



CITY OF NORTH POLE *Alaska*

REGULAR CITY COUNCIL MEETING Monday, July 18, 2011

**Committee of the Whole – 6:30 p.m.
Regular City Council Meeting – 7:00 p.m.**

COUNCIL MEMBERS

Bonnie Arnold	488-9246
Richard Holm	488-1776
Sharron Hunter	488-4282
Kevin McCarthy- <i>Dep. Mayor Pro Tem</i>	490-9039
Ronald Jones – <i>Alt. Dep Mayor Pro Tem</i>	488-3579
Thomas McGhee - <i>Mayor Pro Tem</i>	455-0010

MAYOR

Doug Isaacson 488-8584

CITY CLERK

Kathy Weber 488-8583

1. Call to Order/Roll Call
2. Pledge of Allegiance to the US Flag
3. Invocation
4. Approval of the Agenda
5. Approval of the Minutes
6. Communications from the Mayor
Proclamations
Joseph Crawford - NPE
7. Council Member Questions of the Mayor
8. Communications from Department Heads, Borough Representative and the City Clerk
9. Ongoing Projects Report
10. Citizens Comments (Limited to Five (5) minutes per Citizen)

11. Old Business

12. New Business

a. Resolution 11-18, A Resolution To Place An Initiative On The October 4, 2011 City Of North Pole Ballot Authorizing The City To Incur \$1,416,500 Of Debt In The Form Of A Low-Interest Alaska Department Of Environmental Conservation Loan For The Purpose Of Reducing Inflow And Infiltration Of Ground Water Into The Waste Water Collection System.

b. Resolution 11-19, A Resolution Authorizing The Utility Department To Distribute Educational Materials Explaining The Ballot Initiative Related To The Alaska Department Of Environmental Conservation Loan For The Utility Project To Reduce Inflow And Infiltration Of Ground Water Into The Waste Water Collection System

c. Resolution 11-20, A Resolution Establishing The City Of North Pole Utility Department Priority Capital Project For Calendar Year 2012: North Pole Sewer Line And Manhole Rehabilitation And Replacement Project

13. Executive Session – To Discuss Proposed Settlement with Tesla Electric

14. Council Comments

15. Adjournment

The City of North Pole will provide an interpreter at City Council meetings for hearing impaired individuals. The City does require at least 48 hours notice to arrange for this service. All such requests are subject to the availability of an interpreter. All City Council meetings are recorded on CD. These CD's are available for listening or duplication at the City Clerk's Office during regular business hours, Monday through Friday, 8:00 a.m. to 5:00 p.m. or can be purchased for \$5.00 per CD. The City Clerk's Office is located in City Hall, 125 Snowman Lane, North Pole, Alaska.

**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, July 5, 2011 in the Council Chambers of City Hall, 125 Snowman Lane, North Pole, Alaska.

CALL TO ORDER/ROLL CALL

Mayor Doug Isaacson called the regular City Council meeting of Tuesday, July 5, 2011 to order at 7:00 p.m.

There were present:

**Ms. Arnold
Mr. McGhee
Ms. Hunter
Mr. Jones
Mr. Holm
Mr. McCarthy
Mayor Isaacson**

Absent/Excused

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

Led by Mayor Isaacson

INVOCATION

Invocation was given by Councilman Thomas McGhee

APPROVAL OF AGENDA

Mr. McGhee moved to Approve the Agenda of July 5, 2011

Seconded by Jones

Discussion

None

Mr. McGhee moved to Amend Agenda To Put Items A & B Under New Business to Consent Agenda

A. REQUEST FOR 1st and 2nd QUARTER 2011 BED TAX FROM CHRISTMAS IN ICE

B. RESOLUTION 11-17, A RESOLUTION TO ACCEPT OWNERSHIP OF A LAND DONATION IN THE BAKER SUBDIVISION OF TRACT B-1 AND PARCELS C-3 THROUGH C-14

On the amendment

PASSED

YES –7 –Holm, McCarthy, Arnold, Hunter, McGhee, Jones, Isaacson

NO – 0

Abstained- 0

On the main motion as amended

PASSED

YES –7 –Holm, McCarthy, Arnold, Hunter, McGhee, Jones, Isaacson

NO – 0

Abstained- 0

APPROVAL OF MINUTES

Mr. Jones *moved to* Approve the Minutes of June 20, 2011

Seconded by Mr. Holm

Discussion

None

PASSED

YES –7 –Holm, McCarthy, Arnold, Hunter, McGhee, Jones, Isaacson

NO – 0

Abstained- 0

COMMUNICATIONS FROM THE MAYOR

Communication Highlights from the Mayor for the period ending July 5, 2011

ISSUES:

- Summer Festival Committee: Excellent job, praise for the volunteers
- World Eskimo Indian Olympics (WEIO) Queens to Visit North Pole. Mark your calendars now and do plan to attend a reception honoring the past and current WEIO queens on July 21, 2 p.m. at Hotel North Pole. This is the 50th Anniversary of WEIO which brings participants from across the state to the Interior. This year's competition will be held at the Carlson Center, July 20-23. We appreciate the opportunity to honor the participants, the "royalty" and the history of this truly Alaskan event. I'm glad they're coming out to North Pole—the more we make them feel welcome, the more they'll tell their friends and neighbors to visit us! For more information about WEIO, go to www.weio.org.

COMMUNITY:

- **June 22, 3:30 pm**: FHR CAC meets @ NPFDA Annex
- **June 27, 6 pm**: Mayor met with Itadori Sister City Committee, report by Karen Lane tonight?
- **June 28, Noon**: Mayor Hopkins to give the "State of the Borough" speech at the GFCC

Luncheon @ the Carlson Center

- **June 29, 10 a.m.,** Mayor attended North Haven preparation meeting for National Night Out (Aug 6?); also met with IRS Supervisory Special Agent Terry Zeznock about NPPD participation in criminal investigations with the Agency.
- **June 30, 1:30 pm:** attended Memorial Service for 1-25 SBCT PFC Ryan Larson, 19 yrs old.

FNSB ASSEMBLY MEETING:

FNSB Assembly met for an extended time on Thursday, June 23. There was no North Pole specific ordinances or actions being considered, however, the meeting went long because of several funding requests, zoning definitions for Fairbanks, discussions relating to definitions in the PM2.5 Air Quality Program, and an ordinance amending Grant Management. There is a special meeting scheduled for July 7 to consider, "Memorandum from Rene Broker, Borough Attorney, dated July 7, 2011 regarding TAPS Superior Court Appeal." The next regular meeting is scheduled for July 14. For a list of meeting times and agendas, go to <http://co.fairbanks.ak.us/meetings/Assembly> .

MEDIA:

June 25 & July 1: Mayor Isaacson was on KJNP (1170 AM, 100.3 FM) 8 – 9 a.m. "Over the Coffee Cup."

June 30: Mayor and Festival Cmte (& NP Babes in Toyland_ members Marquet (Hot Cocoa) and Carolyn (Red Sleigh Her) were on Charlie O'Toole 970 am, Rocky Barnett's Magic 101, Tim Palmer's KIAK, and Mike Crosby "Madman" The Edge radio shows.

UPCOMING (see above for other events, dates, and times)

- **July 6, 1 p.m.,** the Mayors will meet with ARRC CEO on Railroad / Muni issues
- **July 6, 1 p.m.,** the mayor will be attending the Change of Command of Col Tim Jones to Col Ron Johnson
- **July 9, 9 a.m.,** the Jingle Bell Run
- **July 11, 10 a.m.,** the Department Head meeting to discuss post-audit budget issues, Council members may attend (rescheduled from an earlier time).
- **July 11, 6:30 p.m.,** the Finance Committee meets at City Hall
- **July 6, 5-9 p.m.,** Third Friday @ NP Grange

COUNCIL MEMBER QUESTIONS OF THE MAYOR

None

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

Accountant

None

Police Dept

None

Fire Dept

Chief Lane

- Thanked Mr. Jones for completing his NIMS testing and that Bonnie Arnold will do hers tomorrow.
- Summer Festival was a success and he felt it was one of the better festivals. He thanked the committee and volunteers.
- There were no fireworks injuries this year that were reported to the NPFDF.
- There have been two fires this year in the city. One on Perimeter which was a 5th wheel and the other was on Evolyn which was an electrical fire which was in a washing machine and caused approximately \$25,000 in damage.
- NPFDF hired new person this week.

Director of City Services, Bill Butler

None

Borough Representative, Mayor Isaacson

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<http://co.fairbanks.ak.us/meetings/Assembly>

City Clerk, Kathy Weber

- The office staff spent a lot of time fielding calls for the Summer Festival.
- Eric Sonnenburg, Utilities Asst, left on June 24th to return to Oregon.
- Utility Asst. position has been posted and will be open until July 18th at 5:00 p.m.
- Officer Philip McBroom unofficially gave his notice that he will be leaving the end of August and joining the military as a chaplain.
- An AFLAC representative was here last week on Monday and Tuesday to offer supplemental insurance to the employees.

- Hired new police officer today.

ONGOING PROJECTS

- Itadori Sister City,
Karen Lane reported that Summer Festival was successful. They made \$300 by having a booth at the festival. July 20, 2011 is the next fundraiser from 4:30 – 8:00 at the Pioneer Park for Golden Days. They raised \$300 at that event last year.

Sister City Welcome party on August 4, 2011 at 6:30 p.m.
Dinner with City council on August 8th at 6:30 at the Lane home.
Goodbye party on August 10th

There will be 16 students and 4 adults this year. Sister City is still looking for homestay families.

Next meeting on July 12th at City Hall at 6pm.

CITIZENS COMMENTS – 5 Minutes

None

OLD BUSINESS

None

NEW BUSINESS

Items moved to Consent Agenda

COUNCIL COMMENTS

Mr. McCarthy – No Comment

Mr. McGhee – No Comment

Mr. Holm – No Comment

Ms. Arnold – No Comment

Mr. Jones - No Comment

Ms. Hunter – No Comment

Mayor Isaacson - No Comment

ADJOURNMENT

Mr. McGhee *moved to* **adjourn the meeting of July 5, 2011**

Seconded by Mr. Holm

No Objection

The regular meeting of July 5, 2011 adjourned at 7:32 p.m.

These minutes passed and approved by a duly constituted quorum of the North Pole City Council on Monday, July 18, 2011.

DOUGLAS W. ISAACSON, Mayor

ATTEST:

KATHRYN M. WEBER, MMC, City Clerk

IIMC REGION IX REPORT

ALASKA • CALIFORNIA • HAWAII • OREGON • WASHINGTON

REGION IX DIRECTORS



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Designed by:
Anthony J. Mejia, CMC
MejiaA@San-Clemente.org

NEWS FROM THE DIRECTORS

Annual Board Meeting - The IIMC Board of Directors met on May 6 and 7, 2011, immediately prior to the IIMC Conference. The first day consisted of board development, followed by the board's regular meeting.

The board development session was facilitated by Lance Decker and the focus was on volunteers. How do we get more IIMC members to volunteer to serve on committees, and how do we keep them engaged? The day focused on many ideas which will encourage members to help IIMC by serving on a committee.

2011 IIMC Conference - The 2011 IIMC Conference, held in Nashville, Tennessee, was wonderful! If you were unable to attend, you missed a grand conference. The most exciting part of the conference was when our very own Region IX member, Colleen Nicol, was installed as IIMC President! Way to go Colleen!

IIMC Conference Education Handouts - With the Board's approval to go green, IIMC Conference handouts for 2011 were posted on the website, and a DVD of the concurrent education session handouts was distributed to all conference delegates. It is anticipated that this practice will continue.

Education Update - The Education Department continues to distribute E-briefings, specifically announcing education programs, information and news. The IIMC Education Department has added to the online learning opportunities with ed2go. Courses completed through ed2go will earn 1 CMC Experience-Continuing Education point per 6 hours, or 1 MMC Advanced Education point per 6 hours. Each course is approximately 24 hours long; and there are 17 courses currently approved for credit. At less than \$100 each, this is a great way to earn points.

The ed2go network consists of more than 1,800 top colleges, universities, and other organizations. Each ed2go course can be taken from home or the office, as they are taken completely online over 24 hours in a 6-week period. There is a variety of courses ranging from accounting to grant writing to project management and more. Each of the courses is lead by a well-qualified instructor, and is priced under \$100. Once enrolled, students will be able to engage with their classmates, post questions and comments, and take quizzes that are automatically graded upon completion. Upon successful completion of the course assessment, a certificate will be awarded.

Constitutional Amendments - On June 10, 2011, an official ballot was emailed to IIMC members regarding the Amendment to IIMC's Constitution. The amendments were presented at the Annual Business Meeting in Nashville on Thursday, May 12, 2011. The Amendment was passed by two thirds of the members present. Per Article XIII of IIMC's Constitution, the amendment must be distributed to the entire voting membership to vote. **The last day to vote will be Wednesday, August 10, 2011.** If you have not already **voted**, please vote today!

(Continued on Page 2)

IIMC HEADQUARTERS
(909) 944-4162 • FAX (909) 944-8545
WWW.IIMC.COM

UPCOMING EVENTS

- ◆ OAMR Annual Conference
Portland, Oregon
September 21-23, 2011
- ◆ AAMC Annual Conference
Fairbanks, Alaska
November 5-8, 2011
- ◆ WMCA Annual Conference
Lake Chelan, Washington
March 13-16, 2012
- ◆ CCAC Annual Conference
Sacramento, California
April 2012
- ◆ 66th IIMC Annual Conference
Portland, Oregon
May 20-24, 2012



- ◆ 67th IIMC Annual Conference
Atlantic City, New Jersey
May 19-23, 2013
- ◆ 68th IIMC Annual Conference
Milwaukee, Wisconsin
May 18-22, 2014

NEWS FROM THE DIRECTORS

(Continued from Page 1)

Budget and Planning - Highlights of the IIMC finance picture for 2011-12 include: IIMC ended the 2010 fiscal year with an outstanding net profit of \$187,215. This is the fourth consecutive year that IIMC has realized a year-end profit; A general reserve fund of approximately \$230,000 has been established and untouched; A building reserve fund of \$20,000 has been funded; 2010 was the third consecutive year in which membership dues exceeded \$1 million; Created an emergency 2011 conference reserve; Implemented a policy that IIMC Conferences must meet a 10% net profit of revenue; A membership dues increase of \$10 per municipality was implemented in 2011; Board meetings and Executive Committee travel are under projected budgets; Both tenants at IIMC headquarters are secured through April 2013 and 2014, respectively; Monthly Financial and Year-End Statements are shared with the IIMC Board; New fiscal policies and procedures are being adhered to by the Executive Committee and the IIMC Board of Directors; New recommended Board Policies that will ensure fiscal reliability for IIMC and improve the financial processes include the allocation of travel funds and establishing future conference reserves. IIMC has come a long way over the past few years in its goal of achieving financial stability.

Municipal Clerks Education Foundation - We continue to encourage you to make a donation to the Municipal Clerks Education Foundation (MCEF). One way to support MCEF is by buying raffle tickets for the annual MCEF Hawaii Raffle sponsored by American Legal Publishing. This year the raffle was won by Amanda Charles, Deputy Clerk of Wasilla, Alaska! Even if you can't attend the conference next year, please let Kristie know as she'll be sure to contact you to purchase raffle tickets prior to the IIMC Conference in Portland.

MCEF is supported through donations and every contribution, regardless of size, is destined to support education. Tax-deductible contributions may be made by completing the pledge card on the IIMC website. Credit card payments are accepted, and pledges can be paid monthly or at the end of the calendar year. MCEF's tax ID number is 95-3926604.

Travel Plans - In September, we will attend the Oregon Association of Municipal Recordors (OAMR) Conference in Portland September 21 - 23. Then, we're heading north to Alaska to attend the Alaska Association of Municipal Clerks (AAMC) Conference, November 5-8 in Fairbanks. And from Fairbanks, we will head directly to the IIMC Mid-Year board meeting in Riverside California, November 10 - 12.

Speaking of travel, did you know that the Region IX states has a travel policy in place that creates an assessment of \$4 per member to fund Region IX Director travel costs? This funding allows both Region IX Directors to travel to each of the four state annual conferences. Region IX has found this to be an invaluable means of establishing a strong regional voice and creating a partnership among the states to allow every member access to their IIMC representatives.

Please feel free to contact one of us with any questions or concerns. We look forward to hearing from you!

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Region IX provides many opportunities for members to attend educational classes and accumulate points toward certification. Here is a list of the classes we know are scheduled to date. For further information on the classes listed below, please refer to the various association websites:

WMCA = Washington Municipal Clerks Association	www.wmcaclerks.org
OAMR = Oregon Association of Municipal Recorders	www.oamr.org
AAMC = Alaska Association of Municipal Clerks	www.alaskaclerks.org
CCAC = City Clerks Association of California	www.californiacityclerks.org
NCI = Northwest Clerks Institute	www.nwclerksinstitute.org
IIMC = International Institute of Municipal Clerks	www.iimc.com

Please check the websites for more details; some classes may provide more points depending on the amount of out of class preparation time involved.

July 21-22	Nuts and Bolts (CMC)	CCAC	Manteca, CA
August 7-12	CEPO Leadership Institute (CMC & MMC)	CCAC	Santa Barbara, CA
September 6-9	Technical Track for Clerks (CMC)	CCAC	Riverside, CA
September 21	IIMC Master Academy (CMC & MMC)	OMAR	Portland, OR
November 3-4	Nuts and Bolts (CMC)	CCAC	Brea, CA
November 6	IIMC Master Academy (CMC & MMC)	AAMC	Fairbanks, AK
Nov. 30- Dec. 2	LOCC New Law & Election Seminar (CMC & MMC)	CCAC	Long Beach, CA
March TBD	Technical Track for Clerks (CMC)	CCAC	Riverside, CA
March TBD	Nuts and Bolts (CMC)	CCAC	Napa, CA

On-Going Educational Opportunities:

IIMC On-Line Learning Information at www.iimc.com

VOLUNTEER AT THE 2012 IIMC CONFERENCE IN PORTLAND OREGON

The Oregon Association of Municipal Recorders is seeking volunteers for the 2012 IIMC Conference in Portland. The conference will be held from May 20-24, 2012. Volunteers are needed for many functions during the conference including:

- ◆ Putting together Delegate Packets
- ◆ Registration
- ◆ IIMC Merchandise Boutique
- ◆ MCEF Silent Auction and/or Walk/Run
- ◆ Move flags to auditorium (strong people needed!)
- ◆ Lunches in Exhibit Hall - check badges/day passes/tickets/direct traffic flow
- ◆ Checking badges at Exhibit Hall
- ◆ Checking tickets/badges at Opening Reception
- ◆ Opening Ceremony set-up
- ◆ Opening Ceremony
- ◆ Placing handouts
- ◆ Scanners for sessions
- ◆ Direction volunteers
- ◆ Other miscellaneous



This is an excellent opportunity to demonstrate what a great team we have in Region IX. Oregon cannot do this without your help. If you are interested in volunteering, send an e-mail to Karin Johnson, at kjohnson@ci.independence.or.us.

Welcome New Members & Education Honors

NEW MEMBERS

ALASKA

Chiquita Cothron
Robyn Kincaid
Jennifer Mooney
Terry West
Katie Ring
Matthew Grandel
Tricia Fogarty
Jade Cromer
Brenda Ballou
Harry Staven

Assembly Legal Assistant
Deputy City Clerk
City Clerk
City Clerk
Borough Clerk Secretary
Deputy City Clerk
Utility Billing Clerk
City Clerk
Deputy City Clerk
City Clerk/Treasurer

Anchorage
Cordova
Hydaburg
Kasaan
Kenai Peninsula
Kodiak
North Pole
Sand Point
Seward
St. Mary's

CALIFORNIA

Brenda Lopez
Sherry Freisinger
Cindy Black
Isabel Castillion
Andrea Carranza
Mary Neher
Jerryl Soriano
Julie Jedlowski-Hord
Kimberly Gock
Jenny Knerr
Marci Reyes
Laura Parisi
Janel Chapman
Jon Maginot
Helena Cho
G. Harold Duffey
Kisa Puckett
Hunter Alexander
Camy Byrd
Jessica Crafts
Debra Lewis
Joan Diskin
Tracey Gieffels

Assistant to City Clerk
Senior Deputy Clerk
Chief Deputy Clerk
City Clerk
Executive Assistant
District Secretary
City Clerk
Deputy City Clerk
Deputy City Clerk
Deputy City Clerk
City Clerk
City Treasurer
City Clerk
Deputy City Clerk
Secretary
City Clerk/Administrator
Administrative Assistant I
City Clerk/Administrator
Office Assistant
Senior Office Specialist
Paralegal I
Assistant to City Clerk
Office Assistant

Adelanto
Carlsbad
Chowchilla
Coachella
Coachella
Contra Costa Water
Desert Hot Springs
Elk Grove
Foster City
Gilroy
Kerman
Laguna Beach
Lakeport
Los Altos
Monterey Park
Oroville
Perris
Point Arena
Redondo Beach
Riverside
Riverside County
San Mateo
Vallejo Sanitation
and Flood Cont. Dist.
Walnut Creek

Kim Coles

Executive Assistant

OREGON

Mary DeLoria
Susanjoy Baskoro
Joan Davies
Mary Robertson

Assistant City Manager
City Recorder
City Administrator
Administrative Assistant

Garibaldi
Gresham
Hines
Molalla

WASHINGTON

Kelly Wilson
Michaela Dimas
Misty Ruiz
Peri Gallucci
Amber Darlington
Sam Taylor
Katie Bolam
Kristen LaFrance
Pamela Kezele
Heather Beck
Anja Mullin
Karri Muir
Lynn Schilling
Jenine Dennison
Agnes Stebbins
Rachel Shaw
Sherrie Rodriguez
Cindy Marbut
Sonya Tee

Sr. Administrative Assistant
Administrative Assistant
City Clerk/Treasurer
Clerical Assistant
Assistant Deputy Clerk
City Clerk
Sr. Administrative Assistant
Sr. Administrative Assistant
Deputy City Clerk
Dep. Clerk of the Board
Deputy City Clerk
Clerk of the Board
Clerk/Treasurer
Administrative Assistant II
Deputy City Clerk
City Clerk
Deputy City Clerk
City Clerk/Treasurer
Deputy City Clerk

Bellevue
Ben Franklin Transit
Brewster
Chelan
Entiat
Ferndale
Fife
Fife
Ilwaco
Jefferson County
Kirkland
Lewis County
Nespelem
Port Orchard
Port Townsend
Prosser
Royal City
Yacolt
Yakima

Congratulations!

MEMBERS EARNING CERTIFICATION

ALASKA

Amanda Charles, CMC

Deputy City Clerk

Wasilla

CALIFORNIA

Lauren Myles, CMC
Lorena Verduco, CMC
William Flores, CMC
Phillip Scollick, CMC
Patricia Bravo-Valdez, CMC
Kimberly Wilson, CMC
Sarah Manwaring, CMC
Brenda Jacobs, CMC
Vickie Kroneberger, CMC
Janis Daly, CMC
Mayra Ochiqui, CMC
Deborah Estrada, CMC
Suzie Martinez, CMC

City Clerk
Records Specialist
Assistant City Clerk
Deputy City Clerk II
City Clerk
Deputy City Clerk
Assistant City Clerk
City Clerk
Deputy City Clerk
Sr. Recording Secretary
Deputy City Clerk
City Clerk
Deputy City Clerk

Alhambra
Corona
Elk Grove
Irvine
Maywood
Mill Valley
Murrieta
Norco
Palos Verdes Estates
Thousand Oaks
San Bernardino
Sunnyside
Walnut Creek

OREGON

Amber Mathiesen, CMC

Management Analyst

Cornelius

WASHINGTON

Paula Swisher, CMC
Deanne Meinberg, CMC
Connie Thomas, CMC
Marsha Peterson, CMC

City Clerk/Treasurer
Deputy City Clerk
Deputy City Clerk
City Clerk/Treasurer

Brier
Issaquah
Omak
Waterville

MEMBERS EARNING MASTER MUNICIPAL CLERK STATUS

ALASKA

Julie Cozzi, MMC
Laurie Sica, MMC
Johni Blankenship, MMC
Kathryn Weber, MMC

Borough Clerk
Municipal Clerk
Borough Clerk
City Clerk

Haines
Juneau
Kenai Peninsula
North Pole

CALIFORNIA

Cindy Herrera, MMC
Betty Hughes, MMC
Jacqueline Hald, MMC
Nanci Lima, MMC
Renee Beck, MMC
Maricela Hernandez, MMC
Kathleen Simmons, MMC
Patrice Olds, MMC
Lisa Thomason, MMC

City Clerk
City Clerk
City Clerk
City Clerk
Deputy City Clerk
City Clerk
City Clerk
City Clerk
City Clerk

Adelanto
Highland
Imperial Beach
Lemoore
San Ramon
Seaside
Sunnyvale
Walnut Creek
Wheatland

WASHINGTON

Claire Lider, MMC
Kay Kammer, MMC

City Clerk
City Clerk

Battle Ground
Ridgefield



PRESIDENT CONNECTION

By Colleen J. Nicol, MMC

A NASHVILLE BEGINNING

After hearing Mike Robbins speak at the CCAC Annual Conference this year, I bought his book teaching the value of authentic appreciation - Be Yourself, Everyone Else Is Taken. Region IX, my appreciation for you is deep, sincere, and everlasting.

The support and friendship always given to me and your representatives at IIMC continues on as we each take the oath and begin work to keep on top of issues, bring them to the membership, listen, and carry your voice forward. ...and, indeed, what a long list of incredibly hard-working Region IX Directors it is.

Pam Kolacy and all those who helped plan and attended the Region IX event in Nashville - thank you! Wow, was that fun! Friends, food, live music, dancing, and familiar faces (even some from outside the Region) molded a memory for me of love, solidarity, loyalty, and good times. The family of Board members, staff, and trainers from Continuing Education for Public Officials - one of California's IIMC Institutes - presented me a Proclamation underscoring the importance of what we do to help our members be the best municipal clerks they can be.

Many of you have volunteered to serve on Committees and in leadership roles. Thank you for embracing the call to service. The broad participation in the State Associations and their work structures add to the strength of the whole - you, too, are appreciated for stepping up.

As I begin my journey this year, I will carry the values and love from each of you with me in authentic appreciation for your friendship and dedication to me, IIMC, and the profession.

Region IX Rocks!



 @IIMCPresident



NEWS FROM AROUND THE REGION



ALASKA—AAMC President Kathryn Weber, CMC, Reports...



This has been such an amazing year for me. It has been a whirlwind of travel and opportunity that I am relishing in and growing personally and professionally. I am definitely living the “Best Year of My Life” and encourage all of you to take a proactive look at what you are doing personally and professionally and what you can do to make it better. Attitude is a powerful thing and can open doors you never imagined possible!

April brought spring to our state and some very warm weather here in the Interior. The City Clerks Association of California had their conference in the beautiful town of South Lake Tahoe, California. We flew in to Reno and then traveled 30 minutes by car to this small town built around a breathtaking lake at an elevation of 6,225 ft. above sea level. It is the largest alpine lake in North America and is 1,645 feet deep making it the USA’s second deepest. Stepping out of our hotel (Embassy Suites) you could walk on either side of the cobblestone driveway and be in California or Nevada as you made your way to Harrah’s where some of us donated to the local economy. President, Randi Johl, was a wonderful hostess and planned interesting outings for the out of state

guests. Her theme “TEAM clerk – Together Everyone Achieves Much” was put to use as they worked together to have a very successful conference.

May brought the excitement of traveling to historic Nashville, Tennessee, home of country music and the site for the 65th Annual IIMC Conference. The state of Alaska was represented well with 18 clerks attending the conference. The General Sessions had remarkable speakers and the break-out sessions were top notch. Everyone had the opportunity to take in the sights and tour some of these historic music museums and a few of us took the afternoon and joined in a backstage tour of the Grand Ole Opry. The Opryland Hotel is a beautiful resort with many amenities and fine dining. Our “All Conference Event” was held at the Wild Horse Saloon where we were taught the latest line dances and enjoyed a performance by a new and upcoming singer. The weather was great, with only a few thunder storms, but other than that we baked in the sun and humidity. If you’ve never attended an IIMC conference I encourage you to put this into your budget for next year as it will be held in Region IX in the beautiful city of Portland, Oregon. The Oregon clerks have been working hard putting this together and it is sure to be one of the best IIMC conferences yet.

Over the years I have heard from many clerks around the state about the Professional Development classes through the Northwest Clerks Institute at the University of Puget Sound. Even though I obtained my MMC this year, I still wanted to attend PD IV in June and take the class, “The 7 Habits of Highly Effective People”. Needless to say, PD IV lived up to its reputation and the course was one that will be life changing. I encourage all of you to try and attend the Professional Development classes, PD I, II, III, and IV at the Northwest Clerks Institute. AAMC provides scholarships every year to clerks throughout Alaska to help with costs to attend. I can’t say enough positive things about the program that Dema Harris has put together to educate clerks and give them the tools to be the best they can be professionally and personally. Even living in the dorms is an experience that brings back past memories for many of us and also gives us a feeling of renewed sisterhood that is only achieved by the close living quarters and common thread that ties us together. It was wonderful to make new friends and to build relationships with those that we only see once a year at conference. Next year the Northwest Clerks Institute will not be having the PD IV class because of the closeness of the IIMC conference in Portland, Oregon which I hope you will all try and attend.

Congratulations to Carol Freas who is retiring from the City of Kenai after working for them for 26 years and serving as City Clerk for 21 years. She has been a great asset to the city and will be greatly missed by them and by AAMC. We wish her all the best for her continued success in her life’s pursuits. Good Luck Carol!

Our committees continue to work toward bringing you the very best conference in November. Our IIMC President, Colleen Nicol, will not be able to attend this year as she will be conducting an election at that time. Many thanks to Laurie Sica, City and Borough of Juneau, for putting the grant together again this year for Denali Commission funding. We are still waiting to hear on that and we are also waiting to hear from the State on our Gaming Permit. I will let you all know as soon as we receive it. I encourage all of you to go to the AAMC website at www.alaskaclerks.org for the 46th Annual AAMC Conference registration form and details on hotel reservations. This year we are going “Green” and all of our program materials will be online so you can download the things you want for the classes you want to take. We promise to make this an exciting time for all and to give you the best educational experience that AAMC can offer. Please feel free to contact me or any of our board members if you have any questions or concerns. And remember that AAMC can help you with any questions or concerns you may have and can provide you with resources and support. I hope you all are having a great summer and I look forward to seeing all of you in Fairbanks in November.





NEWS FROM AROUND THE REGION



CALIFORNIA - CCAC President Randi Johl, MMC, Reports...

Greetings from sunny, and in some cases really hot, California! While summer got off to a slow start in the valley, we are now well into our third consecutive day of over 100 degrees here in Lodi. The red wine has been officially stored in a cool location and the white wine is chilling in the refrigerator.

This will be my final Region IX Newsletter contribution as CCAC President with my term ending in September. It was an absolute privilege to serve not only California but also our wonderfully-united Region IX. The memories of visiting Keizer, Juneau, Vancouver and Nashville are precious and the friendships will last a lifetime.

As you will recall, CCAC embarked on an ambitious path to accomplish three specific goals this year: (1) engage the membership in a sustainable manner to encourage maximum participation at all levels of the Association, (2) provide professionally relevant education responsive to the membership while facilitating CMC/MMC certification and/or higher education, and (3) promote the understanding of the City Clerk's role as an executive municipal officer. I am happy to report that some of the successful achievements associated with these goals include:

- ◆ Conducting an online membership survey to ascertain the professional and educational needs of the members at large.
- ◆ Updating membership interest cards and utilizing all volunteers throughout the year on various committees, special projects and at the annual conference.
- ◆ Adopting and implementing amended contracts for the CEPO (LTC) institute to provide greater flexibility for CMC/MMC candidates.
- ◆ Adopting and implementing policies for CMC/MMC Press Releases to be sent to cities/city managers upon achievement of the designation.

In addition, CCAC worked hard throughout the year to foster strong relationships with the Fair Political Practices Commission (FPPC) and the League of California Cities (LCC).

The CCAC Annual Conference held in late April in South Lake Tahoe at the Embassy Suites was a great success. We received many positive comments from the membership about the location, the quality education, the value of the hotel, and the networking opportunities. The out-of-state guests, including the Region IX Presidents and Directors made it a very special conference. The icing on the cake was our very own IIMC President Colleen Nicol being surprised at the annual banquet by former IIMC President Dyanne Reese and recognizing City Clerk of the Year Alice Evenson.

At the IIMC Annual Conference held in May in Nashville, Tennessee, the IIMC Board of Directors unanimously approved the creation of an ad hoc Legislative Committee. The primary purpose of the committee is to monitor and review federal legislation pertinent to the municipal clerk profession, identify trends in state and international legislation affecting the profession, and when appropriate provide relevant written reports regarding the same. Additional information will be provided once the committee membership is established and as the committee begins to fulfill its charge.

Once again, I am truly thankful to have had the opportunity to serve California and Region IX. Region IX is like none other when it comes to unity and coordination and I personally am very proud to be a part of it.



NEWS FROM AROUND THE REGION



OREGON—OAMR President Karin Johnson, MMC, Reports...

Greetings from Oregon! I can't believe that my year as OAMR president is rapidly coming to an end. At the OAMR Conference in September, Tori Barnett, from Ontario, Oregon, will officially take the reins, and I'll retire to past-president.

Speaking of September, please try to come to the OAMR Annual Conference – 'Strengthening Bridges Through Education', September 22nd & 23rd at the Embassy Suites-Downtown. You will receive CMC/MMC education points for attending, and we offer the same registration rate to members in the Region IX states.

Since the last Region IX Newsletter, I've had the privilege of representing OAMR at the Washington Municipal Clerk's Conference held in Vancouver in late March. WMCA put on a top-notch conference, with excellent educational sessions sprinkled with lots of networking and fun.

In April, the City Clerk's Association of California hosted its annual conference in Lake Tahoe. What a venue! It was sunny, relatively warm, and if you walked across the street, you had crossed the state line and entered Nevada. Again, this was an excellent conference with superb education, friends, and fun.

May rolled around, and I was not only honored to have carried the Oregon state flag at the IIMC Conference parade of flags, but I also got to deliver a speech inviting all delegates to come to the 2012 IIMC Conference in Portland, Oregon. These two events were truly the highlight of the conference, but I was also able to attend many exceptional educational sessions, participate in excellent social events, and make new friends and network with others. A highlight of the conference was the reception that Region IX held honoring the incoming IIMC President, Colleen Nicol.

As I rotate out of the OAMR presidency, I will stay committed to OAMR and IIMC. Since Portland is hosting the 2012 IIMC Conference, I will be coordinating volunteers for that event. So please, if you are interested in becoming a volunteer in Portland, send me an e-mail at kjohnson@ci.independence.or.us.

As I wrap up my presidency, I want to thank everyone in each of the Region IX states for the gracious hospitality and warm welcomes that you showed to me during my travels.

GREAT WAYS TO DINE IN REGION IX

"Great Ways to Dine in Region IX" is the title of a cookbook produced by the Oregon Association of Municipal Records as a fundraiser for the 2012 IIMC Conference to be held in Portland, Oregon. The cookbook contains recipes submitted by clerks and recorders throughout Region IX. Some pretty fabulous recipes are in the book including: The Best Cheesecake Ever; Next Best Thing to Robert Redford; This Ain't Your Grandmother's Meatloaf; Sandy's Ravin' Good Stew; Poolside Cherry Pomarita; Bean There, Yum That Salad; and a plethora of more traditional recipes. The cookbook is \$15.00, plus \$2.50 shipping, and can be obtained from:

Peggy Hawker, City Recorder
City of Newport
169 SW Coast Highway, Newport, OR 97365



NEWS FROM AROUND THE REGION



WASHINGTON—WMCA President Treva Percival, CMC, Reports...

It's almost summer but where is our almost summer weather? I know I'm ready for it and I'm sure everyone else is too. I can't wait to get out on the motorcycles and explore some more of our beautiful state.

I had the amazing opportunity to represent WMCA at the 65th Annual IIMC Conference in Nashville, Tennessee. The theme of the conference was "Hitting the High Notes in Education." It was an

excellent conference with clerks from all over the United States and the world. The opening ceremony began with the parade of flags in which I had the honor of carrying the Washington state flag. The conference sessions were great and I would say some were even extraordinary. Anyone who was there will agree with me that they probably didn't leave Jeanne Robertson's general session without a stomachache, or tears in their eyes, and that was all from the laughter that filled the room. She is an amazing speaker and I encourage you to check out some of her videos on YouTube.



A great party was held for our very own Region IX IIMC President Colleen Nicol; where we showered her with our praise, excitement, and unfortunately singing voices. Colleen was sworn in as the IIMC President at this conference, and I know she is going to do great things for IIMC and represent Region IX proudly.



The conference included educational sessions ranging from communication, finance, planning for your future, government/leadership, records management, and human resources. I always enjoy learning new things and getting a refresher on things I haven't brushed up on in a while, so having such a wide array of options was great.

Now back in Washington, we also have our Professional Development classes that will be over before we know it. Conference Planning Chairs Paula Swisher, Alice Attwood, and I have already conducted a site visit at Campbell's Resort in Lake Chelan to begin planning for next year's conference. I don't know how these women do it. It seems as soon as one conference is over, they are already busy planning the next one. Sometimes I think they don't even wait until one conference is over.

I hope everyone enjoyed their Memorial Day weekend (even without nice weather) and has a lot of great plans for this summer. Until next time...Don't forget to P.L.A.Y.

**CITY OF NORTH POLE
RESOLUTION 11-18**

**RESOLUTION TO PLACE AN INITIATIVE ON THE OCTOBER 4, 2011 CITY OF
NORTH POLE BALLOT AUTHORIZING THE CITY TO INCUR \$1,416,500 OF DEBT
IN THE FORM OF A LOW-INTEREST ALASKA DEPARTMENT OF
ENVIRONMENTAL CONSERVATION LOAN FOR THE PURPOSE OF REDUCING
INFLOW AND INFILTRATION OF GROUND WATER INTO THE WASTE WATER
COLLECTION SYSTEM**

WHEREAS, the City of North Pole created its utility system to provide residents with the sanitation, protection and convenience afforded by a municipal utility system and to promote an improved community environment; and

WHEREAS, a portion of the waste water collection system contains over 7,000 feet of Techite sewer mains, a material that is prone to failure resulting inflow and infiltration of ground water and blocked sewer mains; and

WHEREAS, numerous sewer manholes in the waste water collection system are experiencing inflow and infiltration of groundwater; and

WHEREAS, approximately one third of all waste water delivered to the waste water treatment plant is ground water that enters through inflow and infiltration through damaged sewer lines and manholes; and

WHEREAS, the large volume of inflow and infiltration reduces the efficiency and capacity of the waste water treatment plant leading to increased treatment costs; and

WHEREAS, the large volume of inflow and infiltration to the waste water treatment plant restricts expansion of the utility system which in turn restricts future development of the City.

WHEREAS, damaged sewer mains represent public health and environmental threats that could permit the discharge of untreated domestic waste water into surface and groundwater sources where lining the sewer mains will mitigate these hazards; and

WHEREAS, the Utility has existing capital charges levied on all utility rate payers that generate sufficient revenues to repay the loan over its 20-year life without the need to raise utility rates or tax revenues.

NOW, THEREFORE, BE IT RESOLVED that the North Pole City Council approves that the following question shall be placed on the October 4, 2011 ballot as follows:

The North Pole Utility is requesting authority to accept a \$1,416,500 loan offer from the Alaska Department of Environmental Conservation for the purpose of repairing leaking sewer mains and manholes. Approximately one third of all the water flowing to the waste water treatment plant is ground water that leaks into sewer mains and man holes. The loan will be for a period of 20 years at an annual interest rate of 1.5%. The loan will be repaid from the existing Facility Repair and Replacement utility charge collected from all utility rate payers. This loan will

not raise property taxes or sales tax for this project. The Utility's annual loan payment will be approximately \$83,000.

Shall the City of North Pole accept a \$1,416,500 loan offer from the Alaska Department of Environmental Conservation for the purpose of repairing leaking sewer mains and manholes, at an interest rate of 1.5% for a period of 20 years, to be repaid from the existing Facility Repair and Replacement (FRR) utility charge collected from all utility rate payers?

Yes ☐ No ☐

PASSED AND APPROVED by a duly constituted quorum of the North Pole City Council this 18th day of July 2011.

ATTEST:

Douglas W. Isaacson, Mayor

Kathryn M. Weber, CMC, City Clerk

**CITY OF NORTH POLE
RESOLUTION 11-19**

**RESOLUTION AUTHORIZING THE UTILITY DEPARTMENT TO DISTRIBUTE
EDUCATIONAL MATERIALS EXPLAINING THE BALLOT INITIATIVE RELATED
TO THE ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION LOAN
FOR THE UTILITY PROJECT TO REDUCE INFLOW AND INFILTRATION OF
GROUND WATER INTO THE WASTE WATER COLLECTION SYSTEM**

WHEREAS, the City of North Pole created its utility system to provide residents with the sanitation, protection and convenience afforded by a municipal utility system and to promote an improved community environment; and

WHEREAS, utility rate payers will be responsible for repaying the debt associated with accepting the loan backed by the full faith and credit of the City of North Pole; and

WHEREAS, the citizens of the City need information to make an informed decision related to the ballot initiative; and

WHEREAS, the Utility Department will send informational materials to all residents of the City based upon a mailing list obtained from the Fairbanks North Star Borough; and

WHEREAS, the Utility Department will finance the distribution of informational materials from the Sewer Department's budget accounts Publications and Advertising, 02-12-00-7001; Utility Postage, 02-12-00-7039; and Miscellaneous/Training, 02-12-00-7029.

NOW, THEREFORE, BE IT RESOLVED that the North Pole City Council authorizes the Utility Department to distribute educational materials about the Alaska Department of Environmental Conservation loan offer to the City for the reduction of inflow and infiltration of ground water into the waste water collection system.

PASSED AND APPROVED by a duly constituted quorum of the North Pole City Council this 18th day of July 2011.

ATTEST:

Douglas W. Isaacson, Mayor

Kathryn M. Weber, CMC, City Clerk

**CITY OF NORTH POLE
RESOLUTION 11-20**

**A RESOLUTION ESTABLISHING THE CITY OF NORTH POLE UTILITY
DEPARTMENT PRIORITY CAPITAL PROJECT FOR CALENDAR YEAR 2012:
NORTH POLE SEWER LINE AND MANHOLE REHABILITATION AND
REPLACEMENT PROJECT**

WHEREAS, the City of North Pole created its water and sewer utility system to provide residents with the sanitation, protection and convenience afforded by a municipal water and sewer utility system and to promote an improved community environment; and

WHEREAS, the City of North Pole desires to receive funding from the State of Alaska, Federal Government and other external funding sources for local Utility projects; and

WHEREAS, the priority Utility capital project request for calendar year 2012 is the North Pole Sewer Line and Manhole Rehabilitation and Replacement Project

NOW THEREFORE BE IT RESOLVED, that the North Pole City Council endorses and requests consideration for legislative, grant and loan request in support for the North Pole Sewer Line and Manhole Rehabilitation and Replacement Project.

PASSED AND APPROVED BY THE NORTH POLE CITY COUNCIL on the 18th day of July 2011.

Douglas W. Isaacson, Mayor

ATTEST:

Kathryn M. Weber, CMC, City Clerk