



**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, December 3, 2018 in the Council Chambers of City Hall, 125 Snowman Lane, North Pole, Alaska.

CALL TO ORDER/ROLL CALL

Mayor Welch called the regular City Council meeting of Monday, December 3, 2018 to order at 7:03 p.m.

There were present:

Doug Isaacson – Mayor Pro Tem
Avery Thompson – Deputy Mayor Pro Tem
Perry Walley – Alt Dep Mayor Pro Tem
DeJohn Cromer
Aino Welch
David Skipps
Mayor Welch

Absent/Excused

Excused

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

Led by Mayor Welch

INVOCATION

Invocation was given by Ms. Welch

APPROVAL OF AGENDA

Mr. Isaacson moved to approve the agenda of December 03, 2018

Seconded by Ms. Welch

DISCUSSION

Mr. Isaacson moved to consent the following items:

Old Business:

- b.** Ordinance 18-31, An Ordinance of the City of North Pole, Alaska to Amend the 2018 Police Department Budget.

New Business:

- a.** Liquor License Renewal for 2 Go Mart #112.
- d.** Request to Approve a Professional Services Agreement with PDC Engineers to Provide

Engineering, Design, Permitting, Surveying Easement Acquisition, Bidding and Construction Administration Support for the Moose Creek Water System Expansion Project for \$3,414,403. Award of the Agreement to PDC Shall be Dependent Upon an Award from the US Air Force/Army Corps of Engineers to the City of North Pole to Finance 100% of PDC's Agreement.

- e. Ordinance 18-32, An Ordinance of the City of North Pole, Alaska to Amend the 2018 Building, Public Works, Utility, Administration, and Fire Department Budgets.

Seconded by Mr. Cromer

Discussion

None

On the amendment

PASSED

Yes: 6 – Skippis, Thompson, Isaacson, Welch, Cromer, Welch

No: 0

Absent: 1 – Walley

On the Agenda as amended

Discussion

None

PASSED

Yes: 6 – Skippis, Thompson, Isaacson, Welch, Cromer, Welch

No: 0

Absent: 1 – Walley

APPROVAL OF MINUTES

Mr. Isaacson moved to approve the Minutes of November 19, 2018

Seconded by Ms. Welch

Discussion

None

PASSED

Yes: 6 – Skippis, Thompson, Isaacson, Welch, Cromer, Welch

No: 0

Absent: 1 – Walley

COMMUNICATIONS FROM THE MAYOR (Audio 5:21)

- November 21, 2018 – hosted an All Hands Meeting for the staff and employees of the City of North Pole. There were 33 of the 42 employees in attendance. I communicated to them the 2 cardinal rules that define my administration as Mayor. 1.) That changes that we make will be for growth of our City, not for the sake of change. Should an employee see the need to make such a change, please pass that along to their supervisor or department head. 2.) That as Mayor, I mean to “Do the Most for All” and that does not always mean just citizens within the City limits, but to our neighbors and visitors as well as whenever they come into contact with North Pole. I encouraged employees to do the same. We all enjoyed a barbeque lunch provided from Moody Brews as a gift from the Mayor.
- November 21, 2018 – I attended FMATS at Fairbanks City Hall. There are highway and road funds available to us with only a 9.3% match rate. Our City Services Director is familiar with our needs and priorities, and is aware of the deadline in January 2019.
- November 27, 2018 – I participated in the Economic Development Commission at FNSB. We are incubating an idea of having an Interior Economic Commission to go south through Nenana to the Denali Borough, and across to Fort Greely and Delta Junction back to the FNSB. I provoked thoughts on extending it over to Tanana, north of Fort Yukon and east to Eagle, across the 40 miles to Tok. This will be a slow process, but there is considerable Federal dollars that are at stake.
- November 29, 2018 – I attended the Golden Valley Electric Association breakfast and business meeting. there will be \$9.3 million check distributions of the Capital Credits mailed out in December. GVEA is currently spending \$10,000 per hour in oil to generate electricity to all of its customers. Using solar and wind is currently a very small part of renewable energy. Expect to learn more in your December bill.
- November 29-30, 2018 – I hosted the Vimby crew with a videotaping of North Pole which included visiting many businesses and aerial drone shots of our neighborhoods. The most difficult part for me was the interview from a makeshift in our Council Chambers. As soon as it is edited, they will send me the date for us to view the webcast.
- November 30, 2018 – Our staff directors and I hosted a meeting with our State Senator, John Coghill. The directors presented their legislative priorities and I covered the drain that PERS is placing on our budget and citizens.
- December 1-2, 2018 – I attended the North Pole Bazaar and fireworks show at North Pole Plaza on Saturday and the Christmas Festival on Sunday at NPHS. Both events were well organized and attended. I read “T’was the Night Before Christmas” and there was a Proclamation of Unity on behalf of the 3 Mayors and the lighting of the Unity Candle. Great job to the NP Community Chamber of Commerce.

COUNCIL MEMBER QUESTIONS OF THE MAYOR (Audio 10:29)

- **Mr. Isaacson** asked when the legislative capital requests are due because in the past, we have prioritized them and that came before Council in the form of a resolution. **Mayor Welch** stated he was not sure of the exact date but would try to have them by the end of the year. **Mr. Isaacson** also asked if upcoming events could be provided. **Mayor Welch** stated he would include that in his communications.
- **Mr. Thompson** asked if City Attorney, Mr. Wilson, could come in speak to the email Council received from the Mayor today. **Mayor Welch** stated he did not see a need to bring the City Attorney out because it's very costly. **Mr. Thompson** replied that he cannot find any other municipalities who have this rule so it would be nice to have the City Attorney speak on the record during a meeting regarding this. It would probably be educational as well. **Mayor Welch** stated that the next time the City Attorney needs to come out, we can have him speak to this.

COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

Fire Dept., Chief Coon (Audio 16:12)

- FF-1 class tested out this last weekend. We had 20 students from CTC-NPFD-NSVFD-Salcha VFD test out. We had nearly 40 proctors come to assist with the state testing. These proctors came from neighboring fire departments and also included Fort Wainwright and Eielson fire departments.
- The recent power outage damaged our kitchen stove and had to be replaced. This year we have had to replace the microwave, stove, dryer, and washing machine. As I said in my budget presentation, we have all the issues of a City department and also the issues of a small apartment complex.
- Our sponsoring physical, Dr. Timmerman, is going to step down as our sponsoring physician at the end of the year. Dr. Timmerman has provided training and conducted run reviews for the department for approximately 10 years. She has done this at no cost and will be sorely missed.
- It is important to note that securing a new doctor is required for us to keep providing advanced EMS and there may be a financial obligation to securing a new doctor. This has not been budgeted for but I wanted to give the Council a "heads-up" that it may be coming.
- Maintenance Report:
 - Working on Engine 21 power steering problem.
 - Scheduling repairs on leaking pump valves. This is done in-house as time and parts allow.
 - A-shift is installing a new shower in the live-in facilities.
 - Several of the light and medium duty vehicles will be undergoing "B" inspections and repairs.

- The fire department received briefings from the earthquake that occurred last Friday. No damage was reported to the fire department and we did not respond to any related emergencies.
- This is a good reminder to everyone to have an emergency plan that would include a week worth of supplies. These supplies should include at least:
 - Food and water
 - Medications
 - Gas/diesel
 - Approved heating device
 - Communications
- Visit www.ready.alaska.gov
- **Mayor Welch** asked when the NIMS training was going to take place. Chief Coon replied his plan was to bring it back up after we were done with lengthy Council meetings and put it up on the board and walk Council through it.
- **Mr. Cromer** asked if Dr. Timmerman was given a going away party. Chief Coon replied she was invited to the Fire Department award and Christmas party. The volunteer association did pick out something and that will be presented to her.

Director of City Services, Bill Butler (Audio 24:09)

Building Department

- New building permit issued for fire restoration project on Finell.

Public Works

- All remaining plowings in 2018 will require transferring funds.
- Christmas decorations: check out Santa's Sleigh & first reindeer (Rudolph) at City Hall. Eight remaining reindeer to be built.
 - Our plan is to place promotional information on the City's webpage encouraging people to come take their picture in the sleigh.

Utility Department

- Sulfolane settlement.
 - Only remaining construction item for 2018 – other than punch list items are seismic upgrades underway at the Water Treatment Plant on second reservoir. Projected to be completed before mid-December.
- Moose Creek Water System Expansion Project.
 - Recommendation before Council this meeting to award contract to PDC with the caveat that award of the contract is contingent upon award of funds from the Air Force to the City for the engineer, design, and related work.

Natural Gas Utility Board

- IGU is at the point of a draft binding term sheet between IGU-Knik Tribe [owner] and Siemens Government Technologies, Inc. [operator].
 - IGU drafted a term sheet and has sent it to Knik Tribe and Siemens for review.
 - Draft term sheet outlines the general scope of what IGU can accept in a liquefied natural gas supply contract.

- The “ball” is in Knik Tribe and Siemens’ “court”.
- The draft term sheet is confidential at this time.
- There is an IGU meeting on December 4 starting at 4:00pm at the Key Bank Building on Cushman Street, Fairbanks.
- **Mr. Isaacson** asked Mr. Butler to run through the project costs summary for the Water Expansion Project. Mr. Butler went through the summary.
- **Mr. Cromer** asked about the mailings for the open house occurring on Wednesday for the Water Expansion. Mr. Butler replied that mailings have been sent out to everyone in Zones 1 & 2 because they are the ones who can actually sign up now because the pipes are in place in their property areas. A separate mailing went out to the people in Zones 3 & 4 that there’s an open house and they can come ask questions and will be able to sign up next year.
- **Mayor Welch** asked if there was a “make-up” time for citizens who received the postcard but won’t be able to make the open house. Mr. Butler replied that citizens can sign up any time. They don’t have to come to the events.
- **Mr. Thompson** asked if Mr. Butler foresaw any issues being short staffed or equipment issues or anything like that from the extension since the City boundaries are necessarily expanding. Mr. Butler replied that this was negotiated as part of the settlement agreement. We filled a position that was left open from 2014 because of declines in revenue. We will have to see if we will have to hire more individuals. I definitely know that Melanie, who does the utility billing will become 100% utility so we will just have to see what our staffing needs become as the system grows.

Finance, Tricia Fogarty (Audio 43:46)

- Financials were emailed out to you this afternoon and I have the summarized version for you on the dais.
- I suspect that I’m going to get the November statement this week and hopefully I’ll have those financials for you by next Monday for the meeting.
- **Mr. Thompson** asked about the travel, training and memberships for Public Works because they are negative \$30. Ms. Fogarty replied that will be corrected by an administrative budget amendment.

Police Dept., Sgt. Binkley (Audio 46:04)

- Both Chief Dutra and Lt. Lindhag are in Anchorage this week for professional development.
- Our newest officer, Chris Terry, is off his FTO training so he will be on his own this week.

Borough Representative

None

City Clerk’s Office, Judy Binkley (Audio 46:46)

- Reminder – the next Council meeting is next Monday. Please be here by 6:00 pm as Agnew:Beck will be here to do a presentation.
- I will be swearing in the new officers for Santa’s Senior Center during their monthly birthday lunch on Wednesday, Decmeber19th at 11:00 am. If anyone would like to join me, please let me know ASAP so I can RSVP.
- An idea I recently got from another City Clerk was sending a monthly report to Council. Since I answer to the Council as a body, but we only see each other twice a month, I thought it would help keep you in the loop on what I have been working on each month.
- I would like to get new chairs for Council – we had budgeted for it so if anyone has an input, feel free to share. I know Mr. Skipps gave me some suggestions last year so if I don’t hear back in the next week, I’ll just get some ordered. I also need to get some new iPads so if any tech savvy Council members (I’m looking at you Mr. Thompson) can give me some guidance, it would be much appreciated.

ONGOING PROJECTS

None

CITIZENS COMMENTS – (Limited to Five (5) minutes per Citizen) (Audio 49:22)

- **Jerry Koerner**, 1141 Lake Drive: Gave an update on their huge 200 acre subdivision.

OLD BUSINESS

ORDINANCE 18-29, AN ORDINANCE OF THE NORTH POLE CITY COUNCIL ESTABLISHING THE 2019 OPERATING AND CAPITAL BUDGET. (Audio 59:48)

Mr. Isaacson introduced the ordinance.

Public Comment

None

Mr. Isaacson *moved to* adopt Ordinance 18-29, An Ordinance of the North Pole City Council Establishing the 2019 Operating and Capital Budget.

Seconded by Ms. Welch

Discussion (Audio 1:00:50)

Discussion ensued on multiple line items in the budget regarding what the department head had requested and what was appropriated by the Mayor.

Mr. Thompson *moved to* amend Ordinance 18-29, An Ordinance of the North Pole City

Council Establishing the 2019 Operating and Capital Budget by moving \$500 from account 01-52-3-335 (office equipment and supplies) to account 01-53-2-225 (Police legal fees).

Seconded by Mr. Isaacson

Discussion on the amendment

None

On the amendment

PASSED

Yes: 6 – Skipps, Thompson, Isaacson, Welch, Cromer, Welch

No: 0

Absent: 1 – Walley

Discussion on the motion as amended

None

On the motion as amended

PASSED

Yes: 6 – Skipps, Thompson, Isaacson, Welch, Cromer, Welch

No: 0

Absent: 1 – Walley

Mr. Isaacson moved to suspend the rules for 5 minutes.

Seconded by Ms. Welch

NEW BUSINESS

RESOLUTION 18-15, A RESOLUTION ESTABLISHING THE 2019 CITY OF NORTH POLE BED TAX GRANT DISTRIBUTION. (Audio 1:37:37)

Mayor Welch introduced the resolution.

Public Comment

None

Mr. Isaacson moved to introduce and adopt Resolution 18-15, A Resolution Establishing the 2019 City of North Pole Bed Tax Grant Distribution.

Seconded by Ms. Welch

Discussion (Audio 1:39:49)

Mr. Isaacson stated it would have been helpful is to see what the uses for the bed tax was going to be spent on.

Mr. Thompson stated he was able to participate in the bed tax committee again this year and thinks that one that that we may look at is changing the code on the way that the bed tax funds are distributed. Across the board, most people distributed funds equally but we should look at “grading on a curve” where you eliminate the highest number and the lowest number. That would be a fair allocation.

Mayor Welch asked Mr. Thompson if he could put together an example of how we could do this. **Mr. Thompson** replied that he would put something together.

Mr. Isaacson asked if we are in agreement to postpone this for clarification or did the committee do its homework.

Mr. Thompson stated that it would be beneficial for the Council to see what each organization had requested. It would be especially helpful long term if we propose another way to calculate how the bed tax funds are going to be distributed.

Mayor Welch asked City Clerk Binkley if code would be violated by not passing this. City Clerk Binkley replied that Council can vote and not pass the resolution. Council is not permitted to make any amendments to this resolution. Instead, it would have to be back to the Bed Tax Committee and they could present new figures to the Council. City Code does say this must be approved by Council by December 31st.

Mr. Isaacson stated that as long as there’s a consensus that the process was followed and we did not violate statutes, we can move forward.

Mr. Thompson stated that that the committee had to interpret City Code during the committee meeting. There were certain applicants that did not necessarily meet what the requirements were in the City Code in one area but then met the code in other areas. Part of the reason we move forward is that we were trying to read the Code and in the past, all the applications have been complete so there wasn’t a need to go through and analyze the Code. This year, there was back and forth on whether or not that requirements were met.

PASSED

Yes: 6 – Skippy, Thompson, Isaacson, Welch, Cromer, Welch

No: 0

Absent: 1 – Walley

APPROVAL REQUEST FOR THE 2019 CITY COUNCIL MEETING SCHEDULE.

(Audio 1:52:49)

Mayor Welch introduced the request.

Public Comment

None

Mr. Isaacson *moved to approve the 2019 City Council Meeting Schedule.*

Seconded by Ms. Welch

Discussion (Audio 1:55:07)

Mayor Welch stated that the reason for the change in May is so the City Clerk can attend training and the reason for the November change is due to AML.

PASSED

Yes: 6 – Skipps, Thompson, Isaacson, Welch, Cromer, Welch

No: 0

Absent: 1 – Walley

COUNCIL COMMENTS (Audio 1:56:58)

Ms. Welch – I was lucky to go and participate in Christmas in Ice this week and completed my competition sculpture. Thanks to assistance from Mr. Skipps for fixing a piece of my equipment.

Mr. Isaacson – None

Mr. Thompson – None

Mr. Skipps – None

Mr. Cromer – None

Mr. Walley – Absent

Mayor Welch – I took the video crew over to Forbes Storage to introduce them to the lady who runs Santa’s Letters. There was a card from a young boy from Berkeley, CA asking to make their mother happy. The address was not clear on the envelope but they stated they were going to find the young man’s address and send a reply.

Mr. Isaacson *moved to adjourn the meeting at 9:11 p.m.*

Seconded by Ms. Welch

The regular meeting of Monday, December 3, 2018 adjourned at 9:12 p.m.

These minutes passed and approved by a duly constituted quorum of the North Pole City Council on Monday, December 10, 2018.

Michael W. Welch, Mayor

ATTEST:

Judy Binkley, North Pole City Clerk