



CITY OF NORTH POLE *Alaska*

REGULAR CITY COUNCIL MEETING Monday, August 3, 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

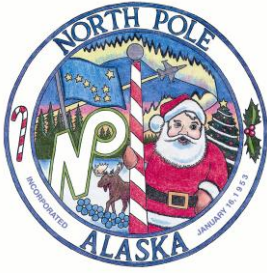
12. New Business

- a. Request from North Pole Police Department to purchase a 2016 Ford Explorer from Seekins Ford in the amount of \$29,098.46
- b. Ordinance 15-12, An Ordinance of the City of North Pole, Alaska to accept the Alaska Department of Environmental Conservation Municipal Matching Grant #63324 totaling \$1,960,000 for lift station rehabilitation
- c. Ordinance 15-13, An Ordinance of the City of North Pole, Alaska to allocate resources to repair City Hall
- d. Resolution 15-13, A Resolution establishing the Water Treatment Plant Emergency System Improvements Project as the City of North Pole's number one priority capital project for State funding in State fiscal year 2017
- e. Resolution 15-14, A Resolution to approve an Affirmative Action plan for the City of North Pole, Alaska for the continued improvement of the Equal Employment Opportunity Program

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, June 15, 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, June 15, 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

CALL TO ORDER/ROLL CALL

Mayor Ward called the regularly scheduled meeting of the North Pole City Council to order on Monday, June 15, 2015 at 7:00 p.m.

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

Led by Mayor Ward

INVOCATION

Invocation was given by Councilman McGhee

APPROVAL OF AGENDA

Mr. McGhee *moved to* Approve the Agenda of June 15, 2015

Seconded by Mr. Welch

Discussion

None

Mr. McGhee *moved to* amend the agenda to consent as follows:

Old Business

- b. Ordinance 15-09, an Ordinance of the City of North Pole, Alaska to amend the 2015 budget to authorize purchase of a replacement pickup truck for the public works department
- c. Ordinance 15-10, an Ordinance of the City of North Pole, Alaska to amend Title 13, Public Services, and adding Chapter 32 – General provisions for drilling water wells, to update ordinance, and establish process for permitting the installation of water wells

New Business

- c. Ordinance 15-11, an Ordinance of the North Pole City Council to amend Title 5, Chapter 5.08 – Liquor Regulations, and introduce Section 5.08.030 – Council review of license issuance, renewal, transfer, relocation, or continued operation.
- d. Resolution 15-12, a Resolution establishing the water treatment plant emergency system improvements project as the City of North Pole's priority capital project for the municipal matching grant program in State fiscal year 2017

Seconded by Mr. Welch

Discussion

None

On the amendment

PASSED

Yes: 7 – McGhee, Holm, Welch, Smith, Hunter, McCarthy, Ward

No: 0

Absent: 0

On the Agenda as Amended

PASSED

Yes: 7 – McGhee, Holm, Welch, Smith, Hunter, McCarthy, Ward

No: 0

Absent: 0

APPROVAL OF MINUTES

Mr. Welch moved to Approve the minutes of June 1, 2015.

Seconded by Mr. McGhee

Discussion

None

PASSED

Yes: 7 – McGhee, Holm, Welch, Smith, Hunter, McCarthy, Ward

No: 0

Absent: 0

COMMUNICATIONS FROM THE MAYOR

We are seeking donations for the Trooper Park. If you are interested in donating your time or resources please talk to me or Chief Dutra with the Police Dept. We had a great contractor meeting today and look forward to starting work when the road weight restrictions are lifted.

The 4th of July festival “A Patriots Christmas” is only 3 short weeks away. If you are interested please contact me or Katy Englund for details. Flint Hills Resources has graciously agreed to come on as title sponsor again this year, Thank YOU! The next meeting will be here at City Hall tomorrow evening at 6:15pm.

The ground breaking ceremony was a great success on the 5th. Governor Walker was present in North Pole for the fusing of the pipe and a short speech on this momentous event.

I was able to attend the change of command for Col. Snelson at FT. Wainwright last Friday. Col Snelson was in charge of the air brigade and is responsible for my introduction to golf. He was a great leader here in the Interior and is planning on staying because he loves it so much here.

I was also able to attend the ribbon cutting for the Tanana Trails housing project. This project was over 10 years in the making at it was great to tour the new buildings. It was interesting to see the change in the terrain from 15 years ago when me and my buddies used to play there.

The State announced last week that they are not going to make a determination on the cleanup level for sulfolane for 2 years citing the need for the results of the NTP study that will be completed in 2017. Not having a cleanup standard poses a significant challenge for the City and for the responsible parties to determine what needs to be done achieve a reasonable cleanup plan.

The Audit should be completed on Wednesday of this week. Staff met with the auditors last week and it was clear it would not be ready for this meeting. We have scheduled a special meeting for Monday June 29th at 6:00 p.m. for the presentation of the audit, per our charter. This year even with significant economic challenges we still managed to keep our expenditures under budget and our revenues came in over expected.

COUNCIL MEMBER QUESTIONS OF THE MAYOR

Ms. Hunter asked where the Tanana Trails housing was located. She also asked about the Amazing Race during the July 4th celebration.

Presentation by Water & Soil Conservation on Elodea

Joni Scharienberg stated that they had worked with the City of North Pole for over ten years, along with federal, state agencies and legislators on Chena Slough to improve water flow. In 2010 an aquatic invasive was discovered and work has shifted over to trying to eliminate the invasive. She introduced Adidi Shanoy, the invasive weed specialist who gave a presentation on the work they have done so far. Adidi explained what Elodea was and how it was introduced to the interior. It was discovered in Chena Slough in 2010 and in 2011 it was found in the Chena Lakes Recreation area. She said that it's been found in Badger Slough, Chena Lakes and in some sections of the Chena River. Once it's established in the water body it can convert a gravel bed and increase sedimentation and alters the environment that salmon and grayling need for spawning and rearing. It will have huge impacts on commercial and sport fisheries, will create problems for recreation and reduce waterfront property values. The biggest problem with Elodea is that it reproduces and spreads easily across the state. The infestation in the slough is the most difficult in the state to get rid of because it's in moving water. It's a high priority because it can easily bleed into the Chena River and infest bodies of water along the Tanana and Yukon so a lot of salmon habitat could be lost if Elodea moves from the slough throughout the water sheds. The management goal is to eradicate Elodea in these interior water bodies and to prevent spreading. She described the various methods they've used to try to eradicate. They are currently applying for permits to use fluridone in the Chena Slough and Chena Lakes because Elodea is very dense in those areas. There is a lot of permitting required with the DEC and DNR. It will be a very expensive project in the region of \$700,000 for the three to four year treatment plan. There are a lot of pieces that need to fall into place for the plan to be successful. There will be a community information session in the chambers on Thursday. She answered questions of the council.

COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

Police Department, Chief Dutra

- None

Fire Department, Chief Lane

- None

Finance, Tricia Fogarty

- None

Director of City Services, Bill Butler

Building Department

- July 14: FNSB Planning Department will be reviewing the conditional use application for the proposed senior housing project in Stillmeyer Estates Subdivision)
 - Public will be able to comment at the meeting

Public Works

- FMATS 2014 repaving project in final stages (3rd and 4th Avenues by the Elementary; School; West 6th Avenue; Manley Street; Owens Street; & Blanket Boulevard)
- Hurst Road: City section nearing completion
- City's annual road patching work completed

Utility Department

- Complaints about odor from wastewater plant declining
 - Chemistry of lagoon 1 appears to be shifting to "normal" (color change from dark to more normal green—algal bloom)
- \$1.9 million for Sewer Lift Station Rehabilitation Project still in the 2016 Capital Budget
 - Waiting for governor's signature on budget
- Five of Utility's grants audited last week.
 - 2 ½ days scheduled for audit, but lasted approximately one day
 - Passing audits is important because ADEC withholds 5-10% of reimbursable funds until audit is passed
 - Utility has approximately \$100,000 being withheld

Natural Gas Utility Board

- Gas pipeline installation continues at approximately 1,000 to 1,500 feet/day
- State approved purchase of Fairbanks Natural Gas
 - What this specifically holds for IGU not yet determined
 - One possible outcome is the consolidation of the two entities into a single public utility
- ADIEA release a request for proposals to for a natural gas supplier
- Focused on Cook Inlet but also gave flexibility to get natural gas from any cost-effective source, including the North Slope

Mr. McGhee asked about the striping on Badger Rd.

Mr. Welch stated that his wife heard that there weren't many qualified people to do with the IGU.

Mr. Smith asked if Mr. Butler could put something on the website concerning the difference between an easement and utility easement.

Borough Representative

- The Borough Assembly voted to set the mill rate for the budget. There was an increase for schools.
- Ordinance in regards to the vote by mail did not garner enough votes.

City Clerk, Kathy Weber

- There will be a Special Meeting on Monday, June 29, 2015 at 6:00 p.m. Kohler, Schmitt, & Hutchison will be presenting the 2014 Annual Audit.
- Aaron Jacobson has been hired as the new archivist under the grant. He is helping to continue to research data that needs to be archived for the City.
- The City has long talked of possibly getting a museum in the area. I have been in contact with borough officials and they are interested in talking with us about the use of the old library. I will be coming before council in the weeks to come with a business plan and more information.
- I will be on vacation from Thursday, June 18 – Friday, June 26, 2015. I will have email and cell phone service if you need to contact me.

ONGOING PROJECTS

None

CITIZENS COMMENTS

None

OLD BUSINESS

Ordinance 15-07, An Ordinance of the City Of North Pole, Alaska to amend Title 2, Personnel System, Chapter 36, Section.480 Insurance and Disability Benefits

Mayor Ward stated that this ordinance changes the contribution amount for employees from \$0 to \$45 per month and for dependents to go from \$100 per month to \$175 per month. This works out to be approximately \$101 per month for a family.

Public Comment

Steve Dutra – 125 Snowman Lane

Mr. Dutra finished his presentation that he didn't get to finish at the last meeting. He felt that the contribution would be a significant impact to some of the employees' wages. He felt that with the healthcare renewal coming in the middle of the year that it doesn't let the Department Heads come up with budgetary fixes. He felt there could have been other alternative to consider.

Mr. Smith asked if we are asking the right questions to the broker for what we need for the employees. He asked if the NPPD could put together a wellness program for the officers.

Ms. Holm asked if he could give his presentation to Agnew:Beck.

Mr. Welch asked how many employees the NPPD had hired this past year and what their expectations would be toward paying for their benefits. He asked Chief Dutra what would be fair for his employees.

Mr. McGhee said that every year he puts forth raising the sales tax and he doesn't have the support of the employees. He said the surplus he was proposing at the last budget session was shot down. The council needs the support of the employees at the budget session. He said we need to be proactive and the cost of doing business is going up for everyone.

Ms. Hunter asked if these were voted down would there be things that department heads would be able to do to decrease their budgets.

Mayor Ward asked if Chief Dutra thought 5% of the cost of healthcare was unreasonable.

Chief Dutra said he is speaking for the people at the lower end of the pay scale and that it is a lot of money.

Mayor Ward asked if he knew that 81% of the NPPD budget was personnel.

Mr. Welch asked if Chief Dutra was aware of the fact that this was going up from \$100 to \$120 before this was released.

Mr. McGhee said he was concerned about what Chief Dutra meant by cutting services and if it would be wiser to raise sales tax to pay for those services.

Chief Dutra did not want to be put on the spot. He stated that they had already cut a position. They represent the citizens and it's about what services they wish to have.

Mr. McGhee asked if it would not be wiser to increase the sales tax for people who are using services to start with and if he has Chief Dutra's support on that.

Mr. McGhee moved to Adopt Ordinance 15-07, an Ordinance of the City of North Pole, Alaska to amend Title 2, Personnel System, Chapter 36, Section.480 Insurance and Disability Benefits

Seconded by Mr. Welch

Discussion

Mr. McGhee said he supports Chief Dutra in what he wants for costs. He hopes to see the sales tax raised to help see these services kept. He asked to move this forward and hopefully in the budget session they can find a way to readjust it.

Mr. Welch said he has talked with other employees and department heads and said that they have said they had expected lower pay because they had better benefits. He's heard the chief and employees loud and clear regarding a more than \$2 an hour decrease towards the insurance.

Mr. Welch move to amend line 33 amend to employees shall pay a \$25 monthly premium and \$150 for dependent coverage

Seconded by Mr. McCarthy

Discussion

Mr. Welch stated that what that means is approximately a 3% towards the overall premium. We are our employees employer. We represent new employees. In all fairness this is doable and that in next years' budget it will probably go up because costs are going up.

Mr. Smith commented on the free ambulance fee for the residents and the changes over the years. Because of an error in the code residents now pay a higher ambulance fee. Is this a similar situation?

Mr. McCarthy stated that he is in favor of the amendment.

Ms. Hunter asked if there was an option of offering a percentage of salary as opposed to a flat rate.

Ms. Holm said that the average employee makes about \$60,000 a year. She has a good feeling that with getting Agnew:Beck on board that they can help reorganize and restructure the city. She's really excited about the future of North Pole. Hopefully the increase can be reduced by next June.

Mr. McGhee asked how this amendment will affect the budget.

Mr. Smith asked about increasing the deductible.

City Clerk Kathy Weber said the city did increase the deductible from \$300 to \$375.

Ms. Hunter said she is in favor of the amendment and using the approach of Ms. Holm in reverse and if we have to increase it next year we have more time. The best solution goes with Councilman McGhee on the proposal for sales tax and hopes the council will consider that. They need the support of the residents and the council is the body that needs to look at this and keep a balance with the services that the City needs to provide.

Mr. Smith asked if the City could put together a wellness program and capitalize on these gains.

Mayor Ward said he has run some of the numbers and he is not in support of this. He stated that they have to look at how they manage the City in an effective way and provide benefits to all employees. With the numbers the employee would be paying \$46.15 per pay period for health care. With the changes as presented it would increase to \$101.54 per pay period and with the changes proposed by Mr. Welch it would be \$68.09 per pay period increase. The reason why we brought this forward is because they've lost \$200,000 property tax revenue and had a double digit increase in health insurance. 80% of costs are wages and when it comes out of operational costs it affects the employees and services provided and it is not in the best interest of the City and in looking after the wellbeing of our employees. The 5% is in the best interest of the city. Reducing the amount that employees contribute will create a wider gap in the budget and where they are going to find that money. To find 30,000 – 40,000 in a budget is a difficult thing to do. The only place that is left to cut is personnel. That is the only way he sees this happening. It is difficult and a challenge. He is not in favor of the amendment.

Mr. Welch said his numbers were based on 30 families and approximately 12 other employees. Instead of \$540 a year it would be \$340 a year so that's \$19,000 instead of \$30,000. Keep in mind that we don't know how much the spousal coverage would be barred in the contract before us.

Ms. Holm said she ran the numbers she came up with different numbers.

Mr. Welch said that it was \$220 per family (\$2640 a year). Under his plan it would be \$2,100 a year out of employee pockets. In the same token looking at an employee without dependents it would be \$300 a year instead of \$540 a year and it brings it to 80% for a family without the amendment and 55% for the employee.

Mr. McGhee said he supports the Mayor on this and if we support this amendment we need to look at cutting services. We need to look at our budget for 2016 and support what the mayor has brought forward. Right now is not the time to do this amendment.

On the amendment

FAILED

Yes: 2 –Welch, McCarthy,
No: 5 – Hunter, McGhee, Smith, Holm, Ward
Absent: 0

On the main motion

Discussion

Mr. McGhee said we should be talking about this during the budget session and see the City become more proactive and see increases in our revenues and we need to stop being dependent on what the bases are doing and start looking at what the City does. In regards to what he means by their support is that this is what it takes to run a city.

Ms. Hunter moved to amend line 33 – shall pay .5% of their monthly salary for healthcare coverage and .5% for dependent coverage.

Seconded by Mr. Welch

Discussion

Ms. Hunter said this will address the Chiefs comments that people that make a larger salary can afford and have a more disposable income and not putting such a big burden on those employees that are making \$20/hr.

Mr. McGhee said he doesn't think this is a fair deal. The cost is the same for a doctor visit no matter who you are. I don't agree that someone who makes more should pay more for the same type of service. The mayor has already set up what the cost of the budget is at this time I think it is something we need to address at the budget session and not over charging people because they have been here longer, they have a higher pay scale and assuming that it's okay for them to pay more. That's not a fair system.

Ms. Holm said her numbers didn't make sense.

Mr. Kestram said this would put us over if it exceeded \$45 and the City would lose their grandfather rights.

Ms. Hunter withdrew her amendment

Mr. Welch removed his second.

APPROVED

Yes: 6–Smith, Holm, Hunter, Ward, McGhee, Welch, McCarthy,
No: 1 - Welch
Absent: 0

NEW BUSINESS

Renewal of 2015-2016 City of North Pole Health Insurance With AW Rehn

Mayor Ward

Public Comment

Steve Dutra – 125 Snowman Lane

Mr. Dutra said he liked to see all the discussion. He doesn't think the denial of spousal coverage is fair. He said that the \$100,000 for spousal coverage and dependents doesn't make any sense and the 2nd is that what if a person works at a business and that business offers a healthcare plan that's 50% of what we offer and twice as much. Is my wife or spouse now going to be forced to purchase that health insurance because he/she can't be covered under the city? I don't think that is fair. Most of us work here for the benefits for our families and that includes our spouse. I do not object to the deductible changes, I get it, but I don't get this one. We don't even have an accurate number and can't even tell what it is going to save us. I am asking that you pull the spousal additive out of the contract because it's really not fair treatment.

Geoff Coon – 110 Lewis Street

Mr. Coon said he is also affected by this. It is not clear to him and not clear to other employees that this was a mandatory drop of the dependent. This is a small City and 20% or so this will effect should have gotten a phone call letting us know that this IS going to affect us. I know it is in the fine print and all this was put out there but if he didn't get it then they didn't get it. He would like to have it dropped as well and make a comment on and council member who talked about the squeaky wheel. He likes the fact that you the council members are elected for your opinion. Thank you.

Buddy Lane, 110

Mr. Lane echoed chief Dutra and Coon. You will penalize a family because you have a spouse that works outside the home and I don't think that's fair on any level. You are not treating all your employees the same and therefore he encourage you to drop that part off of this. Thanked the council for their work and encouraged them to drop that portion.

Bill Bellant, 125 Snowman Lane

Mr. Bellant said he objected to the removal of the spousal coverage as well. He doesn't see where it will benefit the city. Our children can be double covered and the spouse cannot? It's not fair especially if no one can tell us the benefit.

Chad Rathbun, 125 Snowman Lane

Mr. Rathbun said that this is a guestiment and that it doesn't seem responsible. The other thing that will happen is you are dividing the employees, we stand unified, you are our union, you are our representatives as well as for the city. My wife currently doesn't have insurance so this will not affect me but I would prefer that you not divide us like that way as a city and a group of people.

Tricia Fogarty, 125 Snowman Lane

Mrs. Fogarty encouraged council to drop that part of the contract. If our spouse lost their coverage they wouldn't be able to get health insurance because we can only sign up once a year. So that family member would be without insurance until it was renewal time.

Mr. McGhee *moved to* approve the Renewal of 2015-2016 City of North Pole Health Insurance with AW Rehn

Seconded *by* Mr. Welch

Discussion

Mr. Welch *moved to* amend with the following:

To barre language on denial of spousal coverage in the contract

Seconded *by* Ms. Hunter

Discussion

Mr. McGhee asked for clarification on the verbiage on the spousal coverage and where is it located in the contract. My next question is what if the person covered is an American Native? They are covered by something other than the city. Would they be refused as well based on this?

Ms. Hunter asked for a clarification: What are we voting on if we are not voting on the contract? Where are the provisions in the contract that states about not covering the spouse?

On the amendment to remove the language barring spousal coverage

PASSED

Yes: 7 – McGhee, Holm, Welch, Smith, Hunter, McCarthy, Ward

No: 0

Absent: 0

On the main motion as amended

PASSED

Yes: 7 – McGhee, Holm, Welch, Smith, Hunter, McCarthy, Ward

No: 0

Absent: 0

Fairbanks North Star Borough and City of North Pole Emergency Medical Services and Ambulance Contract

Deputy Chief Coon stated that this contract is for \$419,750.

Public Comment

none

Mr. Welch *moved to* Approve Fairbanks North Star Borough and City of North Pole Emergency Medical Services and Ambulance Contract

Seconded by Mr. McCarthy

Discussion

Ms. Holm said that this contract was not for enough money.

Ms. Hunter said that she would like to send some sort of message to the FNSB. Year after year receiving this as a take it or leave it the borough is trying to take advantage of us and other fire services. She will vote for this as it was recommended by Deputy Chief Coon.

Ms. Holm said they just went through this with the Fairbanks dispatch contract. We were severely under paying them and they had to decide to charge us quite a bit more for the services and we need to do the same.

Mayor Ward said that we can work with them to make it better and has been working with the borough mayor. He has learned that a little finesse is better. If the city wishes to provide this service to the borough it will take an commitment on our part and the borough to make that happen.

PASSED

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

No: 1 - Holm

Absent: 0

COUNCIL COMMENTS

Ms. Holm – would like to give a shout out to the North Pole Worship Center who went out to the assisted living homes and helped clean out the flower beds, giving out water and much more. Great outreach.

Mr. Welch – It's nice to see us back in the 80's and to have 22 hours of daylight. It won't start getting dark until July 27th. Nice to see employees come out and give their opinion. Looking forward to the 4th of July and look forward to the June 29th meeting on the audit.

Mr. McGhee – It's been an awesome weekend and brought in 280 motorcycles from around the world, as far away as shanghai and Venezuela. We had an awesome time and zero accidents in our group. We filled the riverboat discovery with motorcyclist and visited outside the refinery and the Santa Claus House. It was a great economic impact on City of Fairbanks and City of North Pole as well. I am looking forward to August and going down to the 75th anniversary of the Sturgis Motorcycle Rally. Be careful and look out for the other guy. Give the right of way.

Mr. McCarthy – I'm glad to see people in the audience stay until the end. A lot of the things they heard them say will come up in the budget. Last December we had a lot of fire equipment out here, a lot of people in uniform in here, they told us a lot of things when we were working on the budget but when second reading came up none of those people were here and we were slowly flame roasted over the fire. It literally was night and day and the people who didn't show up for the second discussion really missed the boat. Please don't let that happen again.

Mr. Smith – thanks to all the guys that came out and appreciates all the people using the bike paths.

Ms. Hunter – apologizes to all the employees, the first session we discussed the insurance and put it on consent agenda instead of opening to public comment. I think we should do that differently next time. Thanked for coming out and testifying and makes a big difference.

Mayor Ward – Said a reminder of special meeting of June 29th and not another meeting until after July 4th. We need your help, come out please.

ADJOURNMENT

Mr. McGhee adjourned the meeting at 9:21 p.m.

Seconded by Mr. Welch

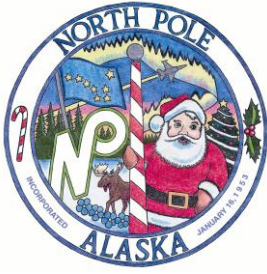
The regular meeting of June 15, 2015 adjourned at 9:21 p.m.

These minutes passed and approved by a duly constituted quorum of the North Pole City Council on Monday, July 6, 2015.

Bryce J. Ward, Mayor

ATTEST:

Kathryn M. Weber, MMC
North Pole City Clerk



**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, July 6, 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, July 6, 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

CALL TO ORDER/ROLL CALL

Mayor Ward called the regularly scheduled meeting of the North Pole City Council to order on Monday, July 6, 2015 at 7:00 p.m.

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

Led by Mayor Ward

INVOCATION

Invocation was given by Councilman McGhee

APPROVAL OF AGENDA

Mr. McGhee moved to approve the Agenda of July 6, 2015

Seconded by Mr. Welch

Mr. McGhee moved to amend by consenting Old Business item A and New Business item A

Seconded by Welch

Discussion

Ms. Holm –objected to consenting **OLD BUSINESS** item A and bring it forward to discuss the

multiple phone calls she has received about this ordinance from the public.

Ms. Holm *moved to remove item A from consent agenda*

Seconded by Ms. Hunter

On the Amendment

FAILED

Yes: 3 – Smith, Holm, Hunter

No: 4 – McCarthy, Welch, McGhee, Ward

Absent: 0

On the agenda as amended by Mr. McGhee

PASSED

Yes: 7 – McGhee, Holm, Welch, Smith, Hunter, McCarthy, Ward

No: 0

Absent: 0

APPROVAL OF MINUTES

Mr. Welch *moved to Postponed the approval of minutes of June 15, 2015 until the meeting of July 20th 2015*

Seconded by Mr. McGhee

Discussion

None

PASSED

Yes: 7 – McGhee, Holm, Welch, Smith, Hunter, McCarthy, Ward

No: 0

Absent: 0

COMMUNICATIONS FROM THE MAYOR

We had a successful event on the 4th of July. We had a really good turnout and the weather was amazing. The parade went really well. Thanks to the North Pole Lions for putting that on and thanks to Flint Hills, BP and all of our other sponsors. We did something new this year called The Amazing Race. We had a short track around town with stations for people to sign off on. We had probably 300-400 people do that. It went really well and gave away a lot of good prizes.

Lots of people were able to learn about different things in North Pole that they never knew we had. Special thanks to all the volunteers.

I do have an ordinance I would like to have a workshop on sometime soon, preferably before our next budget cycle.

COUNCIL MEMBER QUESTIONS OF THE MAYOR

Mr. Smith – I saw that there are two council seats up and the Mayor for this election.

Ms. Hunter – Is there a way that we can formally register our displeasure with the fact that we had no mention in our newspaper even though they had a huge spread about Fairbanks celebrating the 4th of July.

COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

Fire Department, Chief Lane

- Finished all of our hydrant testing. Will be addressing any issues with the Utility Dept.

Finance, Tricia Fogarty

- I was able to attend a two day grants management class. I received excellent training and several of contacts. I spoke with the Mayor on putting together a grants policy manual, in order to clear up the internal controls finding in the audit.

Mr. Welch just wanted to point out that he will be gone from July 12- August 11th for medical reason.

Borough Representative

None

City Clerk, Kathy Weber

Should be back in the office on Monday July 13th 2015

ONGOING PROJECTS

Karen Lane – Itiadori will be here this summer. This will be the last year because they will be closing their Jr. High School. We have a little bit of money in the sister city fund, \$300 to be exact. Our family usually funds a lot of this ourselves and will not be able to do that this year so we will be looking for some money from somewhere else so we can host them. We are also going to work on a group that will hopefully be going there next May when school gets out. We are going to fundraise all winter for this. Anyone who would like to donate to the group that is coming in August would be lovely. If you would like to homestay one of the kids that would be great and please let us know.

Mr. McGhee – Through the city I would like to give \$100 donation to help support the event.

Ms. Holm – I would like to add \$60 to that.

Mr. Welch – Here is \$40 more

Ms. Holm – can you say aloud your contact information so people can get in touch with you Mrs. Lane

Karen Lane – 322-2014 phone number

CITIZENS COMMENTS

Buddy Lane 110 Lewis St

There is an Active shooter class for non-responders on Wednesday at Friends Church. All day class and it is free to the public. In March of 2016 we are looking to do some Active Shooter Training on the response side as well as some drills that will take place and we would really like the community involvement so if something like this does happen we are better prepared. I encourage you to sign up.

Joann Borgis 1130 Vicki Lane

Does not understand why we are even questioning reimbursing him for doing the correct thing. (Referring to item B)

Dawn Murphy 2644 Diamond St

Speaking on Explore Fairbanks. She gave updated graphs. North Pole bed tax is up 30% in bed tax. They have a new website. Brady Gross is the new internet publisher. We are still working with travel/trade including an increase presence with the China market. Recently some

of our people were at the International Powwow in Florida and really focused on the information. We are continuously working on air carriers. Friday July 17th at 6:00pm we will be celebrating the 15th anniversary of Condor. It will be on the Riverboat Discovery. July 13th we are working with the Downtown Association on a marijuana update, tourism and marijuana in our community. It will be located at 514 2nd Ave in the Lathrop Building. From 6-8 PM

NEW BUSINESS

REQUEST FOR REIMBURSEMENT BY BUDDY LANE FOR DAMAGES SUSTAINED TO PERSONAL ATV WHILE PERFORMING CITY BUSINESS.

Chief Lane gave introduction to this request: During the early morning hours of June 19th somewhere around 3am, we were dispatched to a large column of black smoke coming from somewhere behind the high school. We could see the smoke from the dyke so we knew it was outside the city but we didn't know what was burning or how intense it was burning, if it was spreading...due to the weather conditions he did not want to wait. They contacted Forestry and they had nothing that could respond at the time. So he made the decision that they needed an ATV and also made the decision to grab his personal one because it was the closest one available. We were making our way down the slow at a very slow speed and came across a hole that was deeper than 4.5 feet or so. At that time the ATV rolled over onto its side and disappeared under the water as we escaped out the passenger side of the ATV. The machine was under the water for about 2 hours maybe a little bit longer before we were able to retrieve it and take it to Fairbanks and have the fluids changed and the motor gone through. It was not a joy ride. I would have commandeered another ATV if it had been there or closer. The fire was dangerously close and we wanted to make sure it didn't spread to the Refinery, the High School and other places that were nearby. I felt it was important to go back there and see what was burning. It ended up being a pickup truck that was sitting in the middle of one of the sloughs and was not going anywhere.

Discussion

Mr. Welch – When you went into the water, you said you had to get out on the passenger side? How deep was the water for you?

Chief Lane state that he ended up having to swim to shore.

Ms. Holm – Chief do you have insurance coverage?

Mr. Lane stated that no he did not.

Mr. Smith – Same question as Ms. Holm. He asked how far away was the fire was from where the ATV tipped?

Chief Lane said it was about 500 yards as a crow flies.

Mr. Smith asked if there anyway the Fire Department could have used their cool new ladder truck with the water?

Chief Lane said no.

Mr. McGhee – At first glance I am not in favor of it, as you being the Chief, what would happen if a subordinate did that and you were out of town? Another thought, as a trained fire person, wouldn't you have noticed that the column of smoke hadn't moved in the time it took for you to go to your house and grab your own ATV? The other thing about the commandeering, we do not have the right to do that, we are not in marshal law. Why didn't you think about using the ladder truck to get a higher view? So I am struggling to approve this.

Chief Lane said that if one of his subordinates had done this he would have taken the same action. He people don't sit around in his department. A lot of people in the fire service use their own person stuff because budgets don't allow it. The Police Dept. has an ATV and there was a police officer on duty and at no time did he say that the Fire Dept. could use the ATV. They have asked before and the Police Dept. did not allow it because the Fire Dept. did not have certified training on the apparatus. Chief Lane stated that he had more hours on an ATV than most of the officers that are certified.

Ms. Hunter – How did you end up getting involved? Were you on duty?

Chief Lane said that a police officer saw the column of smoke and called it in and the fire department was dispatched. He is on call 24 hours a day.

Ms. Holm – How many employees assisted you while you were on your ATV with another deputy chief?

Chief Lane said that their engine responded initially and they staged it until they found out what was going on.

Ms. Holm asked if he had pictures.

Chief Lane said that there were pictures but he had not seen them.

Ms. Holm asked if this took place in city limits.

Chief Lane said that it did not take place in city limits.

Ms. Holm said that she almost feels like we need to ask a lawyer on what we are responsible for as a City because if Bill Butler had a piece backhoe and needed to get into the ground and something happened and his piece of machinery was broken because he made that decision would the City be liable because we are paying employees to sit around and wait for something to happen.

Chief Lane stated that if another call had come in his employees would have responded to that call.

Mr. Welch – Had forestry not been able to respond and had it been a bigger issue would you still have used your personal ATV to go back there even though you didn't know what you were up against?

Chief Lane said that if it had gotten into the black spruce they would have had to take action.

Mr. McGhee – How many other respondents would have come if there were an actual fire in the black spruce?

Chief Lane stated that probably everyone in the borough would have responded to it.

Public comment

None

Mr. McGhee *moved to* Approve the request for reimbursement by Buddy Lane for damages sustained to personal ATV while performing city business

Seconded by Mr. Welch

Discussion

Mr. McGhee – My only concern is that going out in a personal ATV to go investigate what the fire was seems like a high liability. I have a hard time justifying using a personal vehicle when we have vehicles here.

Mr. Welch – I'm of the opinion that the chief acted for the wellbeing of the city and to protect it like he should. We need to create an SOP for the city between the police and the fire department. I would like to see him reimbursed.

Mr. McCarthy – I am really happy that we have a fire chief that is willing to go out there and I am glad that nobody got hurt. It would have been very risky and scary if he were to have done nothing. I am fully in favor for his reimbursement. It brings up a few points that the Police Department and the Fire Department can work out.

Mayor Ward – developing an official SOP is definitely something that will be coming up. Chief

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Dutra has said there is no issue with the fire departments use of the ATV. It was the previous chief that had issues.

Ms. Hunter – I also am uncomfortable about what took place. Taking matters into your own hands is something I kind of have an issue with but will probably be leaning more towards the reimbursement. Somehow I am just not in full agreement with the action he took.

Mr. McGhee – He is the chief, he made the decision. Chief Lane should decide which line item it will come out of the department. I would think that with his expertise he would be able to tell by the coloration of the fire, the disbursement of the fire, how fast the fire is growing in the amount of time he has been watching it. I challenge him on the fact that he had to go and see if it was an actual forest fire.

Ms. Holm – Maybe we should bring this to the borough since it wasn't in city limits. We shouldn't punish our own citizens because of this situation. We shouldn't have to pay for personal items.

**Reimbursement Request for Chief Lane:
PASSED**

Yes: 4 – Welch, McGhee, McCarthy, Smith

No: 3 – Hunter, Holm, Ward

Absent: 0

COUNCIL COMMENTS

Mr. Welch - Our sense of community pride is one thing that has really kept me here. Will be leaving July 12th through August 11th. Will be in a Swedish hospital in Seattle and then the Mayo Clinic in Rochester, MN.

Mr. McGhee – Sorry I did not make it to the planning session. I hope this plan really emphasizes the things that will help the families and residents of our residential community. The heat is dangerous and the fires are dangerous. Everyone be careful. I did have a wonderful 4th of July and got to see a lot of wonderful things around town.

Mr. McCarthy – I will jump on the theme city idea. There are companies out there that like doing themed towns and considering almost all the naysayers are all gone it's something to look at again.

Mr. Smith – I want to thank everyone that came out today. I went to go and check out the Elodea in the slough and sure enough down by Badger Gas right where people fish it was filled with it. It was nice to see it hands on after getting a definition of what it is and how it works. I see great things with this AGNEW Beck trying to reinvent a lot of communities around Alaska.

8

I am glad they are participating with North Pole to make North Pole a better and brighter place. Hope everyone is enjoying this 90 degree weather

Ms. Hunter – Thank you Mayor for all you and the committee have done. I am overwhelmed that over 300 people came to our amazing race. There were a lot of people at the booths also. We need to shame the newspaper to give the City of North Pole equal opportunity. As far as the theme city, she doesn't see why we can't work around the problems and work outside the box.

Ms. Holm - I also enjoyed our strategic planning session. Not all the businesses that were involved in the theme city are not shut down.

Mayor Ward - I be here for our next meeting of July 20th. Mr. Smith will be acting as Mayor and conducting the meeting. He encouraged the other council members to attend to make sure the City had a quorum.

ADJOURNMENT

Mr. McGhee adjourned the meeting at 8:21 p.m.

Seconded by Mr. Welch

The regular meeting of July 6, 2015 adjourned at 8:21 p.m.

These minutes passed and approved by a duly constituted quorum of the North Pole City Council on Monday, August 3, 2015.

Bryce J. Ward, Mayor

ATTEST:

Kathryn M. Weber, MMC
North Pole City Clerk



CITY OF NORTH POLE

City of North Pole Comprehensive Strategic Plan: Core Team Training Tuesday, August 18, 2015; 5:00 – 8:00 PM (*dinner provided*) City Hall: 125 Snowman Lane, North Pole, AK

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

Purpose

Inform and help prepare community leaders for the comprehensive strategic planning process.

Agenda

I. Introductions + Meeting Purpose

II. Key Project Objectives, Components + Roles

- Confirm project objectives, desired outcomes of planning process.
- Define a shared set of strategic planning terms.
- Validate the project area, timeframe and schedule.
- Confirm team responsibilities.

III. Community Case Studies + Best Practices

- Review and discuss relevant plans, processes, and lessons learned from Alaskan and other communities.
- Explore the potential challenges and opportunities of developing and implementing a comprehensive strategic plan.

IV. Stakeholder Engagement Plan

- Review, discuss and refine preliminary stakeholder engagement plan including:
 - Key stakeholder contact list.
 - Interview and small group guiding questions.
 - Key activities and events.
- Review preliminary survey results.

V. Background Research/Environmental Assessment

- Review and discuss preliminary background data on existing conditions and trends; identify priority indicators.
- Build on kick-off meeting preliminary list of current issues and challenges.

VI. Next Steps + Wrap-Up

- Confirm immediate next steps.
- Complete training evaluation, including identification of additional training needs.

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.



**North Pole Police Dept.
125 Snowman Ln.
North Pole, AK 99705**

**Chief Steve Dutra
Phone: 907-488-8459
Fax: 907-488-5299**

July 15, 2015

To: North Pole City Council
Kathy Weber, MMC

Re: Purchase of 2016 Explorer

I would like to request permission to purchase a 2016 Ford Explorer from Seekins Ford in Fairbanks for \$29,098.46. I sought four quotes and received two. One quote came in from Cal Worthington Ford for \$29,250.00 and the second from Seekins Ford.

Both the State of Alaska and Lithia were non responsive. The estimate from Seekins is consistent with the expected cost of the car. I would request that you approve the purchase of the vehicle from Seekins Ford in Fairbanks.

This expense was authorized in the 2015 North Pole Police Department budget and will come from the vehicle fleet fund 51.

Thank you

Chief Dutra



Proposal

DATE: **July 15, 2015**

TO: *Chief Steve Dutra*
North Pole Police Department

FROM: *Steve Angel*

PHONE: (907)488-8459
FAX: (907)488-5299

PHONE: **(907) 459-4044**
FAX: **(907) 459-4007**

NUMBER OF PAGES INCLUDING THIS COVER SHEET: 2

Steve,

Please see the attached proposal for the 2016 Ford Police Interceptor Explorer.

Please be advised of the following:

- Rear View Camera: Standard Equipment in 2016 models.

Should you have any questions, please give me a call.

Steve

PRICE PROPOSAL FOR
City of North Pole Police Department

2016 FORD EXPLORER POLICE INTERCEPTOR

112.6" Wheelbase

Exterior: Oxford White
Interior: Ebony Cloth Bucket Seats with Vinyl Rear
Engine: 3.7L V6 TIVCT
Transmission: 6-Speed Automatic

Options: Equipment Group
Power Driver Seat
AM/FM/CD/MP3 With SYNC Basic
Dark Car Feature
Red/White Dome Lamp
Driver Only LED Spot Lamp
Grille LED Lights/ Siren and Speaker Pre-Wiring
Heated Side View Mirrors
Noise Suppression Bonds
Rear Door Handle Door Locks Inop
Courtesy Lamp Disable

Additional Equipment: Fully Winterized
FOB: Fairbanks

<i>Total Price</i>	\$29,098.46
<i>License and Registration Fees</i>	\$25.00

Submitted By:

Steve Angel
Fleet Sales Manager
July 15, 2015

Steve Dutra

From: Raymond Marcum <fleetoil@aol.com>
Sent: Monday, June 29, 2015 1:51 PM
To: Steve Dutra
Subject: Re: invoice

Steve, If your looking for a budget price use \$29,250. The Eco boost will add \$3,100.

-----Original Message-----

From: Steve Dutra <sdutra@northpolepolice.org>
To: Raymond Marcum <fleetoil@aol.com>
Sent: Mon, Jun 29, 2015 1:45 pm
Subject: RE: invoice

Hi Ray

Could I possibly get a quote from you on a police Ford Explorer? We do not need the Echo Boost just the regular. If you need spec sheets I can muster some up but just a basic package price would be fine.

From: Raymond Marcum [<mailto:fleetoil@aol.com>]
Sent: Monday, June 29, 2015 11:37 AM
To: Steve Dutra
Subject: invoice

Chief Steve Dutra,

Thanks
Ray

Memo

To: North Pole City Council
From: Bill Butler
Date: July 28, 2015
Subject: Accept an ADEC Municipal Matching Grant for sewer lift station

Recommendation

Accept \$1,960,000 Municipal Matching Grant for Sewer Lift Station Rehabilitation Phase 3 from the Alaska Department of Environmental Conservation (ADEC). The MMG requires a 30% match that totals \$840,000 for a total project cost of \$2.8 million.

Background

The Utility Department has received over \$5 million in state and federal grants to rehabilitate eight sewer lift stations. The Utility has conducted sewer lift station rehabilitation in phases. Phase 1 addressed the lift stations in greatest need of upgrading; for example, the lift station that serves the industrial park had seriously corroded pipes and undersized pumps. Phase 2 addressed the next set of lift stations in need of rehabilitation. A significant upgrade incorporated in Phases 1 & 2 was modernization of the lift stations' controls that included electronic controls that provide energy efficient pump management; remote system monitoring; detailed operational data; historical data collection; and telephonic emergency notifications.

The Utility has five remaining lift stations not rehabilitated in Phases 1 or 2. These include Cary (adjacent to City Hall), Hurst Road, Tanana Road, Mockler Road and Stillmeyer lift stations. The Utility built the Stillmeyer lift station in 2004, and it is in relatively good condition. Upgrading the electronic controls and telephonic warning notifications would be useful upgrades for this lift station, but these upgrades to the Stillmeyer lift station are not as high a priority as the total overhaul of the other four lift stations. The Utility's plan is to solicit bids to upgrade the Cary, Hurst, Tanana and Mockler lift stations to the standards developed in Phases 1 & 2. Upgrades to the Stillmeyer lift station would be included in a request for bids as an added alternate that would occur only if the cost was within the project budget of \$2.8 million.

The Utility plans to amend the professional services agreement with Stantec (formerly USKH) that provided engineering services for the Utility for Phases 1 & 2. Stantec will provide engineering and

design services, generate and manage the bidding process and provide construction management services.

The City of North Pole was one of only four communities awarded MMGs in the State 2016 capital budget—there were 51 grant applications. Of the four communities awarded grants, the State awarded only three their full request, North Pole was one of these three communities.

The Utility will pay the required 30% match from its Utility Fund reserves. As of July 28, the Utility had total Utility Reserves of \$910,445. The Utility will continue to routinely collect capital revenues with its Facility Repair and Replacement and Base Charge utility rates. These capital revenues will continue to grow the Utility's capital reserves.

ORDINANCE 15-12

**AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA TO ACCEPT THE
ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION MUNICIPAL
MATCHING GRANT #63324 TOTALING \$1,960,000 FOR LIFT STATION
REHABILITATION**

WHEREAS, the Utility has completed two phases of sewer lift station rehabilitation funded with state and federal grants and loans and Utility matching cash contributions, and

WHEREAS, Phases 1 and 2 sewer lift station rehabilitation efforts have rehabilitated eight sewer lift stations; and

WHEREAS, four of the five remaining sewer lift stations require complete rehabilitation, and

WHEREAS, the Alaska Department of Environmental Conservation has offered the Utility a Municipal Matching Grant totaling \$1,960,000 to rehabilitate four sewer lift stations, and

WHEREAS, to receive the grant, the Utility must provide a 30 percent matching contribution totaling \$840,000, and

WHEREAS, the Utility's capital reserves total \$910,445 as of July 27, 2015 and the water and sewer reserve funds will continue to accumulate additional revenue growing the Utility's capital reserves.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of North Pole:

- Accepts the Alaska Department of Environmental Conservation MMG #63324 in the amount \$1,960,000
- Accepts the conditions contained in the grant award (attached)
- Accepts responsibility to operate and maintain the improvements funded with MMG #63324
- Approves a cash match to MMG #63323 totaling \$840,000 drawn from Utility Department funds as indicated in the attached fiscal note

PASSED AND APPROVED by a duly constituted quorum of the North Pole City Council this 17th day of August, 2015.

Bryce J. Ward, Mayor

ATTEST:

Kathryn M. Weber, MMC
North Pole City Clerk

PASS/FAIL Yes: No: Absent

**CITY OF NORTH POLE
ORDINANCE NO. 15-13**

**AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA TO ALLOCATE
RESOURCES TO REPAIR CITY HALL**

WHEREAS, the North Pole City Hall building is ageing and in need of repair; and

WHEREAS, the windows located on the second level of City Hall leak during periods of rain;
and

WHEREAS, water leaking into the wall cavity is causing damage to the wall structure and wall
covering; and

WHEREAS, the Mayor and North Pole City Council are responsible for protecting the assets of
the City; and

WHEREAS, the Capital Projects Fund was created to fund needed projects such as the repair of
City hall; and

WHEREAS, The Capital Projects Fund has \$57,303.44 in fund balance.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of North Pole:

Section 1. This ordinance is of a general and permanent nature and shall not be codified.

Section 2. Amend the 2015 hudget to reflect \$7,000 in expenditures for repair of City Hall.

Section 3. Effective date. This ordinance shall be effective at 5:00 p.m. on the first City
business day following its adoption.

PASSED AND APPROVED by a duly constituted quorum of the North Pole City Council this
17th day of August, 2015.

Bryce J. Ward, Mayor

ATTEST:

Kathryn M. Weber, MMC
North Pole City Clerk

PASSED/FAILED Yes: No: Absent"



City of North Pole, Alaska

Fiscal Note Year:

Accompanying Ordinance Resolution:	Ordinance 15-12	
Originator/Sponsor:	Mayor Bryce Ward	
Date:	July 29, 2015	
Does the Ordinance or Resolution have a fiscal impact?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

FUND	Account Description	Account No.	2015 Budget Amendments
Capital Proj	Capital Expense	54-00-00-7001	7,000
Capital Proj	Transfer to Fund Balance	54-00-00-7901	-7,000

Authorize up to \$7,000 for roof-window repairs for North Pole City Hall. Window sill seals have failed and water is entering the wall cavity causing damage to drywall and wall structure. Repairs would include interior work and new water protection for wall on the roof. Repairs will be done by public works staff this fall.

Prepared By: Bryce Ward Date: 7/29/2015

Finance Approval: *Lucian Lopez* Date: 7/29/2015

NOTE- Fiscal notes attached to an ordinance are considered amendments to the budget and do not require an additional approval for insertion into the budget document.

Sales Person:



Customer
Acknowledgement

Quote Date
7/28/2015

Date Ordered

Quote Not Ordered

Customer Name:

756450 SPENARD FAIRBANKS MILLWORK T/L

Customer Number:

Bill To:

Ship To:

Order Notes:

Delivery Notes:

Phone: (907) 450-2200

Fax:

Quote Name:

Project Name:

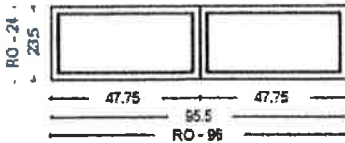
Cody 7-28-15

City of North Pole

QUOTE #		RUSH		STATUS		PO#	
TBD		No		None			
Line Item #	Qty	Width x Height	UI	Description	Price	Extended	
1-1	4	95.5" X 23.5"	120		\$495.00	\$1,980.00	

Overall Rough Opening 96" X 24"

A680-80 Series Picture / Picture 95 1/2 x 23 1/2
Frame Width = 47.75, Frame Height = 23.5
Operation / Venting = Picture
NFS 1 3/8", Vent Wrap
Frame Color = White
Glazing = Triple Glaze, SolarTherm TG2 Plus
Common Frame Operation = Picture::Picture
Corner Wrap, Rough Opening
Vertical Common Frame 0" thick, 23.5" length
Line Item Notes:



Comment / Room:

None Assigned

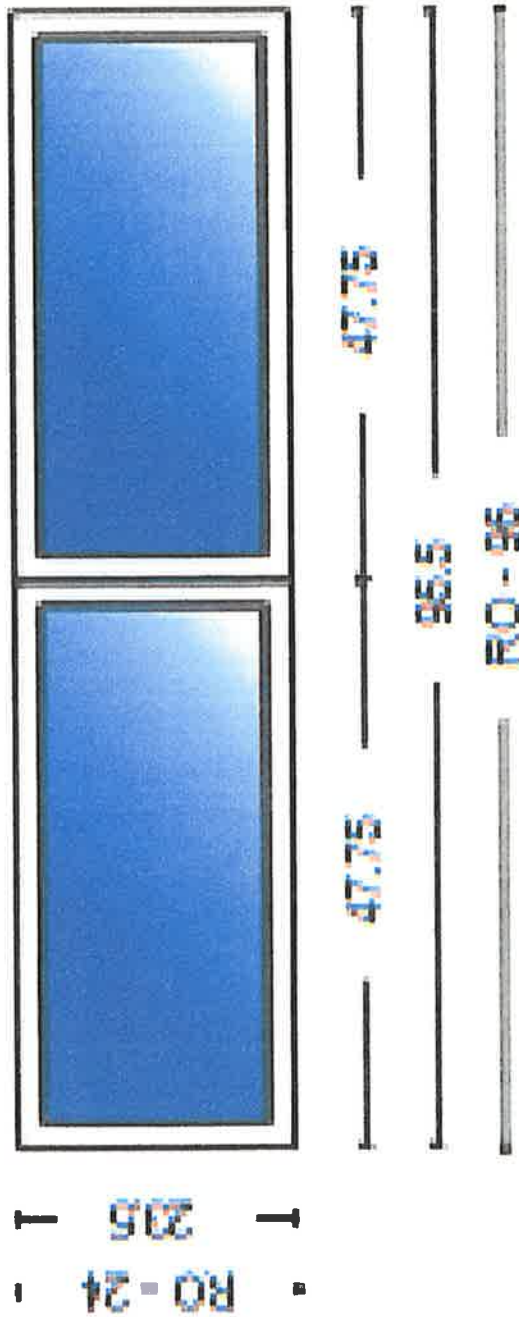
ATTENTION

Please note that all weights provided are estimates and subject to change based on actual order shipment.

I have reviewed this order and certify that it is correct. I understand that this order is noncancellable, nonreturnable, and nonrefundable.

By _____ Authorized Representative

Total Unit Count	8
SUB-TOTAL:	\$1,980.00
LABOR:	\$0.00
FREIGHT:	\$0.00
SALES TAX 1:	\$0.00
SALES TAX 2:	\$0.00
TOTAL:	\$1,980.00



125 Snowman Lane
North Pole, Alaska 99705
(907) 488-8593
(907) 488-3002 (fax)
bill.butler@northpolealaska.org

City of North Pole
Director of City Services

Memo

To: North Pole City Council
From: Bill Butler
Date: July 13, 2015
Subject: Utility Department Capital Improvements Priority Project for State Fiscal Year 2017

My grant manager at ADEC contacted me last week to discuss my application for consideration of a Municipal Matching Grant (MMG) for upgrades of emergency equipment at the water treatment plant. He said the Utility's application was strong because it was "shovel ready"—the proposed project has engineering plans, bid specifications, and the local ADEC office has reviewed the project and issued an Approval to Construct for the project. He also stated that the competition for any grant funding next year will be very intense and every point an applicant can earn is critical. He encouraged me to modify the resolution passed by the City Council on July 6 approving the water treatment project as the City's number one capital project priority for a MMG. He said that a stronger resolution that has the greatest likelihood of receiving the 50 points for a council resolution would be one that named the project as the City's number one capital project for state funding in state fiscal year 2017.

I have modified the original resolution approved by the Council and am requesting that the revised resolution be passed to replace the original resolution.

**CITY OF NORTH POLE
RESOLUTION 15- 13**

**A RESOLUTION ESTABLISHING THE WATER TREATMENT PLANT
EMERGENCY SYSTEM IMPROVEMENTS PROJECT AS THE CITY OF NORTH
POLE'S NUMBER ONE PRIORITY CAPITAL PROJECT FOR STATE FUNDING IN
STATE FISCAL YEAR 2017**

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 City of North Pole's number one priority capital project for the State of Alaska funding in State Fiscal Year 2017 is the Water Treatment Plant Emergency System Improvements Project.

WHEREAS, the project is "shovel ready"—the Utility has a complete set of engineering drawings and bid specifications for the project, and

WHEREAS, ADEC recognized the need for the project by scoring it as eligible for an Alaska Drinking Water Fund (ADWF) loan valued at \$2,363,600 as documented in 2016 Priority Funding List, and

WHEREAS, the project would address critical improvements to the water treatment plant to ensure that the Utility Department is able to continue providing potable water and fire protection to the residents of the City.

NOW THEREFORE BE IT RESOLVED that the North Pole City Council endorses the Water Treatment Plant Emergency System Improvements Project as the City of North Pole's number one priority capital project for State of Alaska funding in State Fiscal Year 2017.

PASSED AND APPROVED by the North Pole City Council on this 20th day of July, 2015.

Bryce J. Ward, Mayor

ATTEST:

PASSED/FAILED Yes: No: Absent
--

Kathryn M. Weber, MMC
North Pole City Clerk

CITY OF NORTH POLE

RESOLUTION 15-14

**A RESOLUTION TO APPROVE AN AFFIRMATIVE ACTION PLAN FOR THE CITY OF
NORTH POLE, ALASKA, FOR THE CONTINUED IMPROVEMENT OF THE EQUAL
EMPLOYMENT OPPORTUNITY PROGRAM**

WHEREAS, as a result of a continuing review of employment practices of the City of North Pole, goals have been established to bring the City into compliance with guidelines set forth for the continued improvement of the Equal Employment Opportunity Program and Affirmative Action Plan; and

WHEREAS, after review of such goals by the City Council, it is their desire that all departments of the City comply with the equal employment opportunity and affirmative action as set forth herein; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH POLE, ALASKA, that the following Affirmative Action Plan for the City of North Pole, Alaska is hereby updated and approved, which reads as follows:

AFFIRMATIVE ACTION PLAN

GOALS:

1. To comply with the Equal Employment Opportunity Plan formulated from guidelines set forth in title VII of the Civil Rights Act of 1964 and the Civil Rights Act of 1991; the Americans with Disabilities Act of 1990; the Family Medical Leave Act of 1993; the Equal Pay Act of 1963; the Age Discrimination in Employment Act of 1967; amended in 1978 and 1986; Section 402 of the Vietnam Era Veterans Readjustment Assistance Act of 1974; Executives Orders 11246, 11375, 11141 and 12067, as amended; and Alaska Statutes 18.80.220 to eliminate any and all restrictions based on race, religion, color, sex, political opinion or affiliation, marital status, or disability with respect to recruiting, hiring, training, compensation, overtime, benefits, job classifications and assignments, working condition, promotions, transfers, employee treatment, and all other terms, conditions and privileges of employment.
2. To continue the utilization of members of protected classes within City departments as available applicants can be recruited, certified or developed. The City will implement, monitor and enforce this equal employment opportunity program and affirmative action plan in conjunction with all applicable Federal and State laws, regulations and executive orders.
3. To maintain activities that assure all department members, recruitment sources and the general public are aware of the City's Equal Employment Opportunity and Affirmative action Plan.

OBJECTIVES

A. RECRUITMENT, SELECTION, REFERRAL AND TESTING

1. **OBJECTIVE:** Post and periodically inspect all posters relating to employment opportunities in prominent public places, proactive use of the internet and specifically designated and advertised for the purpose which are readily available to the public.

RESPONSIBILITY: Human Resources Manager

2. OBJECTIVE: Include the phrase “An Equal Opportunity Employer” in all advertisements placed for recruitment purposes.

RESPONSIBILITY: Human Resources Manager

3. OBJECTIVE: Advise all recruitment sources that the City is an “Equal Opportunity Employer.”

RESPONSIBILITY: Human Resources Manager

4. OBJECTIVE: disseminate all job requirements and position vacancies to minorities and women’s organizations.

RESPONSIBILITY: Human Resources Manager

5. OBJECTIVE: Administer non-discriminatory tests which measure abilities, aptitudes, specialized background knowledge, and/or skills required for the job.

RESPONSIBILITY: Department Heads

6. OBJECTIVE: Insure that sex will not be specified in any advertisements for employment placed by the City.

RESPONSIBILITY: Human Resources Manager

7. OBJECTIVE: Require the use of sexually neutral terms in the course of business when referring to position titles in ordinances, resolutions, position descriptions and other official and non-official matters.

RESPONSIBILITY: Department Heads

B. PROMOTION

1. OBJECTIVE: Publicize promotional opportunities within the City department.

RESPONSIBILITY: Department Heads

2. OBJECTIVE: Post all promotional opportunities, setting forth the requirements for participation in the promotional processes.

RESPONSIBILITY: Department Heads

3. OBJECTIVE: Publicize vocational promotional and educational achievements of employees in local news media.

RESPONSIBILITY: Department Heads, City Clerk/Human Resources Manager

4. OBJECTIVE: Encourage all eligible employees to seek promotional opportunities.

RESPONSIBILITY: Department Heads

C. COMPENSATION

1. OBJECTIVE: Assure equal pay for equal work regardless of sex, race, color or creed.

RESPONSIBILITY: City Council and City Mayor

2. OBJECTIVE: Conduct continuing review of jobs to insure the job requirements are not discriminatory.

RESPONSIBILITY: Department Heads and Human Resources Manager.

3. OBJECTIVE: Review all job classes within the City on a continuing basis.

RESPONSIBILITY: Department Heads and Human Resources Manager.

D. TRAINING

1. OBJECTIVE: Inform employees of all levels of training available.

RESPONSIBILITY: Department Heads and Supervisors.

2. OBJECTIVE: Provide an opportunity for all employees to participate in training, in-house and outside the work place.

RESPONSIBILITY: Department Heads.

3. OBJECTIVE: Encourage all employees, including minorities and women, to participate in education and training.

RESPONSIBILITY: Department Heads

4. OBJECTIVE: Encourage employees to avail themselves of training opportunities offered by community agencies and colleges.

RESPONSIBILITY: Department Heads

5. OBJECTIVE: Include the "Affirmative action Plan"

PASSED AND APPROVED by a duly constituted quorum of the North Pole City Council this 5th day of January, 2015.

Bryce J. Ward, Mayor

ATTEST:

Kathryn M. Weber, MMC
North Pole City Clerk

PASSED

YES:

NO:

ABSENT:



POLICY & PROCEDURE

Title: LIMITED ENGLISH PROFICIENCY (LEP)	Department: ALL CITY EMPLOYEES	Resolution: 2015-14
Approved By:	Effective: 08/04/2015	Revised:

PURPOSE:

The City of North Pole will take reasonable steps to ensure that persons with Limited English Proficiency (LEP) have meaningful access and an equal opportunity to participate in our services, activities, programs and other benefits.

PROCEDURES:

1. IDENTIFYING LEP PERSONS AND THEIR LANGUAGE

The City of North Pole will promptly identify the language and communication needs of the LEP person. If necessary, staff will use a language identification card or poster to determine the language.

2. OBTAINING A QUALIFIED INTERPRETER

The City of North Pole Human Resources Manager is responsible for obtaining an interpreter, if needed.

3. PROVIDING WRITTEN TRANSLATIONS

The City of North Pole will translate vital documents when a significant number or percentage of the population eligible to be served or directly affected by the program needs services or information in a language other than English.

4. PROVIDING NOTICE TO LEP PERSONS

The City of North Pole will inform LEP persons of the availability of language assistance, free of charge, by providing written notice in languages LEP persons will understand.

5. MONITORING LANGUAGE NEEDS AND IMPLEMENTATION

The City of North Pole will assess changes in demographics, types of services or other needs that may require reevaluation of this policy and its procedures.

A	
Amharic	አኔ አማርኛ ነው ምናገረው.
Arabic	أنا أتحدث اللغة العربية
Armenian	Ես խոսում եմ հայերեն
B	
Bengali	আমি বাংলা কথা বলতে পারি
Bosnian	Ja govorim bosanski
Bulgarian	Аз говоря български
Burmese	ကျွန်ုပ်တို့သည် မြန်မာစကားကို ပြောနိုင်ပါသည်။
C	
Cambodian	ខ្ញុំនិយាយភាសាខ្មែរ
Cantonese	我講廣東話 (Traditional) 我讲广东话 (Simplified)
Catalan	Parlo català
Croatian	Govorim hrvatski
Czech	Mluvim česky
D	
Danish	Jeg taler dansk
Dari	من دری حرف می زنم
Dutch	Ik spreek het Nederlands
E	
Estonian	Ma rääglen eesti keelt
F	
Finnish	Puhun suomea
French	Je parle français
G	
German	Ich spreche Deutsch
Greek	Μιλάω τα ελληνικά
Gujarati	ગુજરાતી બોલું છું
H	
Haitian Creole	M pale kretyòl ayisyen
Hebrew	אני מדבר עברית
Hindi	मैं हिंदी बोलता हूँ।
Hmong	Kuv has lug Moob
Hungarian	Beszéllek magyarul

I Speak...

Language Identification Guide

I		M	
Icelandic	Ég tala íslensku	Mam	Мам дайце ми дайце мам
Ilocano	Agasnak ti Ilokano	Mandarin	我讲普通话 (Traditional) 我讲国语/普通话 (Simplified)
Indonesian	saya bisa berbahasa Indonesia	Mon	මම මව් භාෂාවේ
Italian	Parlo italiano	N	
J		Norwegian	Jeg snakker norsk
Japanese	私は日本語を話す	P	
K		Polish	Mówię po polsku
Kachchiquel	Quin ch'a g'ók' k'a ch'á bal' nuy' it	Portuguese	Eu falo português do Brasil (for Brazil) Eu falo português de Portugal (for Portugal)
Korean	한국어 합니다	Punjabi	ਮੈਂ ਪੰਜਾਬੀ ਬੋਲਦਾ ਹਾਂ।
Kurdish	man Kurdî zanim	Q	
Kurmanci	man Kurmanjî zanim	Quiche	In kluch'aw k'ulo ch'e quiché
L		R	
Lao	ຂ້ອຍປາກົດລາວ	Romanian	Vorbesc românește
Latvian	Es runāju latviski	Russian	Я говорю по-русски
Lithuanian	Aš kalbu lietuviškai	S	
M		Serbian	Ja govorim srpski
N		Sign Language	
P		S	
Persian	من فارسی صحبت می کنم	Slovak	Hovorím po slovensky
Polish	Mówię po polsku	Slovenian	Govorim slovensko
Portuguese	Eu falo português do Brasil (for Brazil) Eu falo português de Portugal (for Portugal)	Somali	Waxaan ku hadlaa af Soomaali
Punjabi	ਮੈਂ ਪੰਜਾਬੀ ਬੋਲਦਾ ਹਾਂ।	Spanish	Yo hablo español
Q		Swahili	Ninawonga Kiswahili
R		Swedish	Jag talar svenska
S		T	
T		Tagalog	Nag-aarap mag-Tagalog
U		Tamil	நான் தமிழ் பேசுவேன்
V		Thai	พูดภาษาไทย
W		Turkish	Türkçe konuşuyorum
X		U	
Y		Ukrainian	Я розмовляю українською мовою
Z		Urdu	میں اردو بولتا ہوں
A		V	
B		Vietnamese	Tôi nói tiếng Việt
C		W	
D		Welsh	Dwaf'n siarad
E		X	
F		Xhosa	Ndibizwa isixhosa
G		Y	
H		Yiddish	איך רעד יידיש
I		Yoruba	Mo nso Yoruba
J		Z	
K		Zulu	Ngizwisisa iziZulu

Executive Order 12812 requires DHS to take reasonable steps to provide meaningful access to its programs and activities for persons with limited English proficiency. It was also required by Title VI of the Civil Rights Act of 1964 to ensure that all agencies of federal financial assistance do the same.

I Speak is provided by the Department of Homeland Security Office for Civil Rights and Civil Liberties (CRCL). Other resources at www.lep.gov

Contact the DHS Office for Civil Rights and Civil Liberties' CRCL Institute at CRCLTraining@dhs.gov for digital copies of this poster or a "I Speak" booklet.

Download copies of the DHS LEP plan and guidance to recipients of financial assistance at www.dhs.gov/crcl



CITY OF NORTH POLE

RESOLUTION 12-12

**A RESOLUTION OF THE CITY OF NORTH POLE AFFIRMING ITS EQUAL
EMPLOYMENT OPPORTUNITY AND AFFIRMATIVE ACTION POLICIES**

WHEREAS, State and Federal law prohibits discrimination in employment on the basis of race, color, sex, religion, family status, age, or national origin, and;

WHEREAS, the City of North Pole supports equal employment opportunities for all as codified in the City's Municipal Code 2.36 Personnel System;

NOW THEREFORE, BE IT RESOLVED that it is the policy of the City to:


- Afford equal opportunities for employment to all persons regardless of race, color, sex, religion, family status, age, or national origin;
- State that the City is an equal opportunity employer in all job announcements;
- Take affirmative action steps when necessary to assure all persons are afforded an equal opportunity to apply for City employment.

PASSED AND APPROVED by a duly constituted quorum of the North Pole City Council this 7th day of May, 2012.




Douglas W. Isaacson, Mayor

ATTEST:


Kathryn M. Weber, MMC
North Pole City Clerk

PASSED

YES: 5, Ward, Jones, Nelson, McGhee, Isaacson

NO: 0

Absent: Hunter, Holm

 **SCANNED**