



CITY OF NORTH POLE
Regular Meeting November 6, 2017
North Pole Council Chambers
125 Snowman Lane, North Pole, Alaska

MONDAY, November 6, 2017
Committee of the Whole: 6:30 p.m.
Regular City Council Meeting – 7:00 p.m.

MAYOR

Bryce Ward – Borough Rep
888-4444

CITY CLERK

Judy Binkley
488-8583

COUNCIL MEMBERS

Sharon Hedding	488-9075
Avery Thompson	388-5351
David Skipps	750-5106
Santa Claus	388-3836
Aino Welch	488-5834
Doug Isaacson	322-3133

- 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**
 - Proclamation: Small Business Saturday
 - Re-organization of Council
- 7. Council Member Questions of the Mayor**
- 8. Communications from Department Heads, Borough Representative and the City Clerk**

9. Ongoing Projects Report

10. Citizens Comments (Limited to Five (5) minutes per Citizen)

11. Old Business

12. New Business

- a. Resolution 17-18, Authorization for the Mayor to approve the purchase of utility easements for the water system extension project where the purchase of the easements is at no cost to the City of North Pole when the funding to purchase the easements is provided by the settlement agreement between Flint Hills Resources Alaska, the State of Alaska, and the City of North Pole.
- b. Resolution 17-19, Acceptance of variances to the utility standards of construction in support of the North Pole 2018 water system expansion project.
- c. Ordinance 17-24, An ordinance of the North Pole City Council establishing the 2018 operating and capital budget and levying the mill rate.
- d. Ordinance 17-25, An ordinance of the City of North Pole, Alaska amending Title 4, Chapter 10.
- e. Letter of Support for Brown Field Grant Application.

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, October 16, 2017 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, October 16, 2017 to order at 7:00 p.m.

There were present:

Mr. McCarthy – Alt Dep Mayor Pro Tem
Mr. Isaacson - Deputy Mayor Pro Tem
Mr. Thompson
Mr. McGhee - Mayor Pro Tem
Mr. Claus
Mr. Skipps
Mayor Ward

Absent/Excused

Excused

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

Led by Mayor Ward

INVOCATION

Invocation was given by Mr. McGhee

APPROVAL OF AGENDA

Mr. McGhee *moved to approve the agenda of October 16, 2017*

Seconded *by Mr. Skipps*

DISCUSSION

None

PASSED

Yes: 6 – McGhee, Skipps, Claus, Thompson, McCarthy, Ward

No: 0

Absent: 1 – Isaacson

APPROVAL OF MINUTES

Mr. McGhee moved to approve the Minutes of October 02, 2017

Seconded by Mr. Skippis

Discussion

None

PASSED

Yes: 6 – McGhee, Skippis, Claus, Thompson, McCarthy, Ward

No: 0

Absent: 1 – Isaacson

COMMUNICATIONS FROM THE MAYOR

- The Violations Committee will be meeting before the first meeting of every month in the Council Chambers starting at 5:30pm. The public is welcome to attend. We will be visiting each section of code to revise our Violations Schedule.
- I am currently supporting the American Cancer Society and breast cancer awareness with the Real Men Wear Pink Campaign. This month is breast cancer awareness month and it has been a honor to raise funds with the other “real men wear pink” guys this year. Currently Jeff Cook is second in the nation for fundraising and as of Saturday had raised over \$62,000.
- The FNSB is well into the Regional Growth Plan and we are participating by having a meeting on Thursday at City Hall to talk about Borough owned land and how it can be leveraged to meet the anticipated housing need for the F-35 personnel.
- The Richardson Hwy MP 351 Interchange (aka 12 Mile) 1st Open House was September 27th at Hotel North Pole from 5-9pm. There is now a website for public comment. Please visit <http://dot.alaska.gov/nreg/rich351/>
- November 8th is the proposed rezone property meeting here at City Hall. This is a continuation of the Strategic Plan work done last year that would rezone the general use land from City Hall to the Veterinary Clinic on Badger Road. The meeting will be here at North Pole City Hall from 5-8pm. The public is encouraged to attend.
- Tomorrow at Eielson AFB I will be on a tour of the F-35s. Two squadrons of F-35s are being stationed at Eielson AFB starting 2019.

Certification of October 3, 2017 Election

Judy Binkley, North Pole City Clerk, gave a presentation on the election results and the report of the election Canvass Board.

Mr. McGhee moved to certify the election of October 3, 2017

Seconded by Mr. McCarthy

Discussion

None

PASSED

Yes: 6 – McGhee, Skippis, Claus, Thompson, McCarthy, Ward

No: 0

Absent: 1 – Isaacson

New council members sworn in:

Sharon Hedding

Aino Welch

Mr. McGhee moved to suspend the rules for 20 minutes for a community reception.

Seconded by Mr. Skippis

- Jomo Stewart provided an Interior Gas Utility update for the City of North Pole.

COUNCIL MEMBER QUESTIONS OF THE MAYOR

- **Mr. McGhee** asked Mr. Stewart what the chances are for the coal fired plants in North Pole to convert to a cleaner fuel source. Mr. Stewart indicated that in the long-term horizon, the chances are high.
- **Mr. Thompson** asked how the conversion rate figure was calculated and Mr. Stewart replied that the figure represents the number of properties that will actually have pipe in front of them.

COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

Fire Dept., Chief Coon

- Erik Winkler was recently promoted to the rank of Lieutenant. This position was vacant from Cody Coffman leaving us to work at Ft. Wainwright Fire Department. The Department will be opening up a Firefighter position shortly to fill the vacancy.
- This last weekend the Firefighter Ball was held at the Westmark and the North Pole Fire Department was honored to receive several awards. The Interior Fire Chiefs Association recognized the following members:
 - Kevin Haywood received Company Officer of the year.
 - Erik Winkler received EMS person of the year.

- The Department was awarded the Fire Prevention Program of the year due to Captain Haywood's hard work.
- The Department received \$1,719.00 from the misc equipment that was sold at the auction last month (see attached).
- Over the weekend, we had a complete failure of our heating control system. We have been having some problems but it was not budgeted for we were trying to make due until next spring. It does not appear that we can go any longer. With the Mayor's help, we are going to move funds from "wages" to "building maintenance" in order to replace the vacuum controlled zone valves. The cost will be approximately \$15,000. We do have a surplus in "wages" this year due to multiple vacancies throughout the entire year.
- The Department has been very busy with fire prevention and public education this month. All of the kindergarteners and the city day care providers have come to the station for a tour and education already this month. Captain Haywood is planning out our prevention and education calendar and it has been a very productive year.

Police Dept., Chief Dutra

- Thank you Mr. McCarthy and Mr. McGhee for all that you have done for me and my department over the years. I will miss you both and I am sure it is more like see you next time, not a good bye. Mr. McGhee, I will certainly miss our infamous discussions, agreements, debates, and sometimes disagreements.
- I want to welcome both our new council women, Mrs. Hedding and Mrs. Welch. My door is always open and I would encourage each of you to come talk to me if you have any questions regarding the police department.
- Sgt. Bellant will be giving you a presentation on our GREAT program. It has been 10 years and it is time I briefed you on our efforts. This is unique to our North Pole Schools and we are very proud of what we do.
- It is great sadness that I officially announce the retirement of Lt. Rathbun. He has chosen to retire and move out of the area. He will be missed and I am sad to see him go. He is a friend and a colleague and has given a lot to the citizens of this fine city as a Reserve Officer and as our Lieutenant for a decade.
- Tomorrow night at 7 is the ALICE presentation to the school board at the downtown district office. I would like to invite you to join us if you are interested. We will be doing a presentation to you in a month or so.
- I completed my Guys Read Fall obligation. It was a blast and I intend on continuing my involvement in the spring.
- Office Fisher is training CTC and some NPPD Officers in EVOC.
- We just found out our local psychologist option for new hires is going to retire. Scrambling to fill the slot.
- States – assaults are up, criminal mischief is up, larceny is up, and DUI's are up. This is very concerning. It may or may not be related to SB91. Although it is similar to state wide data.

Finance, Tricia Fogarty

- Made an administrative amendment for the Fire Department.
- Chief Coon stated that medication costs have sky rocketed for the department and are expected to be over-budget in that line item.
 - **Mr. McGhee** asked if these were calls that we could not bill the insurance company for because we did not transport. Chief Coon replied that is the case sometimes but we have a contract with the Borough to provide ambulance service and this is an associated cost with the service.
- Will be making some fiscal notes as well.
- Has been working on payroll and haven't gotten to financials but will provide those soon.
- Received our first payment from the citation PFD garnishments and it just over \$68,000 which is more than we had budgeted for.
 - **Mayor Ward** asked Ms. Fogarty how much we had budgeted for the PFD garnishments and Ms. Fogarty indicated she thought it was \$30,000-\$40,000.

Director of City Services, Bill Butler

None

Borough Representative

- The FNSB Recycling Center is now open and ready for business. The facility , located at 1855 Marika Road, is open Tuesday through Saturday noon-5:30pm business days and 9am-5pm Saturday. For more information on recycling, visit their website at <http://www.co.fairbanks.ak.us/pw/Pages/CentralRecyclingFacility.aspx>

City Clerk's Office, Judy Binkley

- Thanks to Mr. McGhee and Mr. McCarthy for your service. Also thanks for your guidance and patience since I became the City Clerk earlier this year.

ONGOING PROJECTS

None

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

- Megan Scheer and Christine Charron with Access Alaska: Provided an update on the pre-employment transition services program. Mayor Ward helped out tremendously with the program this summer.

OLD BUSINESS

None

Public Comment

None

NEW BUSINESS

None

Public Comment

None

COUNCIL COMMENTS

Mr. Skipps – Thanks to Councilmen McGhee and McCarthy for the short time I was able to serve with them.

Mr. Claus – It's been a pleasure serving on Council with Mr. McGhee and Mr. McCarthy.

Mr. Thompson – Appreciate both Mr. McGhee and Mr. McCarthy's service. It's also important to remember that a year ago today, Sgt Allen Brandt at FPD was shot in the line of duty.

Mr. McCarthy – Mr. McGhee, I agree we haven't always seen eye-to-eye but I've enjoyed our time on Council together. You are so eloquent and have a way about putting all your thoughts together. I really appreciate everyone on Council and we have been very productive. Mayor Ward, you've been awesome to work with.

Mr. McGhee – It's been awesome! It's hard to believe it was back in 1999 that I started on Council. It's exciting, challenging, and stressful at times. It's not easy finding that threshold where debate doesn't become an argument or demean anyone while trying to do what's best for the citizens. It's been well worth it and it's been nice to see the growth. Will be taking a year off and is am thinking about what I may do next year. To Kevin, we haven't always seen eye-to-eye but I've enjoyed our lively discussions. To the Councilmen that have been here a year, keep up the good work and continue to make good changes.

Mr. Isaacson - absent

Mr. McGhee *moved to adjourn the meeting at 9:16 p.m.*

Seconded by Mr. Thompson

The regular meeting of Monday, October 16, 2017 adjourned at 9:17 p.m.

These minutes passed and approved by a duly constituted quorum of the North Pole City Council on Monday, November 6, 2017.

Bryce J. Ward, Mayor

ATTEST:

Judy Binkley, North Pole City Clerk

Office of the Mayor
City of North Pole

Proclamation

Small Business Saturday

Whereas: the City of North Pole, Alaska, celebrates our local small businesses and the contributions they make to our local economy and community; according to the United States Small Business Administration, there are currently 28.8 million small business in the United States, they represent 99.7 percent of all businesses with employees in the United States, are responsible for 63 percent of net new jobs created over the past 20 years, and

Whereas: small businesses employ 48 percent of the employees in the private sector in the United States; and

Whereas: on average, 33 percent of consumers' holiday shopping will be done at small, independently-owned retailers and restaurants; and

Whereas: 91 percent of all consumers believe that supporting small, independently-owned restaurants and bars is important; and

Whereas: 76 percent of all consumers plan to go to one or more small businesses as part of their holiday shopping; and

Whereas: the City of North Pole, Alaska supports our local businesses that create jobs, boost our local economy and preserve our neighborhoods; and

Whereas: advocacy groups as well as public and private organizations across the country have endorsed the Saturday after Thanksgiving as Small Business Saturday

Now, therefore, I, Bryce Ward, MAYOR OF THE CITY OF NORTH POLE, do hereby proclaim, November 25, 2017, as:

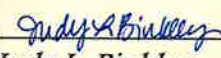
SMALL BUSINESS SATURDAY

And urge the residents of our community, and communities across the country, to support small businesses and merchants on Small Business Saturday and throughout the year.



Bryce J. Ward, Mayor

ATTEST:


Judy L. Binkley
North Pole City Clerk



**CITY OF NORTH POLE
RESOLUTION NO. 17-18**

**AUTHORIOZATION FOR THE MAYOR TO APPROVE THE
PURCHASE OF UTILITY EASEMENTS FOR THE WATER SYSTEM
EXTENSION PROJECT WHERE THE PURCHASE OF THE
EASEMENTS IS AT NO COST TO THE CITY OF NORTH POLE WHEN
THE FUNDING TO PURCHASE THE EASEMENTS IS PROVIDED BY
THE SETTLEMENT AGREEMENT BETWEEN FLINT HILLS
RESOURCES ALASKA, THE STATE OF ALASKA AND THE CITY OF
NORTH POLE**

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

WHEREAS, the industrial compound sulfolane has been released into the environment and contaminates the ground water under the City of North Pole (City) and in properties outside of the city limits, and;

WHEREAS, the City filed a lawsuit against Williams Petroleum and Flint Hills Resources Alaska (FHRA) for the release of sulfolane that has contaminated the groundwater under the City, and;

WHEREAS, the City, State of Alaska (State) and FHRA have achieved a mutually agreeable settlement that partially resolves the City's concerns related to sulfolane contamination in the groundwater under the city limits, and;

WHEREAS, the settlement provides for the extension of the City's municipal water system to affected properties within the city limits, and;

WHEREAS, the settlement also provides for the extension of the City's municipal water system to properties outside of the city limits and to a buffer zone beyond the perimeter of the sulfolane plume, and;

WHEREAS, to construct the water system extension requires purchasing easements from private and public property owners for the installation of utility infrastructure, and;

WHEREAS, the settlement agreement between the City, State and FHRA provides financial resources to construct the water system extension which encompasses the purchase of easements, and;

WHEREAS, the purchase of the utility easements in support of the water system extension does not require a financial contribution from the City.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of North Pole that it authorizes the Mayor to approve the purchase of utility easements to support the construction of

1 the water system extension and that the easements be paid for from funding provided by the
2 settlement agreement between the City, State and FHR.

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4 **APPROVED** by a duly constituted quorum of the North Pole City Council this 6th day of
5 November 2017.

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Bryce J. Ward, Mayor

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11 ATTEST:

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13 _____
14 Judy Binkley
15 North Pole City Clerk

PASSED/FAILED Yes: No: Absent:

**CITY OF NORTH POLE
RESOLUTION NO. 17-19**

**ACCEPTANCE OF VARIANCES TO THE UTILITY STANDARDS OF
CONSTRUCTION IN SUPPORT OF THE NORTH POLE 2018 WATER
SYSTEM EXPANSION PROJECT**

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

WHEREAS, the industrial compound sulfolane has been released into the environment and contaminates the ground water under the City of North Pole (City) and in properties outside of the city limits, and;

WHEREAS, the City filed a lawsuit against Williams Petroleum and Flint Hills Resources Alaska (FHRA) for the release of sulfolane that has contaminated the groundwater under the City, and;

WHEREAS, the City, State of Alaska (State) and FHRA have achieved a mutually agreeable settlement that partially resolves the City’s concerns related to sulfolane contamination in the groundwater under the city limits, and;

WHEREAS, the settlement provides for the extension of the City’s municipal water system to affected properties within and outside the city limits, and;

WHEREAS, the North Pole Utility’s Utility Construction Standards were published in 2007 and have not been updated since published, and;

WHEREAS, utility construction practices, technologies and materials have evolved since 2007 and many of these changes have been adopted based upon national standards organizations review and testing of these changes and been proven through practical application by other utilities, and;

WHEREAS, the Utility Construction Standards contains language that reflects that practices, technologies and materials may change and states, “The Utility shall have the ultimate authority to interpret this document and may direct modifications for specific situations,” and;

WHEREAS, the engineering firm acting on behalf of the parties to the settlement agreement has identified variances to the Utility Construction Standards that are of equal or better than existing standards and these variances will support the construction of the North Pole 2018 Water System Expansion Project,

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of North Pole that it approves the attached variances to the Utility Standards of Construction proposed for the North Pole 2018 Water System Expansion Project that is being constructed with funding provided by the settlement agreement between the City, State and FHRA.

1 **APPROVED** by a duly constituted quorum of the North Pole City Council this 6th day of
2 November 2017.

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Bryce J. Ward, Mayor

8 ATTEST:

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Judy Binkley
North Pole City Clerk

PASSED/FAILED Yes: No: Absent:



October 26, 2017
File: 2047056201

Attention: Bill Butler
City of North Pole
125 Snowman Lane
North Pole, AK 99705

Project: North Pole 2018 Water System Expansion
Subject: Variations from Published Standards

Dear Mr. Butler:

The subject project includes several variations from the City of North Pole (CONP) Utility Standards of Construction (June 2007 revision, *CONP Standards*). The following outlines the proposed variations and rationale for the changes. We request that the CONP consider these requests and provide a formal acceptance of the variance from *Standards*.

PIPE INSULATION

Use of high-density polyethylene (HDPE) pipe instead of ductile iron pipe (DIP) was approved for this project by City Council Resolution 17-11 (April 3, 2017). Along with HDPE pipe, a preinsulated, jacketed pipe system is specified for the project. This allows the pipe to be insulated in a controlled setting with higher levels of quality control / quality assurance than field application. Only the joints and appurtenances will be insulated and coated in the field.

As specified, the pipe will have a standard 3-inch thickness of shop-applied insulation and an extruded polyethylene jacket, 150 mils thick. This differs from the *CONP Standard* of 2.5 inches of field applied insulation for pipes less than 12-inch diameter and 3.5 inches for pipes equal to or greater than 12 inches. The CONP insulation standard is based on field insulation and includes an allowance for the variations inherent in field application. Factory application of the insulation will result in a uniform thickness and does not require an application allowance. 3-inches of insulation is a common thickness in arctic pipe systems, and provides good freeze protection in all cases. Note that the proposed variance exceeds the CONP standard insulation for pipes less than 12 inches. The insulation reduction will only apply to the larger pipe. Note however that the HDPE pipe also has very thick pipe walls, with an inherently low thermal conductivity, nearly 1.5 inches on 16-inch pipe. The HDPE pipe has inherently better insulating properties than the standard CONP DIP pipe, mitigating the minor ½ inch reduction in insulation thickness on the larger pipes.

MAINLINE WATER VELOCITY

The mainline water velocity proposed for this project as designed is 1 to 1.5 ft. / s, rather than the *CONP Standard* mainline velocity of 1.75 ft./s. It is our understanding that the CONP will be revising the service connection standard to use plastic service piping and circulation pumps similar to the new standards in place in the City of Fairbanks. The *CONP Standard* mainline velocity of 1.75 ft./s is based on use of pitorifice, self-circulating water services. With the use of individual circulation pumps on all water services connected to the mains under this project, the mainline water velocity is no longer critical for freeze protection of either mains or services. The velocity just

Subject: Variations from Published Standards

needs to be sufficient to turn the water over faster than it chills. A reduced flow rate of 1 to 1.5 ft./s will provide a roughly 12-hour transit time in the pipe. Thermal analysis indicates that even with the conservative use of a 100-year return period for the low ground temperature, water temperatures below 35.3 °F are not expected. The lower flow velocity minimizes energy use and can be controlled with the variable frequency drives on the pumping systems. The velocity can be readily increased should the Operators desire by adjusting the circulating pump speed.

PIPE JOINTS AND FITTINGS

CONP *Standards* specify restrained mechanical joint (MJ) fittings. The HDPE fittings with welded or flanged joints proposed for this project in lieu of MJ joints are a variance from the *Standards*. The proposed HDPE fittings and joints will still be fully restrained, but will be joined by thermal butt fusion, flanged, or thermal electrofusion coupling connections; these joints are simply more applicable to HDPE pipe. Where ductile iron pipe is used, it will continue to be used with MJ joints and meet the *Standards*.

GATE VALVES

Gate valves will be resilient seat gate valves in accordance with the CONP *Standards*; however, the project calls for use of AWWA standard C-515 rather than C-509. C-515 is a more current standard with modern use of ductile iron valve bodies and better specification on the rubber in the seals. Valves can meet both standards, particularly for those 12 inches and smaller, however the C-515 standard is now more typical. Most valves will be flanged in lieu of the MJ connections specified in the CONP *Standards*. Flanged valves mate better with the HDPE pipe, and can be more readily removed from the pipe line for repair or replacement without need to cut the pipe. The exception is where connections are made to existing metal piping; in these instances, MJ valves or fittings will be used, as the MJ joint is a very compliant and forgiving joint when mating to older materials.

FIRE HYDRANTS

The fire hydrants proposed for the project are Mueller Super Centurion 250, Waterous Pacer WB-67-250, or approved equal. The Mueller Hydrant is not always available, so the project includes several similar hydrant options. Hydrant bases will be flanged rather than mechanical joint due to transition to HDPE pipe.

Fire hydrants are also provided at a spacing reduced from the CONP *Standards*. As explained in the Preliminary Design prepared by Stantec in December 2016, the water system expansion is not designed for fire service. As the project is specifically not providing fire protection, hydrants are provided only for venting and maintenance purposes at least every mile and at high and low points. The 1 mile spacing meets *Recommended Standards for Water Works, Great Lakes – Upper Mississippi Board of State and Provincial Public Health and Environmental Managers* (generally known as the “Ten State Standards”).

Subject: Variations from Published Standards

PUMP STATION

The Peridot Pump House (PH) site has shallow groundwater (less than 7 feet below ground surface), very loose, frost-susceptible soils, and permafrost. The soils have a high potential for liquefaction during a seismic event. The poor conditions are not specific to this site, but typical for the area. To mitigate potential risks associated with the geotechnical conditions in the area, the PH and reservoir will be constructed on a layer of imported, compacted fill with a rigid concrete mat or grid foundation. The PH itself has been designed as a prefabricated metal building rather than the concrete masonry unit (CMU) specified in the *CONP Standards*. CMU buildings are considerably heavier, more rigid, brittle, and likely to crack or be damaged with ground movement. The metal building is lighter and more accommodating of ground movement. Note that the *CONP* new well house (existing, not part of this project) is also of metal building construction. The metal building will have a minimum service life of at least 30 years.

CONP standards require a fully redundant dual boiler and dual heat exchanger system. The heating system for the new Peridot PH is a partial redundancy design, with two boilers, pumps, and heat exchangers. The boilers are each sized to provide 65 percent of the total heat load (i.e., 130% total capacity, rather than 200%). This lets the boilers operate closer to rated capacity and increases fuel efficiency. It is not fully redundant, however if one boiler is out of service, the remaining boiler is sufficient to prevent the building and water from freezing while repairs are made. Given the reliability of modern boilers, two boilers at 65% rather than full 100% redundancy has become a standard industry design practice. Heat exchangers are valved to allow easy change over and a shelf-spare is provided for each model on the project to allow for easy maintenance without the complicated valving, maintenance, and space requirements of inline spares.

Monitoring for heating system flow is provided via alternate means using the motor current monitors built into the variable frequency drive (VFD) motor controllers. The VFDs are in turn monitored remotely (via SCADA); this provides proof the circulation pumps are running and provides alarms in addition to the building temperature alarm.

DEPTH OF COVER

CONP Standards call for a minimum of 5 feet of cover, which is the basis of design and adhered to as much as possible. In limited instances, it is not practical to maintain this minimum cover, such as at ditch crossings. We will also need the latitude to make field adjustments in the event of utility conflict. An approval for reduction of cover up to 1.5 feet (3.5 feet of fill over the pipe) is requested. We expect segments with reduced cover will be less than 50 feet long.

The primarily basis for the 5 feet specified in the Standards is physical protection of the pipe and insulation from traffic and accidental excavation, as well as to avoid conflict with other utilities. The high compressive strength insulation and jacket specified for the pipe system can be used at depths as shallow as two feet in traffic areas, so 3.5 feet of cover is ample. This also places the pipe below typical trench depth for electrical or telephone.

There is little to no variation in thermal protection of the pipe associated with the variable depth of cover in frozen ground, and in fact the pre-insulated arctic pipe is frequently used above grade in rural Alaska villages. As such, no additional insulation is proposed with the reduction in depth.

Subject: Variations from Published Standards

CLOSURE

Your consideration of the variances proposed in this letter is appreciated. We look forward to receiving confirmation from the CONP that these are acceptable or further discussing required elements of the proposed project. If you have any questions please contact me or Stephanie Gould at (907)276-4245 or by email at dean.syta@stantec.com or stephanie.gould@stantec.com.

Regards,

Stantec Consulting Services Inc



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

Attachment: None

- c. Doug Poage, ADEC - VSW
 Dave Smith, Flint Hills Resources
 Tim Arnold, Flint Hills Resources

1 **CITY OF NORTH POLE**
2 **ORDINANCE 17-24**

3 **AN ORDINANCE OF THE NORTH POLE CITY COUNCIL**
4 **ESTABLISHING THE 2018 OPERATING AND CAPITAL BUDGET AND**
5 **LEVYING THE MILL RATE**

6 **WHEREAS**, pursuant to City of North Pole Home Rule Charter Section VI the Mayor has
7 proposed an operating budget with anticipated income and expenditures of the City during the
8 next fiscal year; and

9 **WHEREAS**, pursuant to Title 4 Revenue and Finance Chapter 25 the Mayor has proposed
10 capital and vehicle fleet- reserve fund budgets for the City and City Utility that are contingent
11 upon council approval of the ordinance reinstating the funding mechanism; and

12 **WHEREAS**, The City of North Pole operates a water and sewer utility through an enterprise
13 fund and thus the Mayor has proposed an operating and capital budget for the Utility with
14 anticipated income and expenditures of the City during the next fiscal year; and

15 **WHEREAS**, The City of North Pole has established budgets for the City Debt Service, Non-
16 Major and Community Funds that are outside of the general operating, capital and vehicle fleet-
17 reserve budgets; and

18 **WHEREAS**, The Budget is a living document that needs to be adjusted as needed to reflect
19 actual conditions; and,

20 **WHEREAS**, The 2018 Budget proposes a Mill Rate increase from 1.499 Mills to 1.999; and,

21 **WHEREAS**, the budget also includes transfers for the fleet funds and capital projects fund as
22 prescribed by Ordinance 16-25.

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

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

26 **Section 2.** There is hereby appropriated to the 2018 General Fund Operating Budget (Fund 1)
27 from the following sources of revenue for the City of North Pole in the amount indicated to the
28 departments named for the purpose of conducting the business of said departments of the City of
29 North Pole, Alaska, for the fiscal year commencing January 1, 2018 and ending December 31,
30 2018.

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Revenue Source	Mayor Recommended	Council Appropriation
Taxes: Property	479,997	479,997
Taxes: General Sales	3,812,500	3,812,500
Taxes: Alcohol	289,500	289,500
Taxes: Tobacco	178,000	178,000
Taxes: State collected Shared Taxes	17,500	17,500
Licenses and Permits	33,000	33,000
Fees & Services	558,000	558,000
Fines & Penalties	155,000	155,000
Intergovernmental Revenue	186,300	186,300
Other: Miscellaneous	23,000	23,000
Transfers in From Fund Balance (FB)	0	0
Transfer In (from other funds)	22,500	22,500
Total	5,755,297	5,755,297

34 **Section 3.** There is hereby appropriated to the 2018 General Fund Operating Budget (Fund 1)
 35 expenditures for the City of North Pole in the amount indicated.

Department Expenditures	Mayor Recommended	Council Appropriated
Administration	539,500	539,500
Clerk & HR	225,382	225,382
Police Department	2,104,188	2,104,188
Fire Department	2,175,105	2,175,105
Public Works	711,122	711,122
Total	5,755,297	5,755,297

36 **Section 4.** There is hereby appropriated to the 2018 Major Enterprise Operating, Capital and
 37 Fleet Budget from the following sources of revenue for the City of North Pole Utilities in the
 38 amount indicated to the departments named for the purpose of conducting the business of said
 39 Utility Departments of the City of North Pole, Alaska, for the fiscal year commencing January 1,
 40 2018 and ending December 31, 2018. A Major Enterprise Fund is used to account for
 41 operations that are financed and operated in a manner similar to a private business enterprise.
 42

Fund #	Description	Mayors Recommendations		Council Appropriations	
		Revenue	Expenditures	Revenues	Expenditures
25	Utility Fund Fleet	25,000	25,000	25,000	25,000
41	Utility Fund Water	1,274,766	1,274,766	1,274,766	1,274,766
42	Utility Fund Sewer	1,284,987	1,284,987	1,284,987	1,284,987
43	Utility Capital Projects	475,000	475,000	475,000	475,000
51	Water Fund Reserves	862,350	862,350	862,350	862,350
52	Sewer Fund Reserves	714,537	714,537	714,537	714,537
Total		3,059,753	3,059,753	3,059,753	3,059,753

43 **Section 5.** There is hereby appropriated to the 2018 North Pole City Budget revenue and
 44 expenditures for the following Capital and Vehicle Replacement-Reserve Funds in the amount
 45 indicated. The following Funds are committed by Ordinance and can only be used for the
 46 specific purpose as defined by City Code.

Fund #	Description	Mayors Recommendations		Council Appropriations	
		Revenue	Expenditures	Revenues	Expenditures
06	Health Care Fund	875,000	875,000	875,000	875,000
20	Capital Projects Reserves	118,500	118,500	118,500	118,500
21	Admin Fleet Fund	15,401	15,401	15,401	15,401
22	Fire Fleet Fund	59,500	59,500	59,500	59,500
23	Police Fleet Fund	50,500	50,500	50,500	50,500
24	Public Works Fleet Fund	45,500	45,500	45,500	45,500
Total		1,164,401	1,164,401	1,164,401	1,164,401

47
 48 **Section 6.** There is hereby appropriated to the 2018 North Pole City Budget revenue and
 49 expenditures for the following Non-Major Funds in the amounts indicated. Non-Major Funds
 50 are established to finance a particular activity and are created from receipts of designated and
 51 restricted funds.

Fund	Description	Mayors Recommendations		Council Appropriations	
		Revenue	Expenditures	Revenues	Expenditures
04	Building Department	127,055	127,055	127,055	127,055
10	Litigation Fund	150,000	150,000	150,000	150,000
12	ABADE- Dept of Justice	47,000	47,000	47,000	47,000
13	ABADE – State Forfeitures	14,000	14,000	14,000	14,000
14	IRS Forfeitures	100	100	100	100
15	Impound Lot	40,000	40,000	40,000	40,000
Total		378,155	378,155	378,155	378,155

52
 53
 54 **Section 7.** There is hereby appropriated to the 2018 North Pole City Budget revenue and
 55 expenditures for the following Debt Service Fund in the amounts indicated. The Debt Service
 56 Fund is used to account for the accumulation of resources for, and the payment of, general
 57 obligation bond and special assessment debt principle, interest and related cost for issuance that
 58 are not accounted for elsewhere.

Fund	Description	Mayor Recommendation		Council Appropriations	
		Revenue	Expenditures	Revenues	Expenditures
3	Assessment Fund	187,245	187,245	187,245	187,245
Total		187,245	187,245	187,245	187,245

59
 60
 61

62 **Section 8.** There is hereby appropriated to the 2018 North Pole City Budget revenue and
 63 expenditures for the following Community Purpose Funds in the amounts indicated. Community
 64 Purpose Funds are established to finance a particular activity or event and are created from
 65 receipts of designated funds.

Fund	Description	Mayors Recommendations		Council Appropriations	
		Revenue	Expenditures	Revenues	Expenditures
05	Bed Tax Grant Fund	90,000	90,000	90,000	90,000
08	North Pole Festival Fund	4,000	4,000	4,000	4,000
09	NP Community Ice Rink	10,500	10,500	10,500	10,500
Total		104,500	104,500	104,500	104,500

66
 67 **Section 9.** There is hereby appropriated to the 2018 North Pole City Budget revenue and
 68 expenditures for the following Grant Funds in the amounts indicated. The Grant Funds are used
 69 to account for the tracking of Grant projects and revenues and expenditures.

Fund	Description	Mayors Recommendations		Council Appropriations	
		Revenue	Expenditures	Revenues	Expenditures
30	Administration Grants	1,052,378	1,052,378	1,052,378	1,052,378
31	Fire Department Grants	180,741	180,741	180,741	180,741
32	Police Department Grants	138,263	138,263	138,263	138,263
33	Public Works Grants	95,378	95,378	95,378	95,378
11	Bryne Jag Grant	50,000	50,000	50,000	50,000
Total		1,516,769	1,516,769	1,516,769	1,516,769

70
 71 **Section 10. Supplemental:** See appendix 2018 A for the budget breakdown of revenues and
 72 expenditures per individual account line.

73
 74 **Section 11. Effective date.** This ordinance shall become effective January 1, 2018.

75
 76 **Section 12. Mill Rate.** The assessed valuation of all taxable real property in the City of North
 77 Pole has been estimated at \$240,118,559 for 2018 tax collection. The rate of levy on each dollar
 78 of taxable property is hereby fixed at 1.999 mills for municipal purposes. The tax levies are due,
 79 delinquent, and subject to penalties prescribed by law and by the Fairbanks North Star Borough.

80
 81 **PASSED AND APPROVED** by a duly constituted quorum of the North Pole City Council this
 82 4th day of December, 2017.

83
 84
 85
 86
 87

 Bryce J. Ward, Mayor

Sponsored by: Mayor Bryce J. Ward
Introduced & Advanced: November 6, 2017
2nd Reading: November 20, 2017
Adoption & Final Reading: December 4, 2017

88
89 ATTEST:
90
91
92 _____
93 Judy L. Binkley
94 North Pole City Clerk

PASSED Yes: No: Absent:

CITY OF NORTH POLE

ORDINANCE 17-25

AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA
AMENDING TITLE 4, CHAPTER 10

WHEREAS, changes to the North Pole Municipal Code is a continually changing requirement; and,

WHEREAS, The Fairbanks North Star Borough recently increased their EMS transport rates to better reflect the cost to provide that service; and,

WHEREAS, The City desires to better reflect the actual cost associated with EMS transport and is advocating for other mechanisms to help cover the ever increasing cost of rural EMS transportation; and,

WHEREAS, the Mileage transportation cost are intended to help generate replacement cost associated with the use of the ambulance and are not subject to the same discount at the service; and,

WHEREAS, residential meters cost in excess of several hundred dollars and the cost is variable depending on when they were purchased and should be replaced at cost; and,

WHEREAS, the City of North Pole Municipal Code should be amended to conform to the requirements of the City and to provide clarification as needed.

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. General Provisions of the North Pole Municipal Code of Ordinances are amended as follows: [new text in underlined red font; deleted text in ~~striketrough~~ font]:

4.10.010 Establishment of User Fees.

The mayor shall examine the services provided by the city and establish a user fee schedule with council concurrence. The council shall periodically review the user fee schedule and set user fees as appropriate.

4.10.020 User Fee Schedule

Ambulance Fee	\$ 900.00 <u>1,000</u>
Ambulance Fee Discount for North Pole Residents	\$ 720.00 <u>900</u>
Ambulance/Patient transport mileage (loaded miles)	\$ 11.00 <u>12.00</u> per mile
Ambulance/Patient transport mileage (loaded miles) Discount for North Pole Residents	\$ 8.80 per mile
Fire/Ambulance Run Reports	\$ 25.00
Audio Recording of Public Meetings or any other CD/DVD(fee	\$ 10.00

collected when ordering, per tape)	
Building Permit Fees	Based on building evaluation and 1997 Uniform Administrative Code
City Annual Business License	\$ 50.00
Copies of Public Records	\$ 1.00 1st pg; \$0.25 thereafter
Declaration of Candidacy Filing Fee	\$ 25.00
Faxes send/receive local calling area (per page)	\$ 1.00
Faxes send long distance in U.S. only (per page)	\$ 2.00
Fingerprinting per card	\$ 25.00
Fireworks Annual Permit to Retail Vendor of Class "C" Fireworks	\$ 3,000.00
Hydrant Meter Charge	\$ 50.00/mo.(min)
Hydrant Meter Deposit – to be refunded upon return in good condition	\$ 500.00
Hydrant Meter Water Usage Rate	\$ 0.02/Gallon
Notary Services per document	\$ 10.00
North Pole stuffed bears	\$ 10.00
North Pole flag	\$ 75.00
North Pole pins	\$ 4.00
Plan Specifications Copies @ cost + 10% Admin fee	-See Dept Head
Police Reports	\$ 25.00
Photo Copy Fee (per page)	\$ 0.25
Water/Sewer Connection Inspection Fee	\$ 50.00 each
Residential and commercial properties water and sewer fees shall be the following (per NPMC 13.08.090 B)	
Water tie-in fee - ¾ inches to 2 inches	\$ 200.00
Sewer tie-in fee – ¾ inches to 2 inches	\$ 200.00
Water tie-in fee - Greater than 2 inches up to 4 inches	\$ 250.00
Sewer tie-in fee – Greater than 2 inches up to 4 inches	\$ 250.00
Water - Greater than 4 inches	\$ 300.00
Sewer – Greater than 4 inches	\$ 300.00
Residential Water Meter Replacement	\$ 100.00 <u>At replacement cost</u>
Commercial Water Meter Replacement	At replacement cost
Water meter monitor replacement	\$ 100.00
<u>False/ Nuisance Alarms (Police and Fire) For each alarm over 5 per calendar year</u>	<u>\$ 250.00</u>

35

36 **4.10.030 Ambulance/EMS services.**

37 A. The City hereby finds that North Pole City residents who use City ambulance/EMS services
 38 are economically justified in receiving up to a ~~twenty~~ ten percent discount for said services due
 39 to the residents' financial support of ambulance/EMS services by the payment of City property
 40 taxes.

41 B. The City shall, by ordinance, establish a fee schedule for ambulance/EMS services. All
42 customers shall be billed for ambulance/EMS services at the rate provided for in the fee
43 schedule. ~~North Pole City residents may be eligible for a discount of twenty percent of the~~
44 ~~ambulance fee as defined by NPMC 4.10.020, User fee schedule.~~

45 1. In all cases in which the residency of the customer is in question, it shall be the obligation of
46 the customer to, within thirty days of being requested to do so, provide all documentation
47 necessary to establish their residency and their failure to do so shall be grounds to classify the
48 customer as a nonresident.

49 2. All residency determinations shall be made by the Chief of the Fire Department and based
50 upon a preponderance of the evidence. When a customer is determined to be a nonresident, the
51 decision shall be made in writing and mailed to the last known mailing address of the customer,
52 subject to an appeal to the City Council. All appeals shall be filed, in writing, with the City Clerk
53 within fifteen days of the mailing of the written determination of residency by the Chief of the
54 Fire Department and shall be determined by the City Council at the next regularly scheduled
55 Council meeting. All determinations made by the City Council shall be final and not subject to
56 any further appeal.

57 C. The customer, resident and nonresident, shall be legally responsible for paying all
58 ambulance/EMS fees that are not waived or paid by the customer's health care insurance or other
59 third party payer, if any.

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

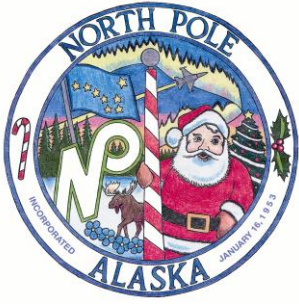
62
63 **PASSED AND APPROVED** by a duly constituted quorum of the North Pole City Council this
64 20th day of November, 2017.

65
66 _____
67 Bryce J. Ward, Mayor

68
69 ATTEST:

70
71
72 _____
73 Judy L. Binkley, North Pole City Clerk

PASSED/FAILED Yes: No: Absent:



CITY OF NORTH POLE

"Where the Spirit of Christmas Lives Year Round"

125 Snowman Lane • North Pole, Alaska 99705-7708
E-mail: mayor@northpolealaska.com • Website: www.northpolealaska.com

November 6, 2017

Andrew Ackerman
Environmental Manager
City of Fairbanks
Engineering Division
800 Cushman St.
Fairbanks, AK 99701

City Hall
907-488-2281
Fax: 907-488-3002

Mayor
907-488-8584

City Clerk
907-488-8583

Police
Department
907-488-6902

Fire
Department
907-488-2232

Utilities
907-488-6111

Director of
City Services
907-488-8593

Finance
907-488-8594

RE: Letter of Support for City of Fairbanks U.S. EPA Brownfields Assessment Grant Proposal

Dear Mr. Ackerman:

The City of North Pole (CONP) is one of two First Class Cities in the Fairbanks North Star Borough (FNSB). The CONP is supportive of partnering with the City of Fairbanks (COF) and FNSB to apply for a US EPA Brownfields grant. There are numerous small and large areas of ground and groundwater pollution throughout the FNSB. The CONP is party to a legal settlement with the State of Alaska and Flint Hills Resources Alaska to provide drinking water to properties contaminated with the industrial solvent sulfolane. The experience of this sulfolane contamination has reinforced to the CONP the importance of identifying and mitigating environmental pollution of all varieties and pollution's due it is actual and potential impacts upon resident and businesses.

The CONP has participated in two of the early planning meetings to assess the feasibility of submitting a Brownfields grant application and brainstorming potential projects. The CONP plans to continue to support the efforts contained in the grant application by the CONP. William Butler, the CONP's Director of City Services will be the City's point person on the project. Butler oversees the CONP's Utility, Public Works and Building Departments—all departments that directly and indirectly are affected by brownfield and related issues. Butler is the CONP's representative on the project team that is addressing the water system being installed to address sulfolane groundwater contamination. The CONP will also support any project activities funded by a brownfields grant by promoting them within the CONP, including but not limited to, including information on our webpage; including information in newsletters; and keeping the North Pole City Council informed about brownfield issues affecting the CONP.

Sincerely,

Bryce J. Ward
Mayor