



# CITY OF NORTH POLE *Alaska*

## REGULAR CITY COUNCIL MEETING Monday, October 5, 2015

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

### MAYOR

Bryce Ward 888-4444

### CITY CLERK

Kathy Weber, MMC 488-8583

### COUNCIL MEMBERS

Michael Welch- <i>Mayor Pro Tem</i>	488-5834
Thomas McGhee- <i>Deputy Mayor Pro Tem</i>	455-0010
Preston Smith – <i>Alt. Deputy Mayor Pro Tem</i>	488-8824
Elizabeth Holm	488-6125
Sharron Hunter	978-5591
Kevin McCarthy	590-0800

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
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**

- a. Ordinance 15-15, An Ordinance of the City of North Pole, Alaska to amend Title 4, Revenue and Finance, Chapter .09, Hotel-Motel Room Tax, Section .025 Bed Tax Grant Distribution.

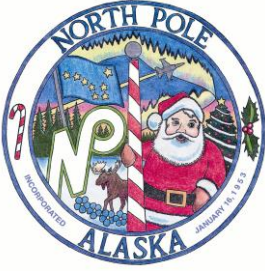
## **12. New Business**

- a. Resolution 15-15, A Resolution of the City of North Pole, Alaska urging the U.S. Air Force F-35A Operational Bed Down – Pacific Environmental Impact Statement, which is to base up to 54 F-35A aircraft at Eielson Air Force Base, Alaska as an additive operational mission to the 354<sup>th</sup> Fighter Wing.
- b. Resolution 15-16, A Resolution petitioning the State of Alaska to adopt an offsite cleanup standard for sulfolane in North Pole that is the lowest practical level of contamination based on the protection of human health, safety, welfare, and the environment.
- c. Ordinance 15-16, an Ordinance of the City of North Pole, Alaska to modify Chapter 8.04.080 – Nuisances, Unwholesome Wells or Ground Water.

## **13. Council Comments**

## **14. 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 \$10.00 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 Monday, September 21, 2015 in the Council Chambers of City Hall, 125 Snowman Lane, North Pole, Alaska.

**CALL TO ORDER/ROLL CALL**

Mayor Ward called the regular City Council meeting of Monday, September 21, 2015 to order at 7:00 p.m.

***There were present:***

**Ms. Holm  
Ms. Hunter  
Mr. McCarthy  
Mr. McGhee  
Mr. Smith  
Mr. Welch  
Mayor Ward**

***Absent/Excused***

**Excused**

**CALL TO ORDER/ROLL CALL**

Mayor Ward called the regularly scheduled meeting of the North Pole City Council to order on Monday, September 21, 2015 at 7:10 p.m.

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

Led by Mayor Ward

**INVOCATION**

Invocation was given by Councilwoman Holm

**APPROVAL OF AGENDA**

**Mr. Welch *moved to* approve the Agenda of September 21, 2015**

**Seconded by Mr. McGhee**

**Discussion**

None

**Mr. Welch *moved to* amend by consenting the following items:**

**New Business**

- b. Approval to extend the City's Snow Removal contract with Hawks, LLC for the period October 1, 2015 to September 30, 2016 at the rate of \$9,000 per snow removal event

c. Approval of the professional services agreement with Stantec to provide engineering services totaling \$261,678 for the Phase 3 Lift Rehabilitation Project

**Seconded by Mr. McGhee**

**Discussion**

None

**On the Amendment**

**PASSED**

Yes: 6 –Holm, Smith, Hunter, McGhee, Welch, Ward

No: 0

Absent: 1 - McCarthy

**On the agenda as amended**

**PASSED**

Yes: 6 –Holm, Smith, Hunter, McGhee, Welch, Ward

No: 0

Absent: 1 - McCarthy

**APPROVAL OF MINUTES**

**Mr. Welch *moved to* Approve the minutes of September 8, 2015**

**Seconded by Mr. McGhee**

**Discussion**

None

**PASSED**

Yes: 6 –Holm, Smith, Hunter, McGhee, Welch, Ward

No: 0

Absent: 1 - McCarthy

**COMMUNICATIONS FROM THE MAYOR**

Every third Friday of the month is Muffins with the Mayor, Please mark your calendars and come have some muffins and coffee to start your day, we can and do talk about anything important to in the community.

The Festival Committee is calling on all organizations and community groups that do events in North Pole to participate in a planning effort to identify all of the wonderful activities that our community does each year. The idea is to sort all events by calendar quarter and put together an annual events agenda for each year. The second part of this effort is to see where organizations can assist or help each other out to make our community events even better. The first meeting will be September 22<sup>nd</sup> here at City Hall and then every first and second Tuesday of the month until the end of the year.

I had a meeting with the President of the Railroad last week to go over the railroad impacts to the North Pole Community. It has been a year since the railroad moved to daytime shifts and there have been no issues to date. People have expressed concern about the safety of having rail movement during the day but the crews have been doing a great job keeping people safe and it is a much desired reprieve from the 2am horn blast for those of us that live near the 'tracks' Also the Rail road is doing the second annual Hoodoo Choo Choo this next Saturday, it's a round trip train ride from Fairbanks to Nenana and it departs Fairbanks at 4pm on Saturday September 26<sup>th</sup> and returns at 830pm.

Saturday was the Mayors Bowl and unfortunately our North Pole Patriots were defeated by the Lathrop Malamutes. The Game was fun and was played at the Lathrop Field, our guys gave it a good go but the Mayors Bowl remains in the hands of the Malamutes.

This Saturday was also the Preparedness fair at the Carlson Center. Special thanks to all of the folks who helped make this event a success. Please think about what you can do to be prepared for a disaster and what your role may be in the community.

Tonight is the F-35 EIS at North Pole Middle School. It started at 6pm and will go until about 9. Tomorrow will be At Delta and Wednesday will be same time at West Valley High School. Please make the time to show your support for this great opportunity for our community.

#### **COUNCIL MEMBER QUESTIONS OF THE MAYOR**

Ms. Hunter asked if the Mayor was supposed to wear the jersey of the winning team to the Council Meeting and why Mayor Ward was not wearing it.

Mayor Ward stated that he had not received one from Lathrop and would possibly wear it at the next meeting.

Ms. Holm asked what time the Festival committee would be meeting. Mayor Ward responded with 6:00pm and the meetings will be the first and third Tuesday of the month.

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

### **Finance, Tricia Fogarty**

- Received an email from the Dept. of Justice today on a deposit we will be receiving.
- Started working with Mayor Ward on the chart of accounts and have talked to Caselle on getting this project finished.

Mr. Smith asked about the chart of accounts and about the PFD garnishments.

Tricia told him that the requests have been made for the garnishments and we should hopefully be receiving a little bit more than budgeted.

### **Police Department, Lt. Rathbun**

- Lt. Rathbun gave Officer Missimer his Alaska Police Standards Certificate.
- MOI (Method of Instruction) class was given at North Pole last week.
- PIO (Public Information Office) class was attended by many employees this past week at the NPPD Annex.
- Preparedness Fair was well attended.

Mr. McGhee wanted to thank North Pole's finest for doing a good job and said he was very grateful for them.

Ms. Hunter asked if the NPPD was watching the stop sign at the Crossway train crossing.

Lt. Rathbun said that they have been concentrating on the schools and that they could watch that area if so requested by council.

Mr. McGhee asked why the railroad didn't put up a traffic revision sign.

Mr. Welch asked about the speed limit signs in the traffic circles and wondered why there was only one sign in one traffic circle and nothing in the other two. Also how do we get this fixed?

Lt. Rathbun said that they would go about making a request through DOT to get some more signs added.

Mayor Ward said that it is a state road and that DOT is responsible for that.

### **Fire Department, Deputy Chief Coon**

- Firefighter 1 class at the NPPD
- Five new applicants for volunteer firefighters who came through University program.
- Preparedness Fair was well attended.

- ISO was a big project and they are very thankful for everyone especially the guys in the water department, they were really helpful and are a big reason we are going to get such a good grade.
- PIO class was taken over at NPFDF annex. It was very helpful training.
- October is fire prevention month.

Mr. Smith asked about the fire prevention month do you guys hand out smoke detectors to residents. He also asked about the volunteers from the University program and if they would be getting more training.

Deputy Chief Coon stated that they do make the smoke detectors available and prefer to install them unless the home owner is comfortable doing it themselves. He also stated they would be getting more training for the volunteers.

### **Borough Representative**

- The FNSB has looked at the zoning ordinance and will be going through a lengthy process. He said that they are going through a licensing process and will update as things progress.

Ms. Hunter asked about the licensing and what it would be for.

Mayor Ward told her there would be a licensing process just like for any other business for example: business license, liquor license, tobacco license etc.

### **Director of City Services**

#### **Building Department**

- Two new residential building permits issued—foundation only.
- Working with the developer to move the Eagles Landing project forward.
  - Have provided the developer with the fees associated with a foundation only permit to allow the project to proceed.
  - To date, the fees have not been paid. There are penalties outlined in the Municipal Code. If work proceeds without a permit-being flexible in my interpretation of work beginning-they will cross my redline and that will involve a stop work order. We are working with the contractor because we want to make this project work but also wanted the council to be aware of the situation.

#### **Public Works**

- Summer season work winding down—Two summer hires have left and the third will leave at the end of September

- We have collected all of the surplus skateboard park equipment from Eielson AFB.
- New Public Works truck scheduled for delivery later this week
- DOT and state budget constraints expected to have significant impacts on snowplowing.
  - Northern Region DOT Maintenance has no overtime budget for snow plowing or sanding—if overtime work is required it must be taken from summer labor budget.
  - DOT focus on #1 ranked roads first before plowing or sanding #2, 3 or 4 rated roads
  - If it is a high snowfall season, it could be a week or more before #2 roads are plowed or sanded and #3 and 4 rated roads may never be plowed or sanded.
  - Public Works does not have the equipment or budget to plow or sand roads in place of DOT.
- Snowplowing contract extension with Heel, LLC (Hawks) is before Council this evening.

### **Utility Department**

- Professional Services contract is before the Council with Stantec to provide engineering services for the Lift Station Phase 3 project.
- Currently engaged in fall lift station cleaning.
  - Having pumping problems with some lift stations caused by “flushable” wipes binding up pumps—a reoccurring problem. We are going to be sending out some notices in the utility bills just to remind people not to flush things like that down the toilet.

### **Natural Gas Utility Board**

- Pipe installation completed within the City.
  - All pipes are buried and pressurized with nitrogen gas.
  - Remaining work is landscaping excavations sites and restoring brush-cut areas.
  - IGU is subdividing the buried pipes into zones to protect individual sections of the system.
  - IGU has asked to install pipe sensors in several Utility facilities to monitor the pipeline.
  - Another thing they are doing around town is some landscaping. They have been working on areas where the brush cutting occurred.
  -

Mr. Smith asked about the lights that are out in town off Badger Rd and a set of lights at the RR crossing.

Mr. Butler said that the street lights are part of DOT but they will be going out and fixing those at the RR crossing shortly.



Mr. Smith also asked about the Christmas trees in the round-about and when were they planning on taking the benches and flower pots away.

Mr. Butler said they will be putting the benches and flower pots away once we get a really good freeze. There are still some flowers blooming and they are waiting for those to die off. Once the flowers have died off we will be putting up the Christmas trees plus more lights and decorations around City Hall.

Ms. Hunter asked about the permits in the City and if we've had a problem with them not being paid in the past.

Mr. Butler said that no one gets away with NOT paying a permit. If they do not pay then we will not let them build. There have been some problems but he prefers to watch that closely.

Ms. Hunter asked if the FNSBSD was aware of the snow removal problems with the State.

Mr. Butler said that FNSBSD was not a part of the meeting but the discussion did come up that they needed to be notified so they can be aware of the situation.

Mr. Smith asked if the City had enough sand for the streets.

Mr. Butler stated that they did, Cody got the delivery of sand and gravel about 2 weeks ago.

Mr. Smith said he noticed that the Eagle Landing project has cleared all the property. He asked if there was something on the website that can direct people to the permit section and what to do.

Mr. Butler stated that there was already something online.

#### **City Clerk, Kathy Weber**

- Election Day is Tuesday, October 6th.
- Don't ever think your vote doesn't count, because in 2009 Mayor Isaacson defeated former Mayor Jeff Jacobson by 2 votes.
- A candidate forum will be held at the Pioneer Park Civic Center on Tuesday, September 29<sup>th</sup> at noon. This is a good way to meet the candidates that are running in the borough election.
- Festival committee meeting will be held at City Hall tomorrow night at 6:00 p.m.
- The North Pole Community Health Fair will be held on Saturday, October 17<sup>th</sup> from 8:00 a.m. to 12 noon at the North Pole Plaza Mall. They will be doing health education & screenings for blood pressure, vision, glaucoma along with other screenings. They do not accept health insurance but to accept cash, check and Visa/MC only. For more information call 374-6853 or [ahfrur@gci.net](mailto:ahfrur@gci.net).

- Reminder – If you are wanting to attend the AML Annual Local Government Conference from November 16 – 20<sup>th</sup> please contact me as soon as possible so I can book your hotel and airfare. The hotel rooms go quickly.

## **ONGOING PROJECTS**

- None

## **CITIZENS COMMENTS**

- None

## **OLD BUSINESS**

### **ORDINANCE 15-14, AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA AMENDING THE 2015 OPERATING AND CAPITAL BUDGET, SECOND READING**

Mayor Ward said that a list of amendments was given to council tonight. He explained what those amendments were and how they were going to be moving some things around. Fuel price is dropping so that is definitely going to help out our budget.

Mayor Ward said that City Hall wants to introduce a new archivist position.

Kathy Weber went on to say that there is already enough money in the Admin budget to cover the expense of another employee and therefore it did not need to be amended. She has verified this with the city's CFO.

Mayor Ward said that there is a draw on the General Fund. He is okay with this because the City has actually put in quite a bit of money that was approved by the budget. The last 2 years the City has actually put money into the fund also instead of drawing it out. This year is an adjustment year and goes on to explain that this does happen every now and then but it is common.

Mr. Smith asked if we could try and collect some money from the accounts that we have a large balance on that way we don't have to draw from our "piggy bank".

Mayor Ward said that the council has made some amendments with implementing a new collections policy and have had internal discussions about the situation. So there are plans in motion but they will take time to come through. There are steps that must be followed.

**Mr. McGhee *moved to* adopt Ordinance 15-14, An Ordinance of the City of North Pole, Alaska amending the 2015 operating and capital budget**

**Seconded by Ms. Hunter**

**Discussion**

None

**Ms. Holm moved to amend Ordinance 15-14 as follows:**

Account Number	Account Title	Proposed Change	New Budget
<b>Professional Services</b>			
01-02-00-7005	Fees: Audit and Accounting	+1,500	12,000
01-02-00-7017	CH Heating Fuel	-1500	11,000
<b>Public Works</b>			
01-08-00-7011	Building Maintenance	+1,000	11,500
01-08-00-7017	Heating Fuel	-1,000	14,000

**Seconded by Mr. Welch**

**Discussion**

Mr. McGhee asked about the decrease in funds from FHR.

Mayor Ward stated that it had been taken into consideration and reflects in the budget.

Ms. Holm asked if the amendments were read into the budget.

Ms. Holm had a concern with this and that they would be spending \$64,000 and potentially for 2 years. Her concern with bringing forth that line item is that it might just be worth it to contract that position out.

Mr. Welch said that if there were 500,000 to be documented that the privileges that go with it remain with the City.

On the main motion

**PASSED**

Yes: 6 –Holm, Smith, Hunter, McGhee, Welch, Ward

No: 0

Absent: 1 - McCarthy

**NEW BUSINESS****APPROVAL OF 2015 STATE HOMELAND SECURITY PROGRAM, EMW-2015-SS-00026-01 STATE PROGRAM No.20SHSP-GY15**

Mr. Smith asked if other agencies are pitching in to pay for the facility.

Mayor Ward told him yes, they pay for a majority of the cost.

**Mr. Welch moved to approve the 2015 STATE HOMELAND SECURITY PROGRAM, EMW-2015-SS-00026-01 STATE PROGRAM No.20SHSP-GY15**

**Seconded by Mr. McGhee**

**Discussion**

Ms. Holm said she had a problem with the City spending \$123,000 on security for doors. She is not going to vote for this because she felt it was obnoxious. As for the rest of it she approved.

**PASSED**

Yes: 5 – Smith, Hunter, McGhee, Welch, Ward

No: 1 - Holm

Absent: 1 - McCarthy

**ORDINANCE 15-15, AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA TO AMEND TITLE 4, REVENUE AND FINANCE, CHAPTER 09, HOTEL-MOTEL ROOM TAX, SECTION .025 BED TAX GRANT DISTRIBUTION**

Mayor Ward gave the introduction on this ordinance. He had a series of notes from the previous outcome back in January and he has brought forward some of those changes.

**Public Comment**

None

**Mr. McGhee moved to Introduce and advance Ordinance 15-15, an Ordinance of the City of North Pole, Alaska to amend Title 4, Revenue and Finance, Chapter 09, Hotel-Motel Room Tax, Section .025 Bed Tax Grant Distribution**

**Seconded by Mr. Welch**

**Mr. Welch moved to amend line 94 as follows “*The Bed Tax Selection Committee shall meet on the fourth ~~Tuesday~~ Monday of November to hear proposals from applicants*”**

**Seconded by Ms. Hunter**

**Discussion**

Mr. McGhee asked to clarify how the recommendations will be dealt with.

Mr. Smith asked if we had any updates on last year’s procedure and how the people were using the funds. He said we haven’t had an update in a while.

Mayor Ward said the people have to use the funds for exactly what they told the city they were going to use it for.

Mr. Welch asked if by putting it on the 4<sup>th</sup> Tuesday we might be putting a burden on someone of the committee be as that is Thanksgiving week. Could we possibly reconsider another day?

Mayor Ward said that is possible. We do have a close of the applications by the last business day in October. The middle of November is usually AML so that might be a concern and conflict also. This is definitely a concern.

**Vote on the Amendment to Ordinance 15-15 moving the day from Tuesday to Monday**

**PASSED**

Yes: 6 – Smith, Holm, Hunter, McGhee, Welch, Ward

No: 0

Absent: 1 - McCarthy

**Ms. Holm *moved to* amend line 82 to add “The North Pole City Council reserves the right to amend all final scores during the following regular council meeting.”**

**Seconded by Mr. Welch**

**Discussion**

Mr. Welch asked if the committee time would be reserved.

Mr. McGhee said he did not agree with this as worded. The committees’ objective is to review and bring that recommendation after they give presentations. It will still fall in the councils hands to approve their standings but not their scores. If the council makes it so they can change the committee’s scores then that defeats the purpose of having a committee. He said he would vote against it.

Mayor Ward does think there needs to be a separation between the committee and the council.

Ms. Holm said they are elected officials and it is their job to put forth a steady plan and a good budget. This should give council the authority to amend something they might feel needs to be amended.

Ms. Hunter said maybe one thing to consider is having the city council be the committee. That way the scores would be done once. She didn’t think the amendment as stands is a good one so she wouldn’t vote for it either.

**Ms. Holm *moved to* withdraw the motion**

**Seconded by Mr. Welch**

**Ms. Holm** moved to amend line 93 to add *“The committee shall appropriate time during the reviewing process to discuss, debate, or amend scores prior to finalizing.”*

**Seconded by Mr. Welch**

**Discussion**

Ms. Hunter asked if each person would discuss their score.

Ms. Holm said it would be up to the chair of the committee to decide how to handle that protocol. Basically the chair would add up the scores and before the committee finalizes them and they can amend their own scores and possibly have a recount or something to that effect. That way they feel comfortable with their numbers.

Mr. McGhee said he doesn't really understand this. The committee is to review their amount and bring council their recommendation. They would go into discussion after this point and therefore he didn't see what the point of why council is trying to clarify this.

Mayor Ward said it really us up to the committee members to decide how those monies are allocated best in order to not influence an individual's decision of however they see fit.

Ms. Holm speaking to Mr. McGhee's concern said yes, she does agree because she also expected that during the presentation last year that council would have time to adjust their initial vote and they did not get that chance. She is comfortable amending the bed tax dollars if someone makes a good point.

Ms. Hunter wondered if council could keep more integrity of the process if they said that there was discussion of the merits of each of the applications without ever mentioning a score or maybe the merits are discussed before people scored and then the scoring is separate from everyone else's.

Mr. McGhee said he would like to make some points: Point 1- the mayor is doing exactly what council asked him to do after the last fiasco distributing the bed tax. It was disturbing, embarrassing, publicly humiliating to some people and only certain people got their butts chewed out for speaking out when we all felt the same way. This is to rectify that the council doesn't have to put themselves into that position. The committee will interview applicants and then recommend to the council. Council doesn't need to change this.

Mr. Welch said he doesn't think that they could come with any word-smithing that would have prevented us from one of the mistakes made last year. There is no way for council to foresee something happening that would need to be changed.

Ms. Holm *moved to* amend the amendment – *The committee shall appropriate time during the reviewing process to discuss, debate, or amend scores prior to finalizing.*

Mr. McGhee is calling point of order on the amendment to the amendment.

**Ms. Holm *moved to* withdraw the motion of the amendment to the amendment**

**Second by Mr. Welch**

**DISCUSSION:**

Mr. McGhee asked Ms. Holm what exactly she is trying to say with this amendment. When would council need the opportunity to change their minds?

Ms. Holm said it would be during that process that the Mayor or the chairman would add up the sum, calculate an average and then disperse those among the committee members, during the same meeting. It should only take one meeting but to those people she thought they deserved that courtesy to make sure that they were getting money distributed fairly and the way the committee wants.

Mr. McGhee said he thought he understood what she was saying based on what council went through last year. But he does think that the committee has that opportunity in their own meeting source. He asked if council is saying the committee has one opportunity to meet, make a decision and finalize?

Mayor Ward said the way he envisions it is the committee has their meeting, they have their presentations and some discussion on the merits and then they would sit down, make their score and then that would be averaged and that would be part of the ordinance that would go before the council.

Mr. McGhee asked if they will have the privilege to have that discussion on their own without the public present.

Mayor Ward said he was unsure if the committee has that privilege. The decision has to be made in one evening.

Ms. Holm in reference to what Mr. McGhee was saying said she agreed.

Mr. McGhee asked Ms. Weber to read the amendment one more time.

Mr. Welch asked if the person makes a decision in haste could it be amended. What if there was a serious mathematical error made, could it be amended.

Mayor Ward said the way he envisions it working no. He is unsure how the committee would make a mathematical error. It is the responsibility of the chair to make sure things are submitted correctly and if something is wrong they should bring it to that persons attention that same evening before they go home.

Ms. Holm just wanted to add that she did speak to a least four people on this bed tax amendment before she brought this forward. They all thought this was a good idea and were supportive of it.

### **FAILED**

Yes: 2 – Holm, Welch

No: 4 – McGhee, Smith, Hunter, Ward

Absent: 1 - McCarthy

On the main motion

### **Discussion**

Ms. Hunter said she thinks there is another step that council needs in there, and she thinks they do it, but it is just not stated that the applications are reviewed to see that they fit all of the City's guidelines. She said council needs something to show that they meet the basic criteria that we set up ahead of time.

Mayor Ward said he understands her concern but that is something that is taken care of administratively through this process.

Mr. McGhee said in his opinion the thinks it does clarify what they are asking.

Ms. Hunter said she would like to know that the committee has been given the criteria to make their decision.

### **PASSED**

Yes: 6 –Smith, Hunter, Holm, McGhee, Welch, Ward

No: 0

Absent: 1 - McCarthy

### **COUNCIL COMMENTS**

Ms. Holm- no comment

Mr. Welch – goodnight

Mr. McGhee – thank you for good debate. Love to see firetruck do nightmare before Christmas for Halloween. Thanked police dept. for doing their job. My camera's did their job and police dept. checking people out. There are concerns all over the borough that people are getting into other people's stuff and being in arear they shouldn't be in. Thanks for good meeting



Mr. Smith – thanked everyone for coming out. Winter is fast approaching and hopefully see people for elections

Ms. Hunter – no comment

Mayor Ward – gave plug for petro star the only active refinery in NP. They are working on improvements and putting in an asphalt plant. Provide fuel for EAFB. Great opportunity to be able to go on a tour and did a good job. Remind council if they want to make an amendment to an ordinance and appreciated everyone that they put their best foot forward.

### **ADJOURNMENT**

**Mr. McGhee** *moved to adjourn the meeting at 9:30 p.m.*

**Seconded by Mr. Welch**

The regular meeting of September 21, 2015 adjourned at 9:30 p.m.

**These minutes passed and approved** by a duly constituted quorum of the North Pole City Council on Monday, October 5, 2015.

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Bryce J. Ward, Mayor

**ATTEST:**

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Kathryn M. Weber, MMC  
North Pole City Clerk

**From:** Betty Svensson <Betty@akml.org>  
**Sent:** Tuesday, September 08, 2015 10:47 AM  
**Subject:** Reminder: 2015 AML Annual Local Government Conference

## **REGISTER NOW!**

**Planning is underway for the AML 65th Annual Local Government Conference, which will be held at the Hotel Captain Cook in Anchorage November 16-20, 2015. Please visit our website at [www.akml.org](http://www.akml.org) for online registration, hotel information and much more.**

### **Newly Elected Officials Training – November 16 & 17, 2015 – [Agenda Now Available!](#)**

Building a solid leadership foundation begins with AML's Newly Elected Officials (NEO) Seminar. It is one of Alaska's most highly regarded training programs for local leaders. Officials who would like a refresher course and those who are newly elected to office are invited to attend.

### **AML Annual Local Government Conference – November 18-20, 2015**

**<http://www.akml.org/2015-annual-conference/>**

This year, our theme is "Navigating Through Rough Waters."

In January, during Governor Bill Walker's State of the Budget speech, he clearly said, ".....I will lead by example, but I need your cooperation and your commitment that you will roll up your sleeves and help me **navigate our State through these rough waters.**" We have chosen that statement as our theme for this years' conference.

Local government's commitment to roll up our sleeves and help navigate through rough waters is not a political statement, not a partisan statement, but, a factual statement. We must learn to do more with less. We must find ways to survive despite difficult financial decisions that we must make and that, oftentimes, State officials make for us. As I have realized over the years, AML is at its best when times are toughest. It forces us to work well together and to work "tougher." We have difficult jobs in front of us. Many of our smallest municipalities are on the brink. Many of our larger municipalities will see their populations go down and their services cut. We will need to concentrate on the basic issues that allow us to move forward. It is necessary that you all be a part of this navigation team!

**Several AML affiliate associations will be holding their meetings in conjunction with AML's pre-conference training. For information regarding affiliate meetings, their contact information and links to their conference site, please click [HERE](#).**

### **Important dates to remember:**

- **Registration:** October 16<sup>th</sup> is the last day to receive discounted rates on registration for the Newly Elected Officials (NEO) Training and Conference Registration. The deadline for early registration falls close to many municipal elections. To reserve a registration for a vacant position at the early registration fee, use the position title for the person's name (i.e. "Mayor" or "Assembly/Council Member"). As soon as election

results are certified, be sure to notify the AML office of the proper name for each unnamed delegate. Save \$\$! Register online at <http://www.akml.org/2015-annual-conference/> now. After this date there will be a \$50.00 late fee charge for all registrations.

- **Awards:** October 16th is the last day to turn in applications for the Elected Municipal Official, Municipal Employee of the Year Awards, Vic Fischer Local Government Leadership Award, and Community Awards. For more information on nominating someone from your community please visit our website at <http://www.akml.org/2015-annual-conference/>
- **Resolutions:** October 9th is the last day to submit resolutions to the AML Office to be included in the Conference packet. Please read the AML Resolution Procedures online for detailed information.
- **AML Board of Directors:** Interested in being on the AML Board of Directors? Please submit your Declaration of Candidacy form to the AML Office by November 12, 2015 or turn it in at the AML Registration desk no later than Wednesday, November 18, 2015 at 5pm during the AML Conference. For more information on nominations and elections please visit our website at <http://www.akml.org/2015-annual-conference/>

If you have any questions, please contact us anytime.

Hope to see you in Anchorage!

Betty Svensson, Deputy Director  
Alaska Municipal League  
217 2<sup>nd</sup> Street, Suite 200  
Juneau, AK 99801  
Phone: 907-586-1325  
Fax: 907-463-5480  
[www.akml.org](http://www.akml.org)  
[Facebook](#)

**Alaska Municipal League  
Annual Local Government Conference  
November 16-20, 2015**



**Conference  
Registration Packet**

**The Hotel Captain Cook ~ Anchorage, AK**

# Alaska Municipal League

In January, during Governor Bill Walker's State of the Budget speech, he clearly said, ".....I will lead by example, but I need your cooperation and your commitment that you will roll up your sleeves and help me navigate our State through these rough waters." We have chosen that statement as our theme for this year's conference.

Local government's commitment to roll up our sleeves and help navigate through rough waters is not a political statement, not a partisan statement, but, a factual statement. We must learn to do more with less. We must find ways to survive despite difficult financial decisions that we must make and that, oftentimes, State officials make for us. As I have realized over the years, AML is at its best when times are toughest. It forces us to work well together and to work "tougher." We have difficult jobs in front of us. Many of our smallest municipalities are on the brink. Many of our larger municipalities will see their populations go down and their services cut. We will need to concentrate on the basic issues that allow us to move forward. It is necessary that you all be a part of this navigation team!

## Conference Fees

Member rates apply to elected officials and staff from municipalities as well as Affiliate & Associate member organizations who are 2015 dues paying members. You may register by mail or online at [www.akml.org](http://www.akml.org). Register by October 16, 2015 and save!

## Elections

The deadline for early registration falls close to many municipal elections. To reserve a registration for a vacant position at the early registration fee, use the position title for the person's name (i.e. "Mayor" or "Assembly/Council Member"). As soon as election results are certified, be sure to notify the AML office of the proper name for each unnamed delegate.

## Municipal Policy

An important part of the Annual Local Government Conference is to discuss and approve the 2016 AML Legislative Priorities, Position Statements and adopt Resolutions on key legislative issues. AML members are invited to comment on and/or propose Resolutions. Please see the complete resolution submission & position statement guidelines on the AML website at [www.akml.org](http://www.akml.org). The process is completed at the 65th Annual Business Meeting where the membership will review and adopt the 2016 documents.

## Training & Networking

AML provides the best training in the state on issues facing municipal leaders. The conference also offers networking opportunities between communities and municipal officials. Preconference events for AML Affiliate Associations begin Sunday, November 15, 2015. Affiliate Associations require a separate fee and registration. Please contact the appropriate person listed below.

## Affiliate Pre-Conference Events & Contact Information

### Sunday - Tuesday Nov. 15 - 17, 2015

**Alaska Association of  
Municipal Clerks**  
Lonnie McKechnie, CMC  
AAMC President  
Phone: 907 745-9683  
[lonnie.mckechnie@matsugov.us](mailto:lonnie.mckechnie@matsugov.us)  
[www.alaskaclerks.org](http://www.alaskaclerks.org)



### Monday & Tuesday Nov. 16 & 17, 2015

**Alaska Association of Assessing Officers**  
Jerry Wedelich  
AAAO Secretary  
[wedelichjg@ci.anchorage.ak.us](mailto:wedelichjg@ci.anchorage.ak.us)

**Alaska Municipal  
Attorneys Association**  
William Earnhart, AMAA President  
[wearnhart@akatty.com](mailto:wearnhart@akatty.com)

**Alaska Municipal Management  
Association**  
Betty Svensson, AML  
Phone: 907 586-1325  
[betty@akml.org](mailto:betty@akml.org)

### Tuesday Nov. 17, 2015

**Alaska Conference of  
Mayors**  
Betty Svensson, AML  
Phone: 907 586-1325  
[betty@akml.org](mailto:betty@akml.org)

Check our  
website often  
for updates @  
[www.akml.org](http://www.akml.org)



# Hotel & Travel Information

## Hotel

**The Hotel Captain Cook**  
939 W. 5th Avenue  
Anchorage, AK 99501  
Phone: (907) 276-6000  
Toll Free: 1-800-843-1950



**RATE\*\*:** Single/Dbl: **\$99/night**

\*\*does not include 12% occupancy tax

To receive the conference rates above you must **Mention AML2015** when registering. Rates guaranteed until October 17, 2015.

## Rental Cars

Hertz Rental Car is offering AML discounted rates during the Annual Conference. Call: 1-800-654-2240 or book online at [Hertz.com](http://Hertz.com) Code: CV# 04FL004 Please visit [www.akml.org](http://www.akml.org) for a complete list of rates.

## Airlines

**Alaska Airlines:** A 7% discount is available on all regular Alaska Airlines fares to Anchorage.

- Go online to [www.alaskaair.com](http://www.alaskaair.com) and use the e-certificate code ECMJ99 when searching for flights or
- Call the Alaska Airlines Group Reservation Desk: 1-800-445-4435 and use the code ECMJ99. A \$15.00 ticketing fee will apply for bookings made by calling Group Reservation Desk.  
Visit [www.akml.org](http://www.akml.org) for details.

**Raven Alaska:** A 10% discount is available for all flights on Raven related to Annual Conference travel. Go to [www.flyravn.com](http://www.flyravn.com) click on Advanced Reservation Form and use the coupon code **UM4YZAH** and promo code **EVT10** to receive this discount. Some restrictions apply.

## Alaska Municipal League Pre-Conference & Conference Overview

### Pre-Conference

**Monday & Tuesday, Nov. 16 & 17, 2015**

- Newly Elected Officials (NEO) Training**
- Roles and Responsibilities of Municipal Officials
  - Budget and Governmental Accounting
  - Lobbying
  - Local Tax Policy in Alaska
  - Open Meetings Act
  - Quasi-Judicial Role and Ex Parte Contact
  - Ethics and Conflicts of Interest
  - Parliamentary Procedures and Conducting Effective Meetings and much more!

### Newly Elected Officials

Building a solid leadership foundation begins with AML's Newly Elected Officials (NEO) Seminar. It is one of Alaska's most highly regarded training programs for local leaders. Officials who would like a refresher course and those who are newly elected to office are invited to attend.

The NEO Seminar takes place on Monday & Tuesday, November 16 & 17, starting at 9:00 a.m. A separate registration fee is required. A \$50 discount is offered for NEO participants who also attend the Local Government Conference. Please come and join us!

### Conference

**Wednesday, Nov. 18, 2015**

- All Day - Registration & Exhibits
- Opening Session
- Opening Day Luncheon & Keynote
- Day One Workshops I, II
- Position Statement Committee Meeting
- Resolution Committee Meeting
- Municipality of Anchorage Host Reception

**Thursday, Nov. 19, 2015**

- All Day - Registration & Exhibits
- Day Two Workshops III, IV, V, VI
- Day Two Luncheon
- ACoM Silent Auction & AML President's Reception
- 65th Annual Awards Banquet

**Friday, Nov. 20, 2015**

- Board of Directors Elections
- Annual Business Meeting  
Adoption of Resolutions and Priorities
- AML Board of Directors Meeting

## Navigating Through Rough Waters

# 2015 CONFERENCE REGISTRATION

**Skip This Step**



Visit: [WWW.AKML.ORG](http://WWW.AKML.ORG)

To Register & Pay Online By Credit Card

## **Conference Fees**

\$50.00 discount with joint Conference & NEO registration.

### **AML Member\***

AML Conference \_\_\_\_\$350

Newly Elected

Officials (NEO) \_\_\_\_\$250

AML Conference &

NEO \_\_\_\_\$550

### **One Day Attendance:**

Wednesday \_\_\_\_\$200

Thursday \_\_\_\_\$200

Friday \_\_\_\_\$200

After 10/16/15 \_\_\_\_\$50

**TOTAL \$ \_\_\_\_**

### **AML Non-Member\***

AML Conference \_\_\_\_\$425

Newly Elected

Officials (NEO) \_\_\_\_\$325

AML Conference &

NEO \_\_\_\_\$700

### **One Day Attendance:**

Wednesday \_\_\_\_\$250

Thursday \_\_\_\_\$250

Friday \_\_\_\_\$250

After 10/16/15 \_\_\_\_\$50

**TOTAL \$ \_\_\_\_**

Any Special Dietary Needs?

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## **Cancellation Policy**

Cancellations or changes must be made in writing and received by mail, email or fax no later than **Friday, October 30, 2015**. No refunds will be made for "no-shows" or cancellations after this date. "No-shows" will be billed for the full amount. AML cannot be responsible for cancellations due to weather. If you have any questions, please contact Betty Svensson at (907) 586-1325 or [betty@akml.org](mailto:betty@akml.org).

\*Member Rates apply to employees and local officials of member municipalities, and to AML Affiliate and Associate organizations.

## **Return Registration Form To:**

**MAIL:** Alaska Municipal League

217 2nd St., Ste. 200, Juneau, AK 99801

**or FAX:** (907) 463-5480

## **Delegate Information**

(Please Copy and Attach Additional Forms for Multiple Attendees)

Delegate Name

Name to Appear on Badge

Municipality/Organization

Title

Preferred E-mail Address (contact reasons only)

## **Billing/ Credit Card Information**

Name & Title

Address

City, State, Zip

Telephone

Card Number

Exp. CVC#

☐ Visa

☐ Mastercard

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36 **WHEREAS**, Eielson Air Force Base has the capacity to support at least two squadrons,  
37 including runway space, ramp space, personnel housing and maintenance and hangar bays  
38 necessary to accommodate these new missions; and

39 **WHEREAS**, the City of North Pole supports members of our community in the military.

40 **NOW, THEREFORE BE IT RESOLVED**, that the North Pole City Council urges the US Air  
41 Force to select the proposed action alternative on the US. Air Force F-35A operational bed down  
42 - Pacific Environmental Impact Statement.

43  
44 **BE IT FURTHER RESOLVED**, that the North Pole City Council request the 29<sup>th</sup> legislature  
45 consider timely and appropriate action on the issues mentioned.

46 **PASSED AND APPROVED** by a duly constituted quorum of the North Pole City Council this  
47 5<sup>th</sup> day of October, 2015.

48  
49 \_\_\_\_\_  
Bryce J. Ward, Mayor

50 ATTEST:

51  
52 \_\_\_\_\_  
53 Kathryn M. Weber, MMC  
54 North Pole City Clerk  
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Yes: No: Absent:
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31 **WHEREAS**, on April 4, 2014, DEC Commissioner for the State of Alaska, Larry Hartig,  
32 vacated the SPAR division's setting the groundwater alternative cleanup level due to SPAR  
33 divisions misinterpretation of 18 AAC 75.345(b)(2) in determining the cleanup standard; and

34 **WHEREAS**, the Commissioner remanded this matter to ADEC for further development of the  
35 record and a decision on an approved alternative cleanup level and ADEC has not responded yet;  
36 and

37 **WHEREAS**, since the Commissioner vacated the sulfolane standard on April 4, 2014 there has  
38 been no standard for cleanup offsite; and

39 **WHEREAS**, 18 AAC 75.310 requires a responsible person to immediately after receiving notice  
40 or after otherwise becoming aware of a discharge or release of a hazardous substance to land or  
41 waters of the state to immediately contain and control the discharge or release and seek approval  
42 of cleanup and disposal plans to be used for that release; and

43 **WHEREAS**, 18 AAC 75.340 (G) States the "department" (ADEC) will develop a site specific  
44 cleanup level for a hazardous substance not listed under 18 AAC 75.341 (c);and

45 **WHEREAS**, 18 AAC 75.341(c) does not list sulfolane; and

46 **WHEREAS**, it is impossible for a responsible party to finalize a cleanup plan when there is no  
47 standard; and

48 **WHEREAS**, after six years the state has still not determined the lowest practical level of  
49 contamination based on the protection of human health, safety and welfare and the environment  
50 [see 18 AAC 75.315]; and

51 **WHEREAS**, the EPA has determined a Screening Level for sulfolane in drinking water to be  
52 16ppb; and

53 **WHEREAS**, screening levels are considered to be protective for humans including sensitive  
54 groups such as young children over a lifetime; and

55 **WHEREAS**, screening levels are not official standards, but are more of a starting point using  
56 what data is known for a specific contaminant on its human health risks and can serve as a  
57 starting or reference point for the development of cleanup standards pending further research;  
58 and

59 **WHEREAS**, little information is available on sulfolane, screening levels can serve as an interim  
60 cleanup target.

61 **NOW THEREFORE BE IT RESOLVED**, that the North Pole City Council supports the state  
62 of Alaska setting an offsite cleanup level for sulfolane at 16ppb; and

63 **BE IT FURTHER RESOLVED** that copies of this resolution shall be sent to the Honorable  
64 Governor Bill Walker and the Interior Delegation.

65 **PASSED AND APPROVED** by a duly constituted quorum of the North Pole City Council this  
66 5<sup>th</sup> day of October, 2015.

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Bryce J. Ward, Mayor

70 ATTEST:

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Kathryn M. Weber, MMC

74 North Pole City Clerk

PASSED/FAILED

Yes:

No:

Absent



36 Prior to receiving any funding under this section, applicants must agree to reimburse the City the  
37 full amount of any grant proceeds not used for the purposes stated on the application.

38 D. The City Council establishes the following grant guidelines and process for the selection,  
39 application and distribution of bed tax funds.

40 1. The City of North Pole stipulates that applicants must provide and indicate to the  
41 Council on the appropriate forms supplied by the City of North Pole the following  
42 information:

43 a. If an applicant has the disbursement responsibility for other organizations,  
44 they must list all organizations that they represent.

45 b. The applicant must complete the application in its entirety and may submit  
46 financial information in their format including:

47 i. Balance sheet for the last fiscal year.

48 ii. Income and expense statement for the last fiscal year.

49 iii. Applicant's projected budget for the upcoming year.

50 iv. Wage and salary information for employees for current and  
51 upcoming year.

52 c. An applicant must answer questions in the order provided.

53 2. A successful applicant is required to report to the City of North Pole how bed tax  
54 funds were spent. Ten percent of these appropriations will be withheld until a report is  
55 filed with the Chief Financial Officer.

56 a. All organizations receiving bed tax funds must have completed the bed tax  
57 grant report (if applicable) for prior funds distributed, before any additional funds  
58 are distributed.

59 b. An organization applying for bed tax funds must be in good standing with the  
60 City of North Pole and have completed the bed tax report for the last period of  
61 bed tax funds distributed.

62 3. The City of North Pole bed tax grants cannot support requests for the following:

63 a. Loans, deficits, or debt reduction.

64 b. Endowments.

- c. Scholarships.
- d. Health and social services activities.
- e. Entertainment cost or alcoholic beverages.
- f. Lobbying.
- g. Legal claims against the City of North Pole.

4. Grant Award Criteria.

- a. Show how use of the funds will contribute significantly to the growth and promotion of the City of North Pole.
- b. Show how the grant monies will be used to supplement a successful ongoing program of activities or a new program that needs initial support to accomplish its stated goals.

5. Grant applications will be available from the Office of the City Clerk and must be received at the Office of the City Clerk no later than close of business (5:00 p.m.) on the last business day of October of each year.

6. Bed tax grant amounts will be allocated by the North Pole City Council no later than December 31st of the year the applications are due.

7. Scoring proposals from applicants ~~shall be established and codified.~~

- a. The Mayor ~~shall~~ **may** create a committee to review all applications and give recommendations to the Council for allocation amounts.

*i. Committee members may not serve on a board or have a controlling interest in any of the organizations applying for City of North Pole bed tax funds.*

- b. All applicants who have turned in their applications on time and have completely filled them out will be given **no more than ten** ~~five~~ minutes to pitch their proposal **and answer questions.**

c. Each individual scorer will be given only one hundred points to allocate to the desired applicants. Once all applicants have presented, each applicant's score will be averaged. The point value given to an applicant shall be the percentage of the total bed tax grant amount to be awarded, after the City's administration fee of twenty-five percent. (Amended during 2015 reformat; Ord. 14-14 § 2, 2014)

95 *d. The Bed Tax Selection Committee shall meet on the fourth ~~Tuesday~~ Monday of*  
96 *November to hear proposals from applicants*

97 **Section 3.** Effective date. This ordinance shall become effective at 5:00 p.m. of the first City  
98 business day following its adoption.

99 **PASSED AND APPROVED** by a duly constituted quorum of the North Pole City Council this  
100 5<sup>th</sup> day of October, 2015.

101  
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104 \_\_\_\_\_  
105 Bryce J. Ward, Mayor  
106

107 ATTEST:  
108  
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110 \_\_\_\_\_  
111 Kathryn M. Weber, MMC  
112 North Pole City Clerk

PASSED/FAILED Yes: No: Absent:
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37 **8.04.080 Unwholesome wells or ground water.**

38 A. Any wells or ground water which is impure, contaminated or unwholesome, or which has  
39 been rendered impure, contaminated or unwholesome by reason of any defiling, hazardous  
40 substance, or poisonous substance, is declared a nuisance injurious to health; and no person or  
41 corporation shall cause, maintain or continue such nuisance.

42 B. "Hazardous substance" is defined as:

43 1. Any material, element or compound that is defined as a hazardous substance under the laws  
44 or regulations of the State of Alaska or the United States including, but not limited to, AS  
45 [46.09.900](#) or [46.03.826](#), [18 AAC 75.990](#), or [42 U.S.C. 9601](#) through [9657](#); or *29 CFR 1910.1200*  
46 *or*

47 2. Any material, element or compound that, when it enters into or on the surface or subsurface  
48 land or water, endangers the public health or welfare, or fish, animals, vegetation or any part of  
49 the natural habitat in which they are found; or

50 3. Any substance the Alaska Department of Environmental Conservation considers a regulated  
51 contaminant under [18 AAC 75.325\(g\)](#); *or*

52 *4. Any substance not defined by AS 46.09.900 or 46.03.826, 18 AAC 75.990, or 42 U.S.C. 9601*  
53 *through 9657; or 29 CFR 1910.1200 or listed as a regulated contaminate under 18 AAC 75 shall*  
54 *be considered a 'hazardous substance' when present in ground water in excess of tap water*  
55 *levels as defined by the Regional Screening Level User's Guide (U.S. EPA, 2011)*

56 C. A person or corporation whose well or ground water has been rendered impure,  
57 contaminated or unwholesome by a hazardous substance that originated from the property of  
58 another shall not be in violation of this section or subject to the provisions of NPMC [8.04.170](#).  
59 (Ord. 14-18 § 2, 2014. Code 1962 § 12-11)

60 **Section 3.** Effective date. This ordinance shall become effective on the first City business day  
61 following its adoption.

62 **PASSED AND APPROVED** by a duly constituted quorum of the North Pole City Council this  
63 19<sup>th</sup> day of October, 2015.

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66  
67 **ATTEST:**

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71 \_\_\_\_\_  
72 Kathryn M. Weber, MMC  
North Pole City Clerk

\_\_\_\_\_  
Bryce J. Ward, Mayor

Yes: No: Absent:
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