



**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, July 2, 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, July 2, 2018 to order at 7:02 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**

**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 July 2, 2018*

**Seconded** *by Mr. Skipps*

**DISCUSSION**

None

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

**New Business:**

- a. Request for Approval to Extend the Auction Contract with Great North Auction LLC Until June 2019.

- b. Request for Approval of the City of North Pole Advertising Contract with the Fairbanks Daily Newsminer.
- c. Request to Authorize the North Pole 2018 Water System Expansion – Control Programming Professional Services Proposal in the Amount of \$82,616.
- d. Ordinance 18-14, An Ordinance of the City of North Pole, Alaska to Amend the 2018 Police Department and Fire Department Budgets.

**Seconded by Ms. Welch**

**Discussion**

None

*On the amendment*

**PASSED**

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

No: 0

Absent: 1 – Hedding

*On the Agenda as amended*

**Discussion**

None

**PASSED**

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

No: 0

Absent: 1 – Hedding

**APPROVAL OF MINUTES**

**Mr. Thompson moved to approve the Minutes of June 18, 2018**

**Seconded by Ms. Welch**

**Discussion**

None

**PASSED**

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

No: 0

Absent: 1 – Hedding

**COMMUNICATIONS FROM THE MAYOR** (Audio 3:18)

- We have a full schedule for the 4<sup>th</sup> of July. We are still taking parade and festival entry forms. The theme for this year is “Home of Heroes, Who’s Your Hero?”
- Last week I got to host the students from Access Alaska here at City Hall. We had a mock council meeting where the topic of discussion was education funding. We will do this again at the end of the month.
- Also, we have a gentleman we have been working with who had his vehicle impounded earlier this year. He has filed some sort of paperwork with the court and I wanted to let Council know. I have had a few meetings with him.

**COUNCIL MEMBER QUESTIONS OF THE MAYOR**

None

**COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK**

**Fire Dept., Chief Coon** (Audio 25:17)

- DC Heineken gave the report.
- Chief Coon is on vacation.
- Hose testing has been completed.
- We are in the middle of pump testing.
- Hydrant testing is coming up next (starting July 16<sup>th</sup> for 2 weeks).
- New airpacks should be here soon and we are excited. Morale of personnel is great!
- Open engineer position that closes tomorrow. I’ve received a lot of interest for this position from all over.
- Want to take the opportunity to commend Chief Coon on the phenomenal job he’s doing as Chief. Personnel is really thriving under his leadership.

**Police Dept., Chief Dutra** (Audio 13:58)

- Introduced Rachel Wing.
- Basic Certificate for Jacob Tibbetts.
- Advanced Certification for Bruce Milne.
- ALiCE was scheduled for today but WILL occur at next meeting.
- We have now lost 2 officers. Ofc. Fisher with 7.5 years and Ofc. Meyer with a little over a year. We are once again in a pickle with 2 already out and vacations scheduled. Lt. is covering park and shifts. We will incur OT at higher rate than normal. Please remember the sacrifices these officers are making to cover.
- APOA Awards – Mike Welch honored as Citizen of the Year.
- Taser – next meeting will have a proposal for purchase over 5 years.

- Several Police Employees attended Run from the Cops on Saturday.
- PSAs.
- Got barricades from City of Fairbanks to use for 4<sup>th</sup> of July.
- Will be teaching at CTC academy.
- **Mr. Isaacson** asked how often tasers are used and why they would have to be replaced if they aren't used. Chief Dutra replied that there is a life expectancy for tasers. You don't want them to malfunction when you need them because they have exceeded their life expectancy.

**Finance, Tricia Fogarty** (Audio 30:15)

- Summarized financials are before you this evening. I will email full financials in the morning.
- Happy with the audit we had. The audit will be published soon as they received the figures from the state that we were waiting for.
- I would like to include the strategic plan in our budget. That was one of the take-aways from the budget class I recently took. I would also like to include a glossary in the next budget. Finally there's a "budget-in-brief" that I would like to work towards.
- The AML investment pool account is set up and I have a call in to work on transferring funds into it.
- Finally, we were contacted by PERS and we have forfeiture funds in the amount of about \$36,000 that we are able to use.
- **Mr. Isaacson** asked about the forfeiture account. Ms. Fogarty explained that the funds forfeited are the unvested employer contributions.
- **Ms. Welch** asked if the headers could be carried over on every page on the summarized financials. Ms. Fogarty replied that she would make that change.
- **Mayor Ward** asked what the issues the auditors commented on were. Ms. Fogarty replied that they thought we could do a better job tracking our budget with fiscal notes. They also want us to work on the assets because the original baseline we have is not accurate but and additions and items that have gone to the surplus sale are now correctly and accurately tracked.

**Director of City Services, Bill Butler** (Audio 8:11)

**Building Department**

- 2 residential building permits issued.
- 4 residential building permits in plan review.
- 1 commercial building permit issued.
- 2 commercial building permits in plan review.

**Public Works**

- Dry weather has resulted in landscape watering at several sites that have not needed watering in two years.

- Landscaping improvements added to City Hall.

### **Utility Department**

- Sulfolane settlement.
  - HDPE pip installation continues in 12 Mile Village, in roads along Peridot Street as part of effort to get water to the new pump house and tank site.
  - Concrete foundation for the 750,000 gallon storage tank poured.
  - 16” HDPE water main connected to Utility’s 12” ductile iron water main to provide water to pressure test and disinfect the new water mains.
  - Horizontal direction drilling:
    - Project has purchased an 18” sleeve to help overcome problem of pulling 8” water main when installing water mains when directional drilling.
    - Week of July 9 the driller will begin using the 18” sleeves.
    - Sometime between April 16 and June 23 one of the 16” water mains installed with directional drilling migrated to the surface.
    - In the fact-finding and planning stage of how to overcome this very significant development.

### **Natural Gas Utility Board**

- There is now a single gas utility in Interior Alaska.
  - IGU is the sole owner of what was the Pentex group that included Fairbanks Natural Gas.
  - Construction continues on the 5.2 million gallon storage tank in Fairbanks.
  - The large storage tank is critical to being able to connect more customers to the existing gas piping.
  - Large storage tank is on schedule to be completed in 2020.
  - When the large storage tank is completed, surplus tanks from Fairbanks will be moved to North Pole to provide natural gas for the North Pole area.
  - IGU has agreed to purchase land in North Pole from GVEA as the site where the former Fairbanks tanks will be located.

### **Borough Representative**

None

### **City Clerk’s Office, Judy Binkley** (Audio 41:45)

- I had a good vacation and am playing catch up in the office this week.
- The candidate packet is available on the website and our notice of vacancies has been published. The 2018 Candidate Open House will be Saturday, July 7<sup>th</sup> at the Borough

Assembly Chambers and starts at 10am. The filing period will open at 8am on Monday, July 16<sup>th</sup> and close 5pm on Monday, July 30<sup>th</sup>.

- I received 2 initiative applications for charter changes late last week while I was out of town.
  - Mayor Ward worked to see what needed to be done as we haven't had a charter change before.
  - The applications are currently under review – once approved, the petition packets will be issued.
  - The petitions need to be filed 90 days prior to the election so they won't make this year's ballot but as long as the signatures are obtained within 90 days of the petition packet being issued, they will appear on the 2019 ballot.
- **Mr. Isaacson** asked what the 2 initiative applications were for. Madam Clerk replied that one was to ban marijuana business in the City and the other was that for any tax increase, it would need to go to a vote by citizens.

### **ONGOING PROJECTS**

None

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

None

### **OLD BUSINESS**

None

### **Public Comment**

None

### **NEW BUSINESS**

Consented

### **Public Comment**

None

**Mr. Thompson *moved to* adjourn into executive session to discuss personnel issues in the Fire Department at 7:50 p.m.**

**Seconded *by* Ms. Welch**

**Mr. Thompson *moved to* suspend the rules for 5 minutes prior to going into executive session.**

**Seconded by Mr. Skipps**

**Mayor Ward brought the meeting back to order at 8:07 p.m.**

**Mr. Isaacson moved to approve the Mayor to take action on the personnel issue discussed in Executive Session.**

**Seconded by Mr. Skipps.**

**PASSED**

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

No: 0

Absent: 1 – Hedding

**COUNCIL COMMENTS** (Audio 48:47)

**Mr. Thompson** – Have a happy 4<sup>th</sup> of July.

**Mr. Skipps** – Be safe on the 4<sup>th</sup> of July. The more the merrier at the 4<sup>th</sup> of July parade.

**Ms. Welch** – Happy 4<sup>th</sup> of July. I will be doing ice carving at the parade.

**Mr. Isaacson** – Great to be back after a 9000 mile trip! Thanks for the action taken of honoring Buzz Otis by naming the pump house after him. I will be one of the announcers at the 4<sup>th</sup> of July parade. This Friday will be the change of command ceremony at Eielson where we will say goodbye to Colonel Mineau and welcome Colonel Bishop. July 11<sup>th</sup> is the Salcha-Bader Road Subarea Plan Open House.

**Mr. Claus** – Please be careful with fireworks. Drive safely and take a moment to read our Declaration. Happy 4<sup>th</sup> of July to everybody.

**Mayor Ward** – Happy 4<sup>th</sup> of July and be safe out there. I hope to see you all at the parade.

**Mr. Thompson moved to adjourn the meeting at 8:19 p.m.**

**Seconded by Ms. Welch**

The regular meeting of Monday, July 2, 2018 adjourned at 8:20 p.m.

**These minutes passed and approved** by a duly constituted quorum of the North Pole City Council on Monday, July 16, 2018.

---

Bryce J. Ward, Mayor

**ATTEST:**

---

Judy Binkley, North Pole City Clerk