



# CITY OF NORTH POLE *Alaska*

## REGULAR CITY COUNCIL MEETING Monday, May 16, 2016

**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**

Kevin McCarthy- Mayor Pro Tem	590-0800
Preston Smith – Dep Mayor Pro Tem	488-8824
Elizabeth Holm – Alt Dep Mayor Pro Tem	488-6125
Santa Claus	388-3836
Elyse Dawson	520-221-1340
Thomas McGhee	455-0010

1. **Call to Order/Roll Call**
2. **Pledge of Allegiance to the US Flag**
3. **Invocation**
4. **Approval of the Agenda**
5. **Approval of the Minutes**
6. **Communications from the Mayor**  
**Proclamations**  
Student of the Month – Margaret May, NPHS  
Ashlei McLean, NPMS
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 16-09, an Ordinance to amend the 2016 budget to authorize the payment of delinquent taxes for the Stillmeyer subdivision property lot B-5 Eagle Estates in order to prevent tax foreclosure by the Fairbanks North Star Borough to protect the City's lien position for assessments for street improvements

**12. New Business**

- a. Award contract for Lift Station Rehabilitation Project Phase 3 to Central Environmental Inc in the amount of \$2,160,894
- b. Ordinance 16-10, an Ordinance of the North Pole City Council amending Chapter 12.04, Obstruction or Alteration of Streets, Road Rights-of-Way, Sidewalks or City Property.

**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, May 2, 2016 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, May 2, 2016 to order at 7:02 p.m.

***There were present:***

**Mr. McCarthy – Mayor Pro Tem  
Mr. Smith – Deputy Mayor Pro Tem  
Ms. Holm – Alt. Deputy Mayor Pro Tem  
Ms. Dawson  
Mr. McGhee  
Mr. Claus  
Mayor Ward**

***Absent/Excused***

**Excused**

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

Led by Mayor Ward

**INVOCATION**

Invocation was given by Ms. Dawson

**APPROVAL OF AGENDA**

**Ms. Holm moved to Approve the Agenda of May 2, 2016**

**Seconded by Mr. Claus**

**Ms. Holm moved to Amend the Agenda to Consent Item B under Old Business:**

- a. Ordinance 16-08, An Ordinance Amending Title 4, Sales Tax Chapter 4.08.080, Recordkeeping.

**Seconded by Mr. McCarthy**

**Discussion**

None

**On the Amendment**

**PASSED**

Yes: 6 –McCarthy, Dawson, Claus, Holm, Smith, Ward

No: 0

Absent: 1 - McGhee

**On the Agenda as amended**

**Discussion**

None

**PASSED**

Yes: 6 –McCarthy, Dawson, Claus, Holm, Smith, Ward

No: 0

Absent: 1 - McGhee

**APPROVAL OF MINUTES**

**Mr. Smith *moved to* Approve the Minutes of April 18, 2016**

**Seconded *by* Ms. Dawson**

**Discussion**

- Ms. Holm asked for a correction to the Minutes. She and Ms. Dawson voted ‘yes’ to Mr. McGhee’s motion to suspend the rules found on page 10.

**PASSED**

Yes: 6 –McCarthy, Dawson, Claus, Holm, Smith, Ward

No: 0

Absent: 1-McGhee

**COMMUNICATIONS FROM THE MAYOR**

- Mayor Ward read a joint-proclamation made by the three Mayors making May 1<sup>st</sup> a day of remembrance for those who gave their lives in the service of the Borough, State and our country. This proclamation was presented at the Trooper Memorial Service last Sunday.

- The 4<sup>th</sup> of July Meetings are on-going and the committee needs help from the community. The next meeting will be May 9<sup>th</sup> here at City Hall at 6pm. The Committee chose a theme for this year's parade and festival: Freedom in Motion!
- The three Mayors were able to celebrate Earth Day with the Garrison Command at FT. Wainwright by signing a joint proclamation. This tradition has gone back several years and the proclamation is displayed in the entry way for the public to view (once City Hall is painted).
- May 6<sup>th</sup> is the Military appreciation Banquet put on by the Fairbanks Chamber of Commerce. This wonderful event is done every year and recognizes the men and women in our community that serve. Mayor Ward will attend this event.
- Staff celebrated the coming of summer with a small BBQ potluck here at City Hall last Friday. Mayor Ward wants to hold additional City Employee BBQ's throughout the summer.
- May 7<sup>th</sup> is the annual Clean-Up Day in the Interior. Mayor Ward encouraged everyone who can help to participate and make the community a cleaner place.
- May 8<sup>th</sup> is Mother's Day and also the North Pole Chamber of Commerce's annual lilac and shredding event. It will be at the Safeway Mall Parking Lot.
- Auditors will be at City Hall Thursday May 5<sup>th</sup> from 9am to 11am. It is HIGHLY encouraged that Council members make time to come talk to the auditors about the finances of the City.

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

- None

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

##### **Police Department, Chief Dutra**

- 75 people attended the Memorial Service for Troopers Rich and Johnson last Sunday. Chief Dutra appreciated that the Mayor and Santa Claus attended. The Memorial walls are beautiful and it is inspiring to be there. It was a great event. Chief Dutra said that he just received a check from APOA for \$4300. This means that the fund is \$300 above the cost of the memorial.
- NPPD received a Family-Friendly designation from the Borough for the 2<sup>nd</sup> year in a

row. Chief Dutra is very honored and grateful to receive this award. Chief Dutra said that the Police Dept. puts family first.

- The last two of nine applicants for the vacant police officer position will be sent to take polygraphs soon.
- Chief Dutra wanted to apologize for leaving City Council meetings early over the next few months. Chief Dutra will be assistant coach for son's baseball team and practices begin at 7:30pm.
- Interior Police Chiefs Conference was held at City Hall last week; this also included the FBI. They spoke together about their plans and everyone enjoyed it. It was a great time to network and distribute 160 Anti-Theft Kits to police chiefs. NPPD currently has 600 kits registered here in North Pole and Chief Dutra thanked the City Council for supporting this program. NPPD has distributed additional kits to insurance companies in North Pole.
- NPPD has decommissioned five police vehicles and will auction them.
- Police Officers who cover Chena Lakes will work 10-hour shifts – 8 hours at Chena Lakes and 2 hours elsewhere.
- NPPD will host a Field Training Officer course on June 20<sup>th</sup>. This is a program which teaches police officers how to train other police officers.

**Mr. Smith** asked if the NPPD motorcycle is ready for the summer season.

**Chief Dutra** said that it was ready.

**Mr. Smith** asked if the NPPD would host an Open House along with the Fire Department's Open House next week to allow the public an opportunity to get to know the Police Dept. as well.

**Chief Dutra** said that he would speak with Chief Lane about it. The Police Dept. is understaffed at the moment, so it would be difficult to organize an Open House.

### **Fire Dept., Chief Lane**

- Chief Lane thanked Chief Dutra for the Trooper Memorial Service yesterday. Chief Lane said that Chief Dutra did a great job and that he looks forward to similar services in the future.
- May 14<sup>th</sup>, 10a-3p will be the Fire Department's Open House. Please come out and support it.
- Friday, May 20<sup>th</sup> at 6pm will be the Fire Department Recognition Dinner at Hotel North Pole. An inspirational speaker will give a presentation and awards will be given to Fire Dept. employees. All Council members are invited.
- Burn Permits are necessary. Call prior to burning as there are a lot of leaves and other

materials that can catch fire.

- Lt. Rathbun and Chief Lane attended a review of Alaska Shield in Anchorage last week. They spent two days learning how to help better prepare the City be ready for any natural or man-made disasters. Council members are encouraged to take the 100, 200, 700 and 800 disaster courses that are available.

**Mr. Smith** asked if people will be able to get burn permits at the Fire Dept.'s Open House.

**Chief Lane** said yes, the public can get burn permits during the event.

**Mr. Smith** asked if smoke detectors will be available to the public during the Open House.

**Chief Lane** said that NPFDD will have smoke detectors available.

**Ms. Dawson** asked if the Open House is for everyone and if the public can ride in the fire trucks.

**Chief Lane** said that the Open House is for everyone and that rides in the fire trucks can be for adults as well.

#### **Finance, Tricia Fogarty**

- Ms. Fogarty spoke with Jim Foley of Mt. McKinley Bank and was told that the City was "under-collateralized". The Mayor and Ms. Fogarty asked that this be increased to \$4 million which did not cost the City anything.
- KSH, the City's auditors, will be at City Hall on May 5<sup>th</sup> and all Council members are encouraged to attend.
- Ms. Fogarty is doing Payroll this week. Council members were not paid last pay day, so they will be paid Friday of this week and the following pay day as well.
- All Council members can access MiViewPoint accounts online. Ms. Fogarty gave a demonstration of how to access and use these accounts.

**Mr. Claus** informed Ms. Fogarty that he would be out of state for the next few days.

**Mr. McCarthy** expressed that he liked the MiViewPoint and saw great value in it. He also said that he was very impressed how AlasConnect was able to help him with his webmail account.

#### **Director of City Services, Bill Butler**

##### **Building Department**

- The City issued three building permits for residential projects in Stillmeyer

Subdivision.

- Mr. Butler received a permit application for North Pole Orthodontics to be located in the former Key Bank Building.
- The City received an application for the NAPTHA project today.

### **Public Works**

- Street sweeping began last week on City streets and is continuing.
- Mr. Butler requested a quote to fix problems with City Hall's heater controls.
  - Current controls were installed with a State energy efficiency grant.
  - The electronic controls have not been performing as promised and requests from the contractors for new software have not been answered. The current system is not operating the way it should and is wasting fuel.
- DOT projects in City this summer include pedestrian path repaving and striping (See DOT flyer: Fairbanks & North Pole #s 12 & 14.)
- The City has begun recruiting for summer hires.
  - Accepting applications now (advertised in News Miner and on webpage).
  - Interest expressed by former summer hires could result in an experienced group of employees.

### **Utility Department**

- Lift Station Rehabilitation Project: Phase 3
  - Held pre-bid conference last week.
  - Three general contractors attended – this will hopefully promote competition.
  - Construction bids due May 10th.
  - If a responsive bid is received Mr. Butler will give his recommendation to Council during the May 16<sup>th</sup> City Council meeting.
- Sewer main blockage on Saturday, April 30th.
  - No claims for damage lodged yet.
  - Sewer backups can cost the Utility tens of thousands of dollars and significant disruptions to customers.
  - The problem was caused by grease blockage in the sewer main and City's Code does not permit releasing grease into the sewer system.
  - The City began discussions with its sewer consultant about an oil and grease maintenance program aimed at restaurant owners.
  - Grease being released into the sewer system not only causes blockages in the sewer lines, but also complicates the sewage treatment process and increases treatment costs over time.



### **Natural Gas Utility Board**

- IGU is engaged in tough negotiations with AIDEA related the potential combination of IGU and Fairbanks Natural Gas; future financing; and cost of natural gas.
- IGU board is insisting on the three goals that were established as part of its creation:
  1. Cheapest gas as possible--\$15.00 mcf (thousand cubic feet) goal.
  2. As soon as possible.
  3. Delivered to as many people in the Interior as possible.

**Mayor Ward** asked if it was a manhole cover that was plugged on Saturday.

**Mr. Butler** said that it was a manhole itself and not the cover that was blocked. The sewage down the line was not able to move into the sewer system.

**Mayor Ward** asked how that problem was solved.

**Mr. Butler** said that a pump truck came and was able to move the blockage.

**Ms. Holm** asked if businesses were dumping the grease directly into the system and how do larger cities deal with this problem.

**Mr. Butler** said that grease traps are used to keep this problem from occurring. He also added that there is a City ordinance which prohibits dumping grease into the City's sewer system.

**Ms. Holm** asked if local businesses were aware that they should have grease traps.

**Mr. Butler** said that he will begin an educational program to inform local businesses about the necessity of having grease traps in order to combat this problem.

**Mr. Smith** asked if the rising and falling of Finnel Drive affected the City's sewer lines in the area.

**Mr. Butler** said that the sewer main is very deep under Finnel Drive and that the rise and fall of the road does not affect the sewer lines.

**Borough Representative**

- Ordinance 2016-22 passed the Assembly and designates the Fairbanks North Star Borough as the local regulatory agency for Marijuana, similar to how the City of North Pole designated itself several months ago. There was some discussion as to whether or not the legislature had clarified if this was an area wide or non-area wide function. The FNSB at this point is considering it a non-area wide function, thus allowing cities to maintain their autonomy regarding marijuana businesses.
- Ordinance 2016-12 passed with heavy amendments. This ordinance will enable property owners who have code violations apply for an administrative approval for a variance of up to 10% of setback requirements. The most impacting amendment to this ordinance is the one that it is only for properties with setback issues older than the date of approval.
- Ordinance 2016-23 passed with major modifications in regards to tax exemptions. This is important to the City of North Pole as, per our Code, as we adopt all Borough tax exemptions by default. The ordinance was to address property improvements and addition of rooms to an additional single family home. The additions exemption was removed but the beautification ordinance was approved.
- Ordinance 2016-24 passed with modifications to the specific tax exemption for Cities. Mayor Ward offered for consideration the issue that would be created if the voters approved the increase and the Assembly exercised the authority to go to 6% for alcohol and left the exemption at 5%. That would have meant that local vendors would have to pay 6% to the City and 1% to the FNSB. The assembly made the modification to increase the exemption to 6% and there was a willingness to address this issue that was created while voting on the marijuana tax ordinance that was passed several weeks ago.
- The Assembly will hold a rescheduled meeting regarding Ordinance 2016-21 on Wednesday May 4<sup>th</sup> at 6pm in the Borough Chambers. This is the hydronic heater ordinance appropriating 2.2 million dollars of general fund monies to buy out hydronic heaters.

**Mr. Smith** asked about the ‘property variance’ regarding ‘Zero Lot’ housing here in the City.

**Mayor Ward** said that it will not affect ‘Zero Lot’ homes that were built before the ordinance’s proposed deadline.

**City Clerk’s Office, Aaron Jacobson**

- Kathy Weber will return next week from vacation.

- Zane Wilson will take his training course for Concordance tomorrow, and then be able to access sulfolane documents from his office in Fairbanks.
- North Pole City will send our own documents out to Flint Hills, Williams, The Williams Companies and the State of Alaska by next Friday.

### **ONGOING PROJECTS**

- None

### **CITIZENS COMMENTS**

Aaron Jacobson, 391 Finnel Drive

- Sewage water backed up into the downstairs tub and toilet and persisted for approximately three hours. This has occurred in the past.
- A City employee dealing with the issue told Mr. Jacobson that the problem seemed to be due to grease being trapped in the Finnel Lift Station.
- Mr. Jacobson informed his father who told him that ten years ago when he served as mayor a particular business was told to get a grease trap.
- Mr. Jacobson was not going to mention this matter during the meeting, but since Bill Butler mentioned during his Department Head report that there is a City ordinance prohibiting the release of grease from businesses into the sewer system and that a particular business was told over ten years ago to get a grease trap, that he wanted to encourage the Mayor and Bill Butler to enforce the City ordinance that already exists regarding this matter.

**Mr. Smith** asked if Mr. Jacobson had access to his sewer line and encouraged him to get a ‘backwater valve’ to prevent the sewage water from entering his home in the future.

### **OLD BUSINESS**

#### **ORDINANCE 16-05, AN ORDINANCE AMENDING THE 2016 BUDGET AND LEVYING THE MILL RATE**

Ms. Fogarty gave an introduction to this ordinance and mentioned the amendments that she and the Mayor had worked on.

#### **Public Comment**

None

**Ms. Holm** moved to **Approve and Adopt** Ordinance 16-05, An Ordinance Amending the 2016 Budget and Levying the Mill Rate.

**Seconded by Mr. Smith**

**Discussion**

Ms. Holm *moved* to **Amend** Ordinance 16-05 by adding a new section on line 47. The new section shall read: Section 9. Mill Rate: The assessed valuation of all taxable property in the City of North Pole has been estimated to be \$255,714,285 for 2016. The rate of levy on each dollar of taxable property is hereby fixed at 3.50 mills for municipal purposed. The tax levied are due, delinquent and subject to penalties prescribed by law and by the Fairbanks North Star Borough. Sections titled 'supplemental' and 'effective date' shall be numbered accordingly to reflect insertion of a new section 9.

**Seconded by Mr. Smith**

**Discussion on Amendment**

None

**PASSED**

Yes: 6 –McCarthy, Dawson, Claus, Holm, Smith, Ward

No: 0

Absent: 1 - McGhee

**Discussion on Ordinance 16-05 as Amended**

Ms. Holm *moved* to **Amend** Ordinance 16-05 to read:

**Administration**

01-51-2-800 Advertising and publications	-1,000
01-51-3-340 Operational Supplies	-1,000
01-51-7-700 Building Maintenance	+2,000

**Building Department**

**Revenue**

<u>04-00-3-320</u> Industrial/Institutional Plan Check Fee	- 42, <b>108.75</b>
<u>04-00-3-325</u> Industrial/Institutional Building Permit Fee	- 42, <b>108.75</b>

**Expenditure**

<u>04-10-9-905</u> Industrial/Institutional Plan Review	- 42, <b>108.75</b>
<u>04-10-9-906</u> Industrial/Institutional Inspections	- 42, <b>108.75</b>

**Seconded by Ms. Dawson**

**Discussion on Amendment**

None

**PASSED**

Yes: 6 –McCarthy, Dawson, Claus, Holm, Smith, Ward

No: 0

Absent: 1 - McGhee

**Mr. Claus moved** to suspend the rules for three minutes.

**Seconded by Ms. Holm**

**PASSED**

Unanimously

**Mayor Ward reconvened the meeting at 8:10**

**Discussion on 2<sup>nd</sup> Reading of Ordinance 16-05 as Amended**

None

**PASSED**

Yes: 6 –McCarthy, Dawson, Claus, Holm, Smith, Ward

No: 0

Absent: 1 - McGhee

**NEW BUSINESS**

**Ordinance 16-09, An Ordinance to amend the 2016 budget to authorize the payment of delinquent taxes for the Stillmeyer subdivision property lot B-5 Eagle Estates in order to prevent tax foreclosure by the Fairbanks North Star Borough to protect the City's lien position for assessments for street improvements.**

**Mayor Ward** gave an introduction and explanation as to why this ordinance is necessary in order for the City to avoid losing the tax liens on this property if the Borough forecloses.

**Mr. Claus** asked if there was the possibility of adding an Administration fee to the lien on the

property.

**Mayor Ward** said that the City was not able to add an Administrative fee.

**Ms. Holm** asked if this property consists of a home or vacant property and when the property is purchased, will the money put forward by the City be recouped.

**Mayor Ward** said that if the assessments continue to not be paid, then the City could foreclose on the property according to City code and sell the property to cover the City's costs.

**Mr. Smith** asked what is the value of the property.

**Mayor Ward** said that the Borough assessed the property at approximately \$38,000, so the assessments are almost as much as the worth of the property.

**Public Comment**

None

**Ms. Holm** *moved to Introduce and Advance* Ordinance 16-09, an Ordinance to amend the 2016 budget to authorize the payment of delinquent taxes for the Stillmeyer subdivision property lot B-5 Eagle Estates in order to prevent tax foreclosure by the Fairbanks North Star Borough to protect the City's lien position for assessments for street improvements.

**Seconded by Mr. McCarthy**

**Discussion**

None

**PASSED**

Yes: 6 –Dawson, Claus, Holm, McCarthy, Smith, Ward

No: 0

Absent: 1 – McGhee

**COUNCIL COMMENTS**

**Mr. McCarthy** – Encouraged the City to bring to task businesses not using grease traps.

**Mr. Smith** – Thanked everyone for coming tonight. Glad to see everyone using the public bike paths. Have a good evening.

**Mr. Claus** – Thanked everyone who put on the Memorial for Troopers Rich and Johnson and he

would like to encourage all those who can give to the memorial to do so.

**Ms. Holm** – have a good night.

**Ms. Dawson** – said that even though she is very busy working a full-time job, several side jobs and being a full-time mom, she feels it is an honor to be part of this committee. She thanked all Council members for their efforts. “Shout out to Chief Dutra and Chief Lane, you are heroes.” Have a good night.

**Mayor Ward** – thanked all the staff and Council for working together and moving City business forward. He appreciated the Council members’ willingness to work together, despite differences of opinion. He echoed Mr. Smith’s comments about how much he enjoys using public paths and parks and seeing others use them.

### **ADJOURNMENT**

**Mr. McCarthy** *moved to Adjourn the meeting at 8:24 p.m.*

**Seconded by Mr. Claus**

The regular meeting of May 2, 2016 adjourned at 8:24 p.m.

**These minutes passed and approved** by a duly constituted quorum of the North Pole City Council on Monday, May 16, 2016.

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Bryce J. Ward, Mayor

**ATTEST:**

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Kathryn M. Weber, MMC  
North Pole City Clerk

Office of the Mayor  
City of North Pole

# Proclamation

*WHEREAS, Ashlei McLane is in the 7<sup>th</sup> grade at North Pole Middle School and is the daughter of Michele Coston of North Pole; and*

*WHEREAS, Ashlei is always a pleasant student who even in the face of adversity seems to rise above it. She is a hard worker and enjoys singing; and*

*WHEREAS, Ashlei is involved in the North Pole Middle School Choir and performs as a soloist. She is also a member of the Handbell Choir and enjoys the arts; and*

*WHEREAS, Ashlei is described as an incredibly kind, bright student with an easy smile and willing to answer questions. She loves to join in class discussion and to help her peers; and*


*WHEREAS, the City of North Pole desires to recognize the outstanding students in the community.*

*NOW, THEREFORE, I, Bryce J. Ward, Mayor of the City of North Pole, do hereby proclaim Ashlei McLean the:*

*North Pole City Council  
Middle School Student of the Month  
for the Month of May 2016.*

  
Bryce J. Ward, Mayor

ATTEST:

  
Kathryn M. Weber, MMC  
North Pole City Clerk





Office of the Mayor  
City of North Pole

# Proclamation

*WHEREAS, Margaret May is a Senior at North Pole High School and is the daughter of Mark & Elizabeth May of North Pole; and*

*WHEREAS, Margaret is a member of the National Honor Society. She is focused and self-disciplined which makes her a great athlete and an asset to the cross country running team; and*

*WHEREAS, Margaret received the Gold Key Award and was one of 2,200 of America's most talented teens from the United States who received national recognition and gained access to exhibition and publication opportunities as well as scholarships; and*

*WHEREAS, Margaret is a member of the Art Club, received the Master of Excellence in Visual Arts 2D and placed 2<sup>nd</sup> in Mixed Media at the ASAA (Alaska School Activities Association) All State Art Competition; and*

*WHEREAS, the City of North Pole desires to recognize the outstanding students in the community.*

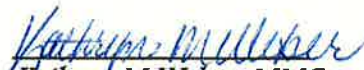
*NOW, THEREFORE, I, Bryce J. Ward, Mayor of the City of North Pole, do hereby proclaim Margaret May the:*

*North Pole City Council  
High School Student of the Month  
For May 2016*



*Bryce J. Ward, Mayor*

ATTEST:



*Kathryn M Weber, MMC  
North Pole City Clerk*





Office of the Mayor  
City of North Pole

# Proclamation

*WHEREAS, Ashlei McLane is in the 7<sup>th</sup> grade at North Pole Middle School and is the daughter of Michele Coston of North Pole; and*

*WHEREAS, Ashlei is always a pleasant student who even in the face of adversity seems to rise above it. She is a hard worker and enjoys singing; and*

*WHEREAS, Ashlei is involved in the North Pole Middle School Choir and performs as a soloist. She is also a member of the Handbell Choir and enjoys the arts; and*

*WHEREAS, Ashlei is described as an incredibly kind, bright student with an easy smile and willing to answer questions. She loves to join in class discussion and to help her peers; and*


*WHEREAS, the City of North Pole desires to recognize the outstanding students in the community.*

*NOW, THEREFORE, I, Bryce J. Ward, Mayor of the City of North Pole, do hereby proclaim Ashlei McLean the:*

*North Pole City Council  
Middle School Student of the Month  
for the Month of May 2016.*

  
Bryce J. Ward, Mayor

ATTEST:

  
Kathryn M. Weber, MMC  
North Pole City Clerk





Office of the Mayor  
City of North Pole

# Proclamation

*WHEREAS, Margaret May is a Senior at North Pole High School and is the daughter of Mark & Elizabeth May of North Pole; and*

*WHEREAS, Margaret is a member of the National Honor Society. She is focused and self-disciplined which makes her a great athlete and an asset to the cross country running team; and*

*WHEREAS, Margaret received the Gold Key Award and was one of 2,200 of America's most talented teens from the United States who received national recognition and gained access to exhibition and publication opportunities as well as scholarships; and*

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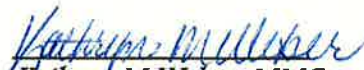
*NOW, THEREFORE, I, Bryce J. Ward, Mayor of the City of North Pole, do hereby proclaim Margaret May the:*

*North Pole City Council  
High School Student of the Month  
For May 2016*



*Bryce J. Ward, Mayor*

ATTEST:



*Kathryn M Weber, MMC  
North Pole City Clerk*



**ORDINANCE 16-09**

**AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA TO  
AMEND THE 2016 BUDGET TO AUTHORIZE THE PAYMENT OF  
DELINQUENT TAXES FOR THE STILLMEYER SUBDIVISION  
PROPERTY LOT B-5 EAGLE ESTATES IN ORDER TO PREVENT TAX  
FORECLOSURE BY THE FAIRBANKS NORTH STAR BOROUGH TO  
PROTECT THE CITY'S LIEN POSITION FOR ASSESSMENTS FOR  
STREET IMPROVEMENTS**

**WHEREAS**, changes to the practices and policies is a continually changing requirement; and

**WHEREAS**, the 2016 Budget should be amended to conform to the requirements of the City,  
and

**WHEREAS**, Lot B-5 Eagle Estates of the Stillmeyer Subdivision was placed on the 2013 Tax  
Foreclosure Sale Schedule for August 13, 2016, and

**WHEREAS**, the City has levied assessments on properties in the Stillmeyer Subdivision to pay  
for road improvements within the Subdivision, and

**WHEREAS**, according to Alaska State Statute 29.45.420 should the Fairbanks North Star  
Borough foreclose upon the Stillmeyer Subdivision property Lot B-5 Eagle Estates because of  
non-payment of property taxes, the City's assessment lien upon the property shall be negated and  
the City will automatically assume responsibility for this assessment debt that totals \$36,589.77,  
and

**WHEREAS**, should the City not pay the delinquent taxes on the property, the City will assume  
the \$36,589.77 assessment debt and not have the right to recover the expense of the assessment  
lien, and

**WHEREAS**, should the City pay the delinquent taxes on the property, the ownership will be  
retained by the current owner and the cost and fees associated with delinquent Borough and City  
taxes shall constitute an additional lien to the City for the amount incurred, and

**WHEREAS**, the owners of Lot B-5 Eagle Estates of the Stillmeyer Subdivision are currently  
delinquent on assessments and the City is issuing delinquent notice, and

**WHEREAS**, the City shall have the ability to foreclose on the property to recover the  
assessment and delinquent taxes if not paid, and

**WHEREAS**, the Borough offers municipalities the opportunity to purchase properties foreclosed  
upon for non-payment of property taxes before the properties are offered for public sale provided  
the City pays the outstanding delinquent Borough property taxes and fees that for Lot B-5 Eagle  
Estates are estimated to total \$6,000, and

**WHEREAS**, should the City acquire the delinquent property through Tax Foreclosure it will have to retain the property for at least 10 years before it could be sold for fair market value, otherwise the difference would have to be paid back to the land owner, and

**WHEREAS**, the City would pay the delinquent property tax with proceeds from the Stillmeyer Assessment Fund and not General Fund Revenue, and

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the City of North Pole the City shall pay the delinquent taxes before the close of business on May 20<sup>th</sup> 2016 on Lot B-5 of Eagle Estate for an amount not to exceed \$7,000 to prevent the Borough from foreclosing upon the property.

**Section 1.** This ordinance is of a special nature and shall not be included in the North Pole Code of Ordinances.

**Section 2.** Effective date.

This ordinance shall become effective at 5:00 PM on the first City business day following adoption.

**PASSED AND APPROVED** by a duly constituted quorum of the North Pole City Council this 16<sup>th</sup> day of May, 2016.

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

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

PASSED/FAILED Yes No Absent
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May 11, 2016

Mr. William Butler  
Director of City Services  
City of North Pole  
125 Snowman Lane  
North Pole, AK 99705

**Project:** North Pole Sewer Lift Station Rehabilitation Phase 3  
**Subject:** Bid Results and Recommendation for Award

Dear Mr. Butler:

The bid for the subject project was opened at 2:00 PM, Tuesday, May 10, 2016. The following two bids were received and examined:

Schedule	Engineers Estimate	Great Northwest Inc.	Central Environmental Inc.
Base Bid Sch. A Cary Lift Station	\$ 580,000	\$ 685,000	\$ 765,777
Base Bid Sch. B Hurst Lift Station	\$ 560,000	\$ 570,000	\$ 452,471
Base Bid Sch. C Tanana Lift Station	\$ 560,000	\$ 565,000	\$ 416,465
Add Alt #1 Mockler Lift Station	\$ 560,000	\$ 556,000	\$ 473,670
Add Alt #2 Stillmeyer SCADA	\$ 20,000	\$ 33,000	\$ 13,924
Add Alt #3 Stillmeyer Control Upgrade	\$ 65,000	\$ 171,000	\$ 52,511
<b>Total Bid</b>	<b>\$ 2,345,000</b>	<b>\$ 2,580,000</b>	<b>\$ 2,174,818</b>

Stantec has reviewed all of the bidding documents. Both bidders submitted all required bid schedules, bonds, forms and other supporting documents. All documents appear correct. The submitted qualifications are adequate and conform to the specification requirements.

Note that some of the bid prices may have been announced or recorded incorrectly during the bid opening, especially the Great Northwest price for Additive Alternate #2. This is recorded as \$330,000 on the City's bid opening form, but Great Northwest's actual price for this item is \$33,000. The possible error in no way alters the actual bid, nor does it change the apparent low bidder. The bid summary provided in this letter is correct and has been verified to match the bids provided by the two bidders.



May 11, 2016  
Bill Butler  
Page 2 of 2

Reference: North Pole Sewer Lift Station Rehabilitation Phase 3 – Bid Results

The apparent low bidder for this project is Central Environmental Inc. Stantec is not aware of any reason they are not acceptable to perform the Work. The selection of additive alternates does not change the apparent low bidder.

It is our recommendation that a contract be awarded to Central Environmental for *Base Bid Sch. A - Cary Lift Station; Base Bid Sch. B - Hurst Lift Station; Base Bid Sch. C - Tanana Lift Station; Additive Alternate 1 - Mockler Lift Station, and Additive Alternate 3 - Stillmeyer Controls*, for a total contract of \$2,160,894.

The recommended award to Central Environmental is within available project construction funding of approximately \$2.5 million, and allows for contingencies. Note that Alternate #2, Stillmeyer SCADA is not to be awarded, as it is not needed with the award of Alternate #3.

Should you have any questions or wish to discuss the bid further, please contact me at 907-343-5260.

Sincerely,

**Stantec Consulting Services Inc.**

A handwritten signature in blue ink, appearing to read "Dean Syta".

Dean Syta  
Principal  
Phone: (907) 343-5260  
Fax: (907) 258-4653  
dean.syta@stantec.com

Attachment: None

C.

sd document2



**CITY OF NORTH POLE  
ORDINANCE 16-10**

**AN ORDINANCE OF THE NORTH POLE CITY COUNCIL AMENDING CHAPTER  
12.04, OBSTRUCTION OR ALTERATION OF STREETS, ROAD RIGHTS-OF-WAY,  
SIDEWALKS OR CITY PROPERTY**

**WHEREAS**, changes to the practices, regulations and policies is a continually changing requirement; and

**WHEREAS**, businesses and community organizations have requested to place signs in road rights of way; and,

**WHEREAS**, current City code prohibits the placement of signs and advertisement in road rights of way; and,

**WHEREAS**, the City cannot permit placement of signage within a road right of way pursuant to Alaska Statue 19.25.080 and 19.25.105; and,

**WHEREAS**, every year the City has to remove signs from the road rights of way; and,

**WHEREAS**, removing this section from code would not allow signs to be placed in the road rights of way but would remove the City's obligation to keep road rights of way clear of illegal signage,

**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 be codified.

Section 2. Chapter 12, is amended in the North Pole Code of ordinances as follows [new text in *italicized red* font; deleted text in ~~striketrough~~ font]:

**12.04.010 Permit required – Exception.**

It is unlawful for any person to remove, alter, damage or obstruct the free use of or to cause the removal, alteration, damage or obstruction of any public sidewalk, street, or road right-of-way in the City without first having obtained a written permit to do so; provided, temporary obstruction for the purpose of loading or unloading merchandise or water delivery shall not be deemed a violation of this section. It is further provided that a bond with good and sufficient sureties may be demanded of any person who has been granted such a permit. (Ord. 15-27 § 2, 2016; Ord. 09-05 § 2, 2009. Code 1962 § 16-1)

**12.04.020 Unlawful to obstruct.**

It is unlawful for any person to place any goods, wares or merchandise ~~or any signs, advertising matter or thing~~, instrument or machinery or erect, maintain or cause to be



erected any posts or poles, structure, building, facility or anything causing an obstruction of or encroachment on the sidewalk, streets, road rights-of-way, or City property or interfering with the free use thereof, by the side of, over or upon the sidewalk, public streets, road rights-of-way, or property of the City. (Ord. 15-27 § 2, 2016; Ord. 09-05 § 2, 2009. Code 1962 § 16-2)

**~~12.04.030 Wires and banners over streets—Approval required.~~**

~~It is unlawful for any person to place, erect or install or cause to be placed, erected or installed, any wire, rope, sign, platform or any other thing or substance over any public sidewalk, street, road right of way, or property of the City, without first having obtained a permit so to do, after inspection by the appropriate City officer and determination that such erection will not endanger public health and safety. (Ord. 15-27 § 2, 2016; Ord. 09-05 § 2, 2009. Code 1962 § 16-3)~~

**12.04.040 Deposit of snow or ice prohibited.**

It is unlawful for any person to push, pile or place any snow or ice upon the streets, road rights-of-way, sidewalks, alleys, or property of the City. (Ord. 15-27 § 2, 2016; Ord. 09-05 § 2, 2009. Code 1962 § 16-4)

**12.04.050 Obstruction of drainage systems prohibited.**

It is unlawful to push, pile or place brush, lawn clippings, debris, dirt, gravel or any material into any ditch paralleling City streets that may cause obstruction of the street drainage system. (Also see chapter 24.24 of the building code.) (Ord. 15-27 § 2, 2016; Ord. 09-05 § 2, 2009; Ord. 99-22 § 2, 1999)

**12.04.060 Violations – Penalties.**

~~A.—Violations of the provisions of this chapter shall constitute a misdemeanor.~~

B. It is the duty of the Mayor or his designee receiving information or obtaining knowledge of a violation of this chapter to notify in writing the person committing the violation to remove or cause the same to be removed immediately or at a reasonable time as may be determined by the City official. If after such written notice has been duly given; and if the same is not removed by such person within the time prescribed in the notice, it shall be the duty of the Mayor or his designee to remove or cause to be removed such violation and all costs and expenses of such removal shall be paid by the persons committing the violation.

C. In instances where the violation is determined at the sole discretion of the City to be an emergency or threat to public health and safety or the violator cannot be located to serve written notice, the City may cause the violation to be removed immediately without notification of the violator.

D. A person violating the provisions of this chapter shall be subject to a fine of up to \$1,500 (one thousand five hundred dollars) in addition to any costs and expenses for removal of the violation. (Ord. 15-27 § 2, 2016; Ord. 09-05 § 2, 2009)

**Section 3. Effective Date.** This ordinance shall be effective at 5:00 pm on the first City business day following its adoption.

**PASSED AND APPROVED** by a duly constituted quorum of the North Pole City Council this 6<sup>th</sup> day of June, 2016.

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

ATTEST:

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

PASSED/FAILED

Yes:

No:

Absent: