



CITY OF NORTH POLE
Regular Meeting September 03, 2019
North Pole Council Chambers
125 Snowman Lane, North Pole, Alaska
www.northpolealaska.com

Tuesday, September 03, 2019
Committee of the Whole: 6:30 p.m.
Regular City Council Meeting – 7:00 p.m.

MAYOR

Michael Welch
488-8584

CITY CLERK

Judy Binkley
488-8583

COUNCIL MEMBERS

Doug Isaacson – Mayor Pro Tem	322-3133
Avery Thompson – Deputy Mayor Pro Tem	388-5351
Perry Walley – Alt Dep Mayor Pro Tem	347-0135
DeJohn Cromer	347-2808
Aino Welch	488-5834
David Skipps	750-5106

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**
 - a. August 19, 2019 (page 3)
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 19-15, An Ordinance of the City of North Pole, Alaska to Amend the 2019 General Fund Operating Budget. (page 9)

12. New Business

- a. Approval Request for the Election Judges and Canvass Board Members for the October 1, 2019 Regular Municipal Election. (page 14)
- b. Request to Approve the DEA Task Force Officer Agreement. (page 15)
- c. Ordinance 19-16, An Ordinance of the City of North Pole, Alaska to Amend the 2019 Public Works and Utility Operating Budgets and Other Funds. (page 26)
- d. Ordinance 19-17, An Ordinance of the City of North Pole, Alaska Amending Title 4, Chapter 10. (page 29)

13. Council Comments

14. Adjournment

Detailed information and copies of agenda documents may be obtained at the Office of the City Clerk, 125 Snowman Lane or on the City website www.northpolealaska.com. Notice of Council Action is available at City Hall and on the City website following the meeting. Council Meetings are aired live via audio streaming from the City's website. Inquiries concerning ADA compliance or accommodations should be directed to the City Clerk.



NORTH POLE CITY COUNCIL
REGULAR MEETING MINUTES, AUGUST 19, 2019
NORTH POLE CITY COUNCIL CHAMBERS
125 SNOWMAN LANE, NORTH POLE, ALASKA

Mayor Michael Welch called the regular City Council meeting of Monday, August 19, 2019 to order at 7:00 p.m with the following Council Members in attendance:

Council Members Present: Doug Isaacson, Mayor Pro Tem
Avery Thompson, Deputy Mayor Pro Tem
Perry Walley, Alt Dep Mayor Pro Tem
Aino Welch
David Skipps
DeJohn Cromer

Also Present: Judy Binkley, City Clerk/HR Manager
William Butler, Director of City Services,
Tricia Fogarty, Chief Financial Officer,
Steve Dutra, Police Chief
Geoff Coon, Fire Chief

PLEDGE OF ALLEGIANCE TO THE FLAG

Mayor Welch asked everyone to join him in the Pledge of Allegiance.

INVOCATION

The Invocation was given by City Council Member Isaacson.

APPROVAL OF AGENDA

Mr. Walley *moved to* approve the agenda of August 19, 2019.

Seconded by Ms. Welch.

Discussion

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

Old Business:

- a. Ordinance 19-14, An Ordinance of the City of North Pole, Alaska to Amend the 2019 Utility Department Budget to Hire a Utility Assistant.

New Business:

- a. Resolution 19-04, A Resolution of the North Pole City Council Establishing a Transfer of Funds from Mt. McKinley Bank to the City of North Pole AML Investment Pool Account.
- b. Ordinance 19-15, An Ordinance of the City of North Pole, Alaska to Amend the 2019 General Fund Operating Budget.
- c. Request to Approve the Creation of a Second Bank Account for the Moose Creek Project to Track Interest Earned on Advance Payments for the Phase 1 Construction Grant.

Seconded by Ms. Welch.

Discussion

None

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO AMEND THE AGENDA OF AUGUST 19, 2019 AS FOLLOWS:

YES: 7 – Skipps, Thompson, Isaacson, Cromer, Walley, Welch, Welch

NO: 0

ABSTAIN: 0

Mayor Welch declared the MOTION CARRIED

Discussion on the agenda as amended

None

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO APPROVE THE AMENDED AGENDA OF AUGUST 19, 2019 AS FOLLOWS:

YES: 7 – Skipps, Thompson, Isaacson, Cromer, Walley, Welch, Welch

NO: 0

ABSTAIN: 0

Mayor Welch declared the MOTION CARRIED

APPROVAL OF MINUTES

Mr. Thompson *moved to* **approve the Minutes of August 05, 2019.**

Seconded by Ms. Welch.

Discussion

None

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO APPROVE THE MINUTES OF AUGUST 05, 2019 AS FOLLOWS:

YES: 7 – Skipps, Thompson, Isaacson, Cromer, Walley, Welch, Welch

NO: 0

ABSTAIN: 0

Mayor Welch declared the MOTION CARRIED

COMMUNICATIONS FROM THE MAYOR (Audio 3:45)

- August 10 – Farewell party at the Hotel North Pole for our Sister City.
- August 17 – Veteran Stand Down at Pioneer Park.
- August 18 – 14th annual energy fair at Chena Hot Springs
- Today – Discussion with Senator Sullivan and EPA administrator, Mr. Wheeler. Later in the day we were joined by Senator Murkowski.
- August 21 – Buzz Otis Pump House dedication at 5:30 at 2000 Peridot Street.

COUNCIL MEMBER QUESTIONS OF THE MAYOR

None

COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

Police Department, Chief Dutra (Audio 10:46)

- New JAG Grant was released, \$265,000 worth of funding available for cities. We shall be putting in a proposal and grab as much as possible.
- We received confirmation that our request for scope studying funding for the interior training facility was authorized and the grant is being written. I as well as several other agencies to include local, state and federal partners would like to thank Rep. Wilson and other legislators for their efforts on this very important project.
- Just received notice that our spring Guys Read is September 9th – 18th. As usual I would like to recruit capable male readers to help read to our young boys. Great event and a good cause.
- Sgt. Bellant will be attending Youth Safety Day at the Carlson Center on the 24th at 10-6.
- Lt. Lindhag attended Coffee with a Cop at Eielson AFB. I heard it was a big event. We are working on a way to outdo them.
- Lt. Lindhag attended the quarterly IPCC – at Airport Police. Good discussions on EVOC for fall.
- PSA's are running on TV for DOTS, hope everyone has seen them.
- Spoke with school about SRO – plans for 2019-2020 school year. We will step up patrols in the schools until staffing levels are back on track and we can resume assignment.

- Lt. and I met with Mid-Alaska pipeline folks for a quick Emergency Ops meeting.
- Myself and Lt. Lindhag attended the APOA BBQ and picnic for members on Sunday. We appreciate all that they do.
- **Mr. Isaacson** asked if Chief Dutra would email Council information about Guys Read. Chief Dutra replied he would.

Director of City Services, Bill Butler (Audio 18:51)

Building Department

- No building permits issued or applications submitted since August 5th.

Public Works

- Work to begin shortly on pedestrian path on west side of Homestead Road from Old Richardson Highway to Perimeter Drive.
- 2019 asphalt patching completed except for a section on 5th Avenue due to a frost jacked ACS casing. ACS is “working” on a plan to stabilize the casing.
- Work continues on installation at City Hall – works on this project occurs when staff are not engaged in landscaping work.
- As fall approaches, temporary hires will begin leaving.

Utility Department

- Sulfolane settlement.
 - 155 new customers have been connected to the system to date – progress slowed while we waited for the delivery of new meters.
 - 60 new meters were delivered on Thursday, August 15.
 - 100 additional meters ordered.
 - ADEC granted Interim Approval to Operate Zone 4.
 - Project Steering Team agreed that ductile iron pipe that had a series of gasket failures is requiring replacement of all the specialized gaskets with a more “common” nitrile gasket. Replacement of these gaskets will delay application of Approval to Operate for Zone 3.
 - Construction phase of project is rapidly winding down.
- Moose Creek Water System Expansion Project.
 - PDC granted a one-week extension for delivery of 65% design documents – unexpected pipe realignment occurred (Laurence Road there was a conflict with new fiber optic installation and FNSB required 12 additional pipe re-alignments in Moose Creek).
 - Purchase of utility easements in Moose Creek delayed waiting for USAF final determination of compensation and policies on eligibility for service line installation.
 - Application submitted on August 16 to Regulatory Commission for Alaska for expansion of water service area to Moose Creek. Part of application was a request for expedited review.

Fire Department, Chief Coon (Audio 25:30)

- New Command vehicle that was approved last month is on hold for at least another month as we were not able to place the order in time for the 2019 model. I will keep the Council up to date on that progress.
- Department is continuing to send medics to the Moto cross track for races.
- Fill the boot is this Saturday from 11-4. Please come out and support the MDA.
- Lieutenant Sam Sanders will start on September 2nd. Sam is a veteran of the Alaska Fire Service and a Paramedic. We are very lucky to have him work for our city. This puts the Fire Department at full staff for now however, we do have a couple of members who have expressed that they are seeking other employment opportunities. We are expecting some vacancies in the near future.
- Training:
 - DC Heineken has been accepted to attend a class at the National Fire Academy. Only 1 percent of our nation's firefighters are selected to attend and it is at almost to cost to the City.
- Maintenance Report:
 - Steering box has been replaced on Engine 21 and we are still working through some issues with it to get it to pass the annual pump test. We are confident we will be able to get it fixed but want to keep the Council apprised of what it takes to keep our vehicles running and in service.
 - The industry standard is to replace fire engines every 20 years. The NPFD would like to remove first out engines at 20 years and replace before 30 years.
- **Mayor Welch** asked who would not be opening their fireworks stand. Chief Coon replied Santa's Fireworks did not turn in any paperwork this year.
- **Mr. Isaacson** asked what the anticipated cost to replace truck 21 in today's dollar is. Chief Coon replied it is \$700,000-\$750,000.

Finance, Tricia Fogarty (Audio 31:59)

- End of July financials were emailed to you this afternoon.
- We received our revenue sharing – we budgeted \$110,000 and received \$104,000.

Borough Representative

None

City Clerk, Judy Binkley (Audio 33:58)

- We have finalized the ballot for the October 1st election and they have been ordered. In-person absentee voting will begin mid-September here at City Hall.

ONGOING PROJECTS (Audio 34:07)

- Council Member Walley gave an update on the Finance Committee.
 - There will be a finance meeting tomorrow here in chambers at 3:00 pm.

CITIZEN'S COMMENTS – (Limited to Five (5) minutes per Citizen) (Audio 36:03)

- **Amy Geiger**, Explore Fairbanks: Gave an update on the Explore Fairbanks Winter Guide and spoke to marketing Fairbanks and North Pole.

OLD BUSINESS

Consented

NEW BUSINESS

Consented

COUNCIL COMMENTS (Audio 59:06)

Ms. Welch: I have gifts from our Japanese friends that were here to visit and I will bring those to each of you.

Mr. Thompson: It is incredibly unprofessional that a document is brought out showing what the qualifications are for City Council, especially finding out midway during the meeting that it was directed towards me. If you have a question about my qualifications, you can simply ask me.

Mr. Isaacson *moved to adjourn the meeting at 8:03 p.m.*

Seconded by Mr. Cromer.

The regular meeting of Monday, August 19, 2019 adjourned at 8:04 p.m.

These minutes passed and approved by a duly constituted quorum of the North Pole City Council on Tuesday, September 03, 2019.

Michael W. Welch, Mayor

ATTEST:

Judy L. Binkley, City Clerk

**CITY OF NORTH POLE
ORDINANCE NO. 19-15**

**AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA
TO AMEND THE 2019 OPERATING BUDGET AND OTHER
FUNDS**

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

WHEREAS, the City of North Pole budget should be amended to conform to the requirements of the City; and,

WHEREAS, adjustment in the budget are necessary to remain compliant with council approved authorizations and budget management rules, and

WHEREAS, fiscal notes are the method prescribed by the code to amend a budget; and,

WHEREAS, fiscal notes have been reviewed by the Accountant and Mayor for accuracy and will be recorded as amendments to the budget upon approval,

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of North Pole that it approves changes as listed in the fiscal note to be attached to this ordinance for the purpose managing the City budget.

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

Section. Effective date.

This ordinance shall become effective immediately upon passage.

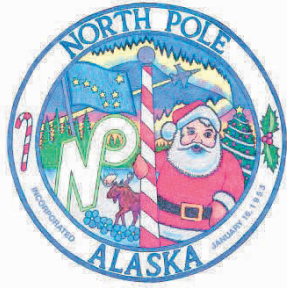
PASSED AND APPROVED by a duly constituted quorum of the North Pole City Council this ____ day of ____, 2019.

Michael W. Welch, Mayor

ATTEST:

Judy L. Binkley, City Clerk

PASSED/FAILED Yes: No: Absent:



City of North Pole, Alaska

Fiscal Note Year: 2019

Accompanying Ordinance/Resolution: Ordinance 19-15

Originator / sponsor: Tricia Fogarty, Chief Dutra & Chief Coon

Date: August 15, 2019

Does the Ordinance or Resolution have a fiscal impact? ☒ yes ☐ no

FUND	Account Description	Account #	Debit	Credit
01- Gen	Building Maintenance	01-51-7-700	2,000.00	
01- Gen	Miscellaneous Expense	01-51-9-920	2,000.00	
01- Gen	Operational Supplies	01-51-3-340		4,000.00
01- Gen	Travel & Training	01-53-5-510	10,000.00	
01- Gen	Equipment Outlay	01-53-9-905		10,000.00
01- Gen	Vehicle Maintenance	01-54-6-610	4,420.00	
01- Gen	Professional Services	01-54-2-235	2,000.00	
01- Gen	Wages - Full Time	01-54-1-001		6,420.00

Summary: (Brief description of proposed alterations as defined by accompanying ordinance or resolution. Where did the money come from and how will it be used).

To adjust the 2019 budget between categories.

Prepared By: Tricia Fogarty Date: July 15, 2019

Finance Approval: Tricia Fogarty Date: July 15, 2019

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

Judy Binkley

From: Steve Dutra
Sent: Wednesday, August 07, 2019 10:46 AM
To: Tricia Fogarty
Cc: northpolemayor
Subject: Mid year Adjustments

Hi Tricia,

Here are my midyear adjustments.

Please advise what you need me to do.

01-53-1-002	Wages: Holiday Pay	add \$4,000	Pull from	01-53-1-001 Wages: Full Time (\$4,000)
01-53-1-006	Leave Cash Out	add \$15,500	Pull From	01-53-1-001 Wages: Full Time (\$15,500)
01-53-2-225	Legal Fees	add \$3,000	Pull from	01-53-2-215 Insurance (\$3,000)
01-53-3-345	Uniforms	add \$500	Pull from	01-53-3-350 Promotions and Apparel (\$500)

All of these changes above will not require council approval just the Mayors authorization.

01-53-5-510	Travel and Training	add \$10,000	Pull from	01-53-9-905 Equipment Outlay (\$10,000)
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This change will require council approval since it is a different category.

Chief Steve Dutra

North Pole Police Department
125 Snowman Lane
North Pole, Alaska 99705
Business Phone : (907) 488-6902
Business Voice Mail : (907) 488-8469
Business Fax : (907) 488-5299
E-mail : sdutra@northpolepolice.org
Website <http://www.northpolepolice.org>



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Memo

To: Tricia
From: Geoff Coon
Date: 08/12/19
Re: Fiscal Note



Fiscal Note

Transfer into:

From:

01-54-6-610 Vehicle Maintenance	\$4420.00	01-54-001 Wages: Full Time
8 Tires for Engine 22		
01-54-2-235 Professional Services	\$2000.00	01-54-001 Wages: Full Time
Dumpster service not budgeted for		




MEMORANDUM

City of North Pole Clerk's Office

Judy L. Binkley, City Clerk

TO: Honorable North Pole City Council

CC: Mayor Welch

FROM: Judy L. Binkley 

SUBJECT: Approval Request for the Election Judges and Canvass Board Members for the October 1, 2019 Regular Municipal Election

DATE: August 21, 2019

City Council Members,

I am submitting, for your approval, the following list of Election Judges and Canvass Board members for the October 1, 2019 Regular Municipal Election. Please note that circumstances may arise and replacements may be needed.

<u>NORTH POLE</u>
Chair – Barbara Sevier
Co-Chair – Dianne Doody
Alma Terry Huisman
Agnes Beavers
Renee Klatt
Patricia Runnion
Margot Harless
Jo Small
Susan Murray
Jennie Palazzo
Sharon Kubacki

<u>CANVASS BOARD</u>
Carolyn Mustard
Deanna Morris
Nancy Dreydoppel
Sharon Beeman
Bev Higdon
Ramona Reeves
Monique Duncan

Sincerely,



Judy L. Binkley



North Pole Police Department



Chief Steve Dutra
125 Snowman Ln.
North Pole, AK 99705
907-488-6902
Northpolepolice.org

August 21, 2019

To: Honorable Mayor Welch
North Pole City Council

Re: DEA Task Force Officer Agreement

I would cordially request that the council approve the attached agreement so that we can authorize our SDEU Detective to be given a Task Force Special Commission so he/she may complete their assignment more efficiently.

This commission will allow our Task Force Officer to access the Federal Building and participate in Federal Task Force Investigations. This is a normal agreement we sign on a regular basis.

Thank you.

Chief Steve Dutra

Steve Dutra

From: Rene Broker <reneb@alaskalaw.com>
Sent: Tuesday, August 20, 2019 10:51 AM
To: Steve Dutra; Zane Wilson
Cc: Niki Lightly
Subject: RE: Task Force Agreement review

Yes, I should have been clearer on that point.

From: Steve Dutra <SDutra@northpolepolice.org>
Sent: Tuesday, August 20, 2019 10:50 AM
To: Rene Broker <reneb@alaskalaw.com>; Zane Wilson <zane@alaskalaw.com>
Cc: Niki Lightly <nikil@alaskalaw.com>
Subject: RE: Task Force Agreement review

Rene,

So I can advise council that you are OK with these contracts as written?

Thanks

Chief Steve Dutra

North Pole Police Department
125 Snowman Lane
North Pole, Alaska 99705
Business Phone : (907) 488-6902
Business Voice Mail : (907) 488-8469
Business Fax : (907) 488-5299
E-mail : sdutra@northpolepolice.org
Website <http://www.northpolepolice.org>



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only for the use of the recipient named above. If you believe you have received this message in error, please notify me immediately by reply email, delete the message from your computer, and destroy any paper copies.

From: Rene Broker [mailto:reneb@alaskalaw.com]
Sent: Tuesday, August 20, 2019 9:15 AM
To: Steve Dutra <SDutra@northpolepolice.org>; Zane Wilson <zane@alaskalaw.com>
Cc: Niki Lightly <nikil@alaskalaw.com>
Subject: RE: Task Force Agreement review

Chief Dutra,

The two Cooperative State and Local Agreement are contracts. Accordingly it has to comply with the City's charter provision below. You can certainly sign the other documents.

Rene

AUTHORITY OF COUNCIL:  [SHARE](#)

Section 12.1.

- (a) The power to authorize the making of contracts on behalf of the City is vested in the Council.
- (b) All contracts, except as otherwise provided in Section 12.2 hereof, shall be authorized by the Council and shall be signed on behalf of the City by the Mayor and the City Clerk, after having been approved as to form by the City Attorney.

PURCHASE AND SALE OF PERSONAL PROPERTY:  [SHARE](#)

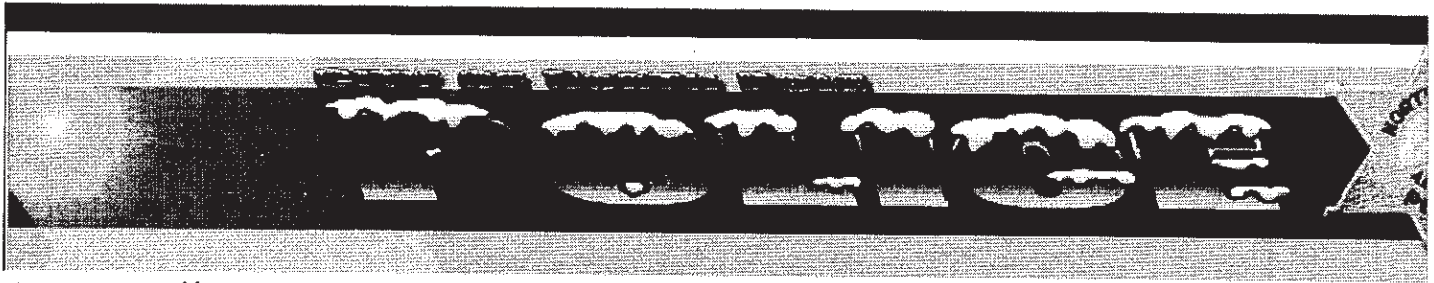
Section 12.2. The Council shall establish by ordinance the procedure for the purchase and sale of personal property. Such procedures shall include a provision for centralized purchasing on behalf of the City. The procedures shall also provide the dollar limit within which purchase and sales of personal property may be made without securing competitive bids, and the dollar limit within which purchases may be made without specific Council approval. Such procedures shall also provide for the making of emergency purchases and contracts which shall not be subject to Section 12.3(c) of this Chapter when an emergency exists.

From: Steve Dutra <SDutra@northpolepolice.org>
Sent: Tuesday, August 20, 2019 8:51 AM
To: Rene Broker <reneb@alaskalaw.com>; Zane Wilson <zane@alaskalaw.com>
Cc: Niki Lightly <nikil@alaskalaw.com>
Subject: Task Force Agreement review

Please review so I can sign. Thanks

Chief Steve Dutra

North Pole Police Department
125 Snowman Lane
North Pole, Alaska 99705
Business Phone : (907) 488-6902
Business Voice Mail : (907) 488-8469
Business Fax : (907) 488-5299
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COOPERATIVE STATE AND LOCAL AGREEMENT

This agreement is made this 15 day of August, 2019 between the United States Department of Justice, Drug Enforcement Administration (hereinafter "DEA"), and the North Pole Police Department. The DEA is authorized to enter into this cooperative agreement concerning the use and abuse of controlled substances under the provisions of 21 U.S.C. § 873.

WHEREAS there is evidence that trafficking in narcotics and dangerous drugs exists in the Fairbanks, AK area and that such illegal activity has a substantial and detrimental effect on the health and general welfare of the people of Alaska the parties hereto agree to the following:

1. The Fairbanks POD Task Force Group will perform the activities and duties described below:

a. disrupt the illicit drug traffic in the area by immobilizing targeted violators and trafficking organizations;

b. gather and report intelligence data relating to trafficking in narcotics and dangerous drugs; and

c. conduct undercover operations where appropriate and engage in other traditional methods of investigation in order that the Fairbanks POD Task Force Group activities will result in effective prosecution before the courts of the United States and the State of

2. To accomplish the objectives of the Fairbanks POD Task Force Group the North Pole Police Department agrees to detail one (1) experienced officer to the Fairbanks POD Task Force Group for a period of not less than two years. During this period of assignment, the North Pole Police Department officer will be under the direct supervision and control of DEA supervisory personnel assigned to the Fairbanks Post of Duty Task Force Group.

3. The North Pole Police Department officer assigned to the Fairbanks POD Task Force Group shall adhere to DEA policies and procedures. Failure to adhere to DEA policies and procedures shall be grounds for dismissal from the Fairbanks POD Task Force Group.

4. The North Pole Police Department officer assigned to the Fairbanks POD Task Force Group shall be deputized as Task Force Officers of DEA pursuant to 21 U.S.C. Section 878.

5. To accomplish the objectives of the Fairbanks POD Task Force Group, DEA will assign two (2) Special Agents to the Fairbanks POD Task Force Group. DEA will also, subject to the availability of annually appropriated funds or any continuing resolution thereof, provide necessary funds and equipment to support the activities of the DEA Special Agents and officers

assigned to the Fairbanks POD Task Force Group. This support will include: office space, office supplies, travel funds, funds for the purchase of evidence and information, investigative equipment, training, and other support items.

6. The North Pole Police Department shall comply with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, as amended, and all requirements imposed by or pursuant to the regulations of the United States Department of Justice implementing those laws, 28 C.F.R. Part 42, Subparts C, F, G, H and I.

7. The term of this agreement shall be effective from the date specified in the opening paragraph until September 30, 2019. This agreement may be terminated by either party on thirty days' advance written notice. Billing for all outstanding obligations must be received by DEA within 90 days of the date of termination of this agreement. DEA will be responsible only for obligations incurred by North Pole Police Department during the term of this agreement.

For the Drug Enforcement Administration:

Keith Weis
Special Agent in Charge
Seattle Field Division

Date: _____

For the North Pole Police Department

Steve Dutra
Chief of Police
North Pole Police Department

Date: _____

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted-

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, country, state, zip code)

Fairbanks Post of Duty
101 12th Avenue, Room 330
Fairbanks, AK 99701

Check ☐ if there are workplace on file that are not identified here.

Section 67.630 of the regulations provides that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for Department of Justice funding. States and State agencies may elect to use OJP Form 4061/7.

Check ☐ if the State has elected to complete OJP Form 4061/7.

DRUG-FREE WORKPLACE (GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67, Sections 67.615 and 67.620-

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in connection any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

1. Grantee Name and Address:

North Pole Police Department
125 Snowman Lane
North Pole, AK 99705

2. Application Number and/or Project Name

Fairbanks POD Task Force Group

3. Grantee IRS/Vendor Number

92-6001585

4. Typed Name and Title of Authorized Representative

Steve Dutra, Chief

5. Signature

6. Date



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
OFFICE OF THE COMPTROLLER

**CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND
OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS**

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Department and Suspension (Nonprocurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete, and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

**2. DEBARMENT, SUSPENSION, AND OTHER
RESPONSIBILITY MATTERS
(DIRECT RECIPIENT)**

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510-

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a

public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1) (b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

**3. DRUG-FREE WORKPLACE
(GRANTEES OTHER THAN INDIVIDUALS)**

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620-

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about-

(1) The dangers of drugs abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will-

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted-

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, country, state, zip code)

Fairbanks Post of Duty
101 12th Avenue, Room 330
Fairbanks, AK 99701

Check ☐ if there are workplace on file that are not identified here.

Section 67.630 of the regulations provides that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for Department of Justice funding. States and State agencies may elect to use OJP Form 4061/7.

Check ☐ if the State has elected to complete OJP Form 4061/7.

DRUG-FREE WORKPLACE (GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67, Sections 67.615 and 67.620-

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in connection any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

1. Grantee Name and Address:

North Pole Police Department
125 Snowman Lane
North Pole, AK 99705

2. Application Number and/or Project Name

Fairbanks POD Task Force Group

3. Grantee IRS/Vendor Number

92-6001585

4. Typed Name and Title of Authorized Representative

Steve Dutra, Chief

5. Signature

6. Date

COOPERATIVE STATE AND LOCAL AGREEMENT

This agreement is made this 1 day of October, 2019, between the United States Department of Justice, Drug Enforcement Administration (hereinafter "DEA"), and the North Pole Police Department. The DEA is authorized to enter into this cooperative agreement concerning the use and abuse of controlled substances under the provisions of 21 U.S.C. § 873.

WHEREAS there is evidence that trafficking in narcotics and dangerous drugs exists in the Fairbanks, AK area and that such illegal activity has a substantial and detrimental effect on the health and general welfare of the people of, the parties hereto agree to the following:

1. The Fairbanks Post of Duty (POD) Task Force will perform the activities and duties described below:

a. disrupt the illicit drug traffic in the area by immobilizing targeted violators and trafficking organizations;

b. gather and report intelligence data relating to trafficking in narcotics and dangerous drugs; and

c. conduct undercover operations where appropriate and engage in other traditional methods of investigation in order that the Task Force's activities will result in effective prosecution before the courts of the United States and the State of Alaska.

2. To accomplish the objectives of the Fairbanks POD Task Force, the North Pole Police Department agrees to detail one (1) experienced officer to the Fairbanks POD Task Force for a period of not less than two years. During this period of assignment, the North Pole Police Department officer will be under the direct supervision and control of DEA supervisory personnel assigned to the Task Force.

3. The North Pole Police Department officer assigned to the Task Force shall adhere to DEA policies and procedures. Failure to adhere to DEA policies and procedures shall be grounds for dismissal from the Task Force.

4. The North Pole Police Department officer assigned to the Task Force shall be deputized as Task Force Officers of DEA pursuant to 21 U.S.C. Section 878.

5. To accomplish the objectives of the Fairbanks POD Task Force, DEA will assign two (2) Special Agents to the Task Force. DEA will also, subject to the availability of annually appropriated funds or any continuing resolution thereof, provide necessary funds and equipment to support the activities of the DEA Special Agents and officer assigned to the Task Force. This support will include: office space, office supplies, travel funds, funds for the purchase of evidence and information, investigative equipment, training, and other support items.

6. The North Pole Police Department shall comply with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, as amended,

and all requirements imposed by or pursuant to the regulations of the United States Department of Justice implementing those laws, 28 C.F.R. Part 42, Subparts C, F, G, H and I.

7. The term of this agreement shall be effective from the date in paragraph number one until September 30, 2020. This agreement may be terminated by either party on thirty days' advance written notice. Billing for all outstanding obligations must be received by DEA within 90 days of the date of termination of this agreement. DEA will be responsible only for obligations incurred by North Pole Police Department during the term of this agreement.

For the Drug Enforcement Administration:

Keith Weis
Special Agent in Charge
Seattle Field Division

Date: _____

For the North Pole Police Department:

Steve Dutra
Chief
North Pole Police Department

Date: _____

**CITY OF NORTH POLE
ORDINANCE 19-16**

**AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA TO
AMEND THE 2019 PUBLIC WORKS AND UTILITY OPERATING
BUDGETS AND OTHER FUNDS**

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

WHEREAS, the City of North Pole budget should be amended to conform to the requirements of the City; and,

WHEREAS, adjustment in the budget are necessary to remain compliant with council approved authorizations and budget management rules, and

WHEREAS, fiscal notes are the method prescribed by the code to amend a budget; and,

WHEREAS, fiscal notes have been reviewed by the Accountant and Mayor for accuracy and will be recorded as amendments to the budget upon approval,

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of North Pole that it approves changes as listed in the fiscal notes attached to this ordinance for the purpose managing the City budget.

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

Section. Effective date.

This ordinance shall become effective immediately upon passage.

PASSED AND APPROVED by a duly constituted quorum of the North Pole City Council this ____ day of ____, 2019.

Michael W. Welch, Mayor

ATTEST:

Judy L. Binkley, City Clerk

PASSED/FAILED Yes: No: Absent:



City of North Pole, Alaska

Fiscal Note Year: 2019

Accompanying Ordinance/Resolution: **Ordinance 19-16**

Originator / Sponsor: **Bill Butler, Director of City Services**

Date: **August 26, 2019**

Does the Ordinance or Resolution have a fiscal impact? Yes

FUND	ACCOUNT NAME	ACCOUNT #	DEBIT	CREDIT
01-Gen	Overtime	01-58-1-007	3,000.00	
01-Gen	ESC	01-58-1-012	4,000.00	
01-Gen	Professional Services	01-58-2-235		7,000.00
01-Gen	Street Lights Electric	01-58-3-309	5,000.00	
01-Gen	Street Light Maintenance	01-58-7-405		5,000.00
	TOTAL		12,000.00	12,000.00

Summary: (Brief description of proposed alterations as defined by accompanying ordinance or resolution. Where did the money come from and how will it be used).

Mid-Year Budget Adjustments for Public Works Department.

Prepared and Approved By: Tricia Fogarty  **Date:** August 27, 2019

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



City of North Pole, Alaska

Fiscal Note Year: 2019

Accompanying Ordinance/Resolution: **Ordinance 19-16**

Originator / Sponsor: **Bill Butler, Director of City Services**

Date: August 26, 2019

Does the Ordinance or Resolution have a fiscal impact? Yes

FUND	ACCOUNT NAME	ACCOUNT #	DEBIT	CREDIT
41-WF	Legal Fees	41-10-2-225	1,000.00	
41-WF	Professional Services	41-10-2-235	20,000.00	
41-WF	Operational Supplies	41-10-3-340	18,000.00	
41-WF	Travel & Training	41-10-5-510	2,000.00	
41-WF	Deferred Maintenance	41-10-9-900		41,000.00
42-SF	Insurance	42-12-2-215	7,271.00	
42-SF	Deferred Maintenance	42-12-9-900		7,271.00
42-SF	Legal Fees	42-12-2-225	2,000.00	
42-SF	Operational Supplies	42-12-3-340	8,000.00	
42-SF	Professional Services	42-12-2-235		10,000.00
	TOTAL		58,271.00	58,271.00

Summary: (Brief description of proposed alterations as defined by accompanying ordinance or resolution. Where did the money come from and how will it be used).

Mid-Year Budget Adjustments for the Water and Sewer Fund.

Prepared and Approved By: Tricia Fogarty  Date: August 27, 2019

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

**CITY OF NORTH POLE
ORDINANCE 19-17**

**AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA
AMENDING TITLE 4, CHAPTER 10.020**

WHEREAS, changes to the North Pole Municipal Code is a continually changing requirement; 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 residential discount is not intended to help generate an insurance discount associated with the use of the ambulance service; and,

WHEREAS, residential and commercial tie in fees include the inspection fee of \$50.00; and,

WHEREAS, the annual business license fee to be increased to \$100.00 per year, not to be prorated; and,

WHEREAS, the increase in fingerprinting per card to be increased to \$35.00 per card; 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 Council of the City of North Pole:

Section 1. This ordinance is of permanent nature and shall be codified in the North Pole Code of Ordinances.

Section 2. General provisions of the North Pole Municipal Code of Ordinances are amended as follows by inserting the text underlined and in red, and removing the language that has been stricken.

4.10.010 Establishment of User Fees.

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

4.10.020 User Fee Schedule

Ambulance Fee	\$1000
Ambulance Fee (discounted for North Pole residents)	\$900
Ambulance/Patient Transport Mileage (loaded miles)	\$12.00 per mile

Fire/Ambulance Run Reports	\$25.00
Audio Recording of Public Meetings or Any Other CD/DVD (fee collected when ordering, per tape)	\$10.00
Building Permit Fees	Based on building evaluation and 1997 Uniform Administrative Code
City Annual Business License	\$50.00 <u>\$100.00</u>
Copies of Public Records	\$1.00 first pg; \$0.25 thereafter
Declaration of Candidacy Filing Fee	\$25.00
Faxes Send/Receive Local Calling Area (per page)	\$1.00
Faxes Send Long Distance in U.S. Only (per page)	\$2.00
Fingerprinting per Card	\$25.00 <u>\$35.00</u>
Fireworks Annual Permit to Retail Vendor of Class "C" Fireworks	\$3000.00
Hydrant Meter Charge	\$50.00/mo. (min)
Hydrant Meter Deposit – to be refunded upon return in good condition	\$500.00
Hydrant Meter Water Usage Rate	\$0.02/gallon
North Pole stuffed bears	\$10.00
North Pole flag	\$75.00
North Pole pins	\$4.00
Notary Services per Document	\$10.00
Plan Specifications Copies @ cost + 10% Admin. Fee	See Department Head
Police Reports	\$25.00
Photo Copy Fee (per page)	\$0.25
Water/Sewer Connection Inspection Fee	\$50.00 each
Residential and commercial properties water and sewer fees shall be the following (per NPMC 13.08.090(B)):	
Water tie-in fee – ¾ inches to 2 inches	\$200.00 <u>\$250.00</u>
Sewer tie-in fee – ¾ inches to 2 inches	\$200.00 <u>\$250.00</u>
Water tie-in fee – Greater than 2 inches up to 4 inches	\$250.00 <u>\$300.00</u>
Sewer tie-in fee – Greater than 2 inches up to 4 inches	\$250.00 <u>\$300.00</u>
Water – Greater than 4 inches	\$300.00 <u>\$350.00</u>
Sewer – Greater than 4 Inches	\$300.00 <u>\$350.00</u>
Residential Water Meter Replacement	At replacement cost
Commercial Water Meter Replacement	At replacement cost
Water Meter Monitor Replacement	\$100.00
False/Nuisance Alarms (Police and Fire)	\$250.00
For each alarm over 5 per calendar year	

Section 3. Effective date.

This ordinance shall become effective immediately upon passage.

PASSED AND APPROVED by a duly constituted quorum of the North Pole City Council this
____ day of _____, 2019.

Michael W. Welch, Mayor

ATTEST:

Judy L. Binkley, City Clerk

PASSED/FAILED

Yes:

No:

Absent: