



**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, March 5, 2018 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, March 5, 2018 to order at 7:01 p.m.

There were present:

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

Absent/Excused

Excused

Excused

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

Led by Mayor Ward

INVOCATION

Invocation was given by Ms. Welch

APPROVAL OF AGENDA

Ms. Hedding *moved to* **approve the agenda of March 5, 2018**

Seconded *by* **Mr. Skipps**

DISCUSSION

None

Ms. Welch *moved to* **consent the following items:**

Old Business:

None

New Business:

- b. Request to Approve Two Right-of-Way Utility Easements with the Fairbanks North Star Borough that are in Support of the 2018 North Pole Water System Expansion Project.
- c. VA 001-18 Santa Land Section Line Easement Vacation – A Request by Northland Surveying & Consulting, LLC, on Behalf of SCH Inc., to Vacate a Portion of the Section Line Easements Within Lot 1-G, Santa’s Village and Tract 2 Santa Land as Shown on the Preliminary Plat for Santa Land First Addition, Within the E ½ Section 9 and the SW ¼ Section 10, T2S R2E FM (located off Saint Nicholas Drive and E Fifth Avenue).
- d. Ordinance 18-01, An Ordinance of the North Pole City Council Adding Chapter 01 Garbage and Refuse to Title 8 Health and Safety.
- e. Ordinance 18-02, An Ordinance of the North Pole City Council Adding Chapter 02 Public Hazards to Title 8 Health and Safety.
- f. Ordinance 18-03, An Ordinance of the North Pole City Council Adding Chapter 03 Animal Nuisances to Title 8 Health and Safety.
- g. Ordinance 18-04, An Ordinance of the North Pole City Council Amending Chapter 04 Nuisances, Title 8 Health and Safety.
- h. Ordinance 18-05, An Ordinance of the North Pole City Council Adding Chapter 05 Alarms to Title 8 Health and Safety.
- i. Ordinance 18-06, An Ordinance of the City of North Pole, Alaska to Amend Title 1, by Updating General Penalties and Including a Surcharge Section and a Minor Offense Fine Schedule.
- j. Ordinance 18-07, An Ordinance of the North Pole City Council Removing Title 9 Public Peace, Morals and Welfare Chapter 9 Alarms.
- k. Ordinance 18-08, An Ordinance of the North Pole City Council Removing Title 15 Buildings and Construction Chapter 15.58 Code for Abatement of Dangerous Buildings.

Seconded by Mr. Claus

Discussion

None

On the amendment

PASSED

Yes: 5 – Skippis, Hedding, Claus, Welch, Ward

No: 0

Absent: 2 – Thompson, Isaacson

On the Agenda as amended

Discussion

None

PASSED

Yes: 5 – Skipps, Hedding, Claus, Welch, Ward

No: 0

Absent: 2 – Thompson, Isaacson

APPROVAL OF MINUTES

Ms. Welch moved to approve the Minutes of February 5, 2018

Seconded by Ms. Hedding

Discussion

None

PASSED

Yes: 5 – Skipps, Hedding, Claus, Welch, Ward

No: 0

Absent: 2 – Thompson, Isaacson

COMMUNICATIONS FROM THE MAYOR (Audio 4:40)

- This morning there was another accident at the NPHS, 8th and Old Rich intersections. The DOT and Kinney Engineering had a community meeting regarding this intersection last week and it was poorly attended. They have a survey online that we need people to participate in. The address is <http://dot.alaska.gov/nerg/oldrich/>
- I was accepted into the Association of Defense Communities Leadership School in Washington DC and will out of the office from the 12th of March to the 15th. The *Defense Community Leadership Academy (DCLA)*, is a program designed to develop leaders and build capacity at the local level to improve the quality of life and support systems our service members and their families depend on. The Academy will bring together leaders from across the country to Washington DC for a two-day learning and networking exercise that will explore the latest tools and strategies for growing capacity to support military families at the local level.
- I attended an Army Community Partnership meeting last week and am working with the other governments in the area on partnerships that can save everyone money and potentially be a revenue generator.
- The FNSB had the second Air Quality Community Meeting last week. The conversation was difficult and lots of good questions were asked. The Borough is planning another multi-jurisdictional meeting in the next month. Council is highly encouraged to attend. Notices will be going out.
- Juneau was a success and we were able to share the legislative concerns and requests of the Council with the entire interior delegation. I was also able to meet with the DEC Commissioner regarding the NOV and our sewer outfall. I have high hopes that we can

take a look at other alternatives that were previously ruled out.

COUNCIL MEMBER QUESTIONS OF THE MAYOR

- **Ms. Welch** asked about the accident and wondered if the high snow berms were a contributing factor. **Mayor Ward** replied that this would be looked into.

COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

Fire Dept., Chief Coon (Audio 21:18)

- St. Baldrick's is March 17th from 6-9pm at the Alaska Land Civic Center.
- We have 1 member attending the National Fire Academy and 5 members attending a Fire Officer I class.

Police Dept., Chief Dutra

None

Finance, Tricia Fogarty (Audio 11:36)

- Summarized financials are provided on the dais and full financials were emailed.
- Last week, I had the general liability audit and we will be getting a refund.
- Judy and I had a conversation with National Pay. This will be a way that employees can view their pay stubs online, via email, or text. It's very customizable for each employee.
- On Thursday, we will get an update for the timekeeping program.
- On March 20th, we will have the JAG grant audit.
- Today, we receive the \$10,000 check from the FNSB for the ambulance.
- **Mayor Ward** asked if there was an update on the sales tax online. Ms. Fogarty replied that that will be part of the Thursday morning call and hopefully it will be up and running by the end of the month.
- **Ms. Welch** asked about the "red" items on the summarized financials. Ms. Fogarty explained that those are actually a refund.

Director of City Services, Bill Butler (Audio 15:42)

Building Department

- Permit application for a dental practice remodel submitted today.
- Permit application for office remodel for an optometrist office submitted today.
- Borough-wide project planned for construction in 2018 will include plug-ins at the North Pole Library. Permit application not yet submitted.

Public Works

- Keeping streets and sidewalks clear is Public Works' major challenge this winter with the persistent snows.

- Cody will be returning next week and will provide relief for Tom who has shouldered all of the Public Works work during Cody's leave.

Utility Department

- Sulfolane settlement.
 - HDPE pipe: A problem has arisen with the insulated pipe jacket on one of the pipes. There is a concern that this could be a problem with other pipes. Installation was to start today, but the concern with the pipe jacket has delayed the construction start until this issue is resolved.
 - Surveying for brush clearing continues in Zone 1 (12 Mile Village) and Zone 2 (City properties north of Richardson Highway). Brush clearing has begun.
 - Construction Administration contract with Stantec Consulting Services is before Council this evening.
- Sewer outfall site.
 - Mayor Ward met with ADEC Commissioner Hartig to update him on the situation with possible river flow problems at the planned new outfall location. His meeting was intended to request greater flexibility on ADEC's part to develop a long term viable solution.
 - Letter sent to Division of Water on Hartig's recommendation to initiate process for discussions to resolve the outfall issue.

Natural Gas Utility Board

- IGU is progression on final plan to integrate IGU and Fairbanks Natural Gas (FNG).
 - IGU should take ownership of FNG possibly by May 2018.

Borough Representative

None

City Clerk's Office, Judy Binkley (Audio 23:10)

- This is a reminder for Council that your APOC Annual Statement filing deadline is 3/15! Don't be late because there are penalties if you are.
- I wanted to let you know that every position in every department within the City is currently filled!
- I am working with Mr. Butler and Chief Coon to incorporate their records into Laserfiche. We will have training on that this month and hopefully begin implementation soon after.
- **Mr. Skipp** asked if the APOC filing was for 2017 and Ms. Binkley replied that it is.

ONGOING PROJECTS

None

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

None

OLD BUSINESS

None

Public Comment

None

NEW BUSINESS

REQUEST TO ACCEPT THE PROFESSIONAL SERVICES PROPOSAL FOR CONSTRUCTION ADMINISTRATION SERVICES, 2ND AUTHORIZATION FOR THE NORTH POLE 2018 WATER SYSTEM EXPANSION PROJECT. (Audio 24:35)

Mr. Butler introduced the proposal.

Public Comment

None

Ms. Welch *moved to accept the Professional Services Proposal for Construction Administration Services, 2nd Authorization for the North Pole 2018 Water System Expansion Project.*

Seconded *by Ms. Hedding*

Discussion

Mr. Claus *moved to amend the Professional Services Proposal for Construction Administration Services, 2nd Authorization for the North Pole 2018 Water System Expansion Project by deleting all references to incentives in Fee section, page 5 of Stantec's Professional Services Proposal – Construction Administration – 2nd Authorization. See struck-thru language below.*

Services will be performed at the standard Stantec billing rates in effect at the time services are provided, subject to annual adjustment. Subcontractors and direct expenses will be invoiced and cost +10%. Travel, lodging, vehicles, and supplies will be invoiced at cost, without markup. ~~As a performance and budget management incentive, if at the completion of construction (as defined by both Final Acceptance of the project by CONP, and issuance of Final Approval to Operate by ADEC), the total cost incurred for construction support services does not exceed the \$3,053,643, 50% of the total budget remaining at that time will be paid to Stantec in recognition of good performance. The incentive is not tied to time of construction completion, as that is beyond Stantec's control.~~

Seconded by Mr. Skipps

On the amendment to delete all references to incentives in Fee Section, page 5 of Stantec's Professional Services Proposal – Construction Administration – 2nd Authorization

PASSED

Yes: 5 – Skipps, Hedding, Claus, Welch, Ward

No: 0

Absent: 2 – Thompson, Isaacson

On the motion as amended

PASSED

Yes: 5 – Skipps, Hedding, Claus, Welch, Ward

No: 0

Absent: 2 – Thompson, Isaacson

COUNCIL COMMENTS (Audio 33:17)

Ms. Hedding – None

Mr. Skipps – With all the snow, if you have any issues with state roads, you can call DOT at 451-2205.

Ms. Welch – I apologize for not being here at the last meeting and appreciate all the phone calls. Participated in the FLOT play last night that my daughter directed. Tomorrow I will be holding the science fair at Hunter Elementary.

Mr. Claus – I had the great pleasure of helping judge the North Pole Elementary science fair. The presentations were great and I had a lot of fun.

Mayor Ward - None

Mr. Skipps *moved to adjourn the meeting at 7:38 p.m.*

Seconded by Ms. Welch

The regular meeting of Monday, March 5, 2018 adjourned at 7:39 p.m.

These minutes passed and approved by a duly constituted quorum of the North Pole City Council on Monday, March 19, 2018.

Bryce J. Ward, Mayor

ATTEST:

Judy Binkley, North Pole City Clerk