



**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 Tuesday, September 6, 2022, via Zoom.

**CALL TO ORDER/ROLL CALL**

Mayor Welch called the regular City Council meeting of Tuesday, September 6, 2022, to order at 7:00 p.m.

**Present:**

Santa Claus - Mayor Pro Tem  
DeJohn Cromer - Deputy Mayor Pro Tem  
Aino Welch – Alternate Deputy Mayor Pro Tem  
Jeffrey Jacobson

**Absent/Excused:**

Michael Welch – Mayor  
Anton Keller

**PLEDGE OF ALLEGIANCE TO THE U.S. FLAG**

Led by Jeffrey Jacobson

**INVOCATION**

Given by Aino Welch

**APPROVAL OF AGENDA**

Mr. Jacobson *moved to* approve the agenda of September 6, 2022

Seconded *by* Ms. Welch

Ms. Welch *moved to* amend the agenda of September 6, 2022, to consent the following items:

**Old Business**

- a. Ordinance 22-18, An Ordinance of the City of North Pole to Amend the Police Department 2022 Budget

**New Business:**

- a. A Resolution of the City of North Pole, Alaska, Accepting Responsibility for Lot B-2 Eagle Estates (Eagle Estates 4th Addition – Golden Eagle Court)

Seconded *by* Mr. Skipps

**On the amendments**

**DISCUSSION**

None

**PASSED**

Yes: 5 – A. Welch, Claus, Cromer, Jacobson, Skipps

No: 0

Absent: 2 - Mayor Welch, Keller

**On the agenda as amended**

**DISCUSSION**

None

**PASSED**

Yes: 5 – A. Welch, Claus, Cromer, Jacobson, Skipps

No: 0

Absent: 2 - Mayor Welch, Keller

**APPROVAL OF MINUTES**

Ms. Welch *moved* to approve the minutes from the 8/15/22 meeting

Seconded *by* Mr. Cromer

**DISCUSSION**

None

**PASSED**

Yes: 4 – A. Welch, Claus, Jacobson, Skipps, Cromer

No: 0

Absent: 2 - Mayor Welch, Keller

**COMMUNICATIONS FROM THE MAYOR**

- The Mayor was absent from the meeting tonight attending a conference in Anchorage.

**COUNCIL MEMBER QUESTIONS OF THE MAYOR**

None

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

**CLERK**

**Police Department, Chief Dutra**

- Lt. Oral boards occurred. Two great candidates we will wrap up written testing on the 12<sup>th</sup>.
- Provided a traffic enforcement plan to the council.
- Stats for July and August. Slight increase in activity no other major concerns.
- One car is completed and being prepped for shipping. Second car is waiting on parts.
- ALICE training for school district is happening on the 13<sup>th</sup> by NPPD.
- Lt. Lindhag's official retirement date is the 19<sup>th</sup> we wish him the best in his next adventure.
- Connex moved. Trailers to be moved this week. Thank you to Cody and PW and Danny for help.

Mr. Jacobson asked Chief about the department looking into the speed limit on St. Nicholas and Santa Claus drive

and asked if he thought there were any other areas in the City that need to be talked about as well. He also inquired about the location of the stop sign in relation to the railroad tracks on 8<sup>th</sup> Ave where DOT was just working on the road.

- Chief Dutra said that they always get calls about people speeding, but that it isn't anything outside of the normal. He also said that he does not understand why the stop sign was moved at the tracks.

Ms. Welch asked how many candidates put in for the Lieutenant position. She also thanked the police department for looking after the St. Nicholas traffic issue. Since she lives off the street she is on is everyday and said that she sees a lot of speeders.

- Chief Heineken said that they had 2 strong candidates, one internal and one external.

### Fire Department, AC Chambers

- Chief Heineken was out tonight, Assist Chief Chambers was with us in his absence.
- He first wanted to give a shout out to Cody Lougee and the PW staff for the new sign that they installed at the Fire Department.
- They are participating in the Firefighting 1 class jointly with the NorthStar fire department and CTC at UAF, 4 of the students in the class are with the NPPFD.
- They have had 3 new volunteers in the last month come onboard.
- The State Firefighters Conference is being held in Fairbanks, September 26-30, this year. About 10 of their people will be able to take advantage of the training and development that will be offered during the week. This will be the first time in 2 years that this conference has taken place because of COVID. Captain Sanders and himself are part of the staff that is putting together this conference.
- They received their new gear that was ordered back in December. Due to supply chain issues, it was very delayed. 100% of the protective gear for the crew was replaced and AC Chambers said that they are sitting well and said that he appreciates that.

Mr. Jacobson asked where the conference was taking place and asked if the Fairbanks training center was to be used. The PW department in Fairbanks was planning on removing AC units in the center and wondered if they should leave them.

- AC Chambers said that the main location for the conference was the Westmark and they would be at some other sites around town, including the Fairbanks Training Center. He said that he thinks it would be fine to go ahead and remove the AC units.

### Finance, Tricia Fogarty

- Ms. Fogarty shared that they are all caught up on the bank recs and was planning on having financials for the Council tonight, but she noticed a few issues. Because she didn't want to send out incomplete information, she did not send them prior to the meeting.
- She is getting ready to start working on the 2023 budget.
- Ms. Fogarty said that she is very thankful for the full staff that she now has, Sally Terch and her experience has been a huge help to the department.

### Director of City Services, Danny Wallace

- Mr. Wallace was out this week traveling with the Mayor to Anchorage for a conference.

### Human Resources, Ellen Glab

- She has been working with Chief Dutra on the hiring process for the open Lieutenant position.
- There was recently a policy meeting, it will be a bit before everyone can get together again in October.
- The Safety committee met and reviewed the return-to-work policy and are working to get that included as part of the policy manual that is being worked on.

### Borough Representative

- There was a meeting August 25, via Zoom
- The borough passed an ordinance limiting the time they can do business at the Borough to 11:30 pm and there will be nothing earlier than 7:30am.
- There was a budget amendment to do some service area matching grants.
- Ordinance 2022-46, the ordinance the borough was considering that would limit the outside representative's speaking times to the assembly and limiting debate was postponed until after the first of the year. The Mayor testified during the public hearing portion of this ordinance. Assembly member Tammie Wilson was the one that sponsored this ordinance.
- Ms. Welch said that during the comments at the end of the meeting there were numerous kudos to the Clerk's for their hard work with the voter pamphlet.

### City Clerk's Office, Melissa Dionne

- Ms. Dionne updated the Council on the website.
- Elections have taken up a lot of her time as well, she will be attending a split precinct training on Wednesday and will start her day in the FNSB Chambers. As well Friday she will be picking with absentee ballots with the FNSB Clerk.
- She said that she is working on new council member orientation materials for the new council person that will be joining us soon, as well as for future members as they come on.
- Ms. Dionne let everyone know that she sent an email out letting everyone know that the Budget Workshops will be October 24-26 from 7-10pm in the Chambers.

Ms. Welch asked about the Chambers being open again and if we have a date for that yet. She asked if the meetings will be able to still be available to Zoom into the meetings. Ms. Welch said that we will have to work on some rules for hybrid meetings and that we should investigate our ordinances.

- Ms. Dionne said that she had touched base with Universal Productions last week and that the 'brain' of the system is the piece that we are still waiting on. The part is on backorder, and they are working on a possibly work around for that. And yes, the new equipment should allow us to have hybrid meetings, offering in person and Zoom.

Mr. Jacobson asked if we had made any decisions on the additional office space that we were trying to find in City Hall and how the glass enclosure is going to affect the number of people that will be able to fit into the Chambers space.

- Ms. Dionne said that we were still waiting on the fire marshal's ok for using the storage room as an additional space, but that she was still hoping that it was going to work out. And that we had decided on the glass enclosed office that will be in the Chamber's. She agreed that the office is going to take up some space and that the number of people that we can have in the Chambers will have to be reevaluated once it is installed, but that the Zoom thing is not going to go away and that offering a hybrid meeting will mean that we don't have to have everyone in person for a meeting.

### **ON GOING PROJECTS**

No report.

### **CITIZENS COMMENTS – (Limited to Five (5) minutes per Citizen)**

None

### **Old Business**

- Ordinance 22-17, An Ordinance of the City of North Pole to Amend the Pay Scale

Mr. Jacobson *moved* to approve Ordinance 22-17

Seconded *by* Ms. Welch

Mr. Jacobson *moved* to Amend Ordinance 22-17 to add 'Accounts Specialist/Utility Accountant'

Seconded *by* Ms. Welch

### **On the Ordinance**

#### **DISCUSSION**

None

#### **PASSED**

Yes: 5 – A. Welch, Claus, Cromer, Jacobson, Skipps

No: 0

Absent: 2 – Keller, Mayor Welch

### **On the Ordinance as Amended**

#### **DISCUSSION**

None

#### **PASSED**

Yes: 5 – Cromer, Jacobson, Keller, Welch, Skipps

No: 0

Absent: 2 – Keller, Mayor Welch

**New Business:**

- a. Ordinance 22-19, An Ordinance of the City of North Pole, Alaska to Amend the 2022 General Fund Budget to Purchase Parcel Number Three Howard Property

Mr. Jacobson *moved* to postpone Ordinance 22-19 until the Special Meeting on September 12, 2022 meeting  
Seconded *by* Mr. Cromer

**On the Postponement**

**DISCUSSION**

None

**PASSED**

Yes: 5 – A. Welch, Claus, Cromer, Jacobson, Skippis

No: 0

Absent: 2 – Keller, Mayor Welch

- b. NPCCC Reallocation of Funds Request

Mr. Jacobson *moved* to postpone the NPCCC Reallocation Request until the September 19, 2022 meeting  
Seconded *by* Ms. Welch

**On the Postponement**

**DISCUSSION**

None

**PASSED**

Yes: 5 – A. Welch, Claus, Cromer, Jacobson, Skippis

No: 0

Absent: 2 – Keller, Mayor Welch

**COUNCIL COMMENTS**

- Mr. Cromer feels like the Council is not getting all the information that they need when they need it.
- Mr. Skippis asked the Clerk to send correspondence to his private email instead of his city one, as he does not check it very often.
- Ms. Welch reminded everyone that school is back in session and asked everyone to be aware of the kids on the roads.
- Mr. Jacobson thanked all the city workers and the department heads for all the hard work they have been doing. He is concerned with the idea that the Council is not getting all the information as well. He also thanks Ms. Welch for attending the FNSB Meetings, her reports are always clear and concise, and he appreciates them. Mr. Jacobson also apologized to the Council and the citizens for missing the deadline to get in his statement for the voters pamphlet.
- Mr. Claus asked everyone to enjoy the nice weather while we still have it and thanked the Council for bearing with him running the meeting tonight.

**ADJOURNMENT**

Ms. Welch *moved* to adjourn  
Seconded *by* Mr. Jacobson

The regular meeting of Tuesday, September 6, 2022 adjourned at 8:10 p.m.

**These minutes passed and approved** by a duly constituted quorum of the North Pole City Council on Tuesday, September 6, 2022.

**ATTEST:**

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Melissa Dionne, City Clerk