



NORTH POLE CITY COUNCIL  
REGULAR MEETING MINUTES, October 5, 2020  
NORTH POLE CITY COUNCIL CHAMBERS  
125 SNOWMAN LANE, NORTH POLE, ALASKA

---

Mayor Welch called the regular City Council meeting of Monday, October 5, 2020 to order at 7:00 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  
Perry Walley – Zooming In

Absent:

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**

Mayor Welch asked everyone to join him in the Pledge of Allegiance.

**INVOCATION**

The Invocation was given by Councilwoman Welch.

**APPROVAL OF AGENDA**

**Mr. Walley *moved to approve the agenda of October 5, 2020.***

**Seconded by Mrs. Welch.**

**Discussion**

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

- a. Resolution 20 – 07 of the North Pole City Council designating City Officials authorization to sign on the City of North Pole Accounts.
- c. Ordinance 20 – 23 An Ordinance of the City of North Pole, Alaska to Amend 2020 Operating Budget and Other Funds
- e. Request that The City of North Pole accepts ownership and maintenance responsibility for the Stryker Loop water and sewer system extensions in the Eagle Estates Subdivision.
- f. Request Authorization for the Public Works Department to purchase Freenotes Harmony outdoor musical playground equipment not to exceed \$18,000 for installation at the Highway Park Playground.

**Seconded by Mrs. Welch**

**Discussion**

None

*On the amendment*

**PASSED**

YES: 7 – Mr. McGhee, Mr. Skipps, Mr. Claus, Mrs. Welch, Mr. Cromer, Mr. Walley Mayor Welch

NO: 0

ABSTAIN:

**Mayor Welch** declared the MOTION CARRIED

*On the Agenda as amended.*

**Discussion**

None

**PASSED**

YES: 7 – Mr. McGhee, Mr. Skipps, Mr. Claus, Mrs. Welch, Mr. Cromer, Mr. Walley Mayor Welch

NO: 0

ABSTAIN:

**Mayor Welch** declared the MOTION CARRIED

**APPROVAL OF MINUTES**

**Mr. Walley moved to approve the Minutes of September 21, 2020.**

**Seconded by Mrs. Welch**

**Discussion**

None

**PASSED**

YES: 7 – Mr. McGhee, Mr. Skipps, Mr. Claus, Mrs. Welch, Mr. Cromer, Mr. Walley, Mayor Welch

NO: 0

ABSTAIN:

**Mayor Welch** declared the MOTION CARRIED

**COMMUNICATIONS FROM THE MAYOR**

- Nels Andreason Alaska Municipal League speaking on Online Sales Tax.
- October 1, 2020 hosted Colonel Berklund
- Dr. Zink HHS sending an Away team up here. Covid – 19 continues to increase significantly.
- Still trying to get an answer from Borough on funding for converting to gas.

**COUNCIL MEMBER QUESTIONS OF THE MAYOR**

- Mr. Walley could the Council get an update on the CARES Act Distribution

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

**Police Department, Chief Dutra**

None

**Fire Department, Chief Coon**

- Kyle Fagerstrom has promoted from Engineer to Lieutenant (pending a physical agility test). Kyle has been with the department for three years. He has previous officer experience and will do a good job for the city of North Pole.
- With the promotion of Kyle, we now have an opening for a fire engineer. This position will close on 10-13-2020.
- We have gone on 1045 emergency calls this year.
- Alaska has had 8,405 Covid-19 cases with 4,704 total recovered and 58 deaths.
- The FNSB area has had 1,267 cases total.

- These numbers are sent out daily from Alaska Department of Health and Social Services.
- Please continue to work on those three ICS classes.
- Command truck is here and we are awaiting some paperwork to register it. It is still going to take some time to get the truck outfitted with lights, siren, radios, stickers etc.

Training:

- Our volunteer Firefighters have completed their Hazmat portion of the Firefighter 1 class and will be moving to the firefighting section of the class.

Maintenance Report:

- Medic 21 is back in service from its vibration issue. It received some parts, alignment and replaced 6 tires. Medic 21 is our newest ambulance and has 39,000 miles.
- All forestry pumps have been removed from C-21 and Squad 21.

**Finance, Tricia Fogarty**

- Last week we issued our first batch of Cares Act grant award funds for individuals that were approved by Love Inc. The batch totaled \$83,629.82.
- We received four business interruption grants from the Bourgh last week however they were not completed. They just needed some approval signatures; I expect to hear from them this week.
- Michelle is working on getting the nonbudgeted information that goes into our budget gathered and updated in order to set up our budget book. The department heads are currently working on their budgets.
- We are caught up on our Bank reconciliations. Michelle is working on September's bank reconciliation today. We will have financials ready to send out to you by the end of the week.

**Building Department, Bill Butler**

**Building Department**

- Permits issued since last Council meeting:
  - Second phase project for Wendy's remodel issued.
  - 2 new residential projects submitted for plan review.
  - Petro Star contacted the City about additional expansion.

**Public Works**

- Two snowplowing bids received on September 30. Recommendation for award will be made at the October 19 meeting.

- Flower plantings removed due to frost. Not too long before Christmas lights will be installed.
- Public Works has retained two temporary hires into the fall to continue landscaping and brush clearing.

**Utility Department**

- Utility Department staff are routinely supporting Moose Creek project activities.
- Supporting service line installations for residential construction within City.
- Stantec will be assisting Utility with review of North Pole Expansion warranty review. Work is funded by legal settlement.

North Pole Expansion Project

- All scheduled installations for Zones 1-2-3-4 completed on September 30. The original estimate was 700 possible installations. Project achieved a 90% installation rate.

<b>Area</b>	<b>2019</b>	<b>2020</b>	<b>Total</b>
Zones 1 & 2	192	8	200
Zones 3 & 4	51	385	436
<b>Totals</b>	<b>243</b>	<b>393</b>	<b>636</b>

Moose Creek Water System Expansion Project.

- One pipe connection required to achieve 100% installation of Phases 1 & 2—a road cut of the Old Richardson Highway that was approved on September 29.
- Old” generator from water treatment plant moved to Moose Creek pump house.
- New filter installed and new generator installed a water treatment plant in North Pole.

<b>Category</b>	<b>Number</b>	<b>Percent of Total</b>
Total eligible properties (excludes public entities)	336	
Properties with wells	184	55%
Completed EC submitted	125	37%
Completed EC & future water customers*	64	35%

- Presentation on impact of City of North Pole water wells by PDC Engineers Erica Betts and Keith Hanneman. (See Audio for complete information)

## **Borough Representative**

- Mayor Ward reported on:
  - Covid 19 grant funding: Borough has received 73 Business Grant applications. That includes 7 from North Pole businesses who are requesting approximately \$82,000! Mayor Ward encourages everyone to go to the borough website to learn more about the grants and how to apply as there is still money available.
- Big Dipper is open. Ice is ready for use.
- We are working on “swim plan” as we cannot use locker rooms as changing in your car at 40 below is not working.
- Council Member Ms. Therrien City of Fairbanks rep: ATCO trailer for voting is now outside the City Hall.
- Ms. Dominique, School Board rep: School district is looking for several committee members for several different committees, please see the website for more information. If in the red zone students will not be returning to school building. Superintendent Dr. Gaborik has announced she is retiring after 26 years, at the end of this school year.
- On the consent agenda the one thing that pertains to North Pole is the sale of the old North Pole Library, on 601 Snowman Lane. (Ord 2020 -32) The property will be up for a closed bid auction with a minimum bid of \$165,000. Bidding will be conducted between October 12, 2020 and November 11, 2020. This property is being sold at under fair market value, due to the need for extensive repair/replacement of the roof and other maintenance issues. The sale of the library will hopefully return that property to our tax rolls under private ownership. More information can be obtained from the borough.

## **City Clerk**

- Early Voting went smoothly and we had 11 North Pole Citizen and 46 Borough Residents Vote early. Everyone pitched in and should be commended for getting all voters taken care of with great customer service.
- Borough Election is tomorrow. Met with Poll Worker this morning and have a plan to conduct a safe election tomorrow.
- Municipal Solutions Update – Leaders and Employees have completed job surveys for each position and they are being processed.
- Continue to learn my role and grow in my Clerk understanding. I also recertified for my HR credentials this last week. I completed 70+ hours of continuing education to accomplish that. I have also signed up and have begun to acquire Certified Municipal Clerk credits to complete my certification there.

## **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

**OLD BUSINESS**

None

**NEW 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.
- d. Ordinance 20 – 24 An Ordinance of the City of North Pole, Alaska to Amend Title 4, Purchasing, Chapter 4.16.030 Purchase Limits

**MOTION TO INTRODUCE 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**

**Mr. Walley *moved to* Introduce Ordinance 20-12, 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.**

**Seconded by Mr. McGhee**

**Discussion**

- Mr. McGhee – Everything is ok until Section C. line 7.”Goods and services purchased through mail order catalogs online” should be struck out because we are eliminating the exemption.
- Mayor Welch – That is what the City Attorney indicated last year just strike out line 7.

**MOTION TO AMEND 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**

**Mr. Walley *moved to* Amend 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.**

**Seconded by Mr. McGhee**

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO AMEND 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 SECTION C, LINE 7 TO STRIKE IT OUT:

YES: 7 – Mr. McGhee, Mr. Skipps, Mr. Claus, Mrs. Welch, Mr. Cromer, Mr. Walley Mayor Welch

NO: 0

ABSTAIN:

**Mayor Welch** declared the MOTION CARRIED

**MOTION TO APPROVE 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**

**Mr. McGhee moved to Approve Ordinance 20-12, 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.**

**Seconded by Mr. Walley**

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADVANCE 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:

YES: 7 – Mr. McGhee, Mr. Skipps, Mr. Claus, Mrs. Welch, Mr. Cromer, Mr. Walley Mayor Welch

NO: 0

ABSTAIN:

**Mayor Welch** declared the MOTION CARRIED

**MOTION TO INTRODUCE ORDINANCE 20-24, AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA AMENDING TITLE 4, PURCHASING CHAPTER 4.16.030 PURCHASE LIMITS**

**Mr. McGhee moved to Introduce Ordinance 20-24, An Ordinance of the City of North Pole, Alaska Amending Title 4, Purchasing Chapter 4.16.030 Purchase Limits.**



**Seconded by Mrs. Welch**

**Discussion**

Mr. Walley proposed to amend the language of the ordinance.

**MOTION TO AMEND ORDINANCE 20-24, AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA AMENDING TITLE 4, PURCHASING CHAPTER 4.16.030 PURCHASE LIMITS**

**Mr. Walley *moved to Amend Ordinance 20-24, An Ordinance of the City of North Pole, Alaska Amending Title 4, Purchasing Chapter 4.16.030 Purchase Limits. Line 29 from \$24,000 to \$20,000.***

**Seconded by Mrs. Welch**

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADVANCE ORDINANCE 20-24, AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA AMENDING TITLE 4, PURCHASING CHAPTER 4.16.030 PURCHASE LIMITS. LINE 29 from \$24,000 to \$20,000:

YES: 7 – Mr. McGhee, Mr. Skipps, Mr. Claus, Mrs. Welch, Mr. Cromer, Mr. Walley Mayor Welch

NO: 0

ABSTAIN:

**Mayor Welch** declared the MOTION CARRIED

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADVANCE ORDINANCE 20-24, AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA AMENDING TITLE 4, PURCHASING CHAPTER 4.16.030 PURCHASE LIMITS

YES: 7 – Mr. McGhee, Mr. Skipps, Mr. Claus, Mrs. Welch, Mr. Cromer, Mr. Walley Mayor Welch

NO: 0

ABSTAIN:

**Mayor Welch** declared the MOTION CARRIED

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

**Seconded by Mr. McGhee**

The regular meeting of Monday, October 5, 2020 adjourned at 9:03 p.m.

---

Michael Welch, Mayor

**ATTEST:**

---

Aaron M. Rhoades, City Clerk