



**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, August 7, 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, August 7, 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 August 7, 2017*

**Seconded** *by Mr. Isaacson*

**DISCUSSION**

None

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

**Old Business:**

None

**New Business:**

- b. Approve a scope change in a \$10,000 grant offered to the City of North Pole from Alaska Housing Finance Corporation (AHFC) to allow the funds to be used for energy audits versus equipment purchases and system modifications as proposed in the grant application.
- c. Approve the scope of services with HDR, Inc. for \$24,979 to generate a GIS mapping data base for utility infrastructure.

**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 July 17, 2017**

**Seconded by Mr. Isaacson**

**Discussion**

Mr. Isaacson - Stated that he spoke with the City Clerk and requested the minutes to be more summarized.

**PASSED**

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

No: 0

Absent: 1 – McCarthy

## **COMMUNICATIONS FROM THE MAYOR**

- Introduced the Dave and Mami Monicken who brought visitors from the Sister City who in turn presented gifts to Council.
- The Violations Committee will be meeting before the first meeting of every month in the Council Chambers starting at 5:30 p.m. The public is welcome to attend.
- The Access Alaska Youth were at City Hall last week for a mock meeting and an introduction to local government. We debated the merits of applying for a grant to open a City run community center. It was a great experience and we hope to do it again with the summer work programs next year.
- Last weekend was the Eielson AFB open house, I was given a tour of several of the types of aircraft the air force has in service which included a 1959 B2 Bomber. The open house was well attended; thank you to the 354<sup>th</sup> FW for making this a reality.
- I have met with the Planning and Zoning staff with the Borough to begin calling property owners in the proposed rezone area. Most of the land owners we have contacted so far are in support of do not oppose the rezone. We are tentatively planning to have a community meeting in October to try and address concerns before it is brought to the Borough assembly.
- I have been meeting with the Borough Mayor's air quality group to review the monitoring plan for the non-attainment area. The monitoring plan consist of using non-regulatory monitors (similar to those used in the saturation study) to give data on neighborhoods not near the regulatory monitors (FNSB, State building and Firehouse on Hurst). Neighborhood monitors will also be collocated to establish trending between the monitors so that the neighborhood monitors can be better used. One of the ideas is to better understand if airflows from outside the non-attainment area affect the air in the non-attainment area.
- I had a meeting with FEDC president Jim Dobson to explore how the community can plan for the F-35 expansion and how we can take advantage of the newly revised Military Facility Zone legislation. One of the concepts is to make the entire city a military facility zone.
- August 19<sup>th</sup> from noon – 5 p.m. at Pioneer Park is military appreciation day, if you have an opportunity to attend the event is always great.

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

- Mr. McGhee - Asked Mayor Ward if he could clarify who the city attorney is. Mayor Ward answered that our current city attorney is Zane Wilson with CSG. Zane had been out of town on vacation so his sister, Rene Broker, has been substituting. Mr. McGhee asked if the Mayor is aware of the social media outcry from the flagging of the potential

placement of street lights in the subdivision across the highway. Mayor Ward stated that he has heard some discussion and received some phone calls, but hadn't realized there was a social media outcry. Mr. McGhee stated that he was just wondering if this had made its way to the Mayor's office and if they were going to discuss, or do anything about it. Mayor Ward informed everyone that the State has taken over the project and will let everyone know when the public meeting schedule is published.

- Mr. Isaacson – Regarding the military facility zone, he questioned that as they look at North Pole, are they planning on going all the way through to Moose Creek. Mayor Ward stated that, at this point, it has to be the jurisdiction in charge. So, either the City or the Borough would apply for that. Since no one has applied for the military facility zone there have been questions from private individuals in the community. The discussion the Mayor had with Mr. Dobson is that they have to know how to do it, and what the benefit is to the developer or contractor. There has been some discussion in regards to the Eielson area, and that would fall to the Borough. The Mayor then stated that he thinks we are the first ones to talk about making an entire jurisdiction to fall under the military facility zone. Mr. Isaacson replied that it is all really encouraging. Mayor Ward stated that it is all still in discussion at this point, but he does anticipate being able to bring something to the council in the future.

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

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

- Hydrant, Pump, and Hose testing are complete without incident
- Two members attended Image Trend Elite training in Minneapolis. Image Trend is our new program for fire and EMS reporting. This new system has been implemented borough wide. The report will start with dispatch and will follow the patient all the way through the hospital. The department is excited about the new system and especially the speed at which reports can be completed.
- The department is expecting a vacancy with one member accepting a position at Fort Wainwright Fire Dept. The Department will be recruiting for the vacancy.
- Deputy Chief Heineken just returned from the National Fire Academy in Emmitsburg, MD. He attended a two week class on "Training Program Management." This class was at no cost to the City with all fees taken care of by the Federal Government.
- The Department is getting ready to take surplus items to the auction company and the Chief will have a report for the council after the sale.
- The Department will be assisting with the goodbye party for our Sister City on Wednesday at 1830 hrs.
- Department members participated in the rodeo at the fair last weekend. The proceeds from the event benefit all local firefighters.
  - Mr. McGhee questioned that recently there was an issue with fire marshal

inspections and wanted to know why North Pole doesn't have one. Chief Coon answered that he has been in discussion about this with the Mayor.

- Mr. Isaacson thanked Chief Coon for his support with the Sister City.

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

- Lt. Rathbun filled in for Chief Dutra
- Two recruits in training status. One is heading off to the academy at CTC in Fairbanks, and the other recruit just entered 2<sup>nd</sup> phase of FTO.
- Officer Phil McBroom is going to Data Master Supervisor course.
- August is a pretty big training month, and we will be assisting with the airport for their tri-annual training event that is going to be an active shooter training. We are contributing 3 individuals and 1 evaluator.
- Meeting with the school district and moving forward with an active shooter response plan.
- We had a near fatality vehicle accident at the intersection of the Richardson and Peridot. Hopefully we can get that intersection improved.
- Two new patrol vehicles arrived from Anchorage.
- IT audit came back with stellar reviews.
- Looking into the ramifications of marijuana social clubs in regards to Police officers and the effects these types of business might have on the police officers if they are called to the establishments.
  - Mr. McGhee asked which officer was sent for additional marijuana detection training in regards to marijuana. Lt. Rathbun replied that we sent two. One is currently out of certification because he has joined the military. So, we have one current drug recognition expert and that is SGT Bellant. Mr. McGhee asked if there are any official/federal studies on the effects of 2<sup>nd</sup> hand marijuana smoke. Lt. Rathbun stated that there aren't as far as he is aware of.
  - At this point Mayor Ward states to note for the record here we did just have the computer do a mandatory restart so we are off record essentially until we get that up and running again.
  - Mr. Isaacson asked Lt. Rathbun if respirators are going to be needed in some regards for the officers. Lt. Rathbun answered that it is going to come up as a problem in one way or another when individuals are smoking marijuana, and officers are present.
- There was discussion in regards to upgrades to the Richardson and Peridot. Lt. Rathbun stated that in another conversation with the Mayor, he learned it is a combination of 12 Mile and the Peridot intersection that is being looked at. They are looking at being merged into another overpass or non-crossable area. Mayor Ward joined in at this point to clarify that there is an HSIP from 12 Mile to do an overpass. We have been advocating for improvement of the frontage road system which could potentially be the elimination of the Peridot Road crossing.

**Finance, Tricia Fogarty**

- A full financials report was ran, but a “summarized” financials report was provided.
- All departments are at less than 50% spent, as of the end of June.
- Sally Terch has been on vacation. Jamie Duncan has been filling in with accounts payable, and has been very helpful.
- Working on payroll, and we now have two signers Judy Binkley and Mayor Ward.
  - Mr. Thompson thanked Mrs. Fogarty for providing easy to read documents.

**Director of City Services, Bill Butler**

- **Building Department**
  - Santa Claus House: Issued a framing permit only based upon Fire Marshal approval. This allows project to proceed while remaining issues are resolved.
  - Complete permit package issued to Ouida Way tri-plex.
- **Public Works**
  - Hired a new summer hire for the remainder of the summer: Maddie Rathbun
  - Park location signs delivered and hope to begin installing them this week.
  - City received a \$10,000 award from the FNSB for our beautification efforts. For FNSB fiscal year July 1, 2017 to June 30, 2018.
  - Began brush clearing. Started on Homestead Road.
  - FMATS 2017 paving project of Dougchee Ave.; San Augustin Drive; Perimeter; and portion of H&H Lane (in area of Petro Star) began two weeks ago.
  - DOT is replacing sidewalks on Santa Claus Lane (next to slough) and on east side of Badger Road (near Tesoro). Also replaced two ADA ramps installed last year on Badger Road that had curbs that interfered with snow removal.
  - Change of terms of a grant request before the Council this evening for \$10,000 Kickstarter grant.
- **Utility Department**
  - Sulfolane settlement
    - Project has begun to purchase utility easements in support of project.
    - Permit applications that support construction submitted to variety of local, state & federal agencies.
    - 95% engineering and design documents will be completed before next Council meeting.
  - Odor from wastewater treatment works appears to continue to lessen.

- Two utility issues before Council this evening:
  - Transfer of Utility land to City to be used as location of impoundment lot.
  - Authorization of a scope of services with HDR to build a GIS data base for existing Utility infrastructure
- **Natural Gas Utility Board**
  - Agreement appears to have been reached to resolve the funding dispute between ADIEA and IGU where ADIEA considered funds spent by IGU that IGU was not authorized to spend; for example, acquiring a natural gas supply contract.
    - Will enable IGU to restart halted work on project that was stopped due to concerns at IGU that its funding would dry up.

### **Borough Representative**

- Ordinance 2017-42 repealed the Vision Fairbanks Downtown plan as an element of the FNSB comprehensive plan.
- Ordinance 2017-20-1B added over 2.3 million in Federal grant dollars to the Woodstove exchange program.

### **City Clerk's Office, Judy Binkley**

- The 2017 candidate filing period and withdrawal period are both closed now.
  - We have 2 candidates: Sharon Hedding and Aino Welch.
  - This week I will be working on verifying the qualification of both candidates.
  - I have a meeting at the Borough office later this week to start discussions on putting together the ballot and the formatting.
- The annual workman's comp audit is later this month and I am working with Tricia to pull together all the documents the auditor has requested.

### **ONGOING PROJECTS**

None

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

- Brenda Sadler, 3831 Kensington Ave., North Pole – Mrs. Sadler spoke in regards to the budget of the FNSB School District. Stating how this has led to issues with RTI tutors that work with special needs children. Another factor is that the district has it set up to where 30 children can be in a classroom. Promoted the Foster Grandparent Program and handed out information to Council.
  - Mr. Skippy asked Mrs. Sadler what the minimum income requirements were for

individuals interested in the Foster Grandparent Program. Mrs. Sadler replied that it is \$30,000.

**OLD BUSINESS**

None

**Public Comment**

None

**NEW BUSINESS**

**ORDINANCE 17-18, AN ORDINANCE TRANSFERRING THE ASSET OF 4.39 ACRES OF LAND FROM THE UTILITY DEPARTMENT TO THE CITY FOR THE POLICE DEPARTMENT TO CONSTRUCT AN IMPOUND LOT.**

Mayor Ward introduced ordinance 17-18.

**Public Comment**

None

**Mr. McGhee *moved to* introduce and advance Ordinance 17-18, an Ordinance transferring the asset of 4.39 acres of land from the Utility Department to the City for the Police Department to construct an impound lot**

**Seconded *by* Mr. Isaacson**

**Discussion**

**Mr. McGhee *moved to* amend the attached transferring the asset of 4.39 acres of land from the Utility Department to the City for the Police Department to construct an impound lot to add a Whereas between lines 24-27 to read: "The cost of subdividing shall be the responsibility of the Police Department Impound Lot Fund."**

**Seconded *by* Mr. Isaacson**

**Discussion**

None

***On the amendment***

**PASSED**

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

No: 0

Absent: 1 – McCarthy



**Discussion on the motion as amended**

None

***On the motion as amended***

**PASSED**

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

No: 0

Absent: 1 – McCarthy

**DEVELOPMENT AGREEMENT FOR THE FORD SUBDIVISION – 4<sup>TH</sup> ADDITION  
BETWEEN THE CITY OF NORTH POLE AND DEBRA K. ROSSON, 2017.**

Mayor Ward introduced the agreement stating that the streets were constructed over 10 years ago by a design standard that was specified by the city at that time. The streets reflect 11-foot paved roads with 2-foot unpaved shoulders. This is a deviation from our current standard, and is the reason for the development agreement coming before us as it is.

**Public Comment**

Jerry Koerner stated that he thinks it is cool that Council accepts variances to the rules that have been established for different rules. If it wasn't for some of these variances we wouldn't be able to divide our land and make it available, we as developers want to be able to do the same thing. We, as developers, appreciate Council being able to listen to us. It is our dream that we be able to provide homes that the people here in North Pole desire.

**Mr. McGhee *moved to* approve the development agreement for the Ford Subdivision – 4<sup>th</sup> addition between the City of North Pole and Debra K. Rosson, 2017.**

**Seconded by Mr. Isaacson**

**Discussion**

Mr. Isaacson just wanted to comment that he is glad to see the subdivision being built out. It is going to be a great addition to the city. Looking forward to more developers coming in and getting approvals for their plans. This is going to provide good housing compliant to codes. Not houses being built by “lower 48 bank rolling types of construction”. In the 80's there was a period that is now dilapidated housing out in the Borough. Stated he really appreciates our developers and the Rossons who are making our City a great city.

**PASSED**

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

No: 0

Absent: 1 – McCarthy

**Mr. McGhee** *moved to suspend the rules and put Council Comments prior the Executive Session.*

**Seconded by Mr. Isaacson**

### **COUNCIL COMMENTS**

**Mr. Claus** – Wishes everyone well with the return to school next week. Hopes everyone stays safe and recommended that parents/guardians to take pictures on cellphones.

**Mr. Thompson** - none

**Mr. McCarthy** - absent

**Mr. McGhee** – Thanked the individuals that stepped up to run for Council. Thanked his nephew, Caleb McGhee, who has been here for motorcycle and driver’s education and defensive driver training. Invited him to the meeting tonight in hopes that when he returns to Montana he may want to participate in his local community legislation and government. Stated he is grateful to the contractors and developers that have been flexible. Looking forward to all the construction as the F-35’s come in. Advised individuals heading towards Eielson AFB to be aware of the construction going on, to be ready for delays, and to be safe.

**Mr. Isaacson** – Thanked the public for showing up. Congratulated the individuals who put their names in to run for the open council seats, and 99% sure of winning their elections here. Commented on the fair in regards to Karen Lane, who was a councilwoman here in North Pole. The Sister City program is a great program and hopes that by 2020, a team can be fielded to go back to Japan. Suggests that all drivers be alert, and not distracted, when driving.

**Mr. Skipps** – none

**Mayor Ward** - Reminded everyone of the going away party for the Sister City that is to be held on Wednesday. Thanked everyone who participated in the Violations Committee. Committed to putting shades in the council chamber that are more effective at keeping the sun out of individuals’ eyes.

### **EXECUTIVE SESSION**

- a. To discuss personnel issues in the administration department.

**Mr. McGhee** *moved to adjourn into Executive Session to discuss personnel issues in the administration department.*

**Seconded by Mr. Isaacson**

**Council went into Executive Session at 8:22 p.m.**

**Mayor Ward brought the meeting back to order at 8:46 p.m.**

**Mr. McGhee moved to amend the Accountant's pay rate as noted.**

**Seconded by Mr. Isaacson**

**PASSED**

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

No: 0

Absent: 1 – McCarthy

**Mr. McGhee moved to adjourn the meeting at 8:47 p.m.**

**Seconded by Mr. Isaacson**

The regular meeting of Monday, August 7, 2017 adjourned at 8:48 p.m.

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

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Bryce J. Ward, Mayor

**ATTEST:**

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Judy Binkley, North Pole City Clerk

Transcribed by: JS