



**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, September 18, 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, September 18, 2017 to order at 7:01 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. Isaacson

APPROVAL OF AGENDA

Mr. McGhee moved to approve the agenda of September 18, 2017

Seconded by Mr. Isaacson

DISCUSSION

None

Mr. McGhee moved to consent the following items:

Old Business:

- a. Ordinance 17-20A, An Ordinance of the City of North Pole, Alaska to amend Title 1, by updating general penalties and including a surcharge section and code violation schedule.

New Business:

- a. Approval request of Election Judges and Canvass Board members for the October 3, 2017 Regular Municipal Election.
- b. Escrow agreement with Wells Fargo Bank, State of Alaska, the City of North Pole, and Flint Hills Resources Alaska, LLC for the interim funding of the piped water system.
- c. Request to write off delinquent utility account.

Seconded by Mr. Isaacson

Discussion

None

On the amendment

PASSED

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

No: 0

Absent: 1 - Thompson

On the Agenda as amended

Discussion

None

PASSED

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

No: 0

Absent: 1 - Thompson

APPROVAL OF MINUTES

Mr. McGhee moved to approve the Minutes of September 5, 2017

Seconded by Mr. Isaacson

Discussion

Mr. McGhee requested more details in future minutes.

PASSED

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

No: 0

Absent: 1 - Thompson

COMMUNICATIONS FROM THE MAYOR

- 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 will be visiting each section of code to revise our Violations Schedule.
- I am currently supporting the American Cancer Society with the Real Men Wear Pink Campaign. The campaign will be wrapping up this weekend with an event at Kendall Toyota at 5pm on Friday, September 22nd and the Cancer Walk at 10:30am on the 23rd at the Morris Thompson Cultural and Visitor Center.
- September 9th was the second annual Mayors' March. We started at City Hall and were joined by about two dozen members of the public which included the North Pole JROTC. The Cadets also participated in the "one homeless night" at The Door. Thank you to Mayors Kassel and Matherly for participating in this year's event, it was a BIG success.
- This past Friday was the Mayors' Bowl and unfortunately the Patriots lost to the Malamutes which means I lost the bet with Matherly and thus must don a Lathrop jersey.
- KJNP will be hosting its 50th anniversary celebration at the Wedgewood Resort on Saturday, October 7th at 6pm. Tickets are available at KJNP and seating is limited.
- The Richardson Hwy MP 351 Interchange (aka 12 Mile) 1st Open House will be September 27th at Hotel North Pole from 5-9pm. There are several options on the table and public input is really needed.
- My wife is officially 37 weeks pregnant and is ready to have our second child. When this does occur, I will be taking about a week off to help with the transition and be with my family. The Council will be notified via email when that happens and I am trying to keep my schedule open for the next two-three weeks.

COUNCIL MEMBER QUESTIONS OF THE MAYOR

None

COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

Fire Dept., Chief Coon

- The Department has been very busy with training. We currently have 5 members taking the State of Alaska EMT 1 class and 5 members taking the State of Alaska Firefighter 1 class. We are very excited about having so many community members participating in training.
- The Department has received a quote to replace our aging and failing boiler control

system. This is an extensive project that will require running new zone valves, wires and controls. This project will cost approximately \$10,000.00.

- We have been doing some painting at the annex. We are hopeful that we don't get wintered out on the project. This is being completed by staff and volunteers at the department as other duties allow.
- Chief Coon will be attending the Alaska Fire Conference in Sitka late next week. I will be attending both state chiefs board meetings and fire training classes.
- The Department participated in a regional grant to replace air packs and recently was notified that we were awarded our grant. The Department is currently using air packs that are nearly 40 years old. The grant was put in as a regional grant with University FD, Ester FD, Chena Goldstream FD and NPFDD participating. Special thanks go to Chief Doug Schrage of University Fire Department for writing the grant.
- Lastly, this year it appears that the Department has been responding to an increased number of very serious EMS calls. Our hearts go out to the community members that have been involved in these tragedies. Please keep our medics and responders in your thoughts as well. These serious calls affect our medics in ways that are difficult to talk about.
- **Mr. Isaacson** asked about a previous grant for the air packs and Chief Coon stated the previous grant was to upgrade their existing air packs while this new recent federal grant will actually replace the air packs.

Police Dept., Chief Dutra

- Grant approval for \$58,813.40: \$50,000 for radios and remaining for exercise OT for 2018 shield. A letter to accept the grant funds will come forward at the next meeting.
- Door project is almost completed. Need some small items taken care of and may ask for an extension.
- Mr. Skipps invited our officers to a NPHS football game to be honored. They attended practice but were sent on a disturbance call and were not able to make it. Thank you for your thoughts and please pass on our apology.
- ALICE project is moving forward. We have a FNSB school board presentation October 17th at 7pm. We have invited Chief Hinkle from Valdez to present. Training is set for January 22-23rd.
- Received a couple of speeding complaints from residents. We have thrown resources at it and have had some results. I have directed our Traffic Officer to hit the neighborhoods as soon as our shift relief hits October 1st. Please keep me posted if and when folks have issues.
- Budget looks good, I suspect I will deliver BELOW my expectations. We have a lot of challenges next year and we shall do our best to offer up a responsible budget for 2018. I look forward to my budget presentation to the Council on October 30th at 6pm.
- Active in my duties as a board member with Alaska Association of Chiefs of Police. We approved a draft opposition to on site consumption. We also appointed a new executive director.

- Guys Read is next week. I will be reading to 4th grade boys at Tikasuk Brown. Love the program and I encourage each of you to sign up if you're interested in this awesome program.
- Just as a side note: Governor Walker is concerned about rise in crimes across the state due to SB91 BUT I won't say "I told you so" because that would not be very nice to say to our fine governor. As you all know I opposed this until a public safety impact could be conducted.
- The Reserve associate was ripped off by Jackie Chan! Yes, Jackie charged 415 credit card checks through our website portal. \$0.35 a piece cost us \$200. So we are looking for Jackie Chan. Also, we fixed the loop hold so we could put Jackie out of business.
- Memorial Park
 - Ticket sales are on an upswing due to Sam's Club sales. \$5 of sales goes to the Children's Miracle Network – last tally is \$500 donated.
 - Benny from Pagoda just offered, a couple hours ago, to donate a \$25 gift card to all those folks who buy a \$50 ticket. He will donate up to a maximum of \$750. So now there is an incentive to buy one from Pagoda. This is a win win win!
 - Most of these increases in sales is directly due to Mike Welch and his wife, Aino.
 - I do want to thank all of you who helped with ticket sales or purchased one. Last day is the 23rd and the Corvette is being drawn on the 24th.
 - Lithia has offered to allow us to host the drawing there on Sunday. Radio spots will happen to promote.
 - **Mr. McGhee** asked about the status of security cameras at the park and Chief Dutra stated he's been working with the vendors and they have indicated to have something in place before "the freeze."

Finance, Tricia Fogarty

- Presented the financials (full financials were emailed and summarized were presented at the dais).
- Received state funds that were unexpected.
- Went through the administrative amendments for each department.
- **Mr. Isaacson** asked if we need to raise fees in order to cover the credit card fees not just with police but throughout the city. Ms. Fogarty replied that this has been discussed and we will continue to revisit during our budget season.
- **Mayor Ward** also stated he wanted Council to be aware that the sales tax revenue number is usually about 20% less than what the true value is because there is a month delay from the time we actually see that revenue.

Director of City Services, Bill Butler

Building Department

- No new building permits issued since September 5th Council meeting.

- Contacted by designer for a planned dental practice to be located at intersection of Kevin's Way and Santa Claus Lane. Expect to see the plans this winter.
- Three proposals received this afternoon for the Senior Center Remodel Project. Plan to make a recommendation to the Council at the October 2nd meeting.

Public Works

- Good weather is prolonging landscape maintenance activities.
- Invitation to Bid for snowplow contract released and bids due September 25. Hope to have a recommendation for Council at the October 2nd meeting.
- **Mr. Isaacson** asked Mr. Butler if they had some guys out brush cutting to spend some time on one of the nature trails.

Utility Department

- Sulfolane settlement
 - Request for Council approval of escrow account to pay construction costs associated with the water system extension project before the Council this evening.
 - Last week requested quotes from gravel suppliers for planned 2018 winter construction project. Quotes due September 19. Gravel purchase may be the first construction-related expense to test the escrow account process.
 - University of Alaska has agreed to sell parcel of land where a new pump house will be installed. The property is at intersection of Peridot Street and Badger Road outside of the City limits. Cost is \$79,000 and a request for Council authorization to approve the purchase will be presented at October 2nd Council meeting.
- Copy of 2016 Utility Annual report attached. The report is an effort to help keep utility customers informed about the Utility's activities.

Natural Gas Utility Board

- There has not been an IGU meeting since the last City Council meeting, so no news to report. There is an IGU board meeting scheduled for tomorrow, September 19.

Borough Representative

- In an effort to help educate local residents, the Fairbanks North Star Borough is hosting the second annual Clear the Air Home Heating Forum and Expo on September 22-23rd at the Wedgewood Resort Hotel. There is no cost to attend this event, however, pre-registration is required.
- On-Site consumption for marijuana was discussed at the last assembly meeting.

City Clerk's Office, Judy Binkley

- In-person absentee voting is now available at City Hall. Polls are open from 8:00 a.m. – 5:00 p.m.
- Sample ballots are now on the website for those that want to have a look before voting.
- The Municipal Election for the City of North Pole will be held Tuesday, October 3, 2017.
- The Alaska Municipal League Annual Local Government Conference is November 15-17th. If any Council members are interested in attending, please let me know and I'll sign you up for the conference and book your hotel and airfare.

ONGOING PROJECTS

None

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

Tammy Wilson: Wanted to talk about a disappointing experience – local business needed inspection from fire marshal to proceed with their project. Saw an opportunity for the City of North Pole since the state is short funded at the moment. Would like to see City of North Pole to partner with City of Fairbanks to do the inspection rather than waiting for the fire marshal. Talked about how we have a short building season so we need to work together to get permits issued in a timely and economical fashion.

Mr. Isaacson asked if Rep. Wilson would assist with coming up with funds and Rep. Wilson replied that the state has no funds which is why we have to work together with those who have something in place already.

Mayor Ward asked Rep. Wilson if she was aware he was already working on this issue. Rep. Wilson replied that she was at this point.

Jim Williams: Referring to the resolution the Mayor brought up during the Borough Representative comments, the assembly did not adopt the marijuana resolution for on-site consumption as it was “too much too soon.” Central recycling center is open. Open Tuesday-Saturday, noon-5:00pm. 17 tons of mixed paper just since 9/1. 4000+ new residents for EAFB. Housing needs is the biggest issue. EAFB not planning to build any new housing. Transfer site cleanup has been an overwhelming success.

Mr. McGhee commended the transfer site effort.

Mr. Isaacson asked what happens if all the transfer sites close at 7 as that doesn't work for everyone and wanted to know what we are getting for the \$1M to clean. Mr. Williams replied that contracting out just the cleaning with Alaska Waste cost over \$1M. That was just to clean the transfer sites. As for the hours it was to avoid some of the illegal activity that occurs later at night. **Mr. Isaacson** asked if the closing hours will be staggered and Mr. Williams replied that is the goal.

Mr. McGhee asked if he was aware that the City can't use the borough transfer site and now have to have our own dumpsters and that it has created more police calls for NP. Mr. Williams indicated he was unaware of the increased police calls and requested the stats from

Chief Dutra.

Mayor Ward asked if there was any desire to look at City of Fairbanks folks who are using the transfer site. Mr. Williams replied that they are aware that this is a recurring issue and have “busted” folks using the Farmer’s Loop and Badger Rd transfer sites. They are aware of this issue but this has been difficult to quantify.

Michael Welch: Gave an update on September to Remember and the Memorial Park. Passed the 1000 ticket sales for the Memorial Park raffle. Thanked all the sponsors in both Fairbanks and North Pole who have helped out with this project.

Mr. Isaacson asked if he knew we appreciated his efforts.

OLD BUSINESS

ORDINANCE 17-22, AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA TO AMEND THE 2017 OPERATING BUDGET AND OTHER FUNDS.

Mayor Ward introduced the ordinance.

Public Comment

None

Mr. McGhee *moved to adopt Ordinance 17-22, an Ordinance of the City of North Pole, Alaska to amend the 2017 operating budget and other funds.*

Seconded by Mr. Isaacson

Discussion

Mr. McGhee *moved to amend Ordinance 17-22 to increase state revenue sharing 01-00-7-725 an additional \$23,277.00 for a total amount of \$43,142 and to increase transfer to fund balance 01-00-9-998 an additional \$23,277.00 for a total amount of \$36,133.97.*

Seconded by Mr. Isaacson

Discussion

None

On the amendment

PASSED

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

No: 0

Absent: 1 – Thompson

Discussion on the motion as amended

None

On the motion as amended

PASSED

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

No: 0

Absent: 1 – Thompson

NEW BUSINESS

DEVELOPMENT AGREEMENT FOR THE BROOKSIDE PARK AND BETWEEN THE CITY OF NORTH POLE, ALASKA AND AINLEY INTERNATIONAL MEMORIAL FUND, LLC DBA NORTH STAR DEVELOPERS 2017.

Mayor Ward introduced the ordinance.

Public Comment

None

Mr. McGhee *moved to* approve the development agreement for the Brookside Park and between the City of North Pole, Alaska and Ainley International Memorial Fund, LLC DBA North Star Developers 2017

Seconded *by* Mr. Isaacson

Discussion

Mr. McGhee *moved to* amend the development agreement for the Brookside Park and between the City of North Pole, Alaska and Ainley International Memorial Fund, LLC DBA North Star Developers 2017 by:

- **page 5, section 1.55, remove “[list construction guidelines reference here]”**
- **page 14, Local Roads, remove from the 1st line, “Clear Water Court”**
- **page 19, APPENDIX ‘F’, remove “Blanket Blvd and Clear Water Court”**
- **page 4, section 1.25, remove 2nd & 3rd paragraphs and substitute with “In lieu of a performance bond, the developer shall provide and sign a Promissory Note secured by a Deed of Trust on a property, agreed to by the Mayor, in a form acceptable to and approved by the City Attorney, clear of all liens and encumbrances. The promissory note shall be equal to or greater than the estimated construction cost for completing the improvements plus City administration costs. The Developer is guaranteeing completion of the public improvements before the final plat is submitted to the Fairbanks North Star Borough to the satisfaction of the City. The**

City will release the note and deed of trust on said property only after the improvements are constructed and accepted by the City. Should the Developer desire with the Mayor's consent to have the deed of trust transferred to another parcel, or to replace it with a cash bond, the developer agrees to maintain the security needed by the city. The Developer must satisfy an adjusted amount not less than the uncompleted improvement remaining to be constructed. The amount must be agreed to by the Mayor or designee. Each phase will have a bond amount established and agreed on by the Mayor or designee."

- **Page 5, section 1.60, remove 1st & 2nd paragraphs and substitute with "In lieu of a 1 year warranty bond, the developer shall provide and sign a Promissory Note secured by a Deed of Trust on a property, agreed to by the Mayor, in a form acceptable to and approved by the City Attorney, clear of all liens and encumbrances. The promissory note shall be equal to or greater than five percent (5%) of the construction cost for the completed improvements as established by the Mayor or Mayor's designee, for the phase which the Developer desires the City to accept. The City will release the note and deed of trust on said property after a period of 1 year from acceptance of the improvements by the City if no warranty claims are outstanding. Should the Developer desire, with the Mayor's consent, to have the deed transferred to another parcel, or to replace it with a cash bond, the developer agrees to maintain the security needed by the city."**

Seconded by Mr. Isaacson

Discussion

None

On the amendment

PASSED

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

No: 0

Absent: 1 – Thompson

Discussion on the motion as amended

None

On the motion as amended

PASSED

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

No: 0

Absent: 1 – Thompson

COUNCIL COMMENTS

Mr. McGhee – none

Mr. Isaacson – none

Mr. Skipps – none

Mr. Claus – none

Mr. Thompson – absent

Mr. McCarthy – none

Mr. McGhee *moved to adjourn the meeting at 8:27 p.m.*

Seconded *by Mr. McCarthy*

The regular meeting of Monday, September 18, 2017 adjourned at 8:28 p.m.

These minutes passed and approved by a duly constituted quorum of the North Pole City Council on Monday, October 2, 2017.

Bryce J. Ward, Mayor

ATTEST:

Judy Binkley, North Pole City Clerk