



CITY OF NORTH POLE

Regular Meeting

October 5, 2020

North Pole Council Chambers

125 Snowman Lane, North Pole, Alaska

www.northpolealaska.com

Monday, October 5, 2020

Committee of the Whole: 6:30 PM

Regular City Council Meeting: 7:00 PM

MAYOR

Michael Welch

488-8584

CITY CLERK

488-8583

COUNCIL MEMBERS

Perry Walley – Mayor Pro Tem

347-0135

Santa Claus – Deputy Mayor Pro Tem

388-3836

Aino Welch – Alt. Deputy Mayor Pro Tem

488-5834

DeJohn Cromer

347-2808

David Skipps

750-5106

Thomas McGhee

455-0010

- 1. Call to Order/Roll Call**
- 2. Pledge of Allegiance to the US Flag**
- 3. Invocation**
- 4. Approval of the Agenda**
- 5. Approval of the Minutes**
 - a. September 21, 2020
- 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. None

12. New Business:

- a. Resolution 20 – 07 of the North Pole City Council designating City Officials authorization to sign on the City of North Pole Accounts.
- b. Ordinance 20 – 22 An Ordinance of the City of North Pole, Alaska Amending Title 4, Chapter 08.050 Sales Tax Code to Collect Sales Tax from Online Retailers.
- c. Ordinance 20 – 23 An Ordinance of the City of North Pole, Alaska to Amend 2020 Operating Budget and Other Funds
- d. Ordinance 20 – 24 An Ordinance of the City of North Pole, Alaska to Amend Title 4, Purchasing, Chapter 4.16.030 Purchase Limits
- e. Request that The City of North Pole accepts ownership and maintenance responsibility for the Stryker Loop water and sewer system extensions in the Eagle Estates Subdivision.
- f. Request Authorization for the Public Works Department to purchase Freenotes Harmony outdoor musical playground equipment not to exceed \$18,000 for installation at the Highway Park Playground.

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.

How to Offer Public Testimony at Council Meetings

In response to the COVID-19 pandemic and local/state regulations requiring residents to stay at home, practice social distancing, and limit gatherings, the City of North Pole has created a process for citizens to stay connected with the Council regarding agenda items.

Written testimony is encouraged. You may submit your comments by calling the Clerk's Office at 488-8583 or by sending an email to arhoades@northpolealaska.org prior to 1:00 p.m. the day of the meeting. Please indicate which agenda item you are providing written testimony for. Examples: Ordinance or Resolution number, agenda item#, or description of subject.

To sign-up for **telephonic testimony** call the Clerk's Office at 488-8583 or email arhoades@northpolealaska.org prior to 1:00 p.m. the day of the meeting. Please indicate that you wished to be called, for what item you will provide testimony on, and what number you can be reached at.

Council Meetings are aired **live via audio streaming** from the City's website at <https://www.northpolealaska.com/citycouncil/page/council-meeting-audio-stream>.

Inquiries concerning ADA compliance or accommodations should be directed to the City Clerk.



NORTH POLE CITY COUNCIL
REGULAR MEETING MINUTES, September 21, 2020
NORTH POLE CITY COUNCIL CHAMBERS
125 SNOWMAN LANE, NORTH POLE, ALASKA

Mayor Welch called the regular City Council meeting of Monday, September 21, 2020 to order at 7:00 p.m. with the following Council Members in attendance:

Council Members Present: Mayor Welch
Santa Claus
Thomas McGhee
David Skipps
Aino Welch
DeJohn Cromer
Perry Walley – Zooming In

Absent:

Excused:

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

PLEDGE OF ALLEGIANCE TO THE FLAG

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

INVOCATION

The Invocation was given by Councilwoman Welch.

APPROVAL OF AGENDA

Mr. McGhee moved to approve the agenda of September 8, 2020.

Seconded by Mrs. Welch.

Discussion

Mr. McGhee moved to consent the following items:

Old Business:

- a. Ordinance 20 – 20 An Ordinance of the City of North Pole, Alaska to Approve a modifications to US Army Corps of Engineers’ Cooperative Agreement W911KB-19- 2-5200 to increase funding to pay an Alaska Department of Transportation and Public Facilities permit and to increase funding to PDC Engineers for additional work in support of obtaining environmental covenants in Moose Creek.
- b. Ordinance 20 – 21 An Ordinance of the City of North Pole, Alaska to Amend the 2020 Water Utility Operating Budget, Professional Services to Finance Site Characterization Work at The 8th Avenue Pump House and Other Tasks
- c. Request City Council to determine final decision on 546 Ouida Way water utility bill appeal.

New Business:

- a. Resolution 20-07 of the North Pole City Council designating City Officials authorization to sign on the City of North Pole Accounts.
- b. (See below)
- c. Request from North Pole Police Department for approval to use Design Alaska for drafting services utilizing CARES Act Funds.
- d. Request to approve Dispatch Agreement for 2021-2022.
- e. Request to select Municipal Solutions to conduct the Total Compensation Review Project.

Postpone:

- b. Ordinance 20 – 22 An Ordinance of the City of North Pole, Alaska Amending Title 4, Chapter 08.050 Sales Tax Code to Collect Sales Tax from Online Retailers.

Seconded by Mrs. Welch

Discussion

None

On the amendment

PASSED

YES: 7 – Mr. McGhee, Mr. Skipps, Mr. Claus, Mrs. Welch, Mr. Cromer, Mr. Walley Mayor Welch

NO: 0

ABSTAIN:

Mayor Welch declared the MOTION CARRIED

On the Agenda as amended.

Discussion

None

PASSED

YES: 7 – Mr. McGhee, Mr. Skipps, Mr. Claus, Mrs. Welch, Mr. Cromer, Mr. Walley Mayor Welch

NO: 0

ABSTAIN:

Mayor Welch declared the MOTION CARRIED

APPROVAL OF MINUTES

Mr. McGhee *moved to* approve the Minutes of August 17, 2020.

Seconded by Mrs. Welch

Discussion

None

PASSED

YES: 7 – Mr. McGhee, Mr. Skipps, Mr. Claus, Mrs. Welch, Mr. Cromer, Mr. Walley, Mayor Welch

NO: 0

ABSTAIN:

Mayor Welch declared the MOTION CARRIED

COMMUNICATIONS FROM THE MAYOR

- Energy for Alaska Task Force – Alaska to Alberta Railway
- ECHO Meeting how the State is counting us. We are in Red. 12 on Base.
- Fast Planning Policy Board – McGrath Road is 51% over budget. Evaluated 3 employees. They got a 1% raise.
- Sept 16, 2020 3 Mayors Meeting

- Energy for Alaska Meeting UAF Petroleum Lab
- Eieleson Military Workforce development
- September 25 TIGER Team Meeting
- Oct 1, 2020 MILCIV Meeting Colonel Burkland is coming to the City that day.
-

COUNCIL MEMBER QUESTIONS OF THE MAYOR

- Mr. McGhee When is IGU going to put gas in the line
 - Mayor Welch December 2020
- Mr. McGhee Is there going to be any additional conversion funds for the Citizens of North Pole. They are no longer accepting applications.
 - Mayor Welch I will get with the Borough for an answer.

COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

Finance, Tricia Fogarty

- Issued 1st CARES Act Award.
- Working with Love Inc.
- 3 CARES Act Pending at the Borough.
- Completed training with Clear. Gov and trained Directors.
- Picked up bound Audits from KSH.
- Contacted by Mt. McKinley bank about collateral levels.
- Bank reconciliations are almost complete.
- \$2,196,737.00 in sales tax collected to date.

Fire Department, Chief Coon

- Written test for the Lieutenant position took place today. Interviews will take place later this week and hopefully we will have a new Lieutenant to report by next council meeting
- We have gone on 1002 emergency calls this year.
- Alaska has had 6,906 Covid-19 cases with 2,226 total recovered and 42 deaths.
- The FNSB area has had 985 cases total.
 - These numbers are sent out daily from Alaska Department of Health and Social Services.
- Please continue to work on those three ICS classes.
- Command truck is being transported from Anchorage today and we will be working to get it registered, insured and accessories ordered. The department already has the Motorola radios for it.

Training:

- 5 students are taking the Firefighter 1 class it will finish up on November 21st
- EMT-1 class starts Sept 28th. Space is still available.

Maintenance Report:

- Medic 21 is still in the shop for a vibration issue.

Building Department, Bill Butler

- Presentation on impact of City of North Pole water wells by PDC Engineers Erica Betts and Keith Hanneman. (See Audio for complete information)

Police Department, Chief Dutra

- Request to Council to purchase laptops and move funds from travel.
- Received Notice that we are going to be approved for a \$75,000 Grant and gas detection equipment for the Fire Department.
- Vehicle has been ordered.
- Officer just accepted a job. Moving from DOT commercial vehicle inspector.
- Entire Department training in Delta Junction.
- Major case at Safeway is still using lots of Department resources.
- Citizen came forward during an arrest and helped Officer.
- Crime Data linked across the State.
- Employee Assistance Program specifically for Police Officers

Borough Representative

- Sept 10 Short meeting marijuana license for onsite consumption @ good titrations.
- Revised Flood Insurance rate map plans adopted.

City Clerk

- Early Voting @ City hall
- Municipal Solutions will be good to get Total Compensation Completed
- BIG/FIG help. Borough as 69 only 3 North Pole Businesses
- Technology in Place

ONGOING PROJECTS

None

CITIZEN'S COMMENTS – (Limited to Five (5) minutes per Citizen)

- Amy Geiger – Explore Fairbanks provided a small presentation

OLD BUSINESS

None

NEW BUSINESS

None

Mr. McGhee *moved to* **adjourn the meeting at 8:45 p.m.**

Seconded by Mr. Cromer.

The regular meeting of September 21, 2020 adjourned at 8:27 p.m.

Michael Welch, Mayor

ATTEST:

Aaron M. Rhoades, City Clerk

**CITY OF NORTH POLE
RESOLUTION 20-07**

**A RESOLUTION OF THE NORTH POLE CITY COUNCIL DESIGNATING CITY OFFICIALS
AUTHORIZATION TO SIGN ON CITY OF NORTH POLE ACCOUNTS**

WHEREAS, in order to carry out the financial responsibilities of city government the City Council must designate two or more city officials to sign and endorse checks, drafts or other orders on behalf of the City of North Pole; and

WHEREAS, there is a change in personnel on the North Pole City Council and it is necessary for the City Council to designate city officials who will be authorized to sign and endorse checks, drafts or other orders on all City of North Pole accounts; and

WHEREAS, it is prudent for the City to seek financial services that safeguard the financial resources of the City providing the highest level of service at the most affordable cost and best interest rates.

THEREFORE, BE IT RESOLVED that the following city officials are hereby designated and authorized to sign and endorse checks, drafts or other orders on behalf of the City of North Pole. This authority will remain in effect until revoked in writing.

BE IT FURTHER RESOLVED that the city officials listed below are authorized to receive information pertaining only to deposits, balances, items paid or items returned on City accounts. This authority will remain in effect until revoked in writing.

Michael W. Welch

DeJohn Cromer

Thomas McGhee

Perry Walley

Santa Claus

David A. Skipps Sr.

Aaron M. Rhoades

PASSED AND APPROVED by a duly constituted quorum of the City Council of the City of North Pole, Alaska this 5th day of October, 2020.

Michael W. Welch, Mayor

ATTEST:

Aaron M. Rhoades, City Clerk

PASSED
Yes:
No:
Absent:

Sponsored by: Mayor Welch and ~~Councilman Santa Claus~~
~~Councilman Perry Wally~~
Introduced and Advanced: ~~October 5, 2020~~ ~~October 7th~~

CITY OF NORTH POLE
ORDINANCE ~~20 – 22~~ ~~19-18~~

AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA
AMENDING TITLE 4, CHAPTER 08.050 SALES TAX CODE TO COLLECT
SALES TAX FROM ONLINE RETAILERS

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

WHEREAS, mail order catalog and online retail sellers making deliveries to buyers in the City of North Pole benefit from City services; and,

WHEREAS, exempting catalog and internet retailers from the obligation to collect and remit sales taxes provides these retailers an unfair competitive advantage over local retailers in brick and mortar stores which by doing business must pay property taxes, insurance, utilities, and collect and remit sales taxes to the City of North Pole; and,

WHEREAS, in order to pursue a new revenue stream the City of North Pole will remove the exemption for goods and services purchased through mail order catalogs or the internet; and,

WHEREAS, to continuously provide quality services to our citizens, businesses and to attract future growth of our community; and,

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

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

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

Section 2. General Provisions of the North Pole Municipal Code of Ordinances are amended as follows: [deleted text in ~~red~~ strikethrough font]:

4.08.050 Exemptions.

A. The following classes of sales, rentals, and services are exempt from the tax imposed by this

chapter:

1. Casual and isolated sales not exceeding \$1,000 (one thousand dollars) per calendar year and not requiring the seller to hold a current City or State business license;
2. Sales, services, rentals, and transactions which the municipality is prohibited from taxing under the Constitution of the United States or the State of Alaska, including but not limited to:
 - a. Sales of insurance bonds of guaranty, fidelity, and the commissions thereon,
 - b. Sales to Federally chartered credit unions,

Sponsored by: Mayor Welch and Councilman Santa Claus

Councilman Perry Wally

Introduced and Advanced: October 5, 2020 ~~October 7th~~

c. Sales of goods made with food coupons, food stamps, or other type of certificate issued under 7 USC 2011 through 2025 (Food Stamp Act), or made with food coupons, food vouchers, or other type of certificate issued under 42 USC 1786 (Special Supplemental Food Program for Women, Infants, and Children);

3. Sales, rentals, or services provided to the United States, to the State of Alaska, and any public corporation or political subdivision thereof;

4. Sales, rentals, or services provided to any volunteer ambulance, fire, or law enforcement organization providing service to the public and to public international organizations designated by the President of the United States;

5. Sales of professional medical services performed by a person, clinic, or hospital licensed and certified under the State of Alaska:

a. The preparation of controlled substances prescribed and supplied by a State licensed and certified medical professional,

b. Counseling services provided by State licensed and certified psychologists or psychological associates, clinical social workers, alcohol and drug counselors, or marital and family therapists,

c. Assisted living services provided in accordance with State regulations, and licensed by such,

d. Sales and rentals of hearing aids, crutches, wheelchairs, and other personal property specifically manufactured for a patient;

6. Sales of newspapers or other periodicals by carrier made directly to consumers where the carrier is responsible for the collection of sales revenue;

7. Goods and services purchased through mail order catalogs and online;

~~7. Goods and services purchased through mail order catalogs or the Internet;~~

8. Membership dues, fees, or assessments paid to clubs, labor unions, fraternal organizations, and other nonprofit organizations that have obtained Exemption Certificate 501(c) from the Internal Revenue Service;

9. Sales, services, and rentals to a buyer, or made by a seller, for functions organized and administered solely by an organization holding a current 501(c)(3) or 501(c)(4) exemption ruling or equivalent from the Internal Revenue Service which has a physical or mailing address within City limits and a resolution or letter from the board, naming up to a maximum of six individuals, authorized to make purchases on behalf of the organization. This exemption does not apply to the sale of pull-tab games;

Sponsored by: Mayor Welch and ~~Councilman Santa Claus~~
~~Councilman Perry Wally~~

Introduced and Advanced: ~~October 5, 2020~~ ~~October 7th~~

10. Sales of school admission tickets, goods, services, and rentals for school entertainment, athletic activities, and all other activities conducted by school sanctioned groups;
11. Sales of food and beverages in public or private school and college cafeterias or lunchrooms which are not operated for profit;
12. Rentals of real property where the term of tenancy is monthly or longer;
13. Sales, rentals, or leases/purchase agreements of automobiles by a dealer made outside City limits;
14. Sales for resale (wholesale) of tangible personal or real property, other than tobacco, to a buyer for reselling in its original form;
15. The commission earned on real estate sales;
16. Air, train, bus and boat fares, lodging, adventure and similar and related services and the commission earned by licensed agents in the sale thereof;
17. Sales of food and merchandise in the farmer's market. City business licenses are required by vendors;
18. Sales of services to include but not limited to architectural, carpentry, electrical, engineering, financial, general contractor, landscaping, legal, plumbing, snow removal, etc. City business licenses are required; the sale of goods and products associated with the service is not exempt unless previously described in this chapter

Section 1. Effective Date. This ordinance shall be effective at 5:00 pm on the first City business day following its adoption.

~~**PASSED AND APPROVED** by a duly constituted quorum of the North Pole City Council this
——— 21st day of October 2019.~~

PASSED AND APPROVED by a duly constituted quorum of the North Pole City Council this _____ day of _____, 2020.

Michael W. Welch, Mayor

ATTEST:

Aaron M. Rhoades, City Clerk

PASSED
Yes:
No:
Absent:

Field Code Changed

ORDINANCE 20 – 23

**AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA TO AMEND 2020
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, adjustments in the budget are necessary to remain compliant with council
approved authorizations and budget management rules; 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; and,

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of North Pole
that 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 and shall not be codified.

Section 2. 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 _____, 2020.

Michael W. Welch, Mayor

ATTEST:

Aaron M. Rhoades, City Clerk

PASSED Yes: No: Absent:



City of North Pole, Alaska

Fiscal Note Year: 2020

Accompanying Ordinance/Resolution: Ordinance 20-20

Originator / sponsor: Mayor Welch, Aaron Rhoades and Chief Dutra

Date: September 25, 2020

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

FUND	Account Description	Account #	Debit	Credit
01- Clerk	Professional Services	01-52-2-235	22,047.00	
01- Clerk	Health Insurance	01-52-1-013		18,361.00
01- Clerk	Wages - Full Time	01-52-1-001		3,686.00
01- PD	Recruitment	01-53-5-505	5,000.00	
01 - PD	Wages - Full Time	01-53-1-001		5,000.00
01 - PD	Equipment Outlay	01-53-9-905	36,140.00	
01- PD	Travel & Training	01-53-5-510		36,140.00

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).

1. Move budgeted amount from the City Clerks salaries and benefits to purchased services in order to fund Municipal Solutions wages and benefits survey.
2. Move budgeted amount from salaries and benefits to travel, training and memberships - recruitment for moving expense.
3. Move budgeted amount from travel, training and memberships to other category, equipment outlay to purchase laptops. +

Prepared By: Tricia Fogarty **Date:** 09/25/2020

Finance Approval: Mayor Welch **Date:** 09/25/2020

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.



North Pole Police Department



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

September 16, 2020

To: Honorable Mayor Welch

North Pole City Council

Re: Funding for laptop replacement

Honorable Mayor Welch and Council members:

The North Pole Police Department would like the permission to move some funds to help with costs associated with laptop replacement. We are starting to see laptops fail and be sent in for repair. The current laptops used in patrol are starting to reach their end of life.

We would like to move excess funds in our Training 01-53-5-510 to 01-53-9-905 to help with replacement costs. We have a quote for laptops replacement, and we would like to replace six to start. We have a total of 14 laptops but are seeking a grant to replace the remaining laptops.

This fiscal note request is \$24,090.00. We are seeking to do a sole source on this purchase since these laptops are compatible with our current docking stations and equipment, therefor keeping overall costs down. NPMC allows for special procurements under section 4.16.060 if it will "achieve the best value." We currently use Dell computers and will replace these laptops with Dell Computers. If we build the computers or purchase them built by a vendor the pricing is the same.

Thank you for your time.

Chief Steve Dutra



City of North Pole - Replacement Laptop for Jed Smith

Quote #: ALC-0027

Prepared For

City of North Pole
Steve Dutra
125 Snowman Lane
North Pole, AK 99705

This quote has not been approved. Please review the terms, and sign below.

Prepared By

Haley
Purchasing
Direct: (907) 455-
hkt@alasconnect.com

☒ I accept the above conditions

Your Initials:

Your Email Address:

1. Your Proposal

Download and review your PDF document here:



2. Review and Select Your Options

3000064216627.1

Your Available Options

Quote

Quote Summary

	One-Time
Quote Subtotal	\$4,015.18
Total Amount	\$4,015.18

Update Options

Comments or question

If you have any comments or questions this quote, please feel free to enter it. Your comment will be logged and emailed to hkt@alasconnect.com.

Submit Question / Comment

3. Approval and E-Payment

Your electronic acceptance of these conditions indicates that you have read and accept the Terms and Conditions as presented in the attached PDF document.

☒ I accept the above conditions

E-Signature

Your Initials:

Your Email Address:

Purchase Order Number:

Sign Here:

X

Clear Signature

Please fill out the required fields above and check 'I accept the above conditions'

Accept Order

ORDINANCE 20 – 24

**AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA TO AMEND
TITLE 4, PURCHASING, CHAPTER 4.16.030 PURCHASE LIMITS**

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

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

WHEREAS, the City continues to grow and the need has come to increase spending limits.

4.16.030 Purchase limits.

A. The limit of purchase of an article of personal property, supplies, services or construction items without prior Mayoral approval shall be \$3,000 (three thousand dollars) for the City Clerk/Human Resources Manager, Public Works Supervisor, Utility Supervisor Deputy Fire Chief and Police Lieutenant. The limit of purchase of an article of personal property, supplies, services or construction items without prior Mayoral approval shall be \$6,000 (six thousand dollars) for the Police Chief and Fire Chief. The limit of purchase of an article of personal property, supplies, services or construction items without prior Mayoral approval shall be \$12,000 (twelve thousand dollars) for the Director of City Services. The limit of purchase of an article of personal property, supplies, services or construction items without prior City Council approval shall be \$24,000 (twenty four thousand dollars)~~\$15,000 (fifteen thousand dollars)~~. A review of available sources and quotations to ascertain the most cost-effective means will be conducted prior to the purchase. In the event of an emergency, the Mayor shall be authorized to purchase personal property exceeding the maximum dollar limit; providing, such purchase shall not be subject to Section 12.3(c) of the Home Rule Charter. “Emergency” shall be defined in accordance with Section 1.6(k) of the Home Rule Charter. “Emergency” as defined in Charter Section 1.6(k) means a situation in which there exists a necessity to preserve public peace, health or safety. A record of each emergency procurement shall be made listing the business name and items or services purchased.

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

40
41 Section 1. This ordinance is of a general and permanent nature and shall be codified.

42
43 Section 2. Effective date. This ordinance shall become effective immediately upon
44 passage.

45
46 **PASSED AND APPROVED** by a duly constituted quorum of the North Pole City
47 Council this _____ day of _____, 2020.

48
49
50 _____
51 Michael W. Welch, Mayor

52
53 **ATTEST:**

54
55
56 _____
57 Aaron M. Rhoades, City Clerk

58
59

PASSED Yes: No: Absent:

125 Snowman Lane
North Pole, Alaska 99705
(907) 488-8593
(907) 488-3002 (fax)
bill.butler@northpolealaska.org

City of North Pole
Director of City Services

Memo

To: North Pole City Council
From: Bill Butler
Date: September 28, 2020
Subject: Approve purchasing outdoor musical equipment for the Highway Park Playground.

Recommendation:

Authorize the Public Works Department to purchase outdoor musical equipment for the Highway Park Playground that does not exceed \$18,000.

Background

Several years ago, the City received a grant from the Snedden Foundation Family Trust to purchase outdoor musical equipment for Terry Miller Park. The equipment has been popular with children. Starting three years ago, the Public Works Department started to take over greater responsibility for maintaining the Highway Park Playground. The original intent when the park was first created was that community volunteers would be responsible for park maintenance. The burden for park maintenance became increasingly challenging for the volunteers, especially since they lacked financial resources and equipment. To help improve the quality of the park experience, Public Works began to become more involved in park maintenance. The first effort was installing a new identification sign that meet the same standard as all other location signs used by the City. Next, Public Works added landscaping of the park to their routine schedule. Just last year, Public Work installed a fence around the park. The fence helped stop children from wondering out of the park into surrounding streets. The fence also helps to prevent people from using the park as a place to walk their dogs who too often defecated I the paly aera. Two year ago, a developer constructed four 4-plex housing units across from the park and the use of the park by local youth increased significantly.

To further increase children's experiences at the park, Public Works wants to install outdoor musical equipment at the Highway Park Playground. Attached is the quote for the equipment. The request exceeds the quote so that Public Works can also purchase a limited amount of repair parts for the equipment to enable rapid repairs. The funding for the equipment will come from the recently Council-accepted of a \$10,000 grant from the FNSB and the Public Works' Parks & Trials and Beautification funding categories.



Great Western Recreation
975 S. State Hwy 89
Logan, UT 84321
Cell: 907-394-2577
Office: 435-245-5055
Fax: 435-245-5057
nancy@gwpark.com
www.gwpark.com

09/28/2020
Quote #101124-01-08

Highway Park Musical Collection Option 1B Updated Pricing

City of North Pole
Attn: Cody Lougee
125 Snowman Lane
North Pole, AK 99705
Phone: 907-388-7002
clougee@northpolealaska.org

Ship to Zip 99705

Quantity	Part #	Description	Unit Price	Amount
1	Freenotes Deluxe Ensemble IG-REC	Freenotes Harmony - TL - Freenotes Deluxe Recycled Inground Ensemble Collection	\$15,055.00	\$15,055.00
1	FR	Freenotes Harmony - Freight to AK	\$1,005.00	\$1,005.00
			Sub Total	\$16,060.00
			Total	\$16,060.00

Comments

Your Sales Rep is Nancy Casey at 907-394-2577. Please reach out to Nancy if you should have any questions.

Shipping to:
125 Snowman Lane
North Pole, AK 99705

Site Address:
Highway Park Subdivision
North Pole, AK 99705

*Freight charges are based on listed zip code and are subject to change, if shipping information changes.

Customer is responsible for offloading
Installation not included.

TERMS & CONDITIONS:

Remittance Address:
975 S. Hwy 89
Logan, UT 84321

- **PRICING:** Prices are firm for 30 days unless otherwise noted. Request updated pricing when purchasing from quotes more than 30 days old.
- **PAYMENT TERMS:** Net 30 days subject to approval by Credit Manager. A signed P.O. made out to Great Western Recreation or this signed quotation is required for all orders unless otherwise noted. Equipment shall be invoiced separately from other services and shall be payable in advance of those services and project completion. Checks should be made payable to Great Western unless otherwise directed.
- **FINANCE CHARGE:** A 1.5% monthly finance charge (or as permitted by law) will be added to invoices over 30 days past due.
- **TAXES:** Taxes will be shown as a separate line item when included. Any applicable taxes not shown will be added to final invoice. A copy of your tax exemption certificate must be submitted at time of order or taxes will be added to your invoice.
- **SHIPMENT:** Multiple shipments may be required based on point of origin. Above costs assume one shipment for each vendor quoted.
- **LEAD TIME:** Standard orders shipped 4 weeks after receipt of order and acceptance of your purchase order, color selections, approved submittals (if required) unless otherwise noted. Custom equipment and shades may require a longer lead times. Surfacing lead time is approximately 2 weeks after scheduling request.
- **DELIVERY:** It is the responsibility of the owner to offload and inventory equipment, unless other arrangements have been made. Missing or damaged equipment must be reported within 60 days of acceptance of delivery.

125 Snowman Lane
North Pole, Alaska 99705
(907) 488-8593
(907) 488-3002 (fax)
bill.butler@northpolealaska.org

City of North Pole
Director of City Services

Memo

To: North Pole City Council
From: Bill Butler
Date: September 28, 2020
Subject: Acceptance of ownership and maintenance responsibility for the water and wastewater extensions in Stryker Loop, Eagle Estates.

Recommendation:

Accept ownership and maintenance responsibility for the water and wastewater extensions in Stryker Loop, Eagle Estates Subdivision.

Background

At the January 6, 2020 City Council meeting, the Council approved a developer agreement with Stepping Stone Builders/Rick Watson to install water and sewer extensions to the proposed Stryker Loop in the Eagle Estates Subdivision. The Developer agreement required Watson to provide the City with a performance bond and to provide funding for the City to hire a third-party engineer to conduct plan review and inspections of the construction. Watson provide the bond and funding for the engineering services. The City hired PDC Engineers to provide the plan review and inspections.

Throughout the 2020 construction season, PDC staff conducted on-site inspections of the water and sewer installations. In all instances where PDC identified a deficiency or activity that required correction or modification, Watson complied. Watson has completed the water and sewer system installations according to North Pole Utility Standards of Construction and he has asked that the City to take ownership of the extensions and the associated maintenance responsibilities. PDC reviewed Watson's record drawings for the installations and has no objection to the City taking ownership of the water sewer extensions on Stryker Loop. (See attached PDC recommendation and record drawings.)

MEMORANDUM

To	Bill Butler, Director of City Services	From	Reggie Dallaire
Firm	City of North Pole 125 Snowman Lane North Pole, AK 99705	Date	September 28, 2020
		PDC #	18181FB
		Project Name	Eagle Estates, 3 rd Addition
RE	Eagle Estates, 3 rd Addition (Stryker Loop) – Sewer & Water Utilities		

Throughout the summer of 2020, PDC Engineers observed the installation of sewer and water mains and property stubs along Stryker Loop, as detailed in the plans dated 12/11/19 for Eagle Estates, 3rd Addition. PDC verified all work occurred per the City of North Pole Utility Standards of Construction and AWWA requirements. PDC observed passing hydrostatic tests, has reviewed the contractor provided sewer main video, and confirmed adequate slope and cover via surveyed asbuilt information.

PDC recommends the City request Approval to Operate from ADEC Water and Wastewater and accept ownership of said utilities.


As always, PDC is available to discuss any concerns with the City. Please let us know if you have any questions at all.

[illegible]

C1	VICINITY MAP AND SHEET INDEX
C2	TYPICAL SECTION AND STREET DETAILS
C3	STRYKER LOOP PLAN AND PROFILE
C4	STRYKER LOOP PLAN AND PROFILE
SS1	WASTEWATER DETAILS (CITY OF NP STD DWGS)
SS2	WASTEWATER DETAILS (CITY OF NP STD DWGS)
W-1	WATER DETAILS (CITY OF NP STD DWGS)

STEPPING STONE BUILDERS, INC.
P.O. BOX 82724
FAIRBANKS, AK 99708

NOTE:
THIS PROJECT WAS CONSTRUCTED AS PER PLANS AND NO SIGNIFICANT CHANGES WERE REQUIRED
THESE ASBUILTS PRIMARILY TO DEPICT THE ASBUILT LOCATIONS OF THE NEW MAINS. THERE ARE
NO CHANGES TO THE CITY OF N.P. STANDARD DETAILS INCLUDED FOR REFERENCE IN THE DESIGN
PLAN SET.



STUTZMANN
ENGINEERING
ASSOCIATES, INC.

ENGINEERS
SURVEYORS
PLANNERS

P.O. BOX 71429, FAIRBANKS, AK. 99707
(907) 452-4094 C-627

*EAGLE ESTATES
SUBDIVISION
3RD ADDITION*

VICINITY MAP AND
SHEET INDEX

FOR: STEPPING STONE CONSTRUCTION

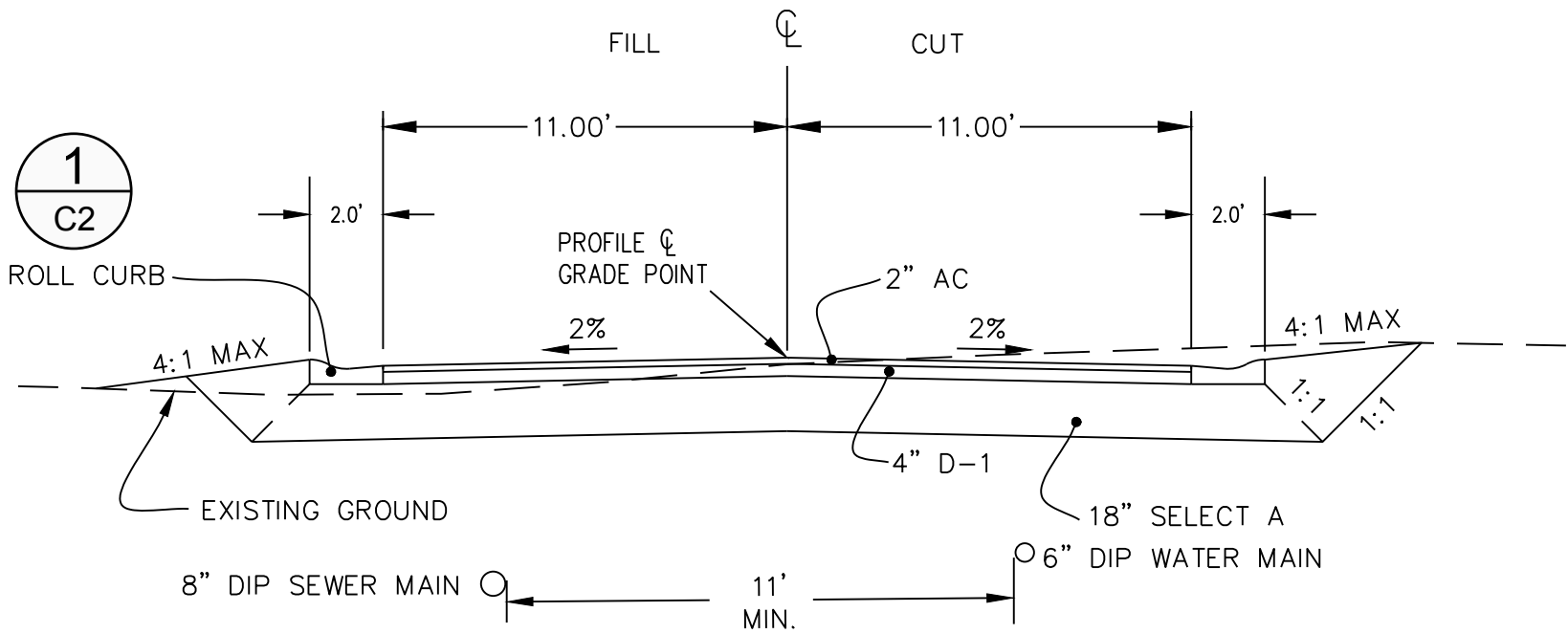
Design to ADEC/NP

STUTZMANN
ENGINEERING
ASSOCIATES, INC.
P.O. BOX 71429, FAIRBANKS, AK 99707
9 ADAK AVENUE, FAIRBANKS, AK 99701
(907) 452-4094 (C 627)

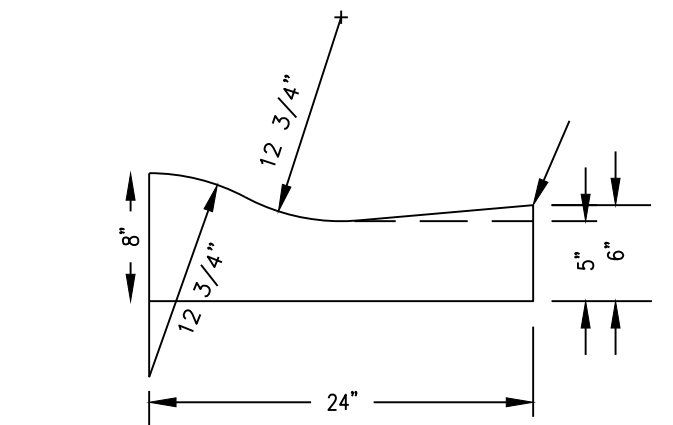
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DRAWN:	JDS
CHECKED:	JHA
DRAWING NO.	

C1

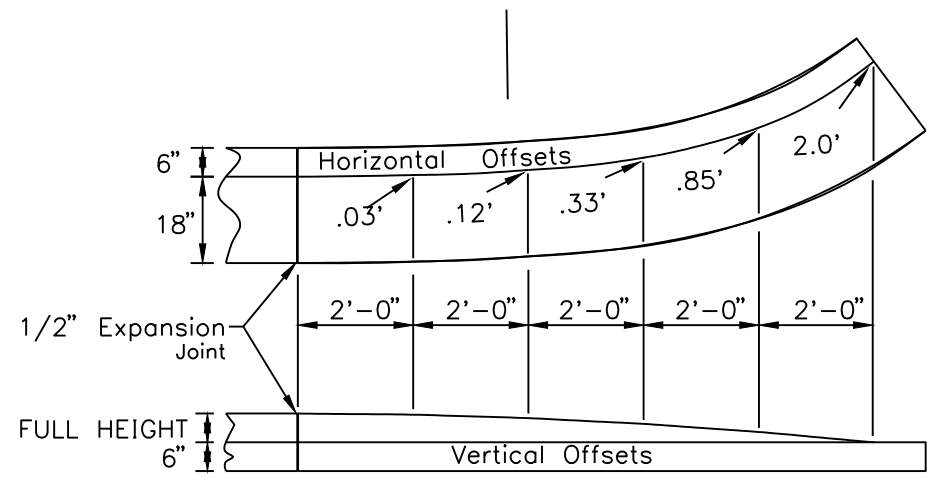
OF 7



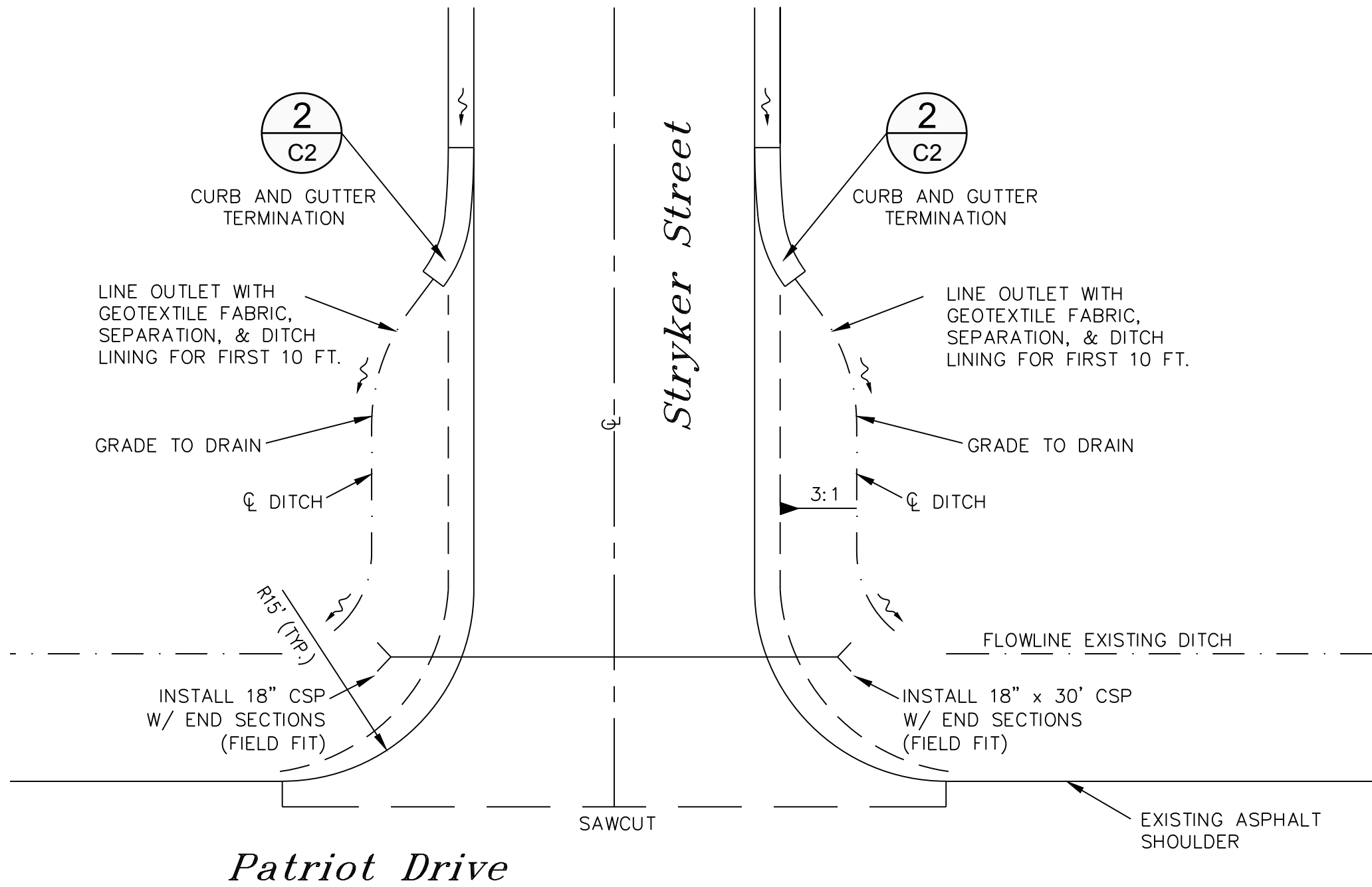
A
C2
TYPICAL SECTION
NTS



1
C2
ROLL CURB
NTS



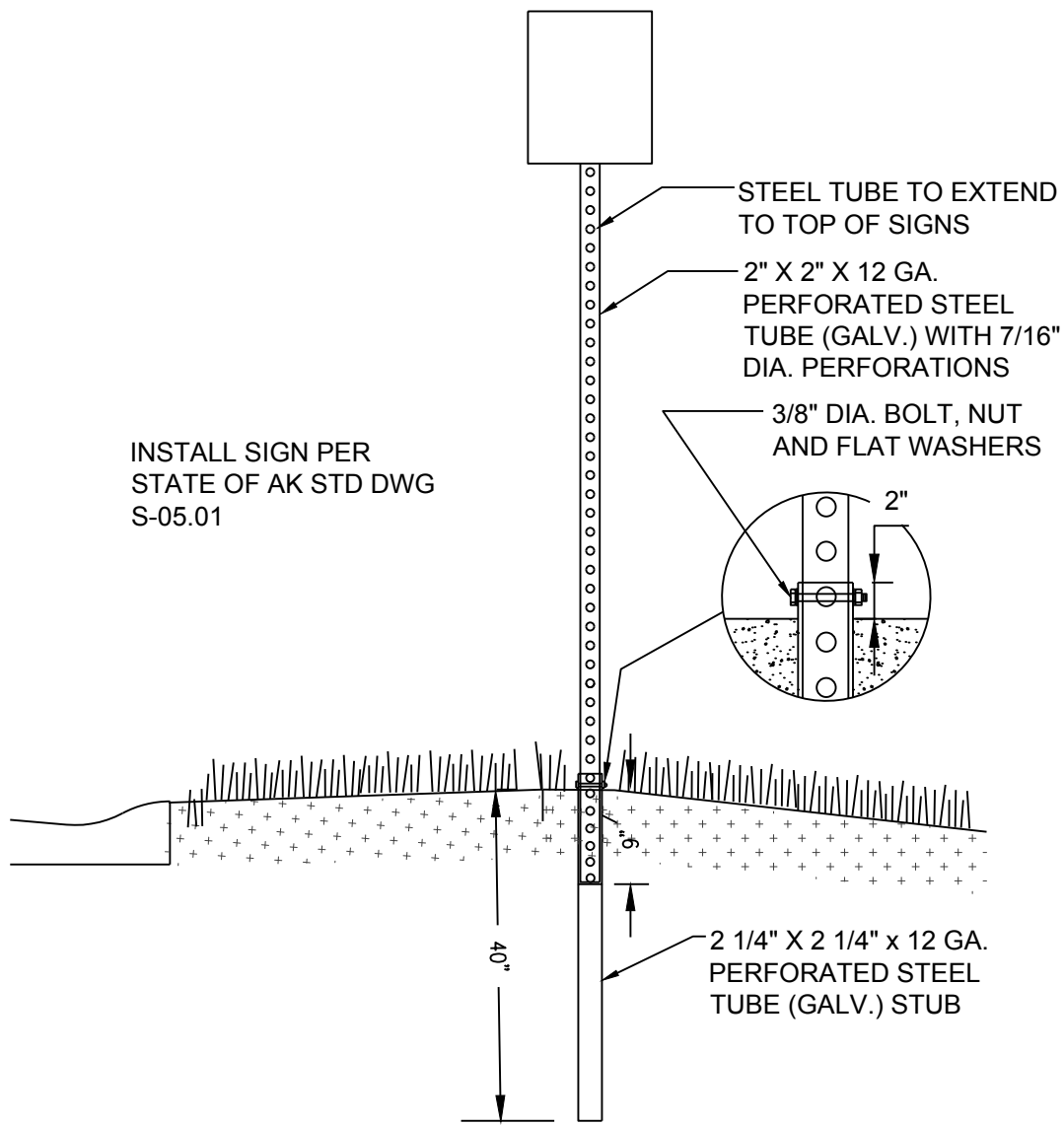
2
C2
CURB AND GUTTER TERMINATION
NTS



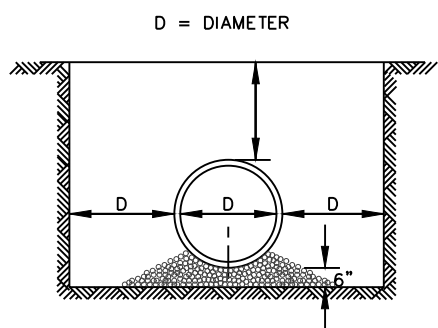
B
C2
STREET APPROACH DETAIL
NTS

SIGN TABLE			
DESCRIPTION	STATION	OFFSET	SIZE
R1-1 (STOP)	0+29	LT	30" X 30"
D3-100 (Patriot Dr)	0+29	LT	8" X VARIES
D3-100 (Stryker Loop)	0+29	LT	8" X VARIES
R1-1 (STOP)	10+08	RT	30" X 30"
D3-100 (Patriot Dr)	10+08	RT	8" X VARIES
D3-100 (Stryker Loop)	10+08	RT	8" X VARIES

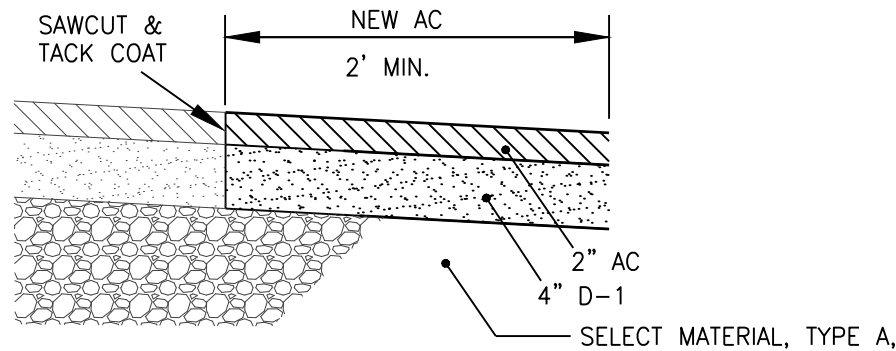
NOTE: REMOVE AND REPLACE EXISTING SIGNS



3
C2
SIGN DETAIL
NTS



4
C2
CULVERT
NTS



5
C2
SAWCUT
NTS

GENERAL NOTES

- Existing utilities shown are a compilation of above ground evidence and utility company records. Contractor shall locate all utilities prior to excavation.
- Contractor shall obtain all necessary permits from the City of North Pole prior to construction.
- The vertical datum for this project is the North American Vertical Datum 1988 (NAVD88).
- The survey and project control have been intentionally excluded from the plan sheets. All layout and construction surveying is to be provided by the designer, Stutzmann Engineering.

STREET NOTES

- Material references are as per the State of Alaska Department of Transportation Specifications for Highway Construction (2017).
- Asphalt Cement shall be PG 52-28. Asphalt Aggregate shall be Type II Class B.
- Compaction for Selected Material, Type A and Aggregate Base Course, Grading D-1 Shall be as per the standard specifications.
- Install signs per ADOT Standard Drawings.

SEWER AND WATER NOTES

- All construction shall comply with the City of North Pole Utility Standards of Construction, rev. 2007, 18 AAC 72 and 18 AAC 80.
- All materials and construction shall conform to these plans and the City of North Pole standard drawings attached to this plan set for reference.
- Install additional thickness of insulation per City of NP 1.2.5 where mains run under proposed roadway culverts.
- All water main joints shall be restrained per City of NP 4.2.3.
- Sewer service lines shall be 4 inch and shall comply with City of North Pole Utility Service Line Requirements.
- Water service lines shall be 1 inch and shall comply with City of North Pole Utility Service Line Requirements.

LEGEND

	STREET LIGHT
	SEWER MANHOLE
	FLUSHWELL
	WATER VALVE
	HYDRANT
	OVERHEAD ELECTRIC LINE
	EXISTING SEWER MAIN
	EXISTING WATER MAIN
	EXISTING GAS LINE
	PROPOSED 8" DIP SEWER MAIN
	PROPOSED 6" DIP WATER MAIN
	EXISTING CULVERT
	PROPOSED CULVERT
	PROPOSED SEWER SERVICE
	PROPOSED WATER SERVICE



9/17/2020

NO.	DATE	BY	DESCRIPTION
1	12/11/19	JDS	POC REVIEW COMMENTS (10/17/2017)

EAGLE ESTATES
SUBDIVISION 3RD
ADDITION

LOCATION:

TYPICAL SECTION AND
STREET DETAILS

FOR: STEPPING STONE CONSTRUCTION

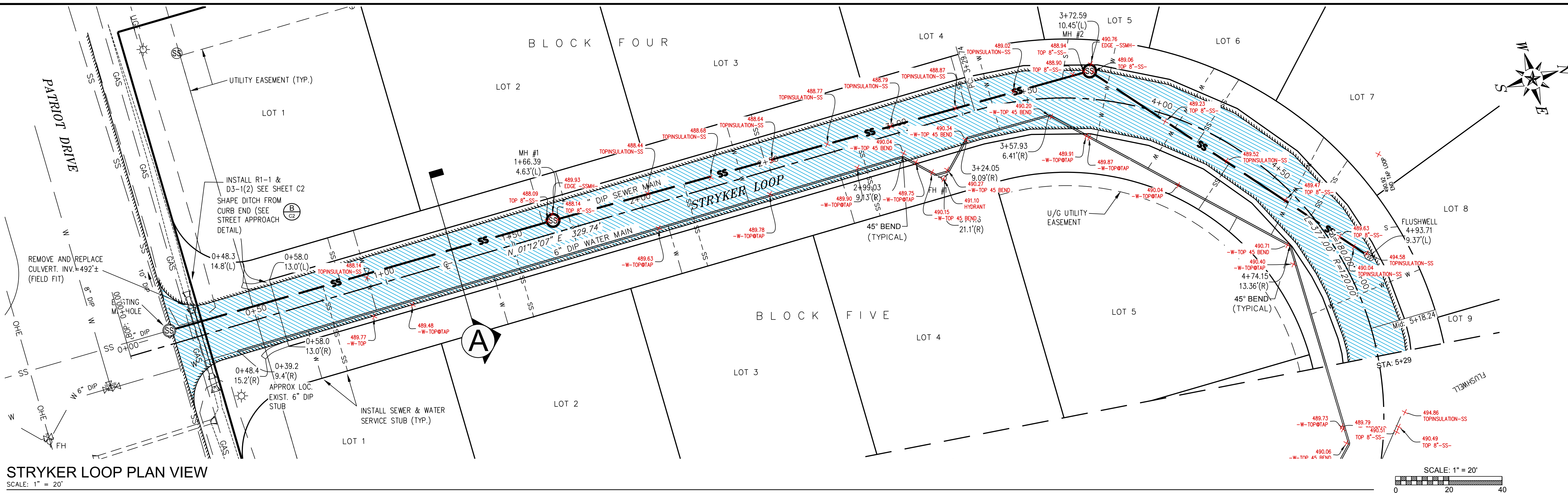
Design to ADEC/NP



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DRAWING NO.	

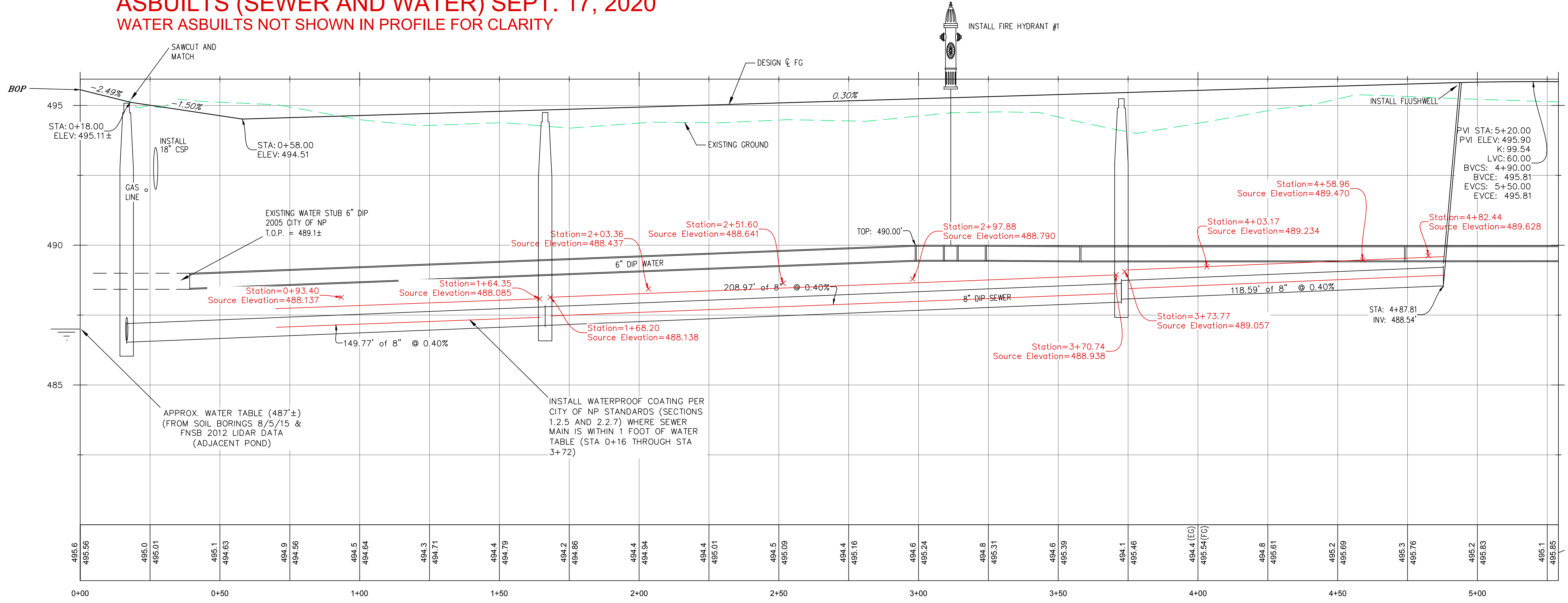
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2 OF 7

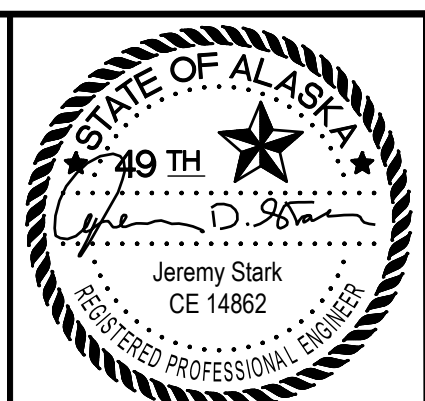


STRYKER LOOP PLAN VIEW
SCALE: 1" = 20'

ASBULTS (SEWER AND WATER) SEPT. 17, 2020
WATER ASBULTS NOT SHOWN IN PROFILE FOR CLARITY



STRYKER LOOP PROFILE VIEW
HORIZONTAL SCALE: 1" = 20' VERTICAL SCALE: 1" = 2'



9/17/2020

NO.	DATE	BY	DESCRIPTION
1	12/11/19	JDS	POC REVIEW COMMENTS (10/17/2017) & MH INV.

EAGLE ESTATES
SUBDIVISION
3RD ADDITION

Street, Sewer and Water Plans

STRYKER LOOP

PLAN & PROFILE

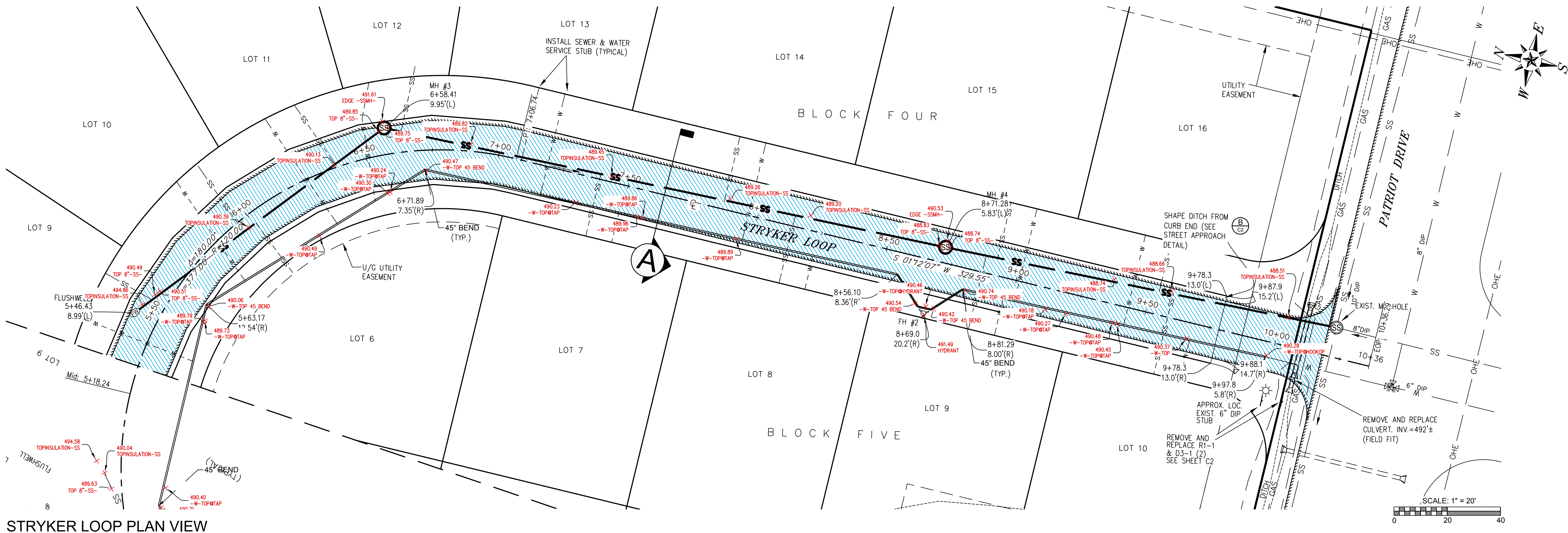
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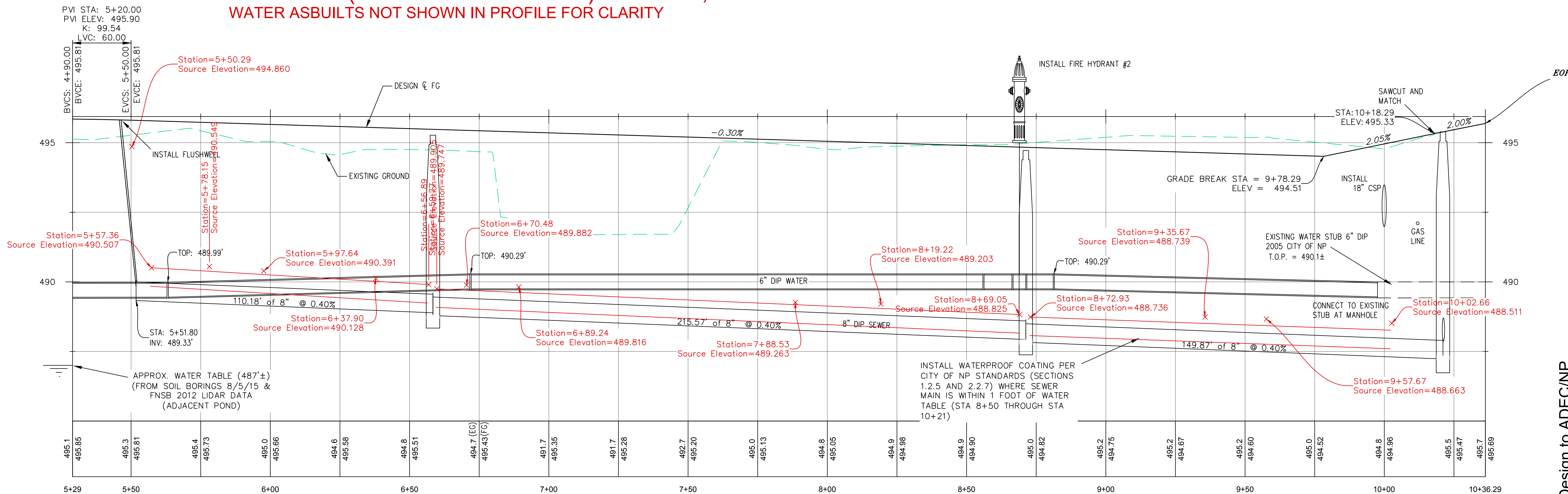
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DRAWING NO.	

C3

3 OF 7



ASBULTS (SEWER AND WATER) SEPT. 17, 2020
WATER ASBULTS NOT SHOWN IN PROFILE FOR CLARITY



9/17/2020

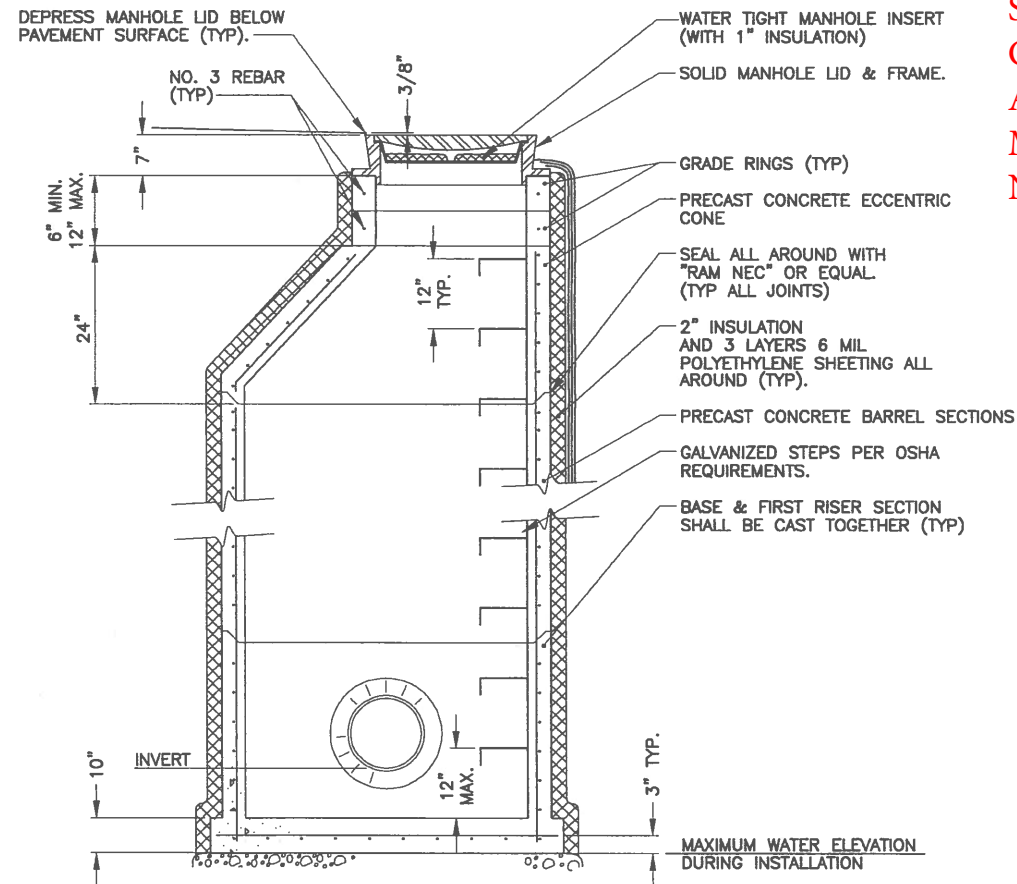
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1	12/11/19	JDS	POC REVIEW COMMENTS (10/17/2017) & MH INV.

EAGLE ESTATES
SUBDIVISION
3RD ADDITION

Street, Sewer and Water Plans
STRYKER LOOP
PLAN & PROFILE
FOR: STEPPING STONE CONSTRUCTION

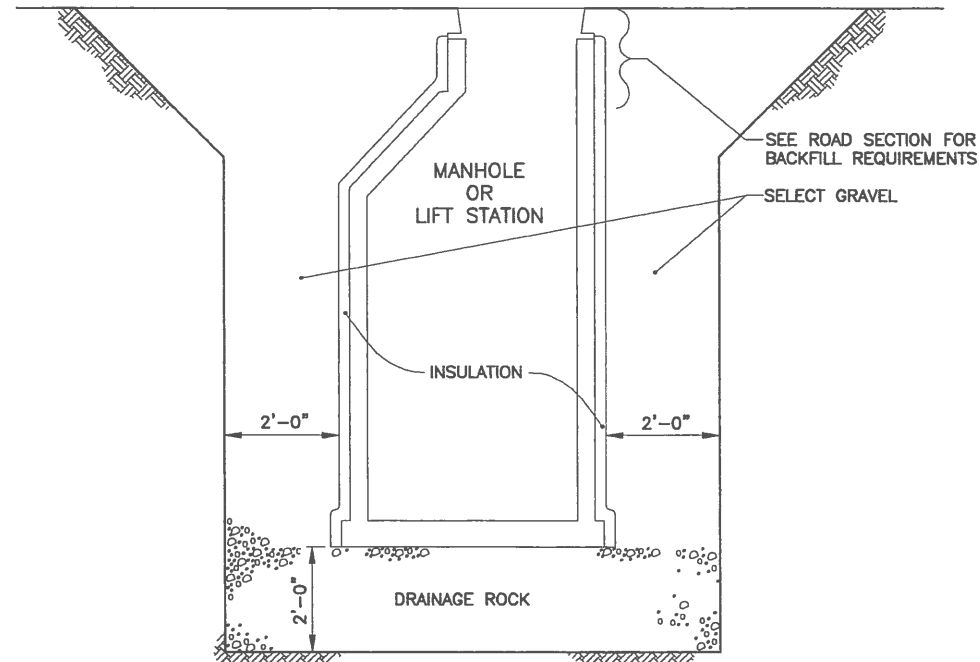
DESIGNER'S SEAL
STUTZMANN ENGINEERING ASSOCIATES, INC.
P.O. BOX 71429, FAIRBANKS, AK 99707
9 ADAM AVENUE, FAIRBANKS, AK 99701
(907) 452-4094 (C 627)

DATE: 9/17/2020
DRAWN: JDS
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DRAWING NO.

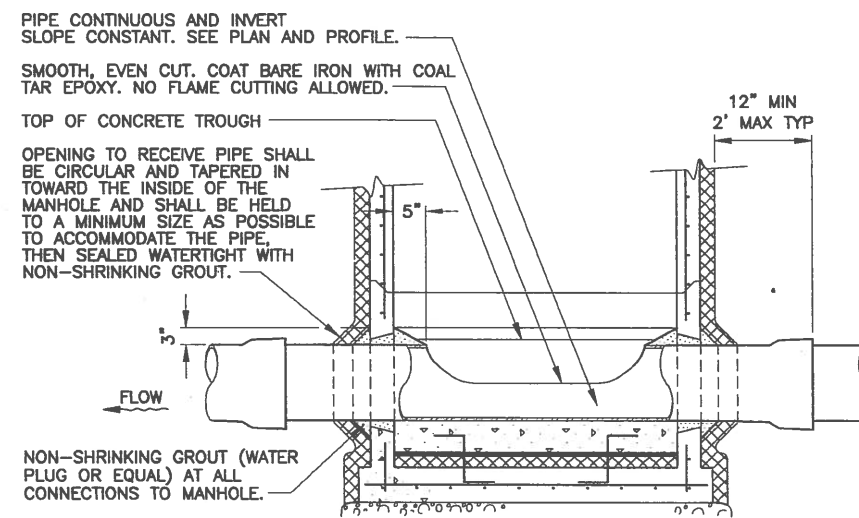


A 48" AND 72" TYPE I MANHOLE SECTION
SS1 NOT TO SCALE

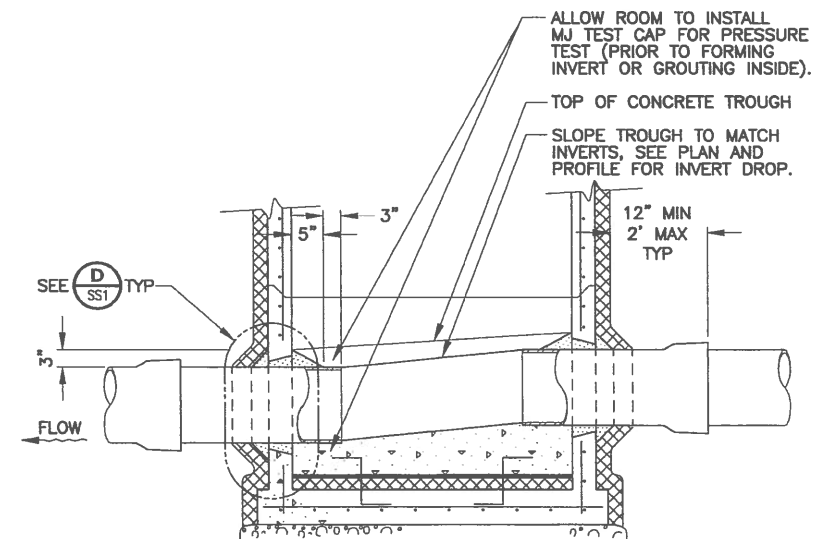
SEE CITY OF NP UTILITY STANDARDS OF CONSTRUCTION FOR ADDITIONAL DETAILS AND SPECIFICATIONS. ALL WORK SHALL MEET THE REQUIREMENTS OF THE CITY OF NP UTILITY STANDARDS OF CONSTRUCTION.



B MINIMUM EXCAVATION LIMITS SECTION
SS1 NOT TO SCALE

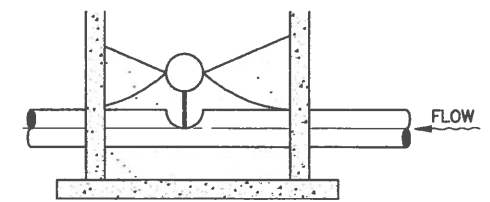


D TYPICAL THROUGH SECTION
SS1 NOT TO SCALE



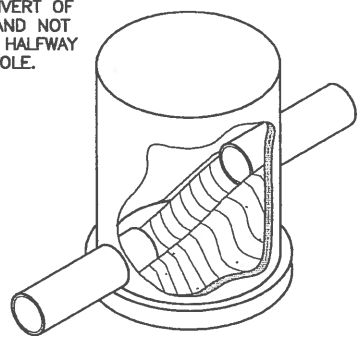
E TYPICAL THROUGH SECTION WITH DROP
SS1 NOT TO SCALE

WHEN INSTALLING A BEAVER SLIDE THAT INTERCEPTS AN EXISTING SEWER AT A RIGHT ANGLE, THE CONNECTING INVERT OF THE BEAVER SLIDE IS TO INTERCEPT THE EXISTING SEWER SLIGHTLY ABOVE THE EXISTING SPRINGLINE, AS SHOWN.

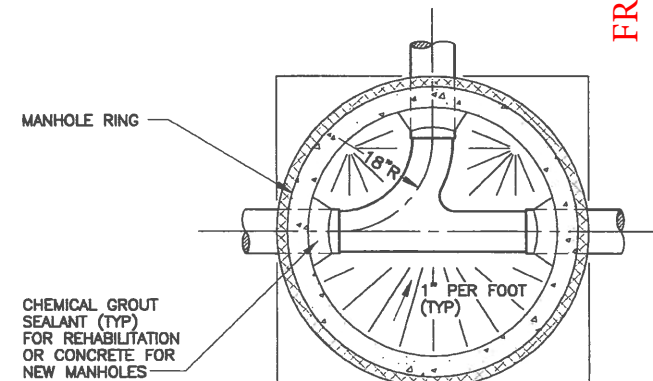


MAXIMUM VERTICAL DROP FOR BEAVER SLIDE (MEASURED CROWN TO CROWN):
32" FOR 12" PIPE
30" FOR 10" PIPE
28" FOR 8" PIPE

WHEN INSTALLING A BEAVER SLIDE WHERE THE FLOW IS STRAIGHT THROUGH THE MANHOLE, THE BEAVER SLIDE IS TO MATCH THE INVERT OF THE EXISTING LINE AND NOT EXTEND MORE THAN HALFWAY THROUGH THE MANHOLE.



C BEAVER SLIDE SECTION
SS1 NOT TO SCALE



F SANITARY SEWER MANHOLE PLAN
SS1 NOT TO SCALE

CONSULTANT:

STATE OF ALASKA
49TH
KEVIN L. HANEMAN
REGISTERED PROFESSIONAL ENGINEER
CE 8058

6-15-07

PDC INC. ENGINEERS
1028 Aurora Drive, Fairbanks, Alaska 99709-5520

PROJECT:
CITY OF NORTH POLE
STANDARDS OF CONSTRUCTION

NORTH POLE, ALASKA

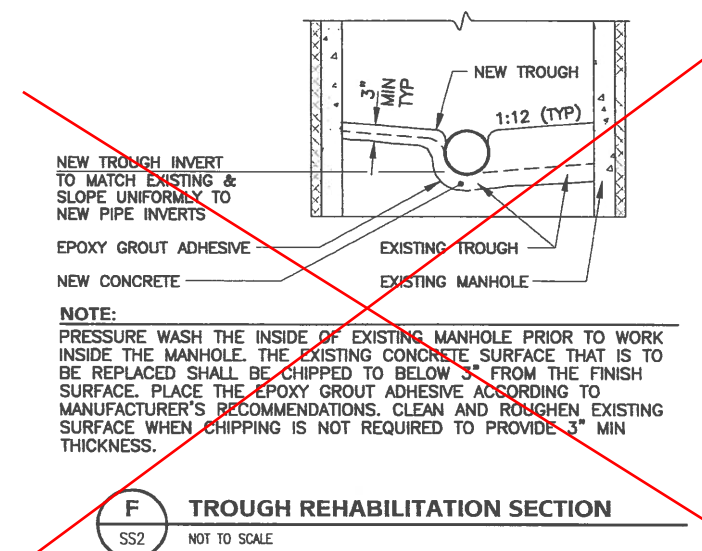
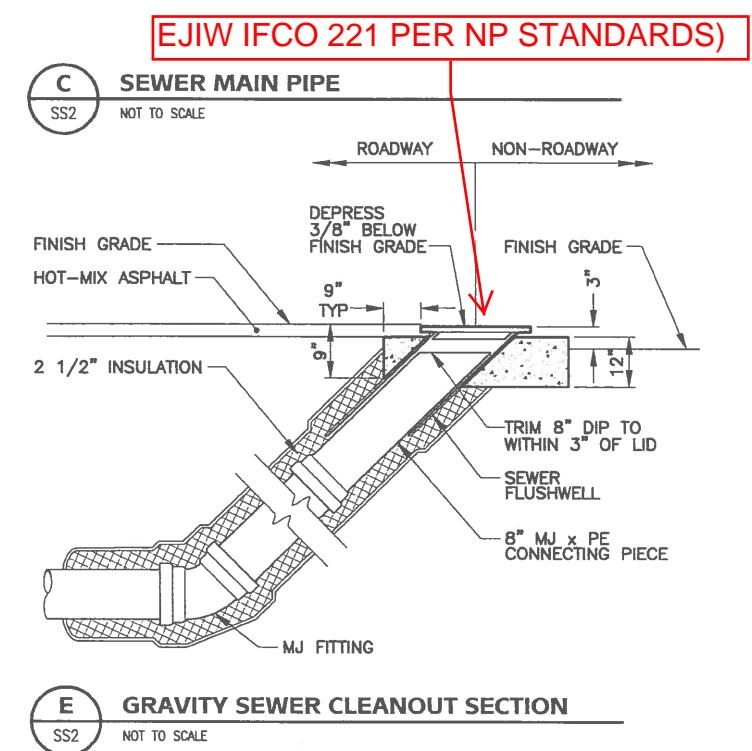
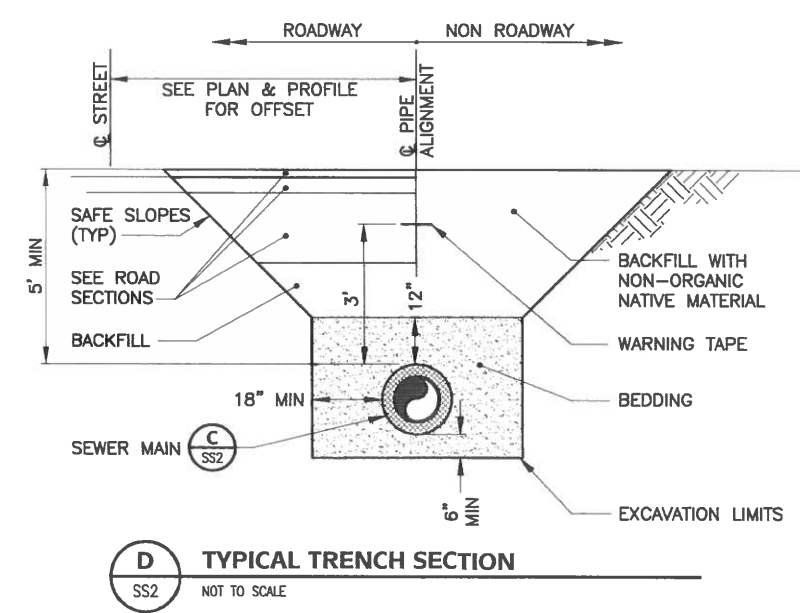
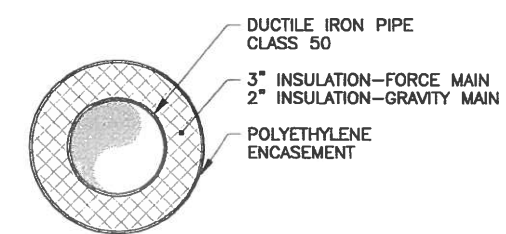
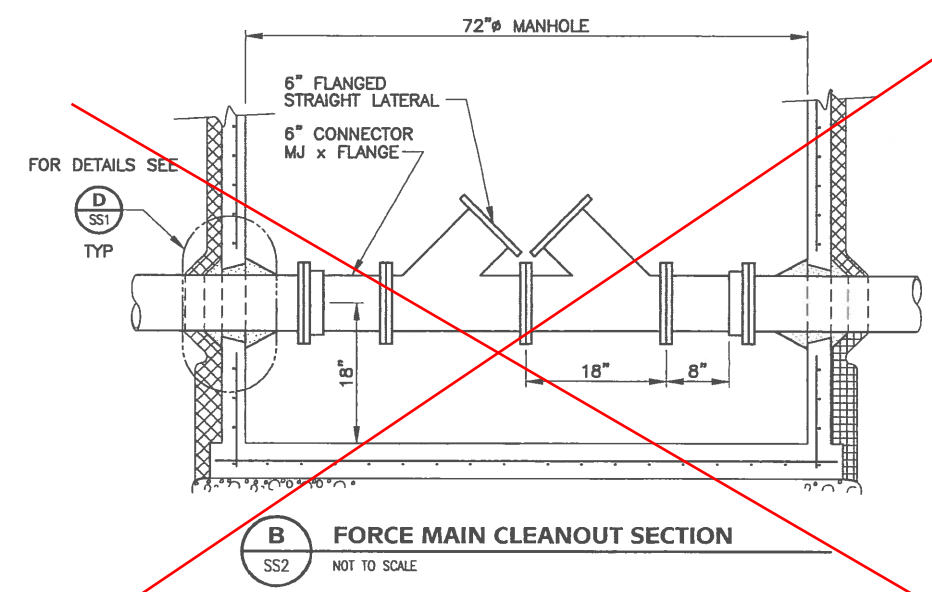
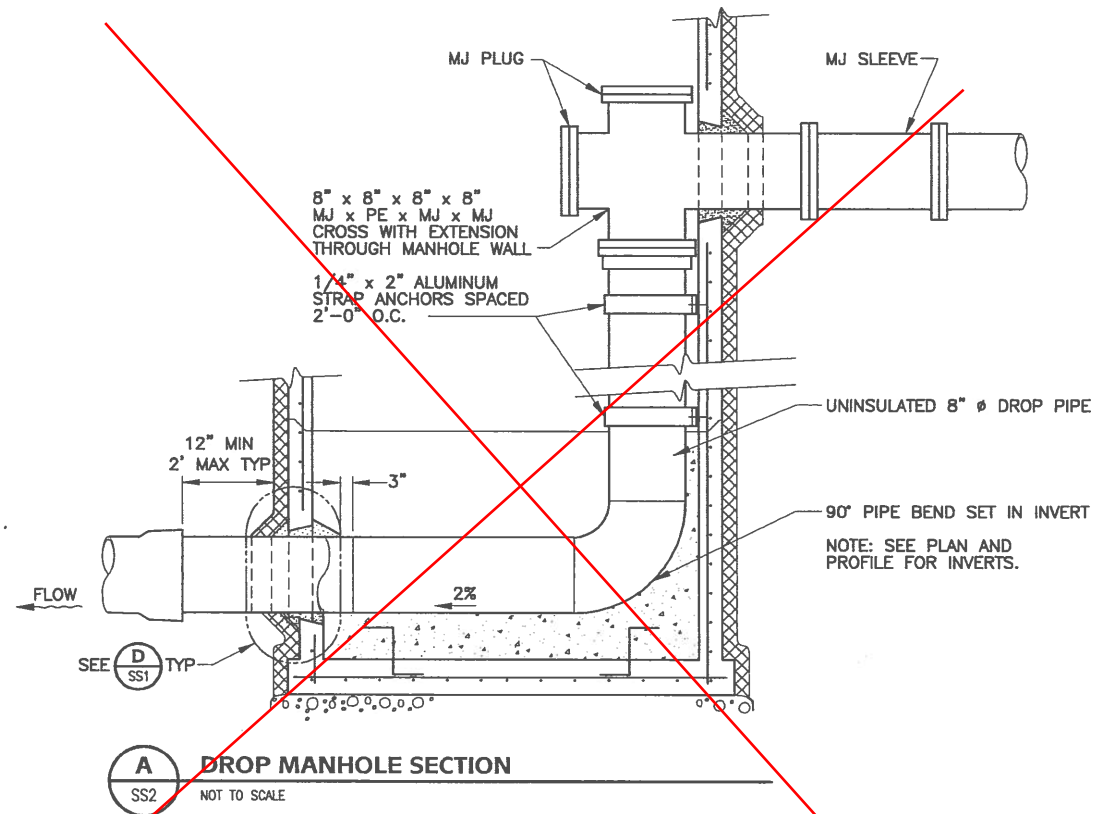
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WASTEWATER DETAILS

DESIGN: KAD
DRAWN: GDS
CHECKED: KLH
DATE: JUNE 2007

PROJECT No.
F06068

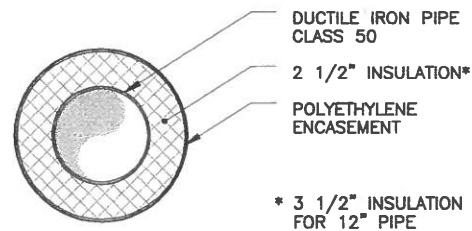
SHEET NUMBER
SS1

OF SHEETS

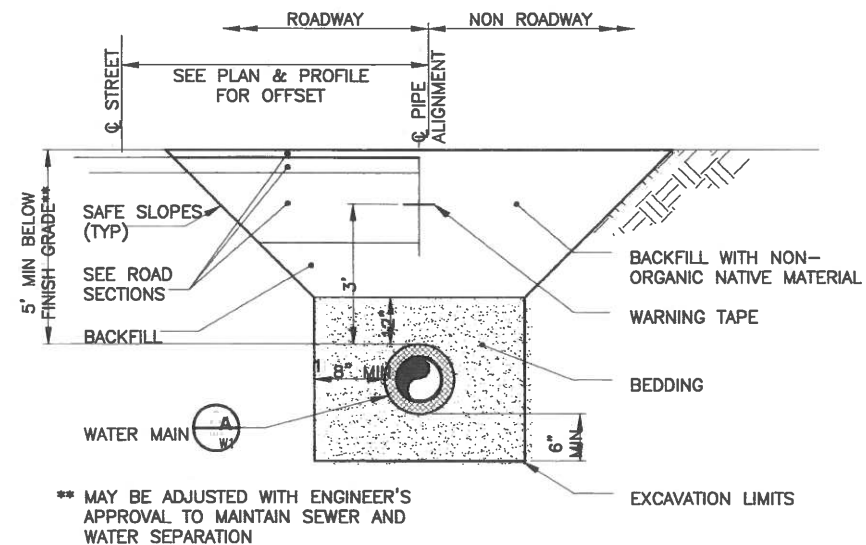


FROM CITY OF NP UTILITY STANDARDS OF CONSTRUCTION (JUNE 2007)

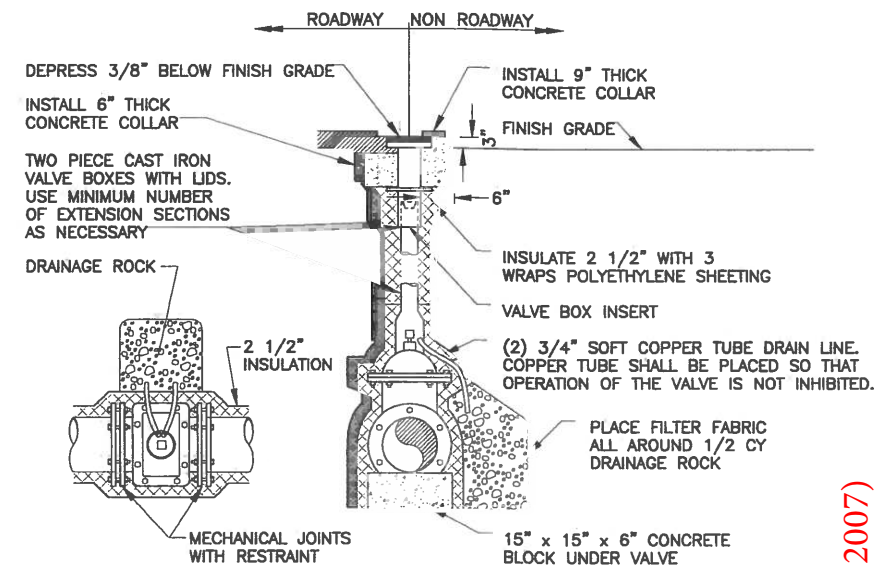
CONSULTANT :	
6-15-07	
PDC INC. ENGINEERS 1028 Aurora Drive, Fairbanks, Alaska 99709-5520	
PROJECT :	CITY OF NORTH POLE STANDARDS OF CONSTRUCTION NORTH POLE, ALASKA
SHEET TITLE :	WASTEWATER DETAILS
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DRAWN	6DS
CHECKED	KLH
DATE	JUNE 2007
PROJECT No.	F06068
SHEET NUMBER	SS2
OF	SHEETS



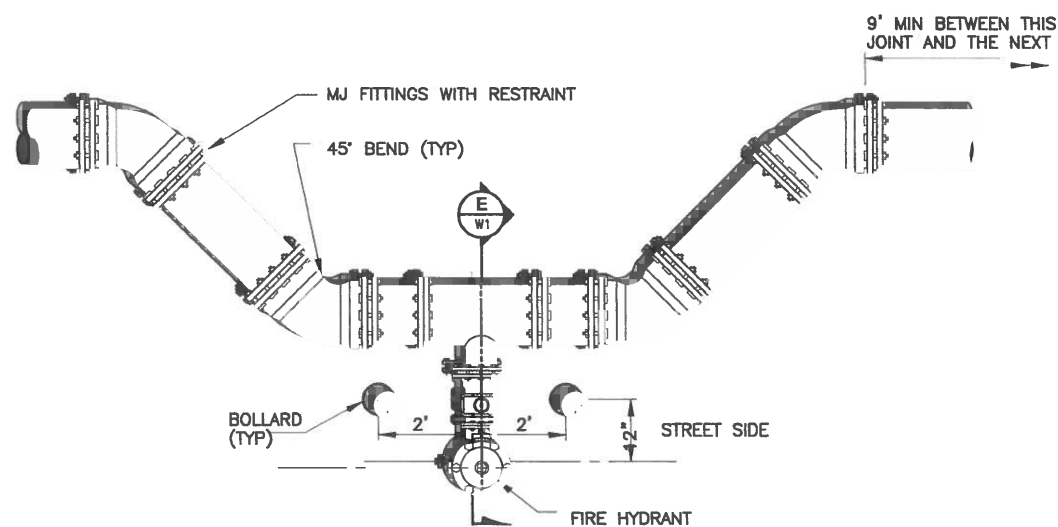
A WATER MAIN PIPE DETAIL
W1 NOT TO SCALE



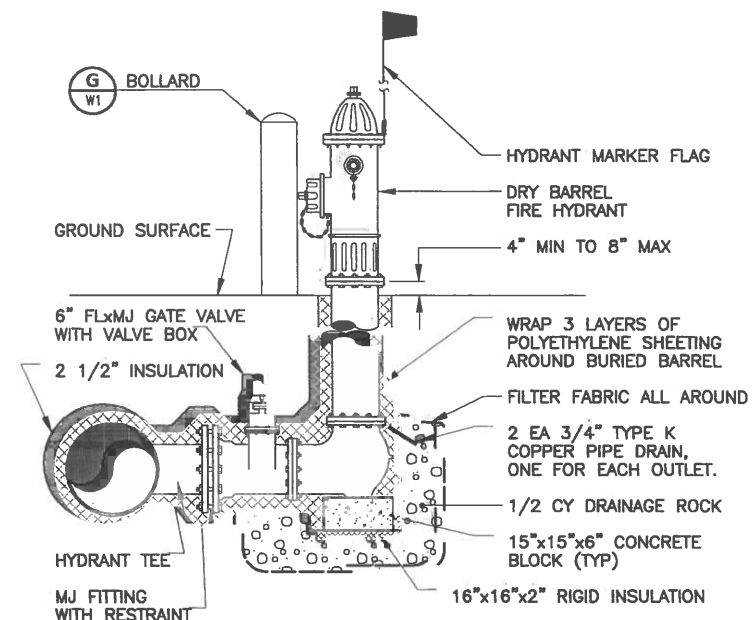
B TYPICAL TRENCH SECTION
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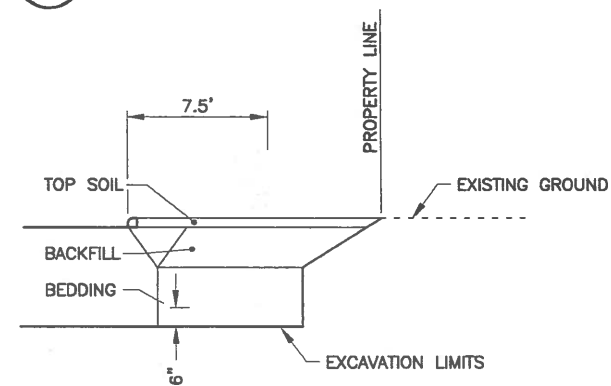
C GATE VALVE DETAIL
W1 NOT TO SCALE



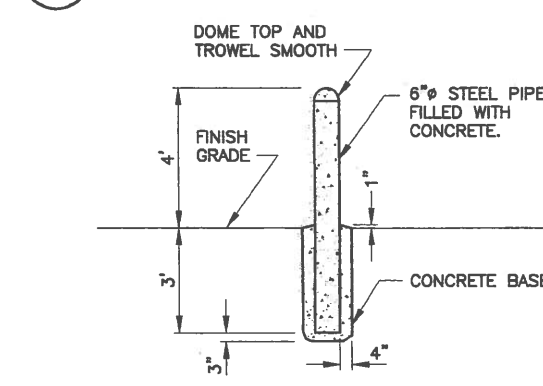
D FIRE HYDRANT PLAN
W1 NOT TO SCALE



E FIRE HYDRANT SECTION
W1 NOT TO SCALE



F FIRE HYDRANT SECTION
W1 NOT TO SCALE



G BOLLARD DETAIL
W1 NOT TO SCALE

FROM CITY OF NP UTILITY STANDARDS OF CONSTRUCTION (JUNE 2007)

CONSULTANT :



15-07

PDC INC. ENGINEERS

1028 Aurora Drive, Fairbanks, Alaska 99709-5500

PROJECT :

CITY OF NORTH POLE STANDARDS OF CONSTRUCTION

NORTH POLE, ALASKA

SHEET TITLE :

WATER DETAILS

DESIGN	KAP
DRAWN	GD5
CHECKED	KLH
DATE	JUNE 2007
PROJECT No. F06068	
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OF SHEETS	