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

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

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. Skipps

Discussion
None

PASSED
Yes: 6 – McGhee, Skipps, 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, Skipps, 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. Skipps

- 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:
  o Kevin Haywood received Company Officer of the year.
  o 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 please 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.
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 businesses 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.

ATTEST:

Judy L. Binkley
North Pole City Clerk

Bryce J. Ward, Mayor
CITY OF NORTH POLE
RESOLUTION NO. 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

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

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

________________________________________
Bryce J. Ward, Mayor

ATTEST:

________________________
Judy Binkley
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.
APPROVED by a duly constituted quorum of the North Pole City Council this 6th day of November 2017.

________________________________
Bryce J. Ward, Mayor

ATTEST:

______________________________
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 rational 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”).
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

sg \us\1308-101\shared_projects\2047056201\correspondence\2017-10-24_variances_ltr.des.docx
CITY OF NORTH POLE
ORDINANCE 17-24

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

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

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

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

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

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

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

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

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

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

Section 2. There is hereby appropriated to the 2018 General Fund Operating Budget (Fund 1)
from the following sources of revenue for the City of North Pole in the amount indicated to the
departments named for the purpose of conducting the business of said departments of the City of
North Pole, Alaska, for the fiscal year commencing January 1, 2018 and ending December 31,
2018.
33

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<th>Revenue Source</th>
<th>Mayor Recommended</th>
<th>Council Appropriation</th>
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<tr>
<td>Other: Miscellaneous</td>
<td>23,000</td>
<td>23,000</td>
</tr>
<tr>
<td>Transfers in From Fund Balance (FB)</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Transfer In (from other funds)</td>
<td>22,500</td>
<td>22,500</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>5,755,297</strong></td>
<td><strong>5,755,297</strong></td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Department Expenditures</th>
<th>Mayor Recommended</th>
<th>Council Appropriated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration</td>
<td>539,500</td>
<td>539,500</td>
</tr>
<tr>
<td>Clerk &amp; HR</td>
<td>225,382</td>
<td>225,382</td>
</tr>
<tr>
<td>Police Department</td>
<td>2,104,188</td>
<td>2,104,188</td>
</tr>
<tr>
<td>Fire Department</td>
<td>2,175,105</td>
<td>2,175,105</td>
</tr>
<tr>
<td>Public Works</td>
<td>711,122</td>
<td>711,122</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>5,755,297</strong></td>
<td><strong>5,755,297</strong></td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Fund #</th>
<th>Description</th>
<th>Mayors Recommendations</th>
<th>Council Appropriations</th>
</tr>
</thead>
<tbody>
<tr>
<td>25</td>
<td>Utility Fund Fleet</td>
<td>Revenue: 25,000</td>
<td>Expenditures: 25,000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Revenues: 25,000</td>
</tr>
<tr>
<td>41</td>
<td>Utility Fund Water</td>
<td>Revenue: 1,274,766</td>
<td>Expenditures: 1,274,766</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Revenues: 1,274,766</td>
</tr>
<tr>
<td>42</td>
<td>Utility Fund Sewer</td>
<td>Revenue: 1,284,987</td>
<td>Expenditures: 1,284,987</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Revenues: 1,284,987</td>
</tr>
<tr>
<td>43</td>
<td>Utility Capital Projects</td>
<td>Revenue: 475,000</td>
<td>Expenditures: 475,000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Revenues: 475,000</td>
</tr>
<tr>
<td>51</td>
<td>Water Fund Reserves</td>
<td>Revenue: 862,350</td>
<td>Expenditures: 862,350</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Revenues: 862,350</td>
</tr>
<tr>
<td>52</td>
<td>Sewer Fund Reserves</td>
<td>Revenue: 714,537</td>
<td>Expenditures: 714,537</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Revenues: 714,537</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td>3,059,753</td>
<td>3,059,753</td>
</tr>
</tbody>
</table>
Section 5. There is hereby appropriated to the 2018 North Pole City Budget revenue and expenditures for the following Capital and Vehicle Replacement-Reserve Funds in the amount indicated. The following Funds are committed by Ordinance and can only be used for the specific purpose as defined by City Code.

<table>
<thead>
<tr>
<th>Fund #</th>
<th>Description</th>
<th>Mayors Recommendations</th>
<th>Council Appropriations</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Revenue</td>
<td>Expenditures</td>
</tr>
<tr>
<td>06</td>
<td>Health Care Fund</td>
<td>875,000</td>
<td>875,000</td>
</tr>
<tr>
<td>20</td>
<td>Capital Projects Reserves</td>
<td>118,500</td>
<td>118,500</td>
</tr>
<tr>
<td>21</td>
<td>Admin Fleet Fund</td>
<td>15,401</td>
<td>15,401</td>
</tr>
<tr>
<td>22</td>
<td>Fire Fleet Fund</td>
<td>59,500</td>
<td>59,500</td>
</tr>
<tr>
<td>23</td>
<td>Police Fleet Fund</td>
<td>50,500</td>
<td>50,500</td>
</tr>
<tr>
<td>24</td>
<td>Public Works Fleet Fund</td>
<td>45,500</td>
<td>45,500</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td><strong>1,164,401</strong></td>
<td><strong>1,164,401</strong></td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Fund</th>
<th>Description</th>
<th>Mayors Recommendations</th>
<th>Council Appropriations</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Revenue</td>
<td>Expenditures</td>
</tr>
<tr>
<td>04</td>
<td>Building Department</td>
<td>127,055</td>
<td>127,055</td>
</tr>
<tr>
<td>10</td>
<td>Litigation Fund</td>
<td>150,000</td>
<td>150,000</td>
</tr>
<tr>
<td>12</td>
<td>ABADE- Dept of Justice</td>
<td>47,000</td>
<td>47,000</td>
</tr>
<tr>
<td>13</td>
<td>ABADE – State Forfeitures</td>
<td>14,000</td>
<td>14,000</td>
</tr>
<tr>
<td>14</td>
<td>IRS Forfeitures</td>
<td>100</td>
<td>100</td>
</tr>
<tr>
<td>15</td>
<td>Impound Lot</td>
<td>40,000</td>
<td>40,000</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td><strong>378,155</strong></td>
<td><strong>378,155</strong></td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Fund</th>
<th>Description</th>
<th>Mayor Recommendation</th>
<th>Council Appropriations</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Revenue</td>
<td>Expenditures</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td><strong>187,245</strong></td>
<td><strong>187,245</strong></td>
</tr>
</tbody>
</table>
Section 8. There is hereby appropriated to the 2018 North Pole City Budget revenue and expenditures for the following Community Purpose Funds in the amounts indicated. Community Purpose Funds are established to finance a particular activity or event and are created from receipts of designated funds.

<table>
<thead>
<tr>
<th>Fund</th>
<th>Description</th>
<th>Mayors Recommendations</th>
<th>Council Appropriations</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Revenue</td>
<td>Expenditures</td>
</tr>
<tr>
<td>05</td>
<td>Bed Tax Grant Fund</td>
<td>90,000</td>
<td>90,000</td>
</tr>
<tr>
<td>08</td>
<td>North Pole Festival Fund</td>
<td>4,000</td>
<td>4,000</td>
</tr>
<tr>
<td>09</td>
<td>NP Community Ice Rink</td>
<td>10,500</td>
<td>10,500</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>104,500</td>
<td>104,500</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Fund</th>
<th>Description</th>
<th>Mayors Recommendations</th>
<th>Council Appropriations</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Revenue</td>
<td>Expenditures</td>
</tr>
<tr>
<td>30</td>
<td>Administration Grants</td>
<td>1,052,378</td>
<td>1,052,378</td>
</tr>
<tr>
<td>31</td>
<td>Fire Department Grants</td>
<td>180,741</td>
<td>180,741</td>
</tr>
<tr>
<td>33</td>
<td>Public Works Grants</td>
<td>95,378</td>
<td>95,378</td>
</tr>
<tr>
<td>11</td>
<td>Bryne Jag Grant</td>
<td>50,000</td>
<td>50,000</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>1,516,769</td>
<td>1,516,769</td>
</tr>
</tbody>
</table>

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

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

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

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

______________________________
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

ATTEST:

Judy L. Binkley
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 strikethrough 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

<table>
<thead>
<tr>
<th>Fee Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ambulance Fee</td>
<td>$ 900.00</td>
</tr>
<tr>
<td>Ambulance Fee Discount for North Pole Residents</td>
<td>$ 720.00</td>
</tr>
<tr>
<td>Ambulance/Patient transport mileage (loaded miles)</td>
<td>$ 11.00</td>
</tr>
<tr>
<td>Ambulance/Patient transport mileage (loaded miles)</td>
<td>$ 12.00  per mile</td>
</tr>
<tr>
<td>Ambulance/Patient transport mileage (loaded miles)</td>
<td></td>
</tr>
<tr>
<td>Discount for North Pole Residents</td>
<td>$ 8.80  per mile</td>
</tr>
<tr>
<td>Fire/Ambulance Run Reports</td>
<td>$ 25.00</td>
</tr>
</tbody>
</table>
| Audio Recording of Public Meetings or any other CD/DVD(fee) | $ 10.00
<table>
<thead>
<tr>
<th>Service Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>City Annual Business License</td>
<td>$ 50.00</td>
</tr>
<tr>
<td>Copies of Public Records</td>
<td>$ 1.00 1st pg; $0.25 thereafter</td>
</tr>
<tr>
<td>Declaration of Candidacy Filing Fee</td>
<td>$ 25.00</td>
</tr>
<tr>
<td>Faxes send/receive local calling area (per page)</td>
<td>$ 1.00</td>
</tr>
<tr>
<td>Faxes send long distance in U.S. only (per page)</td>
<td>$ 2.00</td>
</tr>
<tr>
<td>Fingerprinting per card</td>
<td>$ 25.00</td>
</tr>
<tr>
<td>Fireworks Annual Permit to Retail Vendor of Class “C” Fireworks</td>
<td>$ 3,000.00</td>
</tr>
<tr>
<td>Hydrant Meter Charge</td>
<td>$ 50.00/mo.(min)</td>
</tr>
<tr>
<td>Hydrant Meter Deposit – to be refunded upon return in good condition</td>
<td>$ 500.00</td>
</tr>
<tr>
<td>Hydrant Meter Water Usage Rate</td>
<td>$ 0.02/Gallon</td>
</tr>
<tr>
<td>Notary Services per document</td>
<td>$ 10.00</td>
</tr>
<tr>
<td>North Pole stuffed bears</td>
<td>$ 10.00</td>
</tr>
<tr>
<td>North Pole flag</td>
<td>$ 75.00</td>
</tr>
<tr>
<td>North Pole pins</td>
<td>$ 4.00</td>
</tr>
<tr>
<td>Plan Specifications Copies @ cost + 10% Admin fee</td>
<td>-See Dept Head</td>
</tr>
<tr>
<td>Police Reports</td>
<td>$ 25.00</td>
</tr>
<tr>
<td>Photo Copy Fee (per page)</td>
<td>$ 0.25</td>
</tr>
<tr>
<td>Water/Sewer Connection Inspection Fee</td>
<td>$ 50.00 each</td>
</tr>
<tr>
<td>Residential and commercial properties water and sewer fees shall be the following (per NPMC 13.08.090 B)</td>
<td></td>
</tr>
<tr>
<td>Water tie-in fee - ¾ inches to 2 inches</td>
<td>$ 200.00</td>
</tr>
<tr>
<td>Sewer tie-in fee – ¾ inches to 2 inches</td>
<td>$ 200.00</td>
</tr>
<tr>
<td>Water tie-in fee - Greater than 2 inches up to 4 inches</td>
<td>$ 250.00</td>
</tr>
<tr>
<td>Sewer tie-in fee – Greater than 2 inches up to 4 inches</td>
<td>$ 250.00</td>
</tr>
<tr>
<td>Water - Greater than 4 inches</td>
<td>$ 300.00</td>
</tr>
<tr>
<td>Sewer – Greater than 4 inches</td>
<td>$ 300.00</td>
</tr>
<tr>
<td>Residential Water Meter Replacement</td>
<td>$ 100.00 At replacement cost</td>
</tr>
<tr>
<td>Commercial Water Meter Replacement</td>
<td>At replacement cost</td>
</tr>
<tr>
<td>Water meter monitor replacement</td>
<td>$ 100.00</td>
</tr>
<tr>
<td>False/ Nuisance Alarms (Police and Fire) For each alarm over 5 per calendar year</td>
<td>$ 250.00</td>
</tr>
</tbody>
</table>

4.10.030 Ambulance/EMS services.

A. The City hereby finds that North Pole City residents who use City ambulance/EMS services are economically justified in receiving up to a twenty ten percent discount for said services due to the residents’ financial support of ambulance/EMS services by the payment of City property taxes.
B. The City shall, by ordinance, establish a fee schedule for ambulance/EMS services. All customers shall be billed for ambulance/EMS services at the rate provided for in the fee schedule. North Pole City residents may be eligible for a discount of twenty percent of the ambulance fee as defined by NPMC 4.10.020, User fee schedule.

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

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

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

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 20th day of November, 2017.

____________________________________
Bryce J. Ward, Mayor

ATTEST:

________________________________
Judy L. Binkley, North Pole City Clerk

<table>
<thead>
<tr>
<th>PASSED/FAILED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes:</td>
</tr>
<tr>
<td>No:</td>
</tr>
<tr>
<td>Absent:</td>
</tr>
</tbody>
</table>
Andrew Ackerman  
Environmental Manager  
City of Fairbanks  
Engineering Division  
800 Cushman St.  
Fairbanks, AK 99701

November 6, 2017

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