



NORTH POLE CITY COUNCIL  
REGULAR MEETING MINUTES, October 19, 2020  
NORTH POLE CITY COUNCIL CHAMBERS  
125 SNOWMAN LANE, NORTH POLE, ALASKA

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Mayor Welch called the regular City Council meeting of Monday, October 19, 2020 to order at 7:02 p.m. with the following Council Members in attendance:

Council Members Present: Mayor Welch – Zooming In  
Santa Claus - Zooming In  
Thomas McGhee - Zooming In  
David Skipps - Zooming In  
Aino Welch - Zooming In  
DeJohn Cromer - Zooming In

Absent: Perry Walley

Excused:

Also Present: Steve Dutra, Police Chief – Zooming In  
Geoff Coon, Fire Chief – Zooming In  
William Butler, Director of City Services– Zooming In  
Tricia Fogarty, Chief Financial Officer – Zooming In  
Aaron M. Rhoades, City Clerk/HR Manager – Zooming In

**PLEDGE OF ALLEGIANCE TO THE FLAG**

Clerk Rhoades asked everyone to join him in the Pledge of Allegiance.

**INVOCATION**

The Invocation was given by Councilwoman Welch.

**APPROVAL OF AGENDA**

**Mr. McGhee moved to approve the agenda of October 19, 2020.**

**Seconded by Mrs. Welch.**

**Discussion**

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

**Old Business:**

- a. Ordinance 20 – 22 An Ordinance of the City of North Pole, Alaska Amending Title 4, Chapter 08.050 Sales Tax Code to Collect Sales Tax from Online Retailers.
- b. Ordinance 20 – 23 An Ordinance of the City of North Pole, Alaska to Amend 2020 Operating Budget and Other Funds
- c. Ordinance 20 – 24 An Ordinance of the City of North Pole, Alaska to Amend Title 4, Purchasing, Chapter 4.16.030 Purchase Limits

**New Business:**

- a. Ordinance 20-25 An Ordinance of the City of North Pole, Alaska to Amend 2020 Operating Budget and Grant Funds.
- b. Request Authorization to provide Tuition Reimbursement \$2,628.00 for North Pole Police Department employee Alison Trubacz AIS F310 – Principals of Marketing, BAF343 – Management of Information Systems, MSLFIIX – The Oceans
- c. Request Authorization to Accept CESF Grant for \$30,000.00 for remodel of NPPD Bathrooms.
- d. Request Authorization to Accept State of Alaska DHS & EM Grant in the amount of \$74,983.91.
- e. Request Authorization to Award Sea Western Fire Fighting Equipment contract for supplying new Fire Hose equipment.
- f. Request to Award the 2020-2021 Snow Removal Contract to Hubbard Excavation.
- g. Request to Approve City of North Pole Bed Tax Committee which consists of Wanda Adlesperger, Jeff Jacobson, Larnetia Skipps, Thomas McGhee, David Skipps, Perry Walley, Michael Welch, Alternate - Aino Welch. Committee will be in effect until December 31, 2021.

**Seconded by Mr. Claus**

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO CONSENT OLD BUSINESS ITEMS A, B, C AND NEW BUSINESS ITEMS A, B, C, D, E, F, AND G:

YES: 6 – Mr. McGhee, Mr. Skipps, Mr. Claus, Mrs. Welch, Mr. Cromer, Mayor Welch

NO: 0

ABSTAIN:

**Mayor Welch** declared the MOTION CARRIED

*On the Agenda as amended.*

**Discussion**

None

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO APPROVE THE AGENDA AS AMMENDED:

YES: 6 – Mr. McGhee, Mr. Skipps, Mr. Claus, Mrs. Welch, Mr. Cromer, Mayor Welch

NO: 0

ABSTAIN:

**Mayor Welch** declared the MOTION CARRIED

### **APPROVAL OF MINUTES**

**Mr. McGhee** *moved to* approve the Minutes of October 5, 2020.

**Seconded** by Mr. Claus

### **Discussion**

None

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO APPROVE THE MINUTES FROM THE OCTOBER 5, 2020 NORTHPOLE CITY COUNCIL MEETING:

YES: 6 – Mr. McGhee, Mr. Skipps, Mr. Claus, Mrs. Welch, Mr. Cromer, Mayor Welch

NO: 0

ABSTAIN:

**Mayor Welch** declared the MOTION CARRIED

### **COMMUNICATIONS FROM THE MAYOR**

- Covid 19 Testing Center located behind Pagoda run by Beacon Health.
- Dr. Cucheon is going to supply the City of North Pole with testing kits for City of North Pole Employees.
- Contracted Songs Cleaning for deep cleaning of City Hall and NPPD each Friday.
- Met with Love Inc. FIG is going well. BIG not going so well and may need to pull away from the Borough and have someone else administer BIG grants.
- Mr. Butler will discuss about having a proper air handler in the City Hall building.

### **COUNCIL MEMBER QUESTIONS OF THE MAYOR**

- Santa thanked the Mayor for doing Zoom for the meeting. Also for cleaning the building.

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

**Building Department, Bill Butler**  
**Building Department**

- Permits issued since last Council meeting:
  - Foundation only permit issued

**Public Works**

- Snowplowing bid recommendation is before the Council this evening.

**Utility Department**

- Utility Department staff routinely support Moose Creek project activities.
- The shutoff meters are finally available—two years behind schedule
  - Utility is testing the shutoff to see if they perform to our needs and expectations.
  - Goal is to install these meters in Moose Creek.

**North Pole Expansion Project**

- There was one lone customer service line that one of the contractors missed. This install will occur this Tuesday or Thursday.
- Stantec assisted the Utility with review of North Pole Expansion warranty items at the pump house and water treatment plant and found no significant issues of concern. This work was funded by legal settlement.

**Moose Creek Water System Expansion Project.**

- All water mains installed in Northern and Southern Loops.
- Project is in the commissioning phase where they full bore flush the piping, conduct pressure tests, chlorinate the mains, pumps and filter and collect samples for bacterial testing.
  - HC Contractors has encountered a few “hiccups” –a few positive bacteria tests, a possible frozen water main.
  - Freezing temperatures compound the commissioning—must discharge the water used in the tests and there are tens of thousands of gallons to dispose of.
  - Goal is to achieve interim approvals to operate and if this is achieved the installations will be considered substantially complete.

**Finance, Tricia Fogarty**

- Working on ClearGov Budget. 1<sup>st</sup> budget meeting tomorrow.

- Covid FIG Grant monies paid out so far is \$107,700.00.
- BIG Grant \$45,000
- Sales Tax sent email where we are at for 2020.
- Budget Workshop Schedule Oct 20, 26, 27 @ 6:00PM

### **Fire Department, Chief Coon**

- We are still in the process of hiring an Engineer. Chief Heineken is going through applicants and scheduling tests and interviews.
- We have gone on 1087 emergency calls this year.
- Alaska has had 10,980 Covid-19 cases with 5,853 total recovered and 67 deaths.
- The FNSB area has had 1,742 cases total.
  - These numbers are sent out daily from Alaska Department of Health and Social Services.
- Anyone with CIVID-19 symptoms can receive free testing at FBX Airport 10am-4pm 7 days a week. There is a trailer set up in long term parking and you do not need to call ahead.
- Please continue to work on those three ICS classes.
- Command truck is here and we are using it for daily routine use. It will go in to Auto Trim Design for the striping and electronics in about a month.

### Training:

- Firefighter 1 is still ongoing. Most of the remaining classes will be at NSVFD station 31.

### Maintenance Report:

- Captain Hamlin is working on a charging issue on E-21. E-21 is our front-line engine.
- Fresh air heater will be installed in C-21 this week for Motor vehicle accidents and keeping equipment warm on emergencies.

### **Police Department, Chief Dutra**

- Car has been shipped from company in Midwest
- We are in a mixed COVID19 stance – working from home and some not
- Incredible feedback from Facebook – hiring is boosted by our postings
- Our new national testing through PST is working well
- New hire starts Wednesday.

- Stats
- Memorial park cameras –
- Sgt. Milne has put in his retirement notice, Jan 2021. We will start the process for promotion.

### **Borough Representative**

- This was a short meeting. No citizens weighed in on any of the borough businesses at hand.
- City of Fairbanks: No rep available

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- School Board Committees still open. Details on the school District website. Still in the red zone. One school LADD elementary was shut down due to Covid 19
  - 2020-29 passed: Annexation in Gordon SA
  - 2020-30 passed: Annexation in Tan Terra SA
  - 2020-31 passed: Twenty-Three Mile Slough SA
  - 2020-32 passed: NP old library up for sale
  - 2020-37 passed: Support the AKDEC changes to the Regs on Air Qualities SIP (State Implementation Plan)
  - 2020-33 passed: Land lease Fair Market Value for Tower lease with ACS off CHSR

### **City Clerk**

- Mastering the Zoom Software so as to provide alternate means to meet for budget meetings.
- Monitoring CARES Act Vendors to see performance and where to help.
- 17 approved
- 3 pending
- 23 outside city limits
- 43 total applications
  - Borough
    - 174 Applied (8 North Pole)
    - 45 Paid (3 North Pole)
- Completed 2021 Budget and Submitted to CFO
- Covid – 19 Policy & Practices Working on Creating current Covid 19 Policy

**ONGOING PROJECTS**

- CARES Act funding distribution is going poorly. May need to find alternative entity other than Borough to help distribute the funds.

**CITIZEN'S COMMENTS – (Limited to Five (5) minutes per Citizen)**

None

**Mr. Walley** *moved to adjourn the meeting at 9:03 p.m.*

**Seconded by Mr. McGhee**

The regular meeting of Monday, October 19, 2020 adjourned at 8:04p.m.

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Michael Welch, Mayor

**ATTEST:**

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Aaron M. Rhoades, City Clerk