



CITY OF NORTH POLE
Regular Meeting February 5, 2018
North Pole Council Chambers
125 Snowman Lane, North Pole, Alaska
www.northpolealaska.com

Monday, February 5, 2018
Violations Committee Meeting: 5:30 p.m. – 6:30 p.m.
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

Avery Thompson – Mayor Pro Tem	388-5351
David Skipps – Deputy Mayor Pro Tem	750-5106
Aino Welch – Alt Dep Mayor Pro Tem	488-5834
Santa Claus	388-3836
Doug Isaacson	322-3133
Sharon Hedding	488-9075

- 1. Call to Order/Roll Call**
- 2. Pledge of Allegiance to the US Flag**
- 3. Invocation**
- 4. Approval of the Agenda**
- 5. Approval of the Minutes**
- 6. Communications from the Mayor**
- 7. Council Member Questions of the Mayor**
- 8. Communications from Department Heads, Borough Representative and the City Clerk**

9. Ongoing Projects Report

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

11. Old Business

- a. Ordinance 17-28, An Ordinance of the City of North Pole, Alaska to Amend Title 2, Administration and Personnel Chapter 36 Personnel System, Section 110 and 190 Regarding the City Hiring and Promotion Process.

12. New Business

- a. Resolution 18-01, A Resolution Creating a Water Meter Standard.
- b. Resolution 18-02, A Resolution of the City of North Pole City Council in Support of Legislation to Facilitate Implementation of an Alaska Ground Emergency Medical Transport Supplemental Reimbursement Program in Alaska.
- c. Liquor License Renewal for Carr-Gottstein Foods Co. dba Oaken Keg Spirit Shop #1821.

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 Tuesday, January 16, 2018 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 Tuesday, January 16, 2018 to order at 7:02 p.m.

There were present:

Avery Thompson – Mayor Pro Tem
David Skipps – Deputy Mayor Pro Tem
Aino Welch – Alt Dep Mayor Pro Tem
Santa Claus
Doug Isaacson
Sharon Hedding

Absent/Excused

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

Led by Mayor Ward

INVOCATION

Invocation was given by Ms. Welch

APPROVAL OF AGENDA

Mr. Thompson *moved to approve the agenda of January 16, 2018*

Seconded by Ms. Hedding

DISCUSSION

None

Mr. Thompson *moved to consent the following items:*

New Business:

- a. Request to Approve a Contract with Kohler, Schmitt & Hutchison (KS&H) for the 2017 Audit.
- b. Request for Approval to Extend the Auction Contract with Great North Auction LLC Until June 15, 2018.

- c. Request to Approve the Purchase of 2 Patrol Cars for the Police Department.

Seconded by Mr. Skipps

Discussion

None

On the amendment

PASSED

Yes: 7 – Skipps, Hedding, Thompson, Claus, Isaacson, Welch, Ward

No: 0

Absent: 0

On the Agenda as amended

Discussion

None

PASSED

Yes: 7 – Skipps, Hedding, Thompson, Claus, Isaacson, Welch, Ward

No: 0

Absent: 0

APPROVAL OF MINUTES

Mr. Thompson *moved to* approve the Minutes of January 2, 2018

Seconded by Ms. Welch

Discussion

None

PASSED

Yes: 7 – Skipps, Hedding, Thompson, Claus, Isaacson, Welch, Ward

No: 0

Absent: 0

COMMUNICATIONS FROM THE MAYOR

- I have been working with Mayor Kassel regarding our EMS contract and how the Borough administers the contracts. The City has advocated for funding to help purchase a new ambulance as about 60% of the miles logged are for the FNSB EMS contract. I am

hopeful that we may be able to add to the fleet fund this year. We also discovered that there was a 1 time appropriation in a grant from the Borough to the City for replacement of the ambulance and it has been sitting in the Economic Development fund for about three years. The paperwork is being processed and that \$10,000 grant will go to the fleet fund to help with replacement of the ambulance, most likely to occur next year.

- Last week Bill Butler, Chief Coon, and Chief Dutra met with Kinney Engineering on the Old Richardson Highway, 5th, and NPHS safety project. They are the firm in charge of developing a remedy for the intersection improvements. They will be having a community meeting this spring and I strongly encourage the community to participate.
- The Richardson Highway MP351 project is being developed as a ½ overpass similar to the one at the Eielson AFB gate. This project is not anticipated to impact the existing businesses in this area and is expandable to meet the need of a full overpass if needed. This project is a HSIP (safety) project.
- There is a community meeting on the 18th at Ryan Middle School from 5:30pm to 7:30pm to go over the community survey regarding preparing our youth for the future. This is a partnership with many in the community to include the construction industry and others on how we can equip our students to be successful through not only higher education, but also training and job opportunities utilizing apprenticeship and job partnerships.

COUNCIL MEMBER QUESTIONS OF THE MAYOR

- **Mr. Isaacson** asked if there was a deadline that the \$10k grant for the ambulance would need to be used by. **Mayor Ward** replied that there was no deadline.
- **Mr. Isaacson** asked if the half overpass would be built when funds were available or if funds are already available for the HSIP project. **Mayor Ward** replied that the funds have already been allocated.

COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

Fire Dept., Chief Coon

- The boiler controls have been updated and repaired by Rocky's Heating and everything is working perfectly. Rocky's is going to come back and do a couple more upgrades to our ventilation system sometime in the next month.
- We are expecting our field trial and evaluation of the proposed air packs that will be purchased through a regional grant. Our current air packs built in the late 70's and early 80's will finally be replaced. This will require a match from the City which is expected to be around \$30,000. This money will come from unexpended funds from 2017 and not from general funds. **Ms. Welch** asked where the match would come from. Chief Coon replied that it could come from the fleet fund, as that would be the most appropriate.
- We have one new employee starting tomorrow and are expecting the new Engineer to

come online in early February.

- I will be teaching a Methods of Instruction course for the Police Department and other outside agencies.
- DC Heineken and I will be attending a leadership summit in Juneau next month. Captain Haywood will be the Acting Fire Chief in our absence. While in Juneau the state chiefs will be meeting with our local politicians to discuss the importance of the GEMT (Ground Emergency Medical Transport).

Police Dept., Chief Dutra

- LT advertisement is out and we seem to have a lot of interest. Oral boards are scheduled for the 6th of February and selection should occur shortly after that.
- We are moving ahead with the hiring of an admin assistant. We had 24 applicants and whittled it down to 18 and the top 8 went to oral boards where we selected the top 3 who will now move on to the admin testing and Chief interview. I should have the admin assistant selected by the first of next week.
- Office walls have been torn down and the ceiling reassembled. The desk design is in the works.
- Office Smith had a new baby boy – congratulations to the Smiths!
- Officer Lindhag has returned as a reserve officer.
- Statistical Data for 2017 is provided tonight – concerns with larceny (9) cases are not significant.
- ALiCE Presentation
 - January 22-23rd will be the instructor class at the Carlson Center. There will be 58 instructors.
 - There's been a PSA on the Radio for this – thank you, Mayor Ward.
 - We are driving this event and the FNSB has paid roughly \$18,000 to host this course.
 - We will be paying for supplies and some food.
 - We will sponsor additional instructors to help bolster our footprint with businesses and churches.
 - There will be a community even January 31st at 5:30pm at West Valley High School.
 - There will be another one on February 15th at 5:30 at North Pole High School.
 - **Ms. Welch** asked how effective the program is if it's also training kids who may be the "hooligans." Chief Dutra replied that the program is effective because they sent in trained experts to some of the trainings as the active shooters and they failed.
 - **Mr. Isaacson** asked how this was "free training" when he heard on KJNP that there was a \$525 fee to participate. Chief Dutra replied that there are a lot of options for this program. For this specific training, the FNSB SD paid for 50 individuals to participate. **Mr. Isaacson** asked about training for seniors. Chief Dutra replied that is part of the training and there are different tactics used.

- Memorial Park
 - The cameras are finally going up this week if the weather holds.
 - Working on the granite memorials.

Finance, Tricia Fogarty

- Thanks to the Council for consenting the KS&H contract.
- The 2017 Administrative Amendments are before you tonight. There are a couple more that still need to be completed.
- Employee W2's will be mailed out tomorrow.
- Full financials were emailed to Council earlier this evening. The property tax figures are in and they came in higher than expected.
- Hope to have sales tax available online in February.
- Also hope to have online time cards in February. **Ms. Welch** asked about the online time card system because the program that they use for the school district is extremely cumbersome. Ms. Fogarty replied that the City saw a demo of the Caselle program and it isn't cumbersome at all.

Director of City Services, Bill Butler

None

Borough Representative

- The Borough referred back to the land use committee an effort to change code on how the Borough sells land. Currently the Borough has over 80,000 acres of land it could sell or lease.
- The Borough assembly referred back to the committee the ordinance that would allow for Electrostatic Precipitators to be used in Stage 2 burn ban.
- There is also a community meeting January 30th at the North Pole Library at 6pm to discuss the air quality regulations and how it is impacting the community. All are welcome to attend.

City Clerk's Office, Judy Binkley

- I will be emailing Council the Assembly meeting schedule this week. Mr. Isaacson is scheduled to attend the January 25th meeting.
- I have inputted the annual step increase for our employees so they should see that pay bump on the next paycheck.
- I recently met with the City's 2 newest employees – Grant Galvin with the Fire Department and Eric Sonnenburg with the Utility Department. I enjoyed getting to know them and go over the benefits the City offers to employees.

ONGOING PROJECTS

None

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

- **Floyd Terry**, PO Box 73514: Mr. Terry spoke about bringing a roller rink back to the Fairbanks area. He stated how he believed it would help bring more businesses in. Roller rinks are family oriented and fun for all ages. Mr. Terry stated that if there was a roller rink in North Pole, Fairbanks would come.

OLD BUSINESS

ORDINANCE 17-28, AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA TO AMEND TITLE 2, ADMINISTRATION AND PERSONNEL CHAPTER 36 PERSONNEL SYSTEM, SECTION 110 AND 190 REGARDING THE CITY HIRING AND PROMOTION PROCESS.

Mayor Ward introduced the ordinance.

Public Comment

- **Geoffrey Coon**, 110 Lewis St: Mr. Coon spoke in support of this ordinance and stated it was in line with what he wants for his department because it streamlines the hiring process and if there was a tie, the employee would get the position. He also wanted to give Council a chance to ask him any questions about this ordinance. **Mr. Isaacson** asked about the promotion section of the current code and how it was being interpreted. Is it a 2 step process because you need to survey your current employees first to see if there is someone qualified? Mr. Coon replied that with the current code, it is a 2 step process and this ordinance allows the City to make it a 1 step process where everyone applies at the same time, whether they are an employee or not and the most qualified individual will be the one to receive the position.

Mr. Thompson *moved to adopt Ordinance 17-28, an Ordinance of the City of North Pole, Alaska to Amend Title 2, Administration and Personnel Chapter 36 Personnel System, Section 110 and 190 Regarding the City Hiring and Promotion Process.*

Seconded by Ms. Hedding

Discussion

Mr. Thompson *moved to amend Ordinance 17-28, an Ordinance of the City of North Pole, Alaska to Amend Title 2, Administration and Personnel Chapter 36 Personnel System, Section 110 and 190 Regarding the City Hiring and Promotion Process by substituting it with Ordinance 17-28A.*

Seconded by Ms. Welch

Mr. Thompson spoke to how streamlining the hiring process isn't always the best. It's important to consider the dedicated employees who have developed their skills and worked on their leadership because they have knowledge of the City and department that someone from outside wouldn't have. He also stated how he thought line 57 was not well written.

Mr. Isaacson stated he appreciated what Mr. Thompson had to say. He stated that line 57 could use some work and felt that the word "only" was a sticking point.

Ms. Welch spoke to the "qualifications" and said she thought each chief was able to define the qualifications for each job description. She also talked about a "point system" she has seen used with other employers, such as the FAA.

Mayor Ward apologized for not being able to get the substitute amendment out to employees earlier. However, the substance of the substitute hasn't changed. So if Council would like to send this back and have employees take another look, that is fine, but reiterated that he feels this is the way we need to move forward and that a lot of thought went into this. The intention behind this ordinance was that all positions are open to everyone at the same time.

Mr. Isaacson stated he agreed with Mayor Ward. He also stated he believed this should be postponed so that employees can take another look.

Mr. Isaacson *moved to amend line 57 of Ordinance 17-28A by striking the word "only."*

Seconded by Ms. Welch

Mr. Isaacson stated that he agreed with Mr. Thompson and that we need to incentivize employees. He believes this change helps to remove some of the anxiety.

Mayor Ward stated he doesn't think makes it stronger by removing the word "only."

Mr. Skipps stated he agreed with Mayor Ward and that by removing the word "only" you can have employee preference anytime.

On the amendment to strike the word "only" on line 57 of Ordinance 17-28A

PASSED

Yes: 5 – Hedding, Thompson, Claus, Isaacson, Welch

No: 2 – Skipps, Ward

Absent: 0

Mr. Thompson *moved to amend line 57 of Ordinance 17-28A by replacing "Employee*

preference will only be considered if a current employee has equal qualifications as compared to other applications.” with “Concurrent with recruitment action, department heads will survey the immediate work force for possible promotion potential. Employee preference will be considered if a current employee has similar qualifications as compared to other applicants.”

Seconded by Mr. Skipps

Mr. Thompson stated that if you look on line 59, it states that if 2 employees with similar qualifications are up for a promotion, seniority will play a role in the decision. However, if it's a current employee up against an “outside” individual, the employee preference will only be given if the qualifications are equal.

Mr. Isaacson stated he wants to make sure we aren't making this a 2 step process. Agrees that we need to take a closer look at the words “equal” and “similar.”

Ms. Welch stated that she agrees with changing the word “equal” to “similar.”

Mr. Claus stated that he agrees as well and would like to see this postponed.

Mr. Thompson stated he doesn't think this is a 2 step process. He's just asking that department heads look within first to see if any employee is under-utilized and could take a leadership role. But that doesn't mean you have to promote them. All that needs to be done is a department head just has to take a look within so it's not an additional step.

Mr. Thompson *called to vote.*

No objection

On the amendment to replace line 57 of Ordinance 17-28A with “Concurrent with recruitment action, department heads will survey the immediate work force for possible promotion potential. Employee preference will be considered if a current employee has similar qualifications as compared to other applicants.”

FAILED

Yes: 2 – Thompson, Claus

No: 5 – Skipps, Hedding, Isaacson, Welch, Ward

Absent: 0

Mr. Isaacson *moved to postpone the amendment of Ordinance 17-28, an Ordinance of the City of North Pole, Alaska to Amend Title 2, Administration and Personnel Chapter 36 Personnel System, Section 110 and 190 Regarding the City Hiring and Promotion Process by substituting it with Ordinance 17-28A.*

Seconded by Mr. Thompson

Mayor Ward stated he would postpone if Council is done discussing but wants to make sure that we are done vetting this. He stated he did not believe this should be postponed and that Council should continue discussing because there is a lack of direction for where Council would like to go with this.

Mr. Isaacson *moved to withdraw the motion to postpone the amendment of Ordinance 17-28, an Ordinance of the City of North Pole, Alaska to Amend Title 2, Administration and Personnel Chapter 36 Personnel System, Section 110 and 190 Regarding the City Hiring and Promotion Process by substituting it with Ordinance 17-28A.*

Seconded by Mr. Thompson

Mr. Isaacson stated we need to consider whether department heads are going to look internally for qualified employees before looking outside.

Mayor Ward stated the big question is “do we give employees preference or not?” Originally, the intent was the City does not want to give preference to employees and wants to hire the best qualified, whether that is a current employee or not. Stated he does like changing the word “equal” to “similar.”

Ms. Hedding stated that the way she reads it, it says employee preference will be considered but that other applicants will be compared with the employees. Stated she also prefers the word “similar.”

Mr. Thompson *moved to amend line 57 of Ordinance 17-28A by changing the word “equal” to “similar.”*

Seconded by Mr. Skippis

Ms. Welch stated she is for changing the word “equal” to “similar.”

On the amendment to change the word “equal” to “similar” on line 57 of Ordinance 17-28A

PASSED

Yes: 7 – Skippis, Hedding, Thompson, Claus, Isaacson, Welch, Ward

No: 0

Absent: 0

Mr. Isaacson *moved to postpone the amendment of Ordinance 17-28, an Ordinance of the City of North Pole, Alaska to Amend Title 2, Administration and Personnel Chapter 36*

9

Personnel System, Section 110 and 190 Regarding the City Hiring and Promotion Process by substituting it with Ordinance 17-28A.

Seconded by Mr. Thompson

Mr. Thompson asked what the process was now that this has been postponed.

Mayor Ward stated that he would make the changes from tonight, forward it on to the City Attorney, and have the City Clerk send it to all employees.

On the postponement of the amendment of Ordinance 17-28, an Ordinance of the City of North Pole, Alaska to Amend Title 2, Administration and Personnel Chapter 36 Personnel System, Section 110 and 190 Regarding the City Hiring and Promotion Process by substituting it with Ordinance 17-28A.

PASSED

Yes: 7 – Skipps, Hedding, Thompson, Claus, Isaacson, Welch, Ward

No: 0

Absent: 0

NEW BUSINESS

Consented

Public Comment

None

COUNCIL COMMENTS

Ms. Welch – be careful out there as the roads are not very nice. Look forward to the next meeting.

Mr. Isaacson – make sure you don't take the delinquent reports with you. There are quite a few long standing names on here but I know the City employees are working on this.

Mr. Claus – please drive safely and pay special attention to the pedestrians.

Mr. Thompson – there has been lots of discussion about Sam's Club closing and I'm hoping we can look at options for the City and that someone will see there is an opportunity here. Also, it's been raining so please drive safely.

Ms. Hedding – stay safe.

Mr. Skipps – none

Mayor Ward – make sure you leave the delinquent reports and we will see you next time.

Mr. Isaacson *moved to adjourn the meeting at 9:01 p.m.*

Seconded by Mr. Skipps

The regular meeting of Tuesday, January 16, 2018 adjourned at 9:02 p.m.

These minutes passed and approved by a duly constituted quorum of the North Pole City Council on Monday, February 5, 2018.

Bryce J. Ward, Mayor

ATTEST:

Judy Binkley, North Pole City Clerk

CITY OF NORTH POLE

ORDINANCE 17-28A

**AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA TO AMEND
TITLE 2, ADMINISTRATION AND PERSONNEL CHAPTER 36 PERSONNEL
SYSTEM, SECTION 110 AND 190 REGARDING THE CITY HIRING AND
PROMOTION PROCESS**

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

WHEREAS, the City desires to hire the most qualified person for a position; and

WHEREAS, City employees are given equal opportunity for advancement and promotion; and,

WHEREAS, job opportunities shall be advertised and employees shall be notified of all job openings; and,

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

Section 1. This ordinance is of a general and permanent nature and shall be codified.

Section 2. Title 2 Administration and personnel, Chapter 36 Personnel systems is amended in the North Pole Code of Ordinances as by inserting the text underlined, and removing the lines that have been ~~stricken~~:

2.36.110 Hiring policy.

- A. The City's hiring policy is based upon the following criteria: The City of North Pole is an equal opportunity employer and will not discriminate in the hiring process on the basis of sex, religion, race, color, age, disability, marital or veteran status, or national origin. Complete records of this process will be kept. ~~Hiring preference will be granted to current employees and volunteers/reserves of the City for any vacancy as per the job description.~~
- B. The City will always try to hire the best qualified applicant. All Positions ~~for which the City will be~~ advertised and will be posted for all current employees to see. Files of applicants will be maintained by the City Clerk. These files will be reviewed when seeking new employees.
- C. The City will conduct its employee selection policies and procedures so as to achieve the best possible match between applicants for jobs and open positions. In no way will any City employee or department head exert personal or professional prejudice against any applicant because of sex, color, race, religion, age, disability, marital or veteran status, or national origin.

D. Applicants who falsify their job applications or who furnish misleading information are subject to immediate termination at the time that the fraud is uncovered.

E. The City is committed, by policy and preference, to afford all individuals who have the necessary qualifications an equal opportunity to compete for employment and advancement within the City. To assure equal opportunity, the Chief Executive shall formulate and implement procedures to ensure that there shall be no illegal discriminatory treatment concerning any individual or group because of race, religion, marital status, changes in marital status, disability, pregnancy or parenthood:

a. The applicant's level of education relative to the written requirements of the position vacancy;

b. The results of an oral interview conducted by a City supervisor who has been delegated the authority to hire, or delegated the authority to effectively recommend hiring action;

c. If applicable, the results of a uniform examination or demonstration test, which meets the criteria of applicable equal opportunity employment regulations and statutes.

F. The City is an at-will employer. Employment is at will for an indefinite period of time, unless terminated by either the City or the employee, with or without cause. That means either party may end the relationship.

G. Employee Promotion

a. Employee preference will only be considered if a current employee has equal similar qualifications as compared to other applicants.

b. If there are two or more employees whose qualifications are similar, seniority will be part of the selection decision.

c. An employee promoted will be elevated to the appropriate pay line, and paid at the rate that is the next higher pay rate indicated on that line that is higher than the currently received rate of pay.

H. Regardless of any other provision of the North Pole Code of Ordinances, department head appointments are political appointments and are appointed at the sole discretion of the Mayor.

2.36.190 Employee promotions.

~~A. Concurrent with recruitment action, department heads will survey the immediate workforce for possible promotion potential. Preference shall be given to current employees to fill vacancies. No employee will be promoted unless they fulfill the~~

~~specified minimum job requirements of the vacant position. If there are no qualified employees currently with the City, the promotion will be filled externally.~~

~~B. Department head appointments are political appointments and are not subject to the same criteria as regular promotions. The Chief Executive shall promote current employees to the position of department head only when the employee is qualified and is in the best interest of the department.~~

~~C. The City will ensure promotions encompass the same equal employment opportunity philosophy as the hiring, discipline and all other decision making processes. No individual will be denied a promotion because of a personal characteristic not related to the effective performance of the position in question.~~

~~D. The City will use objective, job related criteria to make selections, apply the same standards to everyone, and will not raise or lower them for individual employees. The general personnel file will be reviewed as part of the promotion process.~~

~~E. If there are two or more employees whose qualifications are similar, seniority will be part of the selection decision.~~

~~F. An employee promoted will be elevated to the appropriate pay line, and paid at the rate that is the next higher pay rate indicated on that line that is higher than the currently received rate of pay. (Ord. 04-05 § 2, 2004; Ord. 98-12 § 2, 1998)~~

Section 3. Effective date.

This ordinance shall become effective upon passage.

PASSED AND APPROVED by a duly constituted quorum of the North Pole City Council this 16th day of January, 2018.

Bryce J. Ward, Mayor

ATTEST:

Judy L. Binkley, North Pole City Clerk

PASSED/FAILED

Yes:

No:

Absent:

CITY OF NORTH POLE

ORDINANCE 17-28

**AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA TO AMEND
TITLE 2, ADMINISTRATION AND PERSONNEL CHAPTER 36 PERSONNEL
SYSTEM, SECTION 110 AND 190 REGARDING THE CITY HIRING AND
PROMOTION PROCESS**

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

WHEREAS, the City desires to hire the most qualified person for a position; and

WHEREAS, City employees are given equal opportunity for advancement and promotion; and,

WHEREAS, job opportunities shall be advertised and employees shall be notified of all job openings; and,

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

Section 1. This ordinance is of a general and permanent nature and shall be codified.

Section 2. Title 2 Administration and personnel, Chapter 36 Personnel systems is amended in the North Pole Code of Ordinances as by inserting the text underlined, and removing the lines that have been ~~stricken~~:

2.36.110 Hiring policy.

A. The City's hiring policy is based upon the following criteria: The City of North Pole is an equal opportunity employer and will not discriminate in the hiring process on the basis of sex, religion, race, color, age, disability, marital or veteran status, or national origin. Complete records of this process will be kept. ~~Hiring preference will be granted to current employees and volunteers/reserves of the City for any vacancy as per the job description.~~

B. The City will always try to hire the best qualified applicant. All Positions ~~for which the City~~ will be advertised and will be posted for all current employees to see. Files of applicants will be maintained by the City Clerk. These files will be reviewed when seeking new employees.

C. The City will conduct its employee selection policies and procedures so as to achieve the best possible match between applicants for jobs and open positions. In no way will any City employee or department head exert personal or professional prejudice against any applicant because of sex, color, race, religion, age, disability, marital or veteran status, or national origin.

D. Applicants who falsify their job applications or who furnish misleading information are subject to immediate termination at the time that the fraud is uncovered.

E. The City is committed, by policy and preference, to afford all individuals who have the necessary qualifications an equal opportunity to compete for employment and advancement within the City. To assure equal opportunity, the Chief Executive shall formulate and implement procedures to ensure that there shall be no illegal discriminatory treatment concerning any individual or group because of race, religion, marital status, changes in marital status, disability, pregnancy or parenthood:

1. The applicant's level of education relative to the written requirements of the position vacancy;

2. The results of an oral interview conducted by a City supervisor who has been delegated the authority to hire, or delegated the authority to effectively recommend hiring action;

3. If applicable, the results of a uniform examination or demonstration test, which meets the criteria of applicable equal opportunity employment regulations and statutes.

F. The City is an at-will employer. Employment is at will for an indefinite period of time, unless terminated by either the City or the employee, with or without cause. That means either party may end the relationship. (Ord. 04-05 § 2, 2004; Ord. 00-07 § 2, 2000; Ord. 99-23 § 2, 1999; Ord. 98-12 § 2, 1998)

2.36.190 Employee promotions.

A. Concurrent with recruitment action, department heads will survey the immediate workforce for possible promotion potential. ~~Preference shall be given to current employees to fill vacancies.~~ No employee will be promoted unless they fulfill the specified minimum job requirements of the vacant position. ~~If there are no qualified employees currently with the City, the promotion will be filled externally.~~

B. Department head appointments are political appointments and are not subject to the same criteria as regular promotions. The Chief Executive shall promote current employees to the position of department head only when the employee is qualified and is in the best interest of the department.

C. The City will ensure promotions encompass the same equal employment opportunity philosophy as the hiring, discipline and all other decision-making processes. No individual will be denied a promotion because of a personal characteristic not related to the effective performance of the position in question.

D. All opportunities will be publicized.

E. The City will use objective, job-related criteria to make selections, apply the same standards to everyone, and will not raise or lower them for individual employees. The general personnel file will be reviewed as part of the promotion process.

F. If there are two or more employees whose qualifications are similar, seniority will be part of the selection decision.

G. An employee promoted will be elevated to the appropriate pay line, and paid at the rate that is the next higher pay rate indicated on that line that is higher than the currently received rate of pay. (Ord. 04-05 § 2, 2004; Ord. 98-12 § 2, 1998)

Section 3. Effective date.

This ordinance shall become effective upon passage.

PASSED AND APPROVED by a duly constituted quorum of the North Pole City Council this 18th of December, 2017.

Bryce J. Ward, Mayor

ATTEST:

Judy L. Binkley, North Pole City Clerk

PASSED/FAILED

Yes:

No:

Absent:

**CITY OF NORTH POLE
RESOLUTION NO. 18-01**

A RESOLUTION CREATING A WATER METER STANDARD

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: as a result of a legal settlement between the State of Alaska, Flint Hills Resources Alaska and the City, funding was provided to expand water service inside and outside of the city limits as part of the Water System Expansion Project to provide potable water to properties in the sulfolane contaminated groundwater plume and a buffer zone outside of the plume, and;

WHEREAS: the Alaska Regulatory Commission granted the City a Certificate of Public Convenience and Necessity to extend water utility service outside of the city limits to properties in the sulfolane contaminated groundwater plume and a buffer zone outside of the plume, and;

WHEREAS: the expanded service area has the potential to add over 700 new customers to the North Pole Utility, and;

WHEREAS: an ongoing challenge for the Utility has been the collection of delinquent utility debt, and;

WHEREAS: within the city limits, the City has the power to place liens to collect delinquent utility debt, but that authority to place liens does not extend beyond the city limits, and;

WHEREAS: due to the severe climate in North Pole, water service valves outside of a structure and accessible to the Utility to shut off water service is not financially feasible leaving the Utility only two options to shut off a delinquent customer's water service—legal action or excavation of the service lines and physically disconnecting the service lines from the water main, and

WHEREAS: legal action and physically disconnecting service lines from the water main to shut off water service are extreme and costly measures; and

WHEREAS: innovations in water metering technology permit remote electronic means to restrict or shut off water service.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of North Pole that it approves the North Pole Utility adopting the Badger Meter E-Series Plus water meter with remote shutoff valve and Orion Cellular Endpoint as the standard water meter for residential and small commercial customers for the Water System Expansion Project and for future water meter replacement within the city limits.

APPROVED by a duly constituted quorum of the North Pole City Council this 5 day of February, 2018

Bryce J. Ward, Mayor

ATTEST:

Judy Binkley
North Pole City Clerk

PASSED/FAILED Yes: No: Absent:

RESOLUTION 18-02

**A RESOLUTION OF THE NORTH POLE CITY COUNCIL IN SUPPORT OF
LEGISLATION TO FACILITATE IMPLEMENTATION OF AN ALASKA
GROUND EMERGENCY MEDICAL TRANSPORT SUPPLEMENTAL
REIMBURSEMENT PROGRAM IN ALASKA**

WHEREAS, the City of North Pole provides emergency medical services to citizens and visitors in Interior Alaska; and

WHEREAS, the City of North Pole receives partial reimbursement for the cost of providing emergency medical services to Medicaid beneficiaries; and

WHEREAS, the City of North Pole emergency medical service providers incur additional uncompensated costs when providing services to Medicaid beneficiaries; and,

WHEREAS, Federal Centers for Medicare and Medicaid Services provide supplementary reimbursement of uncompensated costs incurred by emergency medical service providers in the treatment and transportation of Medicaid beneficiaries in states participating in the Ground Emergency Medical Transportation program; and

WHEREAS, Federal Centers for Medicare and Medicaid Services provide reimbursement for the administrative costs associated with administration of the Ground Emergency Medical Transportation program; and

WHEREAS, the Ground Emergency Medical Transportation program is not part of any Medicaid expansion effort and is not associated with the Affordable Care Act; and

WHEREAS, enacting Ground Emergency Medical Transportation is a first step in facilitating implementation of the Ground Emergency Medical Transportation program in Alaska.

NOW, THEREFORE, BE IT RESOLVED that the North Pole City Council supports legislation facilitating implementation of the Ground Emergency Medical Transportation program to Alaska.

PASSED AND APPROVED by a duly constituted quorum of the North Pole City Council this 21st day of February, 2017.

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41 ATTEST:

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44 Judy Binkley
45 North Pole City Clerk

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Bryce J. Ward, Mayor

PASSED/FAILED

Yes:

No:

Absent:

125 Snowman Lane
North Pole, AK 99705
P: 907-488-8583
F: 907-488-3002
judy.binkley@northpolealaska.org

City of North Pole
Office of the City Clerk/HR Mgr

Memo

To: North Pole City Council
From: Judy Binkley
CC: Mayor Ward
Date: January 30, 2018
Re: Liquor License Renewal

City Council Members,

The ABC Board has contacted the City of North Pole as the following business is renewing their license within our jurisdiction.

License Type:	Package Store	License Number:	778
Licensee:	Carr-Gottstein Foods Co.		
Doing Business As:	Oaken Keg Spirit Shop #1821		

The ABC Board is required under Alaska Statute to notify the City in writing that this establishment is renewing their liquor license so the City Council can file a “protest” if they so desire.

The City Council is provided information on any complaints regarding the establishment from the Police Department, Fire Department, and also if they are up to date with their City business license, water & sewer, and all sales tax.

As of this date, there are no violations against the establishment up for renewal and recommendation is for a vote of non-objection for the above business.

Thank you,

Judy Binkley, North Pole City Clerk



THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

**Department of Commerce, Community,
and Economic Development**

ALCOHOL & MARIJUANA CONTROL OFFICE
550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

January 30, 2018

City of North Pole

Attn: Kathy Weber

Via Email: kathy.weber@northpolealaska.org

Cc: kmajor@fnsb.us

Re: Notice of 2018/2019 Liquor License Renewal Application

License Type:	Package Store	License Number:	778
Licensee:	Carr-Gottstein Foods Co.		
Doing Business As:	Oaken Keg Spirit Shop #1821		

We have received a completed renewal application for the above listed license (see attached application documents) within your jurisdiction. This is the notice required under AS 04.11.480.

A local governing body may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of receipt of this notice, and by allowing the applicant a reasonable opportunity to defend the application before a meeting of the local governing body, as required by 3 AAC 304.145(d). If a protest is filed, the board will deny the application unless the board finds that the protest is arbitrary, capricious, and unreasonable.

To protest the application referenced above, please submit your written protest within 60 days, and show proof of service upon the applicant and proof that the applicant has had a reasonable opportunity to defend the application before a meeting of the local governing body.

Sincerely,

A handwritten signature in cursive script that reads "Erika McConnell".

Erika McConnell, Director

amco.localgovernmentonly@alaska.gov



Alaska Alcoholic Beverage Control Board

Package Store License

Form AB-17b: 2018/2019 Renewal License Application

Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
Phone: 907.269.0350

What is this form?

This renewal license application form is required for all individuals or entities seeking to apply for renewal of an existing package store liquor license that will expire on December 31, 2017. All fields of this form must be complete and correct, or the application will be returned to you in the manner in which it was received, per AS 04.11.270 and 3 AAC 304.105. The Community Council field only should be verified/completed by licensees whose establishments are located within the Municipality of Anchorage or outside of city limits within the Matanuska-Susitna Borough.

This form must be completed correctly and submitted to the Alcohol & Marijuana Control Office (AMCO)'s main office, along with all other required documents and fees, before any renewal license application will be considered complete.

Section 1 – Establishment and Contact Information

Enter information for the business seeking to have its license renewed. If any populated information is incorrect, please contact AMCO.

Licensee:	Carr-Gottstein Foods Co.	License #:	778
License Type:	Package Store	Statute:	AS 04.11.150
Doing Business As:	Oaken Keg Spirit Shop #1821		
Premises Address:	301 N Santa Claus Lane		
Local Governing Body:	North Pole (Fairbanks North Star Borough)		
Community Council:	None		

Mailing Address:	PO BOX 29096				
City:	PHOENIX	State:	AZ	ZIP:	85038

Enter information for the individual who will be designated as the primary point of contact regarding this application. This individual must be a licensee who is required to be listed in and authorized to sign this application.

Point of Contact:	ROBERT GORDON		
Contact Phone:	208-395-3856	Business Phone:	
Contact Email:	NACC.TAX@SAFEWAY.COM		

Seasonal License? ☐ Yes ☒ No ☒ If "Yes", write your six-month operating period: _____





Alaska Alcoholic Beverage Control Board

Package Store License

Form AB-17b: 2018/2019 Renewal License Application

Alcohol and Marijuana Control Office

550 W 7th Avenue, Suite 1600

Anchorage, AK 99501

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Phone: 907.269.0350

Section 2 – Authorization

Communication with AMCO staff:

Yes No

Does any person other than a licensee named in this application have authority to discuss this license with AMCO staff?



If "Yes", disclose the name of the individual and the reason for this authorization:

PLEASE SEE ENCLOSED POA

Section 3 – Sole Proprietor Ownership Information

This section must be completed by any sole proprietorship who is applying for license renewal. Entities should skip to Section 4. If more space is needed, please attach a separate sheet with the required information.

The following information must be completed for each licensee and each affiliate (spouse).

This individual is an: ☐ applicant ☐ affiliate

Name:					
Mailing Address:					
City:		State:		ZIP:	
Email:					
Contact Phone:					

This individual is an: ☐ applicant ☐ affiliate

Name:					
Mailing Address:					
City:		State:		ZIP:	
Email:					
Contact Phone:					





Alaska Alcoholic Beverage Control Board

Package Store License

Form AB-17b: 2018/2019 Renewal License Application

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Phone: 907.269.0350

Section 4 – Entity Ownership Information

This subsection must be completed by any licensee that is a corporation or LLC. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations, Business & Professional Licensing (CBPL). You may view your entity's status or find your CBPL entity number by using the following site: <https://www.commerce.alaska.gov/cbp/main/search/entities>. Partnerships may skip to the second half of this page. Sole proprietorships should skip to Section 5.

Alaska CBPL Entity #:	10023528
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You must ensure that you are able to certify the following statement before signing your initials in the box to the right: Initials

I certify that this entity is in good standing with CBPL and that all current entity officials and stakeholders (listed below) are also currently and accurately listed with CBPL.

[Handwritten initials]

This subsection must be completed by any entity, including a corporation, limited liability company (LLC), partnership, or limited partnership, that is applying for renewal. If more space is needed, please attach additional completed copies of this page.

- If the applicant is a corporation, the following information must be completed for each stockholder who owns 10% or more of the stock in the corporation, and for each president, vice-president, secretary, and managing officer.
- If the applicant is a limited liability organization, the following information must be completed for each member with an ownership interest of 10% or more, and for each manager.
- If the applicant is a partnership, including a limited partnership, the following information must be completed for each partner with an interest of 10% or more, and for each general partner.

Entity Official Name:	PLEASE SEE ENCLOSED LIST OF OFFICIALS				
Title(s):		Phone:		% Owned:	
Mailing Address:					
City:		State:		ZIP:	

Entity Official Name:					
Title(s):		Phone:		% Owned:	
Mailing Address:					
City:		State:		ZIP:	

Entity Official Name:					
Title(s):		Phone:		% Owned:	
Mailing Address:					
City:		State:		ZIP:	

[Form AB-17b] (rev 10/16/2017)

License #778 DBA Oaken Keg Spirit Shop #1821



NAME(S)

Type	Name
Legal Name	Carr-Gottstein Foods Co

ENTITY DETAILS

Entity Type: Business Corporation

Entity #: 10023528

Status: Good Standing

AK Formed Date: 9/16/2014

Duration/Expiration: Perpetual

Home State: DELAWARE

Next Biennial Report Due: 1/2/2020

Entity Mailing Address: 5918 STONERIDGE MALL ROAD, TAX DIVISION, PLEASANTON,
CA 94588-3229

Entity Physical Address: 5918 STONERIDGE MALL ROAD, TAX DIVISION, PLEASANTON,
CA 94588-3229

REGISTERED AGENT

Agent Name: C T Corporation System

Registered Mailing Address: 9360 GLACIER HWY, SUITE 202, JUNEAU, AK 99801

Registered Physical Address: 9360 GLACIER HWY, SUITE 202, JUNEAU, AK 99801



NAME	TITLE	MAILING ADDRESS	CITY	STATE	ZIP	PHONE	% OWNED
SSI-AK Holdings, Inc	Shareholder	C/O Tax Division					100
Gary Morton	Treasurer, Vice President	5918 Stoneridge Mall Rd	Pleasanton	CA	94588	925-467-3000	0
Laura Donald	Director, Assistant Secretary, Vice President	5918 Stoneridge Mall Rd	Pleasanton	CA	94588	925-467-3000	0
Robert A Gordon	Director, Secretary, Vice President	5918 Stoneridge Mall Rd	Pleasanton	CA	94588	925-467-3000	0
Robert Miller	President	5918 Stoneridge Mall Rd	Pleasanton	CA	94588	925-467-3000	0



Alaska Alcoholic Beverage Control Board

Package Store License

Form AB-17b: 2018/2019 Renewal License Application

Alcohol and Marijuana Control Office
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alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
Phone: 907.269.0350

Section 5 – License Operation

Check a single box for each calendar year that best describes how this liquor license was operated:

2016 2017

The license was regularly operated continuously throughout each year, for 8 or more hours each day.

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
-------------------------------------	-------------------------------------

The license was regularly operated during a specific season each year, for 8 or more hours each day.

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

The license was only operated to meet the minimum requirement of 30 days each year, 8 hours each day.
If this box is checked, a complete copy of Form AB-30: Proof of Minimum Operation Checklist, and all necessary documentation must be provided with this application.

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

The license was not operated at all or was not operated for at least the minimum requirement of 30 days each year, 8 hours each day, during one or both of the calendar years.
If this box is checked, a complete copy of Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated for at least the minimum requirement.

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

Section 6 – Violations and Convictions

Applicant violations and convictions in calendar years 2016 and 2017:

Yes No

Have any notices of violation (NOVs) been issued to this licensee in the calendar years 2016 or 2017?

<input checked="" type="checkbox"/>	<input type="checkbox"/>
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Has any person or entity named in this application been convicted of a violation of Title 04, of 3 AAC 304, or a local ordinance adopted under AS 04.21.010 in the calendar years 2016 or 2017?

<input type="checkbox"/>	<input checked="" type="checkbox"/>
--------------------------	-------------------------------------

If "Yes" to either of the previous two questions, attach a separate page to this application listing all NOVs and/or convictions.

Section 7 – Alcohol Server Education

Read the line below, and then sign your initials in the box to the right of the statement:

Initials

I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of a patron have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, as required under AS 04.21.025 and 3 AAC 304.465.





Asset Protection Department
1121 124th Avenue NE
Bellevue, WA 98005

March 21, 2016

Cynthia Franklin, Director
Alcohol & Marijuana Control Office
550 W. 7th Ave, Suite 1600
Anchorage, AK 99501

Re: Number: AB16-0213
 Licensee: Carr-Gottstein Foods Co.
 License Number: 4334

Dear Ms. Franklin,

This letter is Carr-Gottstein Foods' response to the Notice of Violation addressed to Carr-Gottstein Foods Co. DBA Oaken Keg #2728 located at 1907 Seward Hwy, Seward, AK. As part of a compliance check inspection, employees Doris Paul, Steven Brown and Sharyll Higbee were found to be working/scheduled to work without current TIPS cards. Subsequent investigation was conducted by Safeway's Asset Protection Department.

In order to prevent future violations, the following steps will be taken:

- Increased number of certified trainers across the state – we currently have six and will look to add more this year.
- A review of cards and expiration dates monthly by the Liquor Managers with written verification to the Store Director and Keri Rochon (Training Specialist) going forward.
- Request for training to occur within 60 days of expiry from 90 days.
- An in-house Master Trainer (Keri Rochon) will be able to train other facilitators in the TIPS program.

Store management will coordinate with Safeway's training department for any additional retraining needed.

Thank you for bringing this matter to our attention. Should you have any questions please feel free to contact me.

Sincerely,

Rick J. Whidden
Director, Asset Protection
Albertsons/Safeway, Seattle Division





Alcohol & Marijuana Control Office
550 W. 7th Ave, Suite 1600
Anchorage, AK 99501

Date: 3-16-16
Number AB16-0213
Page 1 of 1 Page

Notice of Violation

(3AAC 304.525)

Licensee	License Number	Type of License
Carr-Gottstein Foods Co.	4334	Package Store
D.B.A. Oaken Keg #2728 1907 Seward Hwy	How Delivered Via e-mail to tariq.jackson@safeway.com	Law Enforcement Agency Seward Police Department
Street or P.O. Box PO Box 29096 MS 6531	City, State Phoenix, AZ	Zip 85038-9096

This is a notice to you as licensee that an alleged violation has occurred. If the Alcoholic Beverage Control Board decides to act against your license, under the provisions of AS 44.62.330 - AS 44.62.630 (Administrative Procedures Act) you will receive an Accusation and Notice of your right to an Administrative Hearing.

Note: This is not an accusation or a criminal complaint.

VIOLATION: On 3-10-16, an inspection was conducted at the above store. Liquor manager Steven L. Brown was asked to provide proof of current server education. Brown presented an expired TIPS card, #2259301. The card had expired on 11-6-15. Brown was allowed to continue operating the liquor store without current server education. Another clerk was identified to take over the store but her temporary issued TIPS card had expired also. It was later learned that the clerk had failed her tips class and the store had been notified by TIPS instructor Keri Rochon of the failure. This employee was also allowed to sell alcoholic beverages. These are violations of Title IV.


Your attention is directed to **AS04.21.015 & 3AAC304.465: Server education**

You are directed to respond to the Director of the Alcohol Beverage Control Board in writing to this Notice of Violation within 10 days of receipt to explain what action you have taken to prevent a recurrence of this violation. FAILURE TO RESPOND TO THIS NOTICE OF VIOLATION WITHIN 10 DAYS WILL RESULT IN YOUR APPEARANCE, EITHER IN PERSON OR TELEPHONICALLY, BEFORE THE ABC BOARD OF DIRECTORS AT THEIR NEXT REGULARLY SCHEDULED BOARD MEETING. *Please include your Alcohol License Number in your response.

Cynthia Franklin, Director
Alcohol & Marijuana Control Office
550 W. 7th Ave, Suite 1600
Anchorage, Alaska 99501

A Response is Required

3 AAC 304.525 (B) provides that upon receipt of a Notice of Violation, a licensee may request to appear before the Director and be heard regarding the Notice of Violation. The request must be made within ten days after receipt of the Notice and the Director must grant an appearance within ten days after receipt of a request. A Licensee shall respond, either orally or in writing, to the Notice.

Receipt:	Violation Observed By: F.R. Hamilton	
Filed By: <i>F.R. Hamilton</i>	Title: Investigator III	



Alaska Alcoholic Beverage Control Board

Package Store License

Form AB-17b: 2018/2019 Renewal License Application

Alcohol and Marijuana Control Office

550 W 7th Avenue, Suite 1600

Anchorage, AK 99501

alcohol.licensing@alaska.gov

<https://www.commerce.alaska.gov/web/amco>

Phone: 907.269.0350

Section 8 – Written Orders

Written orders in calendar years 2016 and 2017:

Yes No

Did you sell alcoholic beverages in response to written orders in calendar years 2016 or 2017?

☐ ☒

Section 9 – Certifications

Read each line below, and then sign your initials in the box to the right of each statement:

Initials

I certify that all current licensees (as defined in AS 04.11.260) and affiliates have been listed on this application.

☒

I certify that in accordance with AS 04.11.450, no one other than the licensee(s) has a direct or indirect financial interest in the licensed business.

☒

I certify that I have not altered the functional floor plan or reduced or expanded the area of the licensed premises, and I have not changed the business name or the ownership (including officers, managers, general partners, or stakeholders) from what is currently on file with the Alcoholic Beverage Control Board.

☒

I certify on behalf of myself or of the organized entity that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.

☒

As an applicant for a liquor license renewal, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, is true, correct, and complete. I agree to provide all information required by the Alcoholic Beverage Control Board in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned to me as incomplete.

Signature of licensee

ROBERT GORDON

Printed name of licen



Signature of Notary Public

Public in and for the State of IDAHO

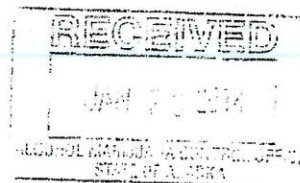
My commission expires: 12/15/22

Subscribed and sworn to before me this 19 day of JAN 2018

License Fee:	\$ 1500.00	Application Fee:	\$ 200.00	TOTAL:	\$ 1700.00
Late Fee of \$500.00 – if received or postmarked after 01/02/2018:					
Miscellaneous Fees:					
GRAND TOTAL (If different than TOTAL):					\$ 1700.00

[Form AB-17b] (rev 10/16/2017)

License #778 DBA Oaken Keg Spirit Shop #1821



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