at the May 15 City Council meeting.

Natural Gas Utility Board

- The firm IGU was negotiating with for a gas supply contract withdrew from the discussions after it signed a deal with another utility.
- Deadline for the finalization of an agreement with AIDEA to transfer Fairbanks Natural Gas to IGU was extended to May 1.

Borough Representative

- Ordinance 2017-30 is a ordinance authorizing the exchange of borough land around NP Elementary with the Santa Claus House for land adjacent to 5th Avenue park.
- Ordinance 2017-20-2F amends the budget to accept additional grant funding for the Growth Management Plan related to F-35 buildout.
- COC: Ordinance 2017-40 would repeal the Vision Fairbanks downtown plan as an element of the FNSB Regional Compressive Plan.

City Clerk's Office, Kathy Weber

- Again, the recording of the council meetings is not working. I worked with AlasConnect last week and got the problem fixed. However, tonight again, the recording has quit working. I still have \$6,000 in my archival grant and need most of that for training with a new hire but will look at getting this fixed once and for all by the next meeting. This has been very frustrating for me.
- Things have been very busy for me the last 2 weeks. With the loss of the records management clerk and a death in the family I have had to take on the duties of the Records Manager. I hope to have someone hire before the end of May.

- Records Management/Archivist position has gone out to the public. It is being advertised on our website and also at fairbankshelpwanted.com. The closing date is May 15th. I would ask the council to reconsider the position of Records Manager/Archivist to be changed to Deputy Clerk. It is very important for that position to work cohesively with the City Clerk and to be able to perform many of the same functions. The Clerks office hold all records and obtains information from organizations and other governmental agencies to help inform the public.
- The City Clerk/Human Resource Manager position has also been advertised and will close on May 15th. I hope to have some applications for you and we will need to set up a time for interviews. Please let me know what night and time you will be available.
- The newsletter for May is ready for distribution. Let me know if you have anything of interest that you would like to include in the newsletter.
- Attended the Senior Luncheon last Wednesday. John Poirier was their guest speaker and April was Grange Month. There is a proclamation in the packet on the history of the Grange. They will be having many different things going on at the Grange throughout the summer. Each of you have a Grange membership form. If you have any question please give Mr. Poirier a call at 488-7247.

ONGOING PROJECTS

- None

CITIZENS COMMENTS – (Limited to Five (5) minutes per Citizen)

- None

OLD BUSINESS

Consented Agenda

NEW BUSINESS

Consented Agenda

COUNCIL COMMENTS

Mr. Isaacson – echoed comments on behalf of Chief Dutra on the Memorial Park and Officer McBrooms invocation. Thanked Mayor for his organization of this event. His son will be here for a week working on his rental. All of his children who graduated from North Pole are now somewhere else. Arctic connectivity is going to be a big thing at the meeting on May 8th and 9th.

Mr. Skipps – thanked mayor and Dept. Heads for the birthday cards.

Mr. Claus – reminded everyone that this is law enforcement month. His sister and her husband will be here at the next meeting. He wished everyone safe travels.

Mr. Thompson – no comment

Mr. McGhee – congratulated the Police Chief on the Memorial Park and all that attended. He would like to see it on a non-work day in the future. He was grateful for his ability to get a table at the Military Appreciation Dinner. There were many there that were honored and there aren't many communities that support this sort of thing. He said he was going to miss Kathy and it will be a difficult job to fill. He complimented the fire department on their job. Mr. McGhee asked everyone to be careful out there on the roads. Today he saw large amounts of furniture fall off a truck and someone else going towards EAFB who lost groceries and didn't know it. Be diligent with your loads.

Mayor Ward – July 4th committee meeting on May 8th. Looking at a softball game between the fire department and police department.

Mr. McGhee *moved to adjourn the meeting at 7:43 p.m.*

Seconded by Mr. Isaacson

The regular meeting of Monday, May 1, 2017 adjourned at 7:43 p.m.

These minutes passed and approved by a duly constituted quorum of the North Pole City Council on Monday, May 15, 2017.

Bryce J. Ward, Mayor

ATTEST:

Kathryn M. Weber, MMC
North Pole City Clerk