



**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 Monday, November 7, 2022, in the North Pole City Hall Chambers.

CALL TO ORDER/ROLL CALL

Council Member Welch called the regular City Council meeting of Monday, November 7, 2022, to order at 7:00 p.m.

Present:

Chandra Clack
DeJohn Cromer
Aino Welch
David Skipps
Jeffrey Jacobson
Anton Keller

Absent/Excused:

Michael Welch – Mayor

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

Led by Melissa Dionne

INVOCATION

Given by Mr. Keller

APPROVAL OF AGENDA

Mr. Jacobson *moved* to approve the agenda of November 7, 2022

Seconded *by* Mr. Cromer

Mr. Jacobson *moved* to amend the agenda of November 7, 2022, to consent the following items:

New Business:

- a. Ordinance 22-23, An Ordinance of the City of North Pole, Alaska, to Amend Title 4, Revenue and Finance, to Require City Approval of Property Tax Exemptions and to Approve Certain Exemptions
- c. Resolution 22-14, A Resolution of the City of North Pole City Council Designating City Officials' Authorization to Sign on City of North Pole Accounts
- d. Acceptance of Grant Funds From DHS&EM

Seconded *by* Mr. Cromer

On the amendments

DISCUSSION

None

PASSED

Yes: 6 – A. Welch, Claus, Cromer, Jacobson, Skipps, Keller

No: 0

Absent: 1 – M. Welch

On the agenda as amended

DISCUSSION

None

PASSED

Yes: 6 – A. Welch, Claus, Cromer, Jacobson, Skipps, Keller

No: 0

Absent: 1 – M. Welch

APPROVAL OF MINUTES

Ms. Clack *moved* to approve the minutes from the 10/17/22 meeting

Seconded *by* Mr. Cromer

DISCUSSION

None

PASSED

Yes: 6 – A. Welch, Claus, Cromer, Jacobson, Skipps, Keller

No: 0

Absent: 1 – M. Welch

COMMUNICATIONS FROM THE MAYOR

- The Mayor was out tonight.
- Ms. Welch filled in and read the Council some notes from the Mayor including extending an invite to the Council and public to join him on November 17th to listen to Dr. Van Holde in a town hall to talk about combined heat and power and what it can bring to North Pole.
- Reorganization of the Council took place. The new positions are:
 - Mayor Tem – Mr. Jacobson
 - Deputy Mayor Pro Tem – Mr. Cromer
 - Alt. Deputy Mayor Pro Tem – Mr. Keller

COUNCIL MEMBER QUESTIONS OF THE MAYOR

- None

COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

Police Department, Chief Dutra

- Chief Dutra introduced and pinned his newest officer, Officer Bluhm.

Fire Department, Chief Heineken

- The job posting for the fire departments open Lieutenant position closed today at 1pm. Our testing and interview process is scheduled to finish up in early November.
- October is fire prevention month and traditionally we spend a lot of time each October delivering safety messages to our local schools. The last two weeks we hosted hundreds of students from our local schools. During their visits to the fire station, we were able to provide age-appropriate safety messages.
- Winter is here and the road conditions are changing rapidly. The fire department has been responding to a high number of motor vehicle accidents over the last few weeks. We would like to remind everyone to slow down and expect slippery road conditions.

Finance, Tricia Fogarty

- Ms. Fogarty gave an update on the Tyler/Caselle conversion.
- Financial will be provided at the next meeting.
- She also let everyone know that there were a few changes to the budget book that was provided with the packet and that she is available to answer any budget questions they may have.

Director of City Services, Danny Wallace

- Similar to my peers, my focus over the past couple of weeks has included a significant amount of work on the budget. I'll provide a brief update for the City Services areas.
- Building Dept – Indoor projects only right now; we'll discuss fees for next year in the next few weeks with our contract building inspectors.
- Public Works – Our summer hires have been released, they stayed long enough to help with the City's holiday decorations and lights. We have a meeting with DOT on Wednesday on the Doughchee Avenue project. This is on the recommended list for Fairbanks Area Surface Transportation (FAST) Planning, although final approval is still not completed. We also applied for a grant from the State of Alaska for a drainage survey to address issues with yearly flooding. Finally, we're slated to participate in the FAST Winter Maintenance Forum next week. We'll provide a short public presentation on North Pole snow removal operations.
- Utilities – We received the new Ford F250 truck approved by the Council in October. We're still waiting for the title prior to putting it into service. We've shifted out of the season for utilities hookups.

Human Resources, Ellen Glab

- Ms. Glab gave an update on the policy manual, letting the Council know it was in the final revision state with the department heads. Then would go to the attorney and city employees before it came before Council.
- She also requested a meeting with Mr. Jacobson, the new Pro Tem.

Borough Representative

There is no report.

City Clerk's Office, Melissa Dionne

- Ms. Dionne gave everyone an update n the cities new website, she said that the site mapping is done, and we should see a non-live version by the end of the year.
- She also reminded everyone to vote tomorrow.

ON GOING PROJECTS

- None

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

- Mr. Koerner joined us to give the Council an update on Brookside Park.

Old Business

- Ordinance 22-20, An Ordinance of the City of North Pole Amending the Leave Policy for the City of North Pole Employees

Mr. Jacobson *moved* to approve 22-20

Seconded *by* Mr. Keller

On the Ordinance

DISCUSSION

None

PASSED

Yes: 6 – A. Welch, Claus, Cromer, Jacobson, Skipps, Keller

No: 0

Absent: 1 – M. Welch

Mr. Jacobson *moved* to Amend 22-20 to add “Will become effective when ratified by the City Council”

Seconded *by* Mr. Cromer

On the Ordinance as amended

DISCUSSION

None

PASSED

Yes: 6 – A. Welch, Claus, Cromer, Jacobson, Skipps, Keller

No: 0

Absent: 1 – M. Welch

New Business

- Ordinance 22-24, An Ordinance of the City of North Pole, Alaska, Establishing the 2023 Operating and Capital Budget and Levying the Mill Rate

Mr. Jacobson *moved* to approve 22-24

Seconded *by* Mr. Keller

On the Ordinance

DISCUSSION

None

PASSED

Yes: 6 – A. Welch, Claus, Cromer, Jacobson, Skipps, Keller

No: 0

Absent: 1 – M. Welch

- Acceptance of Heating Oil Bid Recommendation

Mr. Jacobson *moved* to award the bid to Crowley

Seconded *by* Mr. Cromer

On the Ordinance

DISCUSSION

None

PASSED

Yes: 6 – A. Welch, Claus, Cromer, Jacobson, Skipps, Keller

No: 0

Absent: 1 – M. Welch

- Consideration of Citizens' Extension of Time for Property Clean Up

Mr. Jacobson *moved* to allow the citizen until December 7, 2022, to move the cars in the front yard and to give until June 15, 2023 for the rest of the property clean up.

Seconded *by* Mr. Cromer

On the Ordinance

DISCUSSION

None

PASSED

Yes: 6 – A. Welch, Claus, Cromer, Jacobson, Skipps, Keller

No: 0

Absent: 1 – M. Welch

COUNCIL COMMENTS

- Mr. Keller thanked the fire department for their speedy response to the house fire on 7th this last week. He also thanked the high school student who called it in.
- Ms. Welch also thanked the student and said that we owe them thanks. She sent her thoughts to Mayor Welch who is out sick tonight and birthday wishes to her son.
- Mr. Jacobson gave applause to the city employees for all their hard work and to the fiscal department for the budget book that was presented and to the fire and police department for their work in keeping the city safe. He apologized if his comments early on the leave ordinance came across too strong, his intention

was to make sure that the right tone was set moving forward on how things should be done, not to come across as harsh. He thanked everyone for voting him as the Mayor Pro Tem and to Ms. Welch for stepping in and running the meeting tonight. He also thanked Mr. Cromer for his acceptance of the Deputy Pro Tem position and said that he looked forward to working with him.

- Mr. Skippis told Chief Heineken that he knew the people who lived in the house that caught fire last week and that they were very thankful for how fast the fire department responded. The damage was minimal compared to what could of happened.
- Ms. Clack gave her remarks, but it could not be heard on the recording.

ADJOURNMENT

Mr. Cromer *moved* to adjourn

Seconded *by* Mr. Keller

The regular meeting of Monday, November 7, 2022 adjourned at 8:22 p.m.

These minutes passed and approved by a duly constituted quorum of the North Pole City Council on Monday, November 7, 2022.

ATTEST:

Melissa Dionne, City Clerk