



NORTH POLE CITY COUNCIL  
REGULAR MEETING MINUTES, March 1, 2021  
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, March 1, 2021 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

David Skippis - Zooming In (Arrived 8:03PM)  
Aino Welch - Zooming In  
DeJohn Cromer - Zooming In

Absent:

Excused: Thomas McGhee  
Perry Walley

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 Mrs. Welch

**APPROVAL OF AGENDA**

**Mrs. Welch *moved to* approve the agenda of March 1, 2021.**

**Seconded by Mr. Claus**

**Discussion**

**Mrs. Welch** *moved to consent the following items:*

**New Business:**

- c. Request for North Pole Fire Department to use Sourcewell to Purchase New Fire Apparatus.
- e. Request for Sales Tax Filing Status Change to Annual Return.

**Seconded by Mr. Claus**

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO CONSENT NEW BUSINESS ITEMS C AND E:

YES: 4 – 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: 4 – Mr. Claus, Mrs. Welch, Mr. Cromer, Mayor Welch

NO: 0

ABSTAIN:

**Mayor Welch** declared the MOTION CARRIED

**APPROVAL OF MINUTES**

**Mrs. Welch** *moved to approve the Minutes of March 1, 2021.*

**Seconded by Mr. Cromer**

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO APPROVE THE MINUTES FROM MARCH 1, 2021 CITY COUNCIL MEETING:

YES: 4 – Mr. Claus, Mrs. Welch, Mr. Cromer, Mayor Welch

NO: 0

ABSTAIN:

**Mayor Welch** declared the MOTION CARRIED

**COMMUNICATIONS FROM THE MAYOR**

- Report on meeting with Brent Sheets and the Gasification Plant Project.
- Fast Policy Board Meeting
- Local Business Sales Tax Issue working with Owner to resolve.
- Petrostar
- Ale House Opened Benny Lin Owner
- IGU Gas Line Grand Opening
- Tiger Team
- MilCiv Meeting
- Considering Purchase of Old Library

**COUNCIL MEMBER QUESTIONS OF THE MAYOR**

None

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

**Finance, Tricia Fogarty**

- Tyler Technologies spent 4 full days working on migration. Brought in HR and Gary Hutchinson. Learned lots about our processes. Start working on the Audit. They are assigning a Project Manager from their side.
- Sending Audit to Alliance on March 22, 2021.

**Police Department, Chief Dutra**

- Bathroom and Interview rooms completed. Discovered Electrical Issues had them fixed.
- New Durango is on the Road.
- Officer Kurt Lockwood voted Officer of the Year.
- Officer Jim McBroom Employee of the Year
- 462 Vehicles on 7<sup>th</sup> Ave. Avg Speed 23.3 during a week.
- New Brochure on Firing Range. Only 1 Parcel now.
- Putting in Large Ammo Order.
- Bids for Building are moving along
- Thanks Councilman Claus for reading APOC regulations.
- Nicholas Cause Citizen of the Year.
- 5 Bills that ACOP opposed way they were written.

**Fire Department, Chief Heineken**

- Firefighter position update,
  - We have completed the testing and interview process for the 6 candidates for the open Firefighter position. The top eligible candidate will be given a conditional

offer this week and will then proceed to taking a physical ability test and completing a firefighter physical.

- Captain position update,
  - The open Training Captain position is currently in the testing and interview process this week. We have two applicants, one internal and one external.
- FNSB EMS Contract update
  - Last week I attended a zoom meeting with FNSB personnel. Mayor Ward, David Gibbs and Brad Paulson, along with all other EMS provider Fire Chiefs were in attendance. North Pole's contract renewal with the FNSB is an improvement from previous years. The predicted contract amount is approximately a \$171,000.00 increase from last years contract. During this process I repeatedly requested that the City of North Pole be compensated for providing and owning ambulances. The latest version of the proposal was increased by \$40,000 to compensate for these ambulances. The actual contract will be available no later than May 13<sup>th</sup> when the Borough Assembly approves their budget.
  - FNSB Mayor Ward did warn that this increase may only be a one year option, to sustain this level of funding for EMS in the Borough a mil rate increase would have to be approved by the taxpayers. This increase will likely be on next falls ballots, the North Pole Fire Department will be supporting this ballot measure.
- Kitchen Fire Sunday Feb 21
  - The Fire department was called to a kitchen fire in a basement apartment within one of the 12 plex apartment buildings on West 5<sup>th</sup> Ave a week ago Sunday. On arrival there was no smoke or fire showing from outside. The fire was contained to the kitchen area of the apartment. The single occupant experienced severe burns to his hands while attempting to extinguish the fire. Our medics on scene were able to render immediate care and transported the individual to the hospital for further evaluation and care.

## **City Services, Bill Butler**

### **Building Department**

- Issued building permits for Alaska USA Credit Union, O'Reilly's Auto Parts, North Pole Plaza Mall air handlers upgrade and two natural gas appliance installations.
- First residential home permit application submitted.

### **Public Works**

- Had two snow plowings since Friday.
- Tom Blair is on his own right now with Cody on leave.

### **Utility Department**

- Cold temperature snap has caused Utility to focus on freeze protection activities throughout system.

- Moose Creek Water System Expansion Project.
- HC Contractors issued Substantial Completion for Moose Creek pump house—now owned and operated by City.
- Did not grant Substantial Completion for water Treatment plant. There is an issue related to compatibility of engineer designed valve and operation of the plant. City’s position is insisting on different valves.
- Begun process to issue compensation payments to Moose Creek property owners who have submitted Environmental Covenant and the ADEC has reviewed approved.
- Deadline for property owners to submit environmental covenants and receive compensation is March 31.

**Borough Representative**

- Extension Waiver of the Public Meeting Requirement continue to use Zoom. Referred back to the Borough Meeting.
- Mayor had been asked to enter into a lease with new leases of sports buildings.
- Also consented the Muti-Jurisdictional Hazard Plan
- Loving Companion Dog Shelter Lot of Problems with the Kennel. Concerned Citizen wants the Borough to take action against the kennel.

**City Clerk**

- RISQ Benefits 2021 Benefits Renewal
- AML Online Sales Tax
- AML Alaska Municipal Healthcare Trust send out to the City Council

**ONGOING PROJECTS**

- Total Compensation Project Committee Meeting Report
  - Looking at Policies of City
  - Next meeting March 16<sup>th</sup>
  - Standard Job Description
- NPPD Covid Processing/Decontamination Facility
  - Bid Should be on Agenda for next Meeting
  - Bids are due at 11:00AM on March 11, 2021
- Alaska Housing and Finance Corporation Renter Assistance Program \$160 Million for Cities like North Pole. Only for Renters.

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

- None

**OLD BUSINESS**

**MOTION TO ADOPT ORDINANCE 21 – 02 AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA TO AMEND TITLE 4 REVENUE AND FINANCE OF THE CITY OF NORTH POLE’S CODE BY ADOPTING SECTION 4.08.200 – 4.08.500 THE UNIFORM ALASKA REMOTE SELLERS TAX CODE**

**Mrs. Welch *moved to Adopt Ordinance 21 – 02 An Ordinance of the City of North Pole, Alaska to Amend Title 4 Revenue and Finance of the City of North Pole’s Code by Adopting Section 4.08.200 – 4.08.500 The Uniform Alaska Remote Sellers Tax Code.***

**Seconded by Mr. Claus**

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADOPT ORDINANCE 21 – 02 AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA TO AMEND TITLE 4 REVENUE AND FINANCE OF THE CITY OF NORTH POLE’S CODE BY ADOPTING SECTION 4.08.200 – 4.08.500 THE UNIFORM ALASKA REMOTE SELLERS TAX CODE:

YES: 5 – Mr. Skippis, Mr. Claus, Mrs. Welch, Mr. Cromer, Mayor Welch

NO: 0

ABSTAIN:

**Mayor Welch** declared the MOTION CARRIED

**NEW BUSINESS**

**MOTION TO INTRODUCE AND ADVANCE ORDINANCE 21 – 04 AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA TO AMEND TITLE 13 PUBLIC SERVICES, TO RE-ESTABLISH 13.24.040 UTILITY CUSTOMER EMERGENCY PAYMENT FUNDS**

**Mrs. Welch *moved to Introduce and Advance Ordinance 21 – 04 An Ordinance of the City of North Pole, Alaska to Amend Title 13 Public Services, To Re-establish 13.24.040 Utility Customer Emergency Payment Funds.***

**Seconded by Mr. Skippis**

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO INTRODUCE AND ADVANCE ORDINANCE 21 – 04 AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA TO AMEND TITLE 13 PUBLIC SERVICES, TO RE-ESTABLISH 13.24.040 UTILITY CUSTOMER EMERGENCY PAYMENT FUNDS:

YES: 5 – Mr. Skippis, Mr. Claus, Mrs. Welch, Mr. Cromer, Mayor Welch

NO: 0

ABSTAIN:

**Mayor Welch** declared the MOTION CARRIED

**A MOTION TO ADOPT RESOLUTION 21 – 03 A RESOLUTION ADOPTING THE CITY OF NORTH POLE’S HAZARD MITIGATION PLAN**

**Mrs. Welch** *moved to Adopt Resolution 21 – 03 A Resolution Adopting the City of North Pole’s Hazard Mitigation Plan.*

**Seconded** *by Mr. Skipps*

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO ADOPT RESOLUTION 21 – 03 A RESOLUTION ADOPTING THE CITY OF NORTH POLE’S HAZARD MITIGATION PLAN:

YES: 5 – Mr. Skipps, Mr. Claus, Mrs. Welch, Mr. Cromer, Mayor Welch

NO: 0

ABSTAIN:

**Mayor Welch** declared the MOTION CARRIED

**A MOTION TO SELECT HOLIDAY PARKS AND USE CARES ACT FUNDS FOR VENTILATION UPGRADE TO FIRE STATION**

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO SELECT HOLIDAY PARKS AND USE CARES ACT FUNDS FOR VENTILATION UPGRADE TO FIRE STATION:

YES: 5 – Mr. Skipps, Mr. Claus, Mrs. Welch, Mr. Cromer, Mayor Welch

NO: 0

ABSTAIN:

**Mayor Welch** declared the MOTION CARRIED

**Mrs. Welch** *moved to Adjourn*

The regular meeting of Tuesday, March 1, 2021 adjourned at 8:38p.m.

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Michael Welch, Mayor

**ATTEST:**

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Aaron M. Rhoades, City Clerk