



NORTH POLE CITY COUNCIL
REGULAR MEETING MINUTES, December 7, 2020
NORTH POLE CITY COUNCIL CHAMBERS
125 SNOWMAN LANE, NORTH POLE, ALASKA

Mayor Welch called the regular City Council meeting of Monday, December 7, 2020 to order at 7:07 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
Chad Heineken, 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 Mr. McGhee.

APPROVAL OF AGENDA

Mr. McGhee moved to approve the agenda of December 7, 2020.

Seconded by Mrs. Welch.

Discussion

Mr. McGhee moved to consent the following items:

Old Business:

- a. Ordinance 20 - 26 An Ordinance of the City Of North Pole, Alaska Establishing the 2021 Operating Budget and Levying the Mill Rate.

New Business:

- a. Ordinance 20 – 27 An Ordinance of the City of North Pole, Alaska to Amend Title 13, Public Services Utility Rates for 2021.
- c. Ordinance 20 – 29 An Ordinance of the City of North Pole, Alaska to Amend the 2020 General Fund Operating Budget
- b. Ordinance 20 – 30 Amending Fire Department Shift Personnel Overtime Payment Time Period.

Seconded by Mr. Claus

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

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

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

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

Minutes of November 16, 2020 approval moved to December 14, 2020 City Council meeting due to City Clerk being out on leave.

COMMUNICATIONS FROM THE MAYOR

- Chad Heineken is the newly selected City Fire Chief.
- Aaron M. Rhoades, City Clerk – HR Manager has passed his 90 Day review and will be placed at Range 11
 - Elected 2nd Vice President Alaska Association of Municipal Clerks
- Alaska Tiger Team 98% Capacity for on base Housing at Eielson.
- Airshow at Eielson Navy Blue Angels July 31-Aug 1
- Health and Human Services big push to be ready for a vaccination program and North Pole will need to find a local solution to provide those vaccinations.
- FNSB Cares Act BIG Grant went to \$40K things are going poorly. Turned to Love Inc. to administer the Business Interruption Grant from December 1 to December 18, 2020.
- Speaking with Kohler and Hutchinson and moving Budget cycle from Calendar Year to Fiscal Year.
- Considering Hazard Pay Bonus for First Responders waiting for more information.

COUNCIL MEMBER QUESTIONS OF THE MAYOR

- None

COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

Building Department, Bill Butler

Building Department

- Permits issued since last Council meeting: None.
- Petro Star submitted foundation permit application for expansion to produce heating fuel #1.

Public Works

- There have been five snowplowing events in the City this fall for a total of 11 for 2020 causing Public Works' snow removal budget to be negative.
- Christmas decorations went up last week. With some new lighting displays added this year.

Utility Department

- Utility Department routinely supports Moose Creek project activities related to connecting to City system.
- Efforts to help reduce number of seriously delinquent customers:
- Made an arrangement with Exclusive Paving to perform service line disconnections year-round. They have the equipment and experience to do this. Exclusive is also performs this function for Golden Heart Utilities.
- Planning to make installation of shut-off meters a condition of Confessions of Judgment.
- We have installed a flow reduction meter at one residence to date.

North Pole Expansion Project

- The North Pole Expansion is in the final close-out stage—paying final invoices for service line installations.

Moose Creek Water System Expansion Project.

- Interim Approvals to Operate granted for the transmission main from City to Moose Creek pump house; the pump house; water storage tank, and Northern Circulation Loop.
- Southern Circulation Loop water mains are installed, but too late in season to apply for Interim Approval to Operate because must do a full bore flush; pressure test; chlorinate the mains; flush the mains; and conduct bacteria testing.
- Collection of Environmental Covenants:
- Deadline to receive full compensation payments extended to March 31, 2021.

Number	Covenant Submissions as of December 7, 2020
336	Possible covenants
190	Number of possible water customers
209	Total covenants submitted
128	Number of water account applications
81	Vacant property covenants submitted
67%	Percent of possible water customers submitted account applications
61%	Percent of possible covenants submitted

Fire Department, Chief Heineken

- Things are continuing to run smoothly since Chief Coons retirement, this is largely due to the efforts Chief Coon made prior to leaving.
- As of November 30th, the fire department have gone on 1247 emergency calls this year.
- COVID vaccines will arrive in Alaska very soon. Our first responders are within the priority group for receiving vaccination.
- We have added two Lucas Devices to both ambulances. These devices provide continuous compression to a patient being treated for cardiac arrest.
- The open Firefighter position has been offered to Jenni Villarreal. FF Villarreal has been one of our part time staff and will be a welcome addition as she transitions to full time

status. This brings the fire department back to full staffing with exception of the open Fire Chief position.

Training:

- Firefighter 1 completed its State testing on November 21st. All personnel passed the hands-on portion of the testing and are awaiting written test results.

Maintenance Report:

- Engine 22 developed a sever leak in its water tank and has been out of service for several weeks. The tank has now been repaired by Captain Hamlin and the apparatus will be back in service soon. This apparatus is 27 years old and is quickly approaching the end of its serviceable life. NFPA recommends second line apparatus be retired after 30 years.

Police Department, Lieutenant Lindhag

- New Officer doing well half way through his field training.
- Received two public comments on Officer Wages an Officer Rosenbalm that thanked them for their excellent service while performing their duties.
- Chomp with the Cop is coming up this month. FBPD is putting things in place.
- Our new Vehicle should be done Wednesday. Dana Safety has been excellent.
- Attended FBI National Conference this past week.

Finance, Tricia Fogarty

- Sales tax update for October sales tax received in November 2019 \$261,918.69 2020 \$343,528.59. Year to date total \$3,272,683.00 Budgeted 4,114,136.00. We have 2 month left outstanding \$841,453 short.
- Last Thursday our department heads and select staff had a demo preview with Tyler Technologies. We had positive feedback from the staff that attended the demo.
- I have processed 4 administrative budget transfers to date, I attached them to this update if anyone has any questions please give me a call or send me an email.
 - Mayor asked for a Demo for Tyler Technologies for next December 14, 2020.

Borough Representative

- Nothing to Report.

City Clerk

- Glad to be back from Leave.

ONGOING PROJECTS

- CARES Act Update.
 - The City has Elected to contract with Love Inc. to administer both the BIG grant and FIG. The participation has been double what the FNSB has in 7 days which is

10 Businesses and Non-Profits. There is a need and going with Love Inc. appears to be the right choice based on the early results.

- Bed Tax Committee met on November 23, 2020 and made a recommendation that will be considered later in the meeting.
 - Mr. McGhee requested a report of who are the funds being paid to.

MOTION TO REQUEST AND HAVE THE REPORTS PRESENTED TO THE CITY COUNCIL ON THE FINDINGS OF THE GREG RUSSEL INVESTIGATION AND THE MAY MARSH INVESTIGATION IN EXECUTIVE SESSION

Mr. McGhee *moved to* Request to have the Reports presented to the City Council on the findings of the Greg Russell Investigation and the May Marsh Investigation.

Seconded by Mr. Skipps

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO REQUEST AND HAVE THE REPORTS PRESENTED TO THE CITY COUNCIL ON THE FINDINGS OF THE GREG RUSSEL INVESTIGATION AND THE MAY MARSH INVESTIGATION IN EXECUTIVE SESSION:

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

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

None

MOTION TO INTRODUCE ORDINANCE 20-28, AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA AMENDING THE 2020 WATER UTILITY OPERATING BUDGET

Mr. McGhee *moved to* Introduce Ordinance 20-28, An Ordinance of the City of North Pole, Alaska Amending the 2020 Water Utility Operating Budget.

Seconded by Mrs. Welch

Discussion

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO INTRODUCE ORDINANCE 20-28, AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA TO AMEND THE 2020 WATER UTILITY OPERATING BUDGET:

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 AMEND RESOLUTION ESTABLISHING THE 2021 CITY OF NORTH POLE BED TAX GRANT DISTRIBUTION

Mr. McGhee *moved to Amend the Resolution to Establishing the 2021 City of North Pole Bed Tax Grant Distribution by providing an additional \$2,534.52 from the administrative portion of the funds in the General Fund to the 2021 distribution.*

Seconded by Mr. Welch

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO AMEND RESOLUTION ESTABLISHING THE 2021 CITY OF NORTH POLE BED TAX GRANT DISTRIBUTION:

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 A RESOLUTION ESTABLISHING THE 2021 CITY OF NORTH POLE BED TAX GRANT DISTRIBUTION

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO APPROVE RESOLUTION ESTABLISHING THE 2021 CITY OF NORTH POLE BED TAX GRANT DISTRIBUTION:

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 REQUEST FOR WAGE DETERMINATION FOR NEW HIRE FOR NORTH POLE POLICE DEPARTMENT

Mr. McGhee moved to Approve request for Wage Determination for New Hire for North Pole Police Department.

Seconded by Mr. Welch

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO APPROVE REQUEST FOR WAGE DETERMINATION FOR NEW HIRE FOR NORTH POLE POLICE DEPARTMENT:

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 REQUEST TO PURCHASE TYLER ENTERPRISE SYSTEMS SOFTWARE

Mr. McGhee moved to Approve Request to Purchase Tyler Enterprise Systems Software.

Seconded by Mr. Welch

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO APPROVE REQUEST TO PURCHASE TYLER ENTERPRISE SYSTEMS SOFTWARE:

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 AND ACCEPT CESF GRANT FUNDS FOR COVID 19 REMODEL OF BATHROOMS/INTERVIEW ROOM FOR \$40,682.00 AND ACCEPT BID FROM SQUARED AWAY CONTRACTORS TO COMPLETE THE WORK

Mr. McGhee moved to Accept CESF Grant Funds for Covid 19 remodel of the bathrooms/interview room for \$40,682.00 and accept bid from Squared Away Contractors to complete the work.

Seconded by Mr. Welch

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO APPROVE AND ACCEPT CESF GRANT FUNDS FOR COVID 19 REMODEL OF BATHROOMS/INTERVIEW ROOM FOR \$40,682.00 AND ACCEPTS BID FROM SQUARED AWAY CONTRACTORS TO COMPLETE THE WORK:

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 MOVE TO INTO EXECUTIVE SESSION

Mr. McGhee *moved to go into Executive Session to discuss confidential legal advice on PFAS/PFOA and financial matters related to North Pole v Williams the knowledge of which would have an immediate and adverse impact on the finances of the City of North Pole and to give direction to the counsel on the same.*

Seconded by Mrs. Welch

MOTION TO MOVE OUT OF EXECUTIVE SESSION

Mr. McGhee *moved to move out of Executive Session and back into regular session.*

Seconded by Mrs. Welch

MOTION FOR THE MAYOR TO MAKE A DISBURSEMNT FROM THE FUNDS TO COUNSELOR WILSON IN THE AMOUNT REQUESTED.

Mr. McGhee *moved to Approve the Mayor to make disbursement from the funds to Counselor Wilson in the amount requested.*

Seconded by Mrs. Welch

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO APPROVE THE MAYOR TO MAKE DISBURSEMENT FROM THE FUNDS TO COUNSELOR WILSON IN THE AMOUNT REQUESTED:

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. McGhee *moved to adjourn the meeting at 9:50 p.m.*

Seconded *by Mr. Cromer*

The regular meeting of Monday, December 7, 2020 adjourned at 9:50p.m.

Michael Welch, Mayor

ATTEST:

Aaron M. Rhoades, City Clerk