



**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, November 20, 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, November 20, 2017 to order at 7:00 p.m.

There were present:

Avery Thompson – *Mayor Pro Tem*
David Skippis – *Deputy Mayor Pro Tem*
Aino Welch – *Alt Dep Mayor Pro Tem*
Santa Claus
Doug Isaacson
Sharon Hedding

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. Thompson *moved to approve the agenda of November 20, 2017*

Seconded by Ms. Welch

DISCUSSION

None

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

New Business:

- a. Resolution 17-20, A resolution of the North Pole City Council designating City Officials authorization to sign on City of North Pole accounts.

Seconded by Ms. Welch

Discussion

None

On the amendment

PASSED

Yes: 6 – Hedding, Thompson, Claus, Isaacson, Welch, Ward

No: 0

Absent: 1 - Skipps

On the Agenda as amended

Discussion

None

PASSED

Yes: 6 – Hedding, Thompson, Claus, Isaacson, Welch, Ward

No: 0

Absent: 1 - Skipps

APPROVAL OF MINUTES

Mr. Thompson moved to approve the Minutes of November 6, 2017

Seconded by Ms. Welch

Discussion

None

PASSED

Yes: 6 – Hedding, Thompson, Claus, Isaacson, Welch, Ward

No: 0

Absent: 1 - Skipps

COMMUNICATIONS FROM THE MAYOR

- Proclamations: Presented the November Students of the Month proclamations to Kailey Fowlkes and Isabel Freeman.
- November 8th was the rezone property meeting here at City Hall. This is a continuation of the Strategic plan work done last year that would rezone the general use land from City Hall to the Veterinary Clinic on Badger Road. The meeting had about 6 attendees. We

will be following up with property owners soon and potentially have an ordinance to the assembly in the spring.

- Tomorrow I will be reading the three mayor proclamation at Fred Meyers West for the Salvation Army's Kettle Cup kickoff. The reading will be at noon.
- Next Tuesday, November 28th, will be the Bed Tax Committee Meeting where bed tax participants will pitch their request. The Committee will be forwarding a recommendation onto the Council for the December 4th meeting.
- The Candle Lighting Ceremony will be the 3rd of December at 2pm at the North Pole High School Auditorium. If you are interested in participating, please call Marlene with the Chamber of Commerce at 590-3334.
- Christmas in Ice is delaying their start until December 2nd.

COUNCIL MEMBER QUESTIONS OF THE MAYOR

- **Mr. Thompson** asked who the Bed Tax Committee members were and **Mayor Ward** stated he would double check and notify the members.

COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

Fire Dept., Chief Coon

- I appreciate all the calls from Council members regarding the fleet replacement fund. It is good to see that the Council recognizes that the Fire Department fleet is aging and the current amount going into the fund is not adequate to replace 25 year old fire trucks with a replacement value of \$600,000.
- The Fire Department has just finished with EMT1 and then also Firefighter 1 testing. Firefighter 1 testing went very well last week with 16 students and 20 proctors here during the testing process.
- Hydrant maintenance and snow removal is ongoing. We have almost 200 hydrants to get to and it takes time after each snow fall.
- Deputy Chief Heineken is in the process of hiring for our vacant Lieutenant position. After that position is filled we still have another vacant position at the engineer level that will also be filled.
- I attended a partnership meeting with UAF/CTC. We have partnered with CTC for 8 years and have had great success offering joint CTC/NPFD classes here at our facility.

Police Dept., Chief Dutra

- Participated in the food drive and brought in 1510lbs of food from just the Police Department
 - Shout out to Ron Rady at Rady Concrete for his hearty donation.
- Officer Meyer graduated from the CTC Police Academy
- The Department is doing semi-annual qualifications – we are doing ours two times a year

versus other departments.

- ALICE – returned from Valdez and myself and Sgt. Bellant are now instructors.
 - Class for Council coming soon
 - Meeting tomorrow with FNSBSD
- I was just informed that we should be looking at approximately \$40,000 more in revenue from our JAG grant in 2018. I will be working to shore up the numbers and get a final funding picture at the next meeting. Please do not forget that we still need you to consider funding options for our admin assistant as the F35's are on their way and I am about to be overwhelmed even more. There's archiving, evidence, audits, Memorial Park, research, filing, etc.
- A disturbing website was released last week. This website has data relating to FPD and NPPD employees and families. Motivation for placing this information is extremely concerning.
- December 4-8, I will be going to Anchorage for my AACOP annual meeting and Executive Development. I will not be here for the final reading of the budget so if you have questions, please see me prior or ask me tonight.
- I attended the 354th Security Forces Strategic Planning meeting as the Honorary Commander. I will be attending their Turkey celebration tomorrow evening with my family.
- We are working slowly to fill the Lt position. Expect a month or more as it's a longer process and likely will take some time considering the level of this position.
- No One Left Behind Awards – Captain Wall nominated me for Peer Recognition, and I'm truly humbled and thankful for his kind words.
- Memorial Park – the security system is on-going.
- **Ms. Welch** asked Chief Dutra what his thoughts were on a part-time assistant if there wasn't enough funding for a full-time assistant. Chief Dutra indicated that he felt it would be difficult to find someone to fill this highly demanding job just part-time but at the same time, is willing to accept any help he can get.
- **Ms. Hedding** asked if the website was successfully taken down and Chief Dutra stated that it has not been taken down because the information that was garnered was through public sites. They just pulled all the information and consolidated it into one location.

Finance, Tricia Fogarty

- I am working on financials so I do not have those for you tonight.
- I was at a conference last week in Anchorage where I had great speakers. I got to go to a meet and greet at the museum and took Sharon with me.

Director of City Services, Bill Butler

Building Department

- No new building permits issued since November 6th Council meeting.
- Santa Claus House submitted an application for phase 2 retail expansion.

- Paid initial fee so plan review can proceed.
- Plans are incomplete (no fire sprinkler plans) and still waiting for bid price to calculate permit fees.

Public Works

- There have been three snow plowings in November with approximately sufficient funding for one additional plowing.
 - Will have to make budget adjustments if two or more plowings required before January
 - **Mr. Isaacson** asked if there will be a resolution at the next Council meeting to reallocate funds since we are expecting snow on Wednesday and Mr. Butler agreed that there will potentially be a request next Council meeting to reallocate funds. **Mr. Isaacson** asked how much it costs the City each time the contractor comes to plow and Mr. Butler replied he believed it was around \$8000.
- Installing Christmas decorations delayed because staff are having to re-string lights on most of the tree frames.

Utility Department

- Sulfolane settlement.
 - Quotes to pre-purchase pip (approx. 1 mile of 16 inch HDPE pipe) due Tuesday, November 27th.
 - Proposals for Water System Expansion Project due November 28th.
- Request for modest utility rate increases to support proposed 2018 Utility budget.
 - Water increase from \$0.01705 to \$0.01750 (Senior rate from \$0.008525 to \$0.00875).
 - Sewer increase from \$0.01645 to \$0.01650 (Senior rate from \$0.00823 to \$0.00825).

Natural Gas Utility Board

- IGU Board negotiation team have engaged in final negotiations to purchase Fairbanks Natural Gas (Pentex) from ADIEA.
- Public meetings scheduled to update community status of IGU's efforts to bring natural gas to the interior.
 - Session 1: Fairbanks City Council Chamber on Tuesday, November 21st from 6-8pm.
 - Session 2: New North Pole Library on Tuesday, November 28th from 6-8pm.
- A new option has come in at eleventh hour that has some promising potential.
 - Despite a News Miner article in today's newspaper (November 20th), IGU has not rejected the concept of natural gas from a LNG liquefaction plant in the Mat-Su Valley with gas transported to the Interior via rail car.

- IGU needs more detailed information to assess the concept/proposal.

Borough Representative

- There was discussion regarding a marijuana license for an establishment on Badger. It shed some light on the importance of zoning.
- Informed the Assembly that we will be making a change and that the Council members will be taking turns to attend the Borough Assembly meetings.

City Clerk's Office, Judy Binkley

- I attended my first AAMC the first half of last week in Anchorage. I learned that I'm on the right track for many things, but there are a few items that need some additional attention. It was a wonderful experience and I enjoyed networking with other Clerks from all over the state.
- I attended the AEIS (Advanced Employer Issue Symposium) the second half of last week in Las Vegas. This conference/symposium focused on current HR compliance issues. I learned a lot about the new updates for Form I-9 and what I will need to do moving forward to remain in compliance. I also learned how important policies are so over the next year, Mayor Ward and I will be focusing on updating many of the City's policies.
- Next week, on Tuesday and Wednesday, I will be attending a PIO training at the Steese Volunteer Fire Department.
- At our next Council meeting, I hope to have the 2018 Council Meeting schedule before you along with my 2018 training schedule. There are some date conflicts so I will be presenting a resolution asking Council to consider moving the Council Meetings.

ONGOING PROJECTS

None

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

None

OLD BUSINESS

ORDINANCE 17-24, AN ORDINANCE OF THE NORTH POLE CITY COUNCIL ESTABLISHING THE 2018 OPERATING AND CAPITAL BUDGET AND LEVYING THE MILL RATE.

Mayor Ward introduced the ordinance.

Public Comment

None

Mr. Thompson *moved to advance the 2nd reading of Ordinance 17-24, an ordinance of the North Pole City Council establishing the 2018 operating and capital budget and levying the mill rate to the 3rd reading for adoption.*

Seconded by Ms. Welch

Discussion

Mr. Thompson *moved to amend Ordinance 17-24 by changing the proposed property tax mill rate of 1.999 mills to 2.499 mills to fund an admin assistant for the Police Department and the remaining funds to be allocated to the Fire Department fleet fund.*

Seconded by Ms. Welch

Discussion

Mr. Thompson explained why he proposed this amendment and how he thinks the Police Department really has a need for an admin assistant and that the Fire Department needs to increase the funds in it greatly underfunded fleet fund. **Mr. Isaacson** was looking for clarification on how much would be collected for the City with the increased mill rate. **Mayor Ward** explained how it's based on the valuation of the property value so with the proposed mill rate increase, it would add about \$120,000 in addition revenue. **Mr. Isaacson** asked how much it would cost to fund the Police Department admin assistant and the figure provided was \$64,490. **Ms. Welch** brought up the idea of potentially investing some of fleet funds. **Mayor Ward** stated that he's hesitant to increase the mill rate up to 2.499 mills because last year we reduced our mill rate and increased sales tax in part to encourage development. He commended Mr. Thompson's efforts but felt it may be a little too much too fast. **Ms. Welch** stated she thinks we know the value of the City services but asked if we really know the costs associated with the high level of service. **Mr. Isaacson** spoke in favor of postponing the amendment so Council could see the numbers and dwell on that until the next meeting. **Mayor Ward** reminded everyone that postponing would create another reading of the ordinance but withdrawing the amendment would keep the ordinance readings on schedule.

Mr. Isaacson *moved to suspend the rules for 5 minutes for a recess.*

Seconded by Mr. Thompson

On the amendment

PASSED

Yes: 5 – Hedding, Thompson, Claus, Isaacson, Welch

No: 1 – Ward

Absent: 1 – Skipps

Discussion on the motion as amended

None

On the motion as amended

PASSED

Yes: 6 – Hedding, Thompson, Claus, Isaacson, Welch, Ward

No: 0

Absent: 1 – Skipps

ORDINANCE 17-25, AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA AMENDING TITLE 4, CHAPTER 10.

Mayor Ward introduced the ordinance.

Public Comment

None

Mr. Thompson *moved to adopt Ordinance 17-25, an ordinance of the City of North Pole, Alaska amending Title 4, Chapter 10.*

Seconded by Ms. Hedding

Discussion

None

PASSED

Yes: 6 – Hedding, Thompson, Claus, Isaacson, Welch, Ward

No: 0

Absent: 1 - Skipps

NEW BUSINESS

ORDINANCE 17-26, AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA TO AMEND 2017 OPERATING BUDGET AND OTHER FUNDS.

Ms. Fogarty introduced the ordinance.

Public Comment

None

Mr. Thompson *moved to introduce and advance Ordinance 17-26, an ordinance of the City*

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of North Pole, Alaska to amend 2017 operating budget and other funds.

Seconded by Ms. Welch

Discussion

Mr. Thompson *moved to* amend Ordinance 17-26 by adding to the Fiscal Note for the City Clerk's Department budget changes the following 2 lines: Fund Gen-01 Advertising Account Number 01-52-2-200 Debits \$2,000; Fund Gen-01 Account Description Wages – Full Time, Account Number 01-52-1-001 Credits \$2,000. And amend the Fiscal Note for the Administration Department budget changes by changing Fund Gen-01 Account Description Citations – Prior Year (PFD) from Account Number 01-52-1-001 to 01-00-6-605.

Seconded by Ms. Welch

Discussion

None

On the amendment

PASSED

Yes: 6 – Hedding, Thompson, Claus, Isaacson, Welch, Ward
No: 0
Absent: 1 – Skipps

Discussion on the motion as amended

None

On the motion as amended

PASSED

Yes: 6 – Hedding, Thompson, Claus, Isaacson, Welch, Ward
No: 0
Absent: 1 – Skipps

ORDINANCE 17-27, AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA TO AMEND TITLE 13, PUBLIC SERVICES UTILITY RATES FOR 2018.

Mr. Butler introduced the ordinance.

Public Comment

None

Mr. Thompson *moved to introduce and advance Ordinance 17-27, an ordinance of the City of North Pole, Alaska to amend Title 13, Public Services Utility Rates for 2018.*

Seconded by Ms. Welch

Discussion

None

PASSED

Yes: 6 – Hedding, Thompson, Claus, Isaacson, Welch, Ward

No: 0

Absent: 1 - Skipps

COUNCIL COMMENTS

Mr. Thompson – I was able to attend AML and it was very informative and time well spent. Got a good feel for how things are going throughout the state and had some great speakers. I will be gone for the next meeting.

Ms. Hedding – I enjoyed AML and it showed me I have a lot to learn.

Ms. Welch – I also attended AML and had a lot of fun. I learned invaluable information and got to listen to good speakers and presenters. I brought home a lot of good information. It was worth the time and money to go down there.

Mr. Isaacson – I’m echoing all the other comments made about AML. It will be sad to see “mom,” Kathie Wasserman leave as she’s been awesome for AML. There were a lot of good workshops. Spoke with a BP representative and was informed that BP is going to pull out of Prudhoe for about a year to divert their capital in another way.

Mr. Claus – Happy Thanksgiving!

Mayor Ward – Happy Thanksgiving! I did not attend AML last week and was able see the Governor when he was in town. I was encouraged to hear him speak about the gas line and things that are potential on the horizon. I’m glad Council had a good time at AML as there’s lots to learn.

Mr. Isaacson *moved to adjourn the meeting at 8:43 p.m.*

Seconded by Ms. Welch

The regular meeting of Monday, November 20, 2017 adjourned at 8:44 p.m.

These minutes passed and approved by a duly constituted quorum of the North Pole City Council on Monday, December 4, 2017.

Bryce J. Ward, Mayor

ATTEST:

Judy Binkley, North Pole City Clerk