



**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 19, 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 19, 2018 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
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. Thompson *moved to approve the agenda of March 19, 2018*

Seconded *by Ms. Hedding*

DISCUSSION

None

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

Old Business:

- g.** Ordinance 18-07, An Ordinance of the North Pole City Council Removing Title 9 Public Peace, Morals and Welfare Chapter 9 Alarms.

New Business:

- a. Liquor License Renewal for Taco Azteca, Incorporated dba Taco Azteca Mexican Restaurant.
- b. Approval Request of Travel Expense Reimbursement Related to the Association of Defense Communities Washington DC Trip for Mayor Ward.
- c. Police Department Retirement Gift Authorization.

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 March 5, 2018

Seconded by Mr. Claus

Discussion

Ms. Welch noted there should be a correction for the Council Comments, she did not just assist with the science fair, but was responsible for holding the science fair at Hunter Elementary.

PASSED

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

No: 0

Absent: 1 - Skipps

COMMUNICATIONS FROM THE MAYOR (Audio 4:36)

- March NPHS Student of the Month – Katelyn Bartley
- The NPHS, 8th, and Old Rich intersections are currently being reviewed for improvements. The DOT and Kinney Engineering have a survey online that we need people to participate in. The address is <http://dot.alaska.gov/nreg/oldrich/>
- The Association of Defense Communities Leadership School in Washington DC was a huge success. Besides almost getting lost on the Metro and almost missing my plane, the experience was delightful. The ADC was partnered with the Blue Star Families Organization for the two day event and it was very insightful into what communities should be doing to serve the military mission and families within our communities. What I learned from this academy is although we are a good place for our military to get stationed, we have a lot of work to become a GREAT place for our military and their FAMILIES to be stationed. Here is a link to the dropbox with the slide presentations: <https://www.dropbox.com/sh/soy45bnqz0w7v4z/AAC7ihhgnbgpaENTAnXp0CQ8a?dl=0>
- The FNSB is planning another multi-jurisdictional meeting in the next month. Council is highly encouraged to attend, and notices will be going out. The date is tentatively April 3rd at 5pm.
- I am continuing to work on the energy efficiency improvement appraisal issue. I have another meeting this week with realtors and builders to explore ways to differentiate between high and low efficiency homes. FYI – the home who is this weekend.
- I am almost complete with the City's Military Facility Zone Application. Once completed, the Council will be presented with a MFZ ordinance designating the boundaries and authorizing the MFZ. This will then be passed to the Department of Military and Veteran Affairs for approval.

COUNCIL MEMBER QUESTIONS OF THE MAYOR (Audio 14:00)

- **Mr. Isaacson** asked if we were out of the medals we used to give to the Student of the Month. The Clerk replied that we still have some but the backs of the medals need to be corrected.

COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

Fire Dept., Chief Coon (Audio 25:04)

- NPFDF participated in the annual St. Baldrick's event and three of our members were able to get \$1500 in donations for the foundation. The entire event brought in over \$25,000 and since the area fire departments first started participating, we have contributed over

- \$400,000 to raise awareness and fund programs that help with kids with cancer.
- Next weekend, several of our members will be taking the state of Alaska Company Officer test. This is an important class for our community as it will help with our ISO rating.
 - Captain Haywood has returned from the National Fire Academy. This training is sponsored by the federal government and is at no cost to the City of North Pole. You must be selected to attend this training and it is quite an honor.
 - Deputy Chief Heineken did a great job at representing the department both operationally and administratively while I was on leave. The department takes great pride in succession training so our members can fill in when needed.
 - Chief Coon gave a report on the regional airpack grant.
 - Medic 21 is scheduled to go to the dealer for a significant oil leak that cannot be fixed in-house.
 - Our members are attending the EMS symposium. The department was able to send quite a few members this year.

Police Dept., Chief Dutra (Audio 14:34)

- Just received authorization to sole source purchase radios from ProComm. We will buy 7 radios for the fire department and 5 radios for the police department. These will be portable radios purchased from the DHS&EM 2017 SHSP grant.
- We will be sending Sgt. Bellant to Anchorage tomorrow for the 1st of 2 classes for the 2019 Shield Exercise. I will be attending the spring preparedness conference in April with Sgt. Bellant.
- Our kitchen remodel is coming along. We have the old kitchen out and the new electrical done and drywall is finished. We should be painting tomorrow.
- We held the monthly APOA meeting here at City Hall.
- We will be hosting the NP Memorial Park ceremony on May 1st at 11:00. Stand by for flyer.
- We will also be hosting the Police Memorial Day on May 11th.
- ALiCE hosting is coming along and we have 6 registered. I would encourage each of you to ask your employers to consider sending someone to our course if they have not already.
- **Ms. Welch** asked if Council was still going to see a special ALiCE presentation. Chief Dutra responded that is still the plan.

Finance, Tricia Fogarty (Audio 30:12)

- Full financials were emailed earlier this afternoon. The summarized financials I was able to print before the network went down are before you on the dais.
- Explained the cash clearing accounts on the first page of the financials. Also, the gaming account that is showing in the financials had been closed out in December so I will get it off the books.

- Had a meeting with Kathleen at Cook & Haugeberg to go over the items required for the audit.
- Last week Judy and I had a call to do the initial training with the Timekeeping software and this week we will have the second half of that training. We hope to be using this by April.
- Tomorrow we have a site visit with April Carlson for the JAG grant. They have some extra money so we will be getting another month's worth of funds.
- I also wanted to note that there are some entries on the Clerk's summarized financials that are really the Police Department's expenditures. The PO's were just one number off so they will be corrected by doing a journal entry.
- Finally Sally gave her notice so she could spend more time with her family. She will stay on until June. I'm really going to miss her.

Director of City Services, Bill Butler (Audio 19:28)

Building Department

- Issued two building permits since the last Council meeting.
- Developer planning four 4-plexes in the Highway Park Subdivision.

Public Works

- Had to notify four City residents to stop pushing snow from their private property to City property and to remove the snow they have placed there.
 - Their actions were starting to block traffic lanes.
 - Road rights-of-way are City property intended for City use for snow storage.
- Public Works is building planters, benches, and trash cans matching our "standard" to expand beautification efforts from the interchange to Hurst Road.

Utility Department

- Sulfolane settlement.
 - HDPE pipe – damaged waterproof jacket.
 - Pipe installation did not start as planned on March 5.
 - Several pipes experienced cracking of the outer waterproof jacket.
 - Representatives from the pip supplier and insulator came to North Pole to inspect the problem.
 - Suppliers accepted responsibility for the problem and agreed to replace pipes with damage.
 - Pipe installation began on March 10th so we only experienced a five-day delay.

Natural Gas Utility Board

- Siemens, a diversified international company, has submitted a proposal to IGU to provide a "turnkey" solution to bring natural gas to the interior.

- IGU is requesting additional information to assess the viability of Siemens' proposal.
- IGU is in the process of planning transition to ownership of Fairbanks Natural Gas
 - A work session is scheduled for tomorrow from 4:00 to 6:00pm to discuss transition planning at IGU's office in Fairbanks.

Borough Representative (Audio 34:05)

- Ms. Welch attended the last Assembly meeting which lasted about a half hour. She shared with the Assembly how Mayor Ward was invited to attend the Association of Defense Communities Leadership School in Washington DC and the City's efforts to work on properties here and get some more commercial stuff in.

City Clerk's Office, Judy Binkley (Audio 35:23)

- Thank you to Council for filing your APOC statements on time!
- I am continuing to work with Bill Butler and Chief Coon to incorporate their records into Laserfiche. Mr. Butler, Melanie, and I had a pre-call last week to get the property file templates started. The Fire Department pre-call is scheduled for tomorrow.
- Also scheduled for tomorrow, the Mayor and I have a call to discuss our health insurance plan renewal. I wanted to mention that we recently received a stop loss check for about \$32,500 and are expecting another one for about \$5300.
- **Ms. Welch** asked for an explanation on how the stop loss worked. Mayor Ward discussed how the stop loss works – the City pays a weekly bill from the insurance company and the current stop loss amount is \$40,000 so once an employee reaches that amount in medical charges, the insurance company issues a reimbursement check for any charges over that amount.
- **Mr. Isaacson** asked if we were looking at an increase in our rates. Mayor Ward explained that since the City is self-insured, as costs escalate, the City's cost escalates. We have both fixed and variable costs built into our plan so we work with our broker to look at options and then present to Council and make a recommendation.

ONGOING PROJECTS

None

CITIZENS COMMENTS – (Limited to Five (5) minutes per Citizen) (Audio 43:08)

- **Jerry Koerner**, 1141 Lake Dr.: Provided Council with an update on North Star II. Now that the rezone has passed, the next step is the conditional use permit for the gravel pit. Mr. Koerner also discussed the weight restrictions for the road.
- **Mr. Isaacson** asked about the location of the new gravel pit. Mr. Koerner explained that

you go all the way down Blanket and hang a right, it was known as the Old Rich Pit.

OLD BUSINESS (Audio 52.50)

Mr. Isaacson *moved to suspend the rules to amend the agenda.*

Seconded by Mr. Thompson

Discussion

None

PASSED

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

No: 0

Absent: 1 – Skipps

Mr. Isaacson *moved to amend the agenda by consenting items a-f and h under Old Business because we want public input and there are no members of the public present to make public comments.*

Seconded by Ms. Welch

Discussion

None

PASSED

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

No: 0

Absent: 1 - Skipps

Public Comment

None

NEW BUSINESS

Consented

Public Comment

None

EXECUTIVE SESSION

- a.** To discuss personnel issues in the City Clerk/HR Manager department.

Mr. Isaacson *moved to adjourn into Executive Session to discuss the personnel issues in the City Clerk/HR Manager department.*

Seconded by Mr. Thompson

Council went into Executive Session at 7:55 p.m.

Mayor Ward brought the meeting back to order at 8:45 p.m.

COUNCIL COMMENTS (Audio 56:11)

Ms. Welch – Thank you to everyone for trying to get everything straightened out here. My science fair went very well. Travelling to Anchorage was quite interesting with the snowstorms. Please be careful when driving and observe the speed limits. Attended the funeral service for Shawn Masterson.

Mr. Isaacson – Looking at the pictures of Mayors on the wall, former mayor Tim Peters recently passed. We will need to get Mayor Ward up there as well and update the wall. I was at National RES in Las Vegas and one of the items we discussed was advertisement space. Attracting people with an electronic sign could increase activity/involvement in town.

Mr. Claus – Please be careful on the roads and the berms make it difficult for pedestrians to get around town.

Mr. Thompson – Thank you to Ms. Welch for covering the 3/22 Assembly meeting as I was out of town.

Ms. Hedding – It's Spring, at least on the calendar and I'm ready for it.

Mayor Ward – Want to reinforce the connection I made with the Blue Star Families Organization. If you know of anyone who is part of a military family who is interested in participating with the organization, I encourage them to go to the website. We may also want to explore a membership with the Association of Defense Communities as a City. The FNSB is a current member so I will do some more research and see what the costs are along with the benefits. I will also continue to work on the alliance partnerships. As to the sign law statute, we are in a gray area because we are a city and not a business. It is something we can take a closer look at if folks are interested.

Mr. Thompson *moved to adjourn the meeting at 9:04 p.m.*

Seconded by Ms. Welch

The regular meeting of Monday, March 19, 2018 adjourned at 9:05 p.m.

These minutes passed and approved by a duly constituted quorum of the North Pole City Council on Monday, April 2, 2018.

Bryce J. Ward, Mayor

ATTEST:

Judy Binkley, North Pole City Clerk