



**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 21, 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 21, 2017 to order at 7:02 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. Skippis
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 21, 2017

Seconded by Mr. Isaacson

DISCUSSION

None

Mr. McGhee moved to consent the following items:

Old Business:

- a. 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.

New Business:

- a. Ordinance 17-19, An Ordinance of the City of North Pole, Alaska to transfer \$28,765 from the water division reserves to the water division professional services to fund a source water protection plan.

Seconded by Mr. Isaacson

Discussion

None

On the amendment

PASSED

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

No: 0

Absent: 1 – Skipps

On the Agenda as amended

Discussion

None

PASSED

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

No: 0

Absent: 1 – Skipps

APPROVAL OF MINUTES

Mr. McGhee moved to approve the Minutes of August 7, 2017

Seconded by Mr. Thompson

Discussion

None

PASSED

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

No: 0

Absent: 1 – Skipps

COMMUNICATIONS FROM THE MAYOR

- The Violations Committee will be meeting before the first meeting of every month in the Council Chambers starting at 5:30p.m. The public is welcome to attend.
- I have drafted a resolution that would allow the Mayor to apply for the Military Facility Zone designation for the City of North Pole. I am currently working on edits and hope to have it before the council soon. The exciting part about this designation is that the application isn't even done with the state yet. We are hoping to help formalize the process with our application.
- Last week we had the Growth Management Plan team give a presentation at City Hall. There was a presentation and we will make it available to all of those who missed the meeting.
- On Wednesday the 23rd, a Pack of Cub Scouts will be here at City Hall to learn about local government and talk with me (the mayor).
- I am currently supporting the American Cancer Society with the Real Men Wear Pink Campaign. If you are interested in supporting me, please go to:
http://main.acsevents.org/site/TR?px=46167460&fr_id=85043&pg=personal
- September 9th is the second annual Mayor's March. We are starting from City Hall and marching to The Door in town. If you would like to walk this year, please let me know as we would love to have more walkers. The trip is only about 8 miles this year as we are bussing people around the Richardson Highway. Mayor Matherly will not be able to walk with us but he will be DJ'ing the bus.
- 1st half of property taxes are due September 1st.

COUNCIL MEMBER QUESTIONS OF THE MAYOR

None

COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

Fire Dept., Chief Coon

- The Fire Department is hosting a Firefighter One class which is jointly sponsored by UAF CTC, NSVFD, and NPF.
 - Tentatively have 5 members signed up. The class is over 160 hours and state certified
- NPF is also hosting an EMT1 class later in the year.
 - Currently have 5 members that are interested in attending the class. This class is also state certified and is over 120 hours long.
- We have a new applicant to become a live-in. This will bring our numbers up and give us one live-in on each shift.

- The Fire Department will be standing by at all NPHS home football games at the request of the coaching staff.
- The Department is getting some quotes to update the controls on the boiler system in the fire station.
 - The original system is nearly 40 years old. It's expected that the cost of replacement will overrun what is budgeted for in building maintenance for 2017.
 - Chief Coon expects to have estimates for the Council during the 2018 budget process.
- A-shift has been retrofitting LED lights in the apparatus bay floor and will continue throughout the year as building maintenance budget allows. We are expecting this to be a several year project.
- No new information on the surplus items for sale. Coordinating with our auction company has been difficult but we are motivated to get items to the sale.
- Chief Coon reported that in addition to his duties he still serves on the Interior Fire Chief's Association as secretary and is a board member for the Alaska State Chiefs Association. He will be traveling to Sitka in late September for board meetings and receive some training.

Police Dept., Chief Dutra

- Apologized for not being here the last couple meetings due to vacation and summer projects.
- Provided the statistical data to Council (July 2017 vs July 2016).
 - DUI trend is going upward and is concerning
- The new vehicles are here and in the parking lot. It's taking a while to get them set up. They were ordered in January and are just now about to be placed into use.
 - One of the new vehicles is going to Sgt. Binkley as his current vehicle needs to be replaced.
 - Officer Tibbets has been promised the other vehicle.
- ALICE project is being worked on and the School District has been open to the idea of bringing that into the schools. It's important to educate the students, teachers, and staff to know what their options are during an active shooter even and know how to react. Chief Dutra will be doing a presentation to show what this is all about and hosting courses so we can train the community and spread the program area wide.
 - Will be setting up an active shooter training for the City employees
- Officer Meyer is in the Fairbanks academy now and will have numbers after the academy and be able to compare with the cost of the Sitka academy.
- Officer Tibbets is in 3rd phase and is doing well.
- The door project has been dragging on but we are getting close. The doors are working but the Clerk and I do not yet have access to the software. City Hall also has a switch so

that they have more control over the door schedule.

- The active shooter event at the Airport went well. We sent a few officers and Lt. Rathbun went as an evaluator.
- The serious accident near Peridot and we understand this intersection is unsafe. We urge drivers to use caution.
- Seeing an uptick in calls to the transfer sites due to onsite monitoring.
- Operation Glow Stick is on the horizon and looking for a sponsor from the Lion's Club. Ordered 650.
- Drug Takeback is October 28th and will have a PSA again. We want to get the word out again this year.
- Attended 6 out of the 10 days at the fair and handed out a lot of bubbles, anti-theft kits, bracelets, anti-bully books, gun locks, and more. It was awesome for outreach as we were the only department at the fair. Also got to talk about the park to a lot of community members and individuals seemed very responsive.
- Inventory equipment has showed up to the station and Sgt. Binkley is working with the software. Excited about this and will be able to keep a close eye on the inventory. The reporting capabilities are very robust and are hoping that the whole city will be able to use it.
- The ticket sales at the fair were okay and by the time the drawing starts, hope to have sold about 1000 tickets. Golden Wheel Amusement was a lot slower and ticket sales did not go as well as expected there.
- Weber Inc. should be working on the grass soon at the Park. ACS donated the DSL and AlasConnect will be installing cameras soon. The Lion's Club has indicated they would be willing to pay the monthly cost for the data feed.

Finance, Tricia Fogarty

- Financials are available and the summarized versions are provided.
- Delinquent reports are also available
- Revenue sharing from the state came last week. We got \$104k and were expecting \$85k. Community assistance program is what it is called now.
- PFD garnishments have been worked on. Judy and Jamie worked on the auto-matches last week and if we got 100% of it, it would total \$166k but realistically we may get closer to 30%.

Director of City Services, Bill Butler

Building Department

- Santa Claus House: City issued a fire sprinkler permit based upon Fire Marshal approval. There are still a few issues remaining before the Fire Marshal can issue permits for the remainder of the project.

- Learned that there are plans for some modifications in the Safeway for a sushi preparation area. They planned to start work without a permit until I notified them otherwise.

Public Works

- Park location and identification signs should all be installed by the end of today.
- FMATS 2017 paving project of Dougchee Ave.; San Augustin Drive; Perimeter Drive; and portion of H&H Lane completed.
- DOT's sidewalks project on Santa Claus Lane (next to slough) and on east side of Badger Road (near Tesoro) and replacement of two ADA ramps completed.

Utility Department

- Sulfolane settlement
 - 95% engineering and design documents released for State, City and Flint Hills review and comment. Next step will be to include any comments and submit to ADEC for approval to construct.
 - Next state is to generate a request for proposals for a late 2017 release.
- Warranty issue has arisen in the Phase 3 Lift Station Project. Apparently there is a problem in some of the wiring plugs to some of the electronic controls causing errant readings.

Natural Gas Utility Board

- AIEDA and IGU have come to an agreement where AIDEA will reimburse IGU for \$350,000 of prior submitted invoices. This allows IGU to continue moving forward.
- IGU is at a decision point in the next two or three months where the board will have to decide if it is financially responsible to move forward.
 - Economic modeling will be run when Fairbanks Natural Gas obtains a gas contract combined with the likeliness of conversions at current fuel oil prices to assess the project's financial viability.

Borough Representative

None

City Clerk's Office, Judy Binkley

- The October Municipal Election ballots have been finalized and are currently at the printers.
- The official sample ballot has been posted on our website and a copy is available at the front counter.
- The workman's comp audit is next week and Trish and I plan to work together this week to finish compiling the requested reports for the auditor.

ONGOING PROJECTS

None

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

None

OLD BUSINESS

Consented

Public Comment

None

NEW BUSINESS

Consented

Public Comment

None

COUNCIL COMMENTS

Mr. Thompson – None

Mr. McCarthy – None

Mr. McGhee – None

Mr. Isaacson – None

Mr. Skipps – Absent

Mr. Claus - None

Mr. McGhee *moved to adjourn the meeting at 7:50 p.m.*

Seconded by Mr. Isaacson

The regular meeting of Monday, August 21, 2017 adjourned at 7:51 p.m.

These minutes passed and approved by a duly constituted quorum of the North Pole City Council on Tuesday, September 5, 2017.

Bryce J. Ward, Mayor

ATTEST:

Judy Binkley, North Pole City Clerk