



CITY OF NORTH POLE
Regular Meeting
September 6, 2022
Via Zoom
125 Snowman Lane, North Pole, Alaska
www.northpolealaska.com

Tuesday, September 6, 2022
Committee of the Whole: 6:30 PM
Regular City Council Meeting: 7:00 PM

MAYOR

Michael Welch
907-488-8584

CITY CLERK

Melissa Dionne
907-488-8583

COUNCIL MEMBERS

Santa Claus – Mayor Pro Tem	907-388-3836
DeJohn Cromer – Deputy Mayor Pro Tem	907-347-2808
Aino Welch – Alt. Deputy Mayor Pro Tem	907-488-5834
David Skipps	907-750-5106
Jeffrey Jacobson	907-460-7733
Anton Keller	907-987-2548

1. Call to Order/Roll Call
2. Pledge of Allegiance
3. Invocation
4. Approval of Agenda (Pgs. 1-2)
5. Approval of the Minutes from 8/15/2022 (Pgs. 3-10)
6. Communications from the Mayor
7. Council Members Questions of the Mayor
8. Communications from Department Heads, Borough Representative, HR and the City Clerk
9. Ongoing Projects Report
10. Citizens Comments (Limited to five (5) minutes per Citizen)
11. Old Business
 - a. Ordinance 22-17, An Ordinance of the City of North Pole to Amend the Pay Scale (Pgs. 11-16)

- b. Ordinance 22-18, An Ordinance of the City of North Pole to Amend the Police Department 2022 Budget (Pgs. 17-23)

12. New Business:

- a. Ordinance 22-19, An Ordinance of the City of North Pole, Alaska to Amend the 2022 General Fund Budget to Purchase Parcel Number Three Howard Property (Pgs. 24-25)
- b. A Resolution of the City of North Pole, Alaska, Accepting Responsibility for Lot B-2 Eagle Estates (Eagle Estates 4th Addition – Golden Eagle Court) (Pgs. 26-57)
- c. NPCCC Reallocation of Funds Request (Pg. 58)

13. Council Comments

14. Adjournment

How to Offer Public Testimony at Council Meetings

Written testimony is encouraged. You may submit your comments by calling the Clerk's Office at 907-488-8583 or by sending an email to MDionne@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 907-488-8583 or email MDionne@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.

All NPCC meetings are held virtually. We are live streaming to the City of North Poles' YouTube channel, and the recording will be available the next day on the City of North Poles' Facebook page.

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



**Committee of the Whole – 6:30 P.M.
Regular City Council Meeting – 7:00 P.M.**

A regular meeting of the North Pole City Council was held on Monday, August 15, 2022, via Zoom.

CALL TO ORDER/ROLL CALL

Mayor Welch called the regular City Council meeting of Monday, August 15, 2022, to order at 7:00 p.m.

Present:

Michael Welch – Mayor
Santa Claus - Mayor Pro Tem
DeJohn Cromer - Deputy Mayor Pro Tem
Aino Welch – Alternate Deputy Mayor Pro Tem
Jeffrey Jacobson
Anton Keller

Absent/Excused:

David Skipps

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

Led by Melissa Dionne

INVOCATION

Given by Mayor Welch

APPROVAL OF AGENDA

Ms. Welch *moved to* approve the agenda of August 15, 2022

Seconded *by* Mr. Jacobson

Ms. Welch *moved to* amend the agenda of August 15, 2022, to consent the following items:

Old Business

- a. Ordinance 22-16, An Ordinance of the City of North Pole to Amend the 2022 Operating Budget

New Business:

- b. Ordinance 22-18, An Ordinance of the City of North Pole to Amend the Police Department 2022 Budget
- d. Approval of Contract with Long Technologies
- e. Request to Write Off Utility Balance

Seconded *by* Mr. Jacobson

On the amendments

DISCUSSION

None

PASSED

Yes: 6 – A. Welch, Claus, Cromer, Jacobson, Keller, Welch

No: 0

Absent: Skipps

On the agenda as amended

DISCUSSION

None

PASSED

Yes: 6 – A. Welch, Claus, Cromer, Jacobson, Keller, Welch

No: 0

Absent: Skipps

APPROVAL OF MINUTES

Ms. Welch *moved* to approve the minutes from the 8/1/22 meeting

Seconded *by* Mr. Claus

DISCUSSION

None

PASSED

Yes: 6 – A. Welch, Claus, Keller, Jacobson, Skipps, Keller

No:

Absent: Skipps

COMMUNICATIONS FROM THE MAYOR

- The Mayor shared that he and Ms. Welch traveled to Anchorage on August 10th and 11th. While there they saw the Boundary Commission in reference to the Howard Property. Jedidiah Smith helped walk them through the process and clarified some questions they had. They also attended a change of command ceremony for Gen. Krumm at JBER, as well as his retirement party. They also met with reps from Marathon Oil regarding the land in North Pole for the combined heat and power plant site. On August 12th they were with the reps from 3 Bears. 3 Bears are working on the land survey now and expect to break ground in the spring. They also said that they would be amenable to having a Welcome Center in coordination with the NPCCC on their lot.
- The Mayor and Ms. Welch also headed to Chena Hot Springs for the 16th Annual Energy Fair at Chena Hot Springs. The Governor and Senator Murkowski were in attendance.
- Originally the Mayor planned to be in Anchorage for a few days this week, due to health reasons he decided to stay home.

COUNCIL MEMBER QUESTIONS OF THE MAYOR

None

COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

Police Department, Chief Dutra

- Offered job to new hire today. Will start tomorrow. We are excited to have 2 additional “hot prospects” in the mix moving to final stages. Keep your fingers crossed.
- New JAG grant is being worked on seeking \$143,000 for funding.
- A tentative agreement has been reached with TVSA on range expansions. \$5k from NPPD and FPD or AST will be used to offset \$10k from NRA to build out a 25yd range for use.
- Two applicants for Lt position. Testing and oral boards scheduled appointment hopefully first part of October. 30 days study period for test is required. A lot of work goes into the process, and we are confident the finalist will earn their spot.
- Two applicants for the open Sgt. position due to the sudden departure of Sgt. Rosenbalm.
- Tree lot clearing behind Wendy’s for PD storage has begun. Thank you, Cody and PW, for help.
- Ofc. Tibbetts doing a presentation at NP Senior Center.
- School is starting just a reminder to be aware of the traffic and kids moving around the city.
- Sgt. Wages is stepping down and moving to the FANT/SDEU as our replacement for Det. Werner.

The Mayor asked Chief Dutra to talk about the report from ADOT regarding the speeding along St Nicholas Dr and Santa Claus Lane. With the coming additional traffic with the new construction in that area the Mayor is worried about the traffic situation and is thinking that the speed limit on that road is too high.

- Chief Dutra said that the speed study was not anything outside of what he expected. He has officers keeping an eye on the area. He said while they can run enforcement, they do not have the officers to do a speed study. They are also considering a ‘your speed is’ sign for the area.

Fire Department, Chief Heineken

- Chief Heineken shared that Michelle Myhill’s last day was August 6th. For the last month and a half, she has been training Tammie Chiarelli and today was Tammie’s first day in the full time position. The Chief thanked Ms. Myhill for her hard work and dedication in getting Ms. Chiarelli trained.
- He shared that the platform truck has been very busy the last few weeks, luckily not fighting fires but making public appearances. Captain McGilvery took it to the First Responders Day at the fair and AC Chambers took it to the Worlds Largest Backpack Event here in North Pole.
- He reminded everyone that school is starting soon and to be extra vigilant in looking for children on the roads.
- He shared that Lt. Beckley’s mother’s house was a total loss due to a fire this last weekend. There was no one injured in the fire. He said that the Red Cross is helping them out and that the insurance company seems to be taking care of things for them.

Ms. Welch asked if Chief had a list of things that the family needs in the coming weeks.

- Chief Heineken thanked the Council and said that he would pass along anything that the family could use help with.

Finance

- Ms. Fogarty shared financials previous to the meeting tonight. She said the spreadsheet that she sent out is pretty up to date. There are a few things that are not due to the Tyler/Caselle double entry that they are having to do still.
- Ms. Fogarty let everyone know that Sally Terch started with us today. Ms. Terch is a previous City employee and remembers a lot from her time here before.
- Ms. Fogarty is working on contacting the Department of Treasury and getting more info on ARPA funds spending.

The Mayor asked if Ms. Fogarty had spoken to AML regarding the ARPA funds allowable spending. He also asked about the rate of return from the AMLIP. He also asked about the budget workshop dates and getting them narrowed down.

- Ms. Fogarty said that she has just included numbers here and would be sure the rate of return was included on the spreadsheet next time. And yes, she had spoken to AML regarding ARPA, they are the ones that referred her to the Department of Treasury.
- As far as the budget goes she said that she would like to plan it for the 2nd week in September and that we should narrow it down during the next staff meeting.

Mr. Jacobson asked about the Council budget work sessions are going to be.

- Ms. Fogarty said that it will be 3 nights in the 3rd or 4th week in October, the Mayor said it will probably be October 24, 25 and 26th.

Director of City Services, Danny Wallace

Building Department

- They have been working on some internal training and mapping of all the internal processes that they use. He said that he feels it is important to make sure that the processes they use are established and solid for what they are doing.

Moose Creek

- They continue to meet every week on this project and the final funds disbursement for \$1.8 million was approved. These funds will be used to close out the project between now and December.

Public Works

- They are heading into the end of summer and are wrapping up the summer projects and starting to think about snow removal.
- PW received a number of complaints about the slough that runs by City Hall, it was blocked up where it runs under the Richardson highway due to a beaver dam. That was taken care of by ADOT and it was taken care of and the water has dropped a few feet.

Utilities

- He attended the Marathon Oil Wastewater Permit inspection today along with Paul Trissel. The inspection went very well with no issues.

- They continue to focus on the replacement of the city main steel water pipes and the sewage outfall project. They are the focus and will continue to look for available funds for these projects.

The Mayor asked for an update on communications with HC and also about the customer water leak that happened back in February.

- Mr. Wallace said that they have been talking back and forth and included Zane Wilson with CSG in the conversation as well. From the cities perspective we paid for the services that we provided to us and we have not heard back in a about a week.
- Regarding the water leak he shared the details that the City had responded to a customers water leak back in February on 5th ave. Because it was not the cities leak the customer was provided with a bill for the monies (\$13,000) that the city put into helping locate the leak. They have not heard back from the customer.

Mr. Jacobson passed along to Mr. Wallace a nuisance complaint from a citizen in the Highway Park area.

There is a property there that had had a fire at some point, there is a 5th wheel, a lot of chained up barking dogs and a lot of debris.

- Mr. Wallace said initially he would refer them to the Police dept. and he asked Mr. Jacobson to send him that address so that they could go check it out.

Human Resources, Ellen Glab

- She has been working with Chief Dutra on the hiring process for the open Lieutenant position and understand that.
- She is having a Safety committee meeting as well as a policy meeting tomorrow.
- The policy manual has been taking a lot of her time, getting those edits done and working on the reviews with the department heads and she is looking forward to finishing that up and getting it out to Council.

The Mayor thanked Ms. Glab for representing the Office of the Mayor in his absence.

Borough Representative

- There was a meeting August 11, she attended via Zoom from Anchorage.
- The borough assembly did approve the Eagle Estates tax abatement for the 3 new lots.
- They also approved the mailing of the new voter pamphlet that the area clerks have been working on, the borough decided to pick up the tab of this mailing.
- There is a rezoning taking place in the Creamers Field area, the area will only be able to be used for Creamers field access and not for building.
- One of the biggest Ordinances that the borough was considering was 22-46. The ordinance would limit the participation of school boards and the Cities at the borough meetings. It would limit times that school boards and the Cities could spend giving updates to the Borough, it would also limit their participation in debates.

- The School District Rep spoke at the meeting and let everyone know that due to the bus shortages this year, instead of stopping at each address they are going to be condensing stops this year creating 'mega stops', putting up to 20 kids per stop.
- Mary Siah Center is still closed, due to a lifeguard shortage.
- The same contractor will be at the Salmon Bake this next year.
- Ms. Welch encouraged the Council to ask to speak during the next Borough meeting on the August 25th meeting regarding Ordinance 22-46 limiting the participation of outside reps in the assembly.

City Clerk's Office, Melissa Dionne

- Ms. Dionne updated the Council on the website. She has been working on the site map, the due date for turning that in is Friday.
- Elections have taken up a lot of her time as well, working on the pamphlet, plus various trainings.
- The Chambers is all set up for the elections tomorrow and Ms. Dionne encouraged everyone to come out and vote.

The Mayor let everyone know that the Chambers is looking really great and that the Council members are going to be pleasantly surprised tomorrow when they come by to vote and thanked Ms. Dionne and the others who have been helping her make it look so special.

ON GOING PROJECTS

- There will a team from the USPS coming soon to unveil the Christmas stamp highlighting North Pole, there will be a special ceremony on the 15th of September at 11:00am at the Santa Claus House. Representatives will be in the area for a few days. The Mayor has arranged for them to stay in the Hotel North Pole, to head to the Hot Springs and have a tour of Eielson.

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

- Aaron Lojewski was on the phone with us tonight, although he is on the Borough Assembly he was with us tonight to talk as a citizen about the Borough Ordinance 22-46. He wanted to speak against limiting the outside reps, he feels like the cost of this limitation is more then just time, that it effects the relationship and validity of those outside cities/entities.

New Business

- a. Ordinance 22-17, An Ordinance of the City of North Pole to Amend the Pay Scale

Ms. Welch *moved* to approve Ordinance 22-17

Seconded by Mr. Jacobson

On the Ordinance

DISCUSSION

None

PASSED

Yes: 6 – A. Welch, Claus, Cromer, Jacobson, Keller, Welch

No: 0

Absent: 1 - Skipps

- c. Approval of Mutual Development Agreement Between the City of North Pole and AIDEA for the Howard Property

Mr. Jacobson *moved* to approve the Mutual Development Agreement
Seconded by Mr. Welch

On the Ordinance

DISCUSSION

None

PASSED

Yes: 4 – Cromer, Jacobson, Keller, Welch

No: 2 – A. Welch, Claus

Absent: 1 - Skipps

COUNCIL COMMENTS

- Mr. Keller said that he hopes everyone is getting ready for the winter and getting the fuel while it is a little lower cost. He said that he wishes everyone to use their PFD for prepping for winter as well. He said he is thankful for the first responders that we have in the city as well as the support staff that we have at City Hall and everyone pulling together to make this a greater City week by week.
- Ms. Welch reminded everyone that school starts on Wednesday and asked everyone to be on the lookout at those larger bus stops this year.
- Mr. Jacobson thanked everyone for the discussions and thanked the departments heads and staff for all the work that they do. He said that he is excited about the continued growth for the city.
- Mr. Claus reminded everyone that voting is tomorrow and that the next regular scheduled meeting is going to be a Tuesday, after the holiday.
- The Mayor shared that while he was talking to 3 Bears last week he also let them know that there was a need for some other businesses in the area, including restaurants and an extended stay hotel. There will also be a power station for electric vehicles, along with RV dumps at the 3 Bears site. He also talked about the NPCCC getting him the info for the Welcome Center that they would like to build, and that 3 Bears said that they would have some space for that as well. He said that this along with the new housing that will be going into the area is a lot of growth for the North Pole area.

ADJOURNMENT

Mr. Claus *moved* to adjourn
Seconded by Mr. Jacobson

The regular meeting of Monday, July 18, 2022 adjourned at 9:09 p.m.

These minutes passed and approved by a duly constituted quorum of the North Pole City Council on Monday, August 15, 2022.

ATTEST:

Melissa Dionne, City Clerk

DRAFT

**CITY OF NORTH POLE
ORDINANCE NO. 2022-17**

**AN ORDINANCE OF THE CITY OF NORTH POLE AMENDING THE PAY SCALE
FOR CITY OF NORTH POLE EMPLOYEES**

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

WHEREAS, the City of North Pole wishes to remain competitive with its compensation for it's employees; and

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

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

Section 2. Title 2 Chapter 36 sections 470 Pay are hereby amended in the North Pole Code of Ordinances as follows: [new text in red, deleted text in ~~strikethrough red~~] see attached

Section 3. Effective Date. This ordinance shall become effective upon signing.

ADOPTED THE ____ DAY OF SEPTEMBER 2022.

Michael W. Welch
Mayor

ATTEST:

Melissa Dionne
City Clerk

2.36.470 Pay.

A. All City employees in the City service excluding the Mayor, contractual employees, casual employees and temporary employees shall be paid the monthly/hourly wage in accordance with the position classification title and date of hire or range, except that employees being promoted to positions of higher pay shall receive a start date adjustment that places them at the increased salary closest to their subsequent pay scale salary. Such adjustment shall be recorded in the employee's personnel file and shall be used throughout the employee's tenure of that position.

B. Employees (excluding Fire Department personnel) working a regularly scheduled evening shift shall earn a pay differential hourly rate of \$1 (one dollar) an hour for hours worked from 3:00 p.m. to 10:00 p.m.

C. Employees (excluding Fire Department personnel) working a regularly scheduled night shift shall earn a pay differential hourly rate of \$2 (two dollars) an hour for hours worked from 10:00 p.m. to 8:00 a.m.

D. The City Council shall every three years review the pay scale to recommend cost of living increase adjustments as warranted and shall communicate back to the employees the outcome of the review. Department heads will report market surveys to the City Council annually in advance of the normal budget cycle. All market surveys will use the same data source.

E. Employees will advance to the next pay step on the first full pay period of each year, except for those new employees hired within the last quarter of the year. Employees hired within the last quarter of the year will not be eligible for their annual step salary increases until the first full pay period in January following their one-year anniversary.

F. Professional Development Step Salary Increases. Employees may earn horizontal step increases for professional development as follows:

Accounts Receivable/Receptionist Clerk:

Clerk I	2 Steps
Clerk II	2 Steps
Clerk III	2 Steps 2 Steps

Utility Accountant

Certification I -Not For Profit Financial Concepts I or Equivalent	2 Step
Certification I -Not For Profit Financial Concepts II or Equivalent	2 Step
Bachelor's Degree In Accounting	2 Step
CPA	2 Step

City Accountant:**Deputy Accountant:**

Deputy Accountant I	2 Steps
Deputy Accountant II	2 Steps
Deputy Accountant III	2 Steps
Deputy Accountant IV	2 Steps

City Clerk:

Certified Municipal Clerk (CMC)	2 Steps
Master Municipal Clerk (MMC)	2 Steps

Admin/Exec. Assistant/Evidence:

Admin/Exec. Assistant/Evidence I	2 Steps
Admin/Exec. Assistant/Evidence II	2 Steps
Admin/Exec. Assistant/Evidence III	2 Steps
Admin/Exec. Assistant/Evidence IV	2 Steps

Human Resources

Human Resources Generalist	2 Steps
Human Resources Specialist	2 Steps
Human Resources Manager	

Firefighter Personnel:

Firefighter II/EMT III	2 Steps
Fire Apparatus Driver/Operator	2 Steps
Fire Officer I	2 Steps
Firefighter II/MICP	2 Steps

Police Officer:

Police Officer I	2 Steps
Police Officer II	2 Steps
Police Officer III	2 Steps
Police Officer IV	2 Steps

Public Works Assistant:

Public Works Assistant I	2 Steps
Public Works Assistant II	2 Steps

Utility Assistant:

Utility Assistant I	2 Steps
Utility Operator I	2 Steps
Utility Operator II	2 Steps
Water Treatment Level III	1 Step

Criteria for professional development will be developed by department heads coordinated with the Mayor and approved by the City Council. Current employees who meet the professional development criteria for advancement at the time of adoption of Ordinance 04-05 will be grandfathered in for longevity requirements. Initial placement in professional development track will not be cumulative and will result in two step advancements only. Police Sergeants are eligible for professional development advancement.

G. Newly hired employees shall be employed at the starting rate of the appropriate salary range. On approval of the Mayor and department head may direct the starting salary above the minimum.

H. Promotions. An employee who has received a promotion shall move up the pay scale but may not exceed \$500 (five hundred dollars) a month increase.

Proposed Compensation Adjustments

Position	Pay period	Year/Step																			
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
Annual increase (%)		0.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5
Director of City Services	Hourly	\$41.75	\$43.00	\$44.29	\$45.62	\$46.99	\$48.40	\$49.85	\$51.35	\$52.89	\$54.47	\$55.29	\$56.12	\$56.96	\$57.82	\$58.68	\$59.56	\$60.46	\$61.36	\$62.29	\$63.22
	Bi-weekly	\$3,340.00	\$3,440.20	\$3,543.41	\$3,649.71	\$3,759.20	\$3,871.98	\$3,988.13	\$4,107.78	\$4,231.01	\$4,357.94	\$4,423.31	\$4,489.66	\$4,557.01	\$4,625.36	\$4,694.74	\$4,765.16	\$4,836.64	\$4,909.19	\$4,982.83	\$5,057.57
	Monthly	\$7,236.67	\$7,453.77	\$7,677.38	\$7,907.70	\$8,144.93	\$8,389.28	\$8,640.96	\$8,900.19	\$9,167.19	\$9,442.21	\$9,583.84	\$9,727.60	\$9,873.51	\$10,021.62	\$10,171.94	\$10,324.52	\$10,479.39	\$10,636.58	\$10,796.13	\$10,958.07
	Annual	\$86,840.00	\$89,445.20	\$92,128.56	\$94,892.41	\$97,739.19	\$100,671.36	\$103,691.50	\$106,802.25	\$110,006.31	\$113,306.50	\$115,006.10	\$116,731.19	\$118,482.16	\$120,259.39	\$122,063.28	\$123,894.23	\$125,752.65	\$127,638.94	\$129,553.52	\$131,496.82
Public Works Supervisor	Hourly	\$36.75	\$37.85	\$38.99	\$40.16	\$41.36	\$42.60	\$43.88	\$45.20	\$46.55	\$47.95	\$48.67	\$49.40	\$50.14	\$50.89	\$51.66	\$52.43	\$53.22	\$54.02	\$54.83	\$55.65
	Bi-weekly	\$2,940.00	\$3,028.20	\$3,119.05	\$3,212.62	\$3,309.00	\$3,408.27	\$3,510.51	\$3,615.83	\$3,724.30	\$3,836.03	\$3,893.57	\$3,951.98	\$4,011.26	\$4,071.43	\$4,132.50	\$4,194.48	\$4,257.40	\$4,321.26	\$4,386.08	\$4,451.87
	Monthly	\$6,370.00	\$6,561.10	\$6,757.93	\$6,960.67	\$7,169.49	\$7,384.58	\$7,606.11	\$7,834.30	\$8,069.33	\$8,311.41	\$8,436.08	\$8,562.62	\$8,691.06	\$8,821.42	\$8,953.74	\$9,088.05	\$9,224.37	\$9,362.74	\$9,503.18	\$9,645.73
	Annual	\$76,440.00	\$78,733.20	\$81,095.20	\$83,528.05	\$86,033.89	\$88,614.91	\$91,273.36	\$94,011.56	\$96,831.91	\$99,736.86	\$101,232.92	\$102,751.41	\$104,292.68	\$105,857.07	\$107,444.93	\$109,056.60	\$110,692.45	\$112,352.84	\$114,038.13	\$115,748.70
Public Works Assistant	Hourly	\$29.50	\$30.39	\$31.30	\$32.24	\$33.20	\$34.20	\$35.22	\$36.28	\$37.37	\$38.49	\$39.07	\$39.65	\$40.25	\$40.85	\$41.47	\$42.09	\$42.72	\$43.36	\$44.01	\$44.67
	Bi-weekly	\$2,360.00	\$2,430.80	\$2,503.72	\$2,578.84	\$2,656.20	\$2,735.89	\$2,817.96	\$2,902.50	\$2,989.58	\$3,079.26	\$3,125.45	\$3,172.34	\$3,219.92	\$3,268.22	\$3,317.24	\$3,367.00	\$3,417.51	\$3,468.77	\$3,520.80	\$3,573.61
	Monthly	\$5,113.33	\$5,266.73	\$5,424.74	\$5,587.48	\$5,755.10	\$5,927.75	\$6,105.59	\$6,288.76	\$6,477.42	\$6,671.74	\$6,771.82	\$6,873.39	\$6,976.49	\$7,081.14	\$7,187.36	\$7,295.17	\$7,404.60	\$7,515.67	\$7,628.40	\$7,742.83
	Annual	\$61,360.00	\$63,200.80	\$65,096.82	\$67,049.73	\$69,061.22	\$71,133.06	\$73,267.05	\$75,465.06	\$77,729.01	\$80,060.88	\$81,261.80	\$82,480.72	\$83,717.93	\$84,973.70	\$86,248.31	\$87,542.03	\$88,855.16	\$90,187.99	\$91,540.81	\$92,913.92
Utility Supervisor	Hourly	\$41.75	\$43.00	\$44.29	\$45.62	\$46.99	\$48.40	\$49.85	\$51.35	\$52.89	\$54.47	\$55.29	\$56.12	\$56.96	\$57.82	\$58.68	\$59.56	\$60.46	\$61.36	\$62.29	\$63.22
	Bi-weekly	\$3,340.00	\$3,440.20	\$3,543.41	\$3,649.71	\$3,759.20	\$3,871.98	\$3,988.13	\$4,107.78	\$4,231.01	\$4,357.94	\$4,423.31	\$4,489.66	\$4,557.01	\$4,625.36	\$4,694.74	\$4,765.16	\$4,836.64	\$4,909.19	\$4,982.83	\$5,057.57
	Monthly	\$7,236.67	\$7,453.77	\$7,677.38	\$7,907.70	\$8,144.93	\$8,389.28	\$8,640.96	\$8,900.19	\$9,167.19	\$9,442.21	\$9,583.84	\$9,727.60	\$9,873.51	\$10,021.62	\$10,171.94	\$10,324.52	\$10,479.39	\$10,636.58	\$10,796.13	\$10,958.07
	Annual	\$86,840.00	\$89,445.20	\$92,128.56	\$94,892.41	\$97,739.19	\$100,671.36	\$103,691.50	\$106,802.25	\$110,006.31	\$113,306.50	\$115,006.10	\$116,731.19	\$118,482.16	\$120,259.39	\$122,063.28	\$123,894.23	\$125,752.65	\$127,638.94	\$129,553.52	\$131,496.82
Utility Operator	Hourly	\$31.00	\$31.93	\$32.89	\$33.87	\$34.89	\$35.94	\$37.02	\$38.13	\$39.27	\$40.45	\$41.05	\$41.67	\$42.30	\$42.93	\$43.57	\$44.23	\$44.89	\$45.56	\$46.25	\$46.94
	Bi-weekly	\$2,480.00	\$2,554.40	\$2,631.03	\$2,709.96	\$2,791.26	\$2,875.00	\$2,961.25	\$3,050.09	\$3,141.59	\$3,235.84	\$3,284.38	\$3,333.64	\$3,383.65	\$3,434.40	\$3,485.92	\$3,538.20	\$3,591.28	\$3,645.15	\$3,699.82	\$3,755.32
	Monthly	\$5,373.33	\$5,534.53	\$5,700.57	\$5,871.59	\$6,047.73	\$6,229.17	\$6,416.04	\$6,608.52	\$6,806.78	\$7,010.98	\$7,116.15	\$7,222.89	\$7,331.23	\$7,441.20	\$7,552.82	\$7,666.11	\$7,781.10	\$7,897.82	\$8,016.29	\$8,136.53
	Annual	\$64,480.00	\$66,414.40	\$68,406.83	\$70,459.04	\$72,572.81	\$74,749.99	\$76,992.49	\$79,302.27	\$81,681.33	\$84,131.77	\$85,393.75	\$86,674.66	\$87,974.78	\$89,294.40	\$90,633.82	\$91,993.32	\$93,373.22	\$94,773.82	\$96,195.43	\$97,638.36
Utility Assistant	Hourly	\$26.00	\$26.78	\$27.58	\$28.41	\$29.26	\$30.14	\$31.05	\$31.98	\$32.94	\$33.92	\$34.43	\$34.95	\$35.47	\$36.01	\$36.55	\$37.09	\$37.65	\$38.22	\$38.79	\$39.37
	Bi-weekly	\$2,080.00	\$2,142.40	\$2,206.67	\$2,272.87	\$2,341.06	\$2,411.29	\$2,483.63	\$2,558.14	\$2,634.88	\$2,713.93	\$2,754.64	\$2,795.96	\$2,837.90	\$2,880.46	\$2,923.67	\$2,967.53	\$3,012.04	\$3,057.22	\$3,103.08	\$3,149.62
	Monthly	\$4,506.67	\$4,641.87	\$4,781.12	\$4,924.56	\$5,072.29	\$5,224.46	\$5,381.20	\$5,542.63	\$5,708.91	\$5,880.18	\$5,968.38	\$6,057.91	\$6,148.77	\$6,241.01	\$6,334.62	\$6,429.64	\$6,526.09	\$6,623.98	\$6,723.34	\$6,824.19
	Annual	\$54,080.00	\$55,702.40	\$57,373.47	\$59,094.68	\$60,867.52	\$62,693.54	\$64,574.35	\$66,511.58	\$68,506.93	\$70,562.13	\$71,620.57	\$72,694.87	\$73,785.30	\$74,892.08	\$76,015.46	\$77,155.69	\$78,313.03	\$79,487.72	\$80,680.04	\$81,890.24
Utility Accountant/Accounts Specialist	Hourly	\$29.97	\$30.87	\$31.80	\$32.75	\$33.73	\$34.74	\$35.79	\$36.86	\$37.97	\$39.10	\$39.69	\$40.29	\$40.89	\$41.50	\$42.13	\$42.76	\$43.40	\$44.05	\$44.71	\$45.38
	Bi-weekly	\$2,397.60	\$2,469.53	\$2,543.61	\$2,619.92	\$2,698.52	\$2,779.48	\$2,862.86	\$2,948.75	\$3,037.21	\$3,128.32	\$3,175.25	\$3,222.88	\$3,271.22	\$3,320.29	\$3,370.09	\$3,420.65	\$3,471.95	\$3,524.03	\$3,576.89	\$3,630.55
	Monthly	\$5,194.80	\$5,350.64	\$5,511.16	\$5,676.50	\$5,846.79	\$6,022.20	\$6,202.86	\$6,388.95	\$6,580.62	\$6,778.04	\$6,879.71	\$6,982.90	\$7,087.65	\$7,193.96	\$7,301.87	\$7,411.40	\$7,522.57	\$7,635.41	\$7,749.94	\$7,866.19
	Annual	\$62,337.60	\$64,207.73	\$66,133.96	\$68,117.98	\$70,161.52	\$72,266.36	\$74,434.35	\$76,667.39	\$78,967.41	\$81,336.43	\$82,556.48	\$83,794.82	\$85,051.74	\$86,327.52	\$87,622.43	\$88,936.77	\$90,270.82	\$91,624.88	\$92,999.26	\$94,394.25
Utility & Building Clerk	Hourly	\$26.00	\$26.78	\$27.58	\$28.41	\$29.26	\$30.14	\$31.05	\$31.98	\$32.94	\$33.92	\$34.43	\$34.95	\$35.47	\$36.01	\$36.55	\$37.09	\$37.65	\$38.22	\$38.79	\$39.37
	Bi-weekly	\$2,080.00	\$2,142.40	\$2,206.67	\$2,272.87	\$2,341.06	\$2,411.29	\$2,483.63	\$2,558.14	\$2,634.88	\$2,713.93	\$2,754.64	\$2,795.96	\$2,837.90	\$2,880.46	\$2,923.67	\$2,967.53	\$3,012.04	\$3,057.22	\$3,103.08	\$3,149.62
	Monthly	\$4,506.67	\$4,641.87	\$4,781.12	\$4,924.56	\$5,072.29	\$5,224.46	\$5,381.20	\$5,542.63	\$5,708.91	\$5,880.18	\$5,968.38	\$6,057.91	\$6,148.77	\$6,241.01	\$6,334.62	\$6,429.64	\$6,526.09	\$6,623.98	\$6,723.34	\$6,824.19
	Annuall	\$54,080.00	\$55,702.40	\$57,373.47	\$59,094.68	\$60,867.52	\$62,693.54	\$64,574.35	\$66,511.58	\$68,506.93	\$70,562.13	\$71,620.57	\$72,694.87	\$73,785.30	\$74,892.08	\$76,015.46	\$77,155.69	\$78,313.03	\$79,487.72	\$80,680.04	\$81,890.24

**CITY OF NORTH POLE
ORDINANCE 22-18
AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA TO
AMEND THE POLICE DEPARTMENT 2022 BUDGET**

WHEREAS, changes to 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 attached fiscal note to adjust the Police Department budget moving previously budgeted funds from salaries and benefits to purchased services categories.

To budget for an additional 5,000 to our 2022 State Homeland Security Program Grant for training.

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

Section 2. Effective date.

This ordinance shall become effective immediately upon passage.

ADOPTED THE ____ DAY OF September 2022.

Mayor: Michael W. Welch

ATTEST:

Melissa Dionne, North Pole City Clerk

PASSED/FAILED

Yes:

No:

Absent:



City of North Pole, Alaska

Fiscal Note Year: 2022

Ordinance: 22-18

Originator/Sponsor: Chief Dutra

Date: August 10, 2022

Does the Ordinance or Resolution have a fiscal impact? **Yes**

Fund- Dept. Title	Account Description	Account #	Debit	Credit
General Fund	Maintenance Contracts	01-53-2-2300	8,000.00	
General Fund	Overtime - Training	01-53-1-0080		8,000.00
PD Grant Fund	SHSP 2020 Training	32-09-9-9003	5,000.00	
PD Grant Fund	SHSP 2020 Grant Revenue	32-39-0070		5,000.00

Prepared By: Tricia Fogarty **Date:** August 10, 2022

Finance Approval: Tricia Fogarty **Date:** August 10, 2022



North Pole Police Department



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

August 8, 2022

To: North Pole City Council

Re: Budget adjustment and approval of grant funds SHSP2020

I would ask that the council approve the receipt of grant funding from DHS&EM for \$5,000.00. These funds will be added to our 2020 grant funds. These funds will be used to help UAF conduct a training that will be of benefit to the entire community. I was asked to help write the grant and get the funds as a pass through to the cause.

These funds will be used to help facilitate moulage for an active shooter training that will occur later this year.

Thank you.

Chief Steve Dutra



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

**Department of Military and
Veterans Affairs**

Division of Homeland Security and
Emergency Management

P.O. Box 5750
JBER, AK 99505-0800
Main: 907.428.7000
Fax: 907.428.7009
ready.alaska.gov

August 4, 2022

The Honorable Michael Welch, Mayor
City of North Pole
125 Snowman Lane
North Pole, AK 99705

RE: 2020 State Homeland Security Program, EMW-2020-SS-00012-S01
State Program No.: 20SHSP-GY20
Amendment 1, Effective July 26, 2022

Mayor Welch:

Enclosed is the Award Amendment for the City of North Pole's 2020 State Homeland Security Program. This amendment obligates funds to the training category in the amount of \$5,000.00 for a new award total of \$79,983.91. All previous Grant Terms and Conditions, Grant Requirements, and Assurances and Agreements still apply.

A pre-signed Obligating Award Document (OAD) is attached. Please print the document, sign the OAD, and send a scanned copy to mva.grants@alaska.gov within 30 days of subrecipient receipt. Keep the hard copy for your records.

If you have any questions, please contact the Division Project Manager for this grant, Tiffany Peltier, at (907) 428-7026 or by email at tiffany.peltier@alaska.gov.


Sincerely,

A handwritten signature in black ink, appearing to read "William A. Dennis".

William A. Dennis
Administrative Operations Manager

Enclosure(s): Obligating Award Document
Project Budget Details Report

cc: Steve Dutra, Jurisdiction Project Manager
Tricia Fogarty, Jurisdiction Chief Financial Officer

State of Alaska Division of Homeland Security and Emergency Management Under US Department of Homeland Security Federal Emergency Management Agency Grant Programs Directorate					Page 1 of 1 FEDERAL AWARD DATE September 25, 2020 FEDERAL GRANT PROGRAM 2020 State Homeland Security Program	
OBLIGATING AWARD DOCUMENT					FEDERAL GRANT NUMBER EMW-2020-SS-00012-S01 CFDA: 97.067	
RECIPIENT NAME AND ADDRESS City of North Pole 125 Snowman Lane North Pole, AK 99705		PERFORMANCE PERIOD FROM: October 01, 2020 TO: September 30, 2022		AMENDMENT #: 1 EFFECTIVE DATE: July 26, 2022		AWARD AMOUNT \$79,983.91
UEI NUMBER WFLBAZG5SN9		EIN 92-6001585		STATE PROGRAM NUMBER 20SHSP-GY20		FUNDING ALLOCATION PLANNING TRAINING \$5,000.00 EXERCISE EQUIPMENT \$74,983.91
PURPOSE OF AWARD This amendment obligates funds to the training category in the amount of \$5,000.00 for new award total of \$79,983.91. Final Report Due: November 15, 2022						
GRANT REQUIREMENTS AND PROGRAM TERMS AND CONDITIONS The acceptance of a grant from the United States government creates a legal duty on the part of the grantee to use the funds or property made available in accordance with the conditions of the grant. [GAO Accounting Principles and Standards for Federal Agencies, Chapter 2, Section 16.8(c)] All previous Grant Requirements and Program Terms and Conditions still apply SPECIAL CONDITIONS (Grant funds cannot be expended until these conditions have been met. See Obligating Award for details)						
None						
AGENCY INFORMATION						
ADDRESS Division of Homeland Security and Emergency Management PO Box 5750 JBER, AK 99505-5750		WEBSITE http://ready.alaska.gov EMAIL mva.grants@alaska.gov PHONE 907-428-7000 FAX 907-428-7009				
STATE PROJECT MANAGER Tiffany Peltier		PHONE (907) 428-7026		FAX (907) 428-7009		EMAIL tiffany.peltier@alaska.gov
AGENCY APPROVAL				RECIPIENT ACCEPTANCE		
NAME AND TITLE OF APPROVING AGENCY OFFICIAL William A. Dennis, Administrative Operations Mgr.				NAME AND TITLE OF AUTHORIZED RECIPIENT OFFICIAL Michael Welch, Mayor		
SIGNATURE OF APPROVING AGENCY OFFICIAL 				SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL		
DATE 8-4-2020				DATE		
FOR STATE USE ONLY						
GAE: 210002428		Division File Number:		Date Returned		



Project Budget Details 2020 State Homeland Security Program North Pole, City of Reported Revision 2

PBD #	Expense Category	Solution Area	Discipline		Budgeted Cost	PBD Amount Spent	PBD Balance
1	Equipment	Interop. Commun	Public Safety Communications	State:	\$0.00	\$0.00	\$0.00
<input type="checkbox"/> EHP		<input type="checkbox"/> Canceled		Federal:	\$28,531.58	\$23,402.68	\$5,128.90
Item: Mobile Radios							
Description: Purchase and deployment of P25 compliant mobile radios and accessories for Police and Fire Department.							
Investment: 03. Enhancing Statewide Emergency Communications							
2	Equipment	Detect. Equip	Fire Service	State:	\$0.00	\$0.00	\$0.00
<input type="checkbox"/> EHP		<input type="checkbox"/> Canceled		Federal:	\$5,192.99	\$5,192.99	\$0.00
Item: Gas Monitoring Equipment							
Description: Purchase and deployment of Altair 5x gas monitor, docking unit, and calibration.							
Note: additional gas monitors in application not approved for purchase.							
Investment: 05. Strengthen Whole Community Preparedness							
3	Equipment	Interop. Commun	Law Enforcement	State:	\$0.00	\$0.00	\$0.00
<input type="checkbox"/> EHP		<input type="checkbox"/> Canceled		Federal:	\$41,259.34	\$41,259.34	\$0.00
Item: Portable Radios							
Description: Purchase and deployment of P25 compliant portable radios and accessories for Police and Fire Department.							
Investment: 03. Enhancing Statewide Emergency Communications							
4	Training	Course: Dev, Del, Eval	Emergency Medical Services	State:	\$0.00	\$0.00	\$0.00
<input type="checkbox"/> EHP		<input type="checkbox"/> Canceled		Federal:	\$5,000.00	\$0.00	\$5,000.00
Item: Tactical Combat casualty Care, Combat Life Saver and TCCC all Service Members Training							
Description: Purchase of supplies for TCCC CLS & ASM training. This training will provide instruction on how to perform lifesaving measures and increase first responder's skills and allow them to perform lifesaving measures before an ambulance arrives.							
Investment: 09. Enhancing the Protection of Soft Targets/Crowded Places							
				Adjusted Grant Total	Total PBD Allocations	Total Expenses	Summary Balance
State:				\$0.00	\$0.00	\$0.00	\$0.00
Federal:				\$79,983.91	\$79,983.91	\$69,855.01	\$10,128.90
Grand Total:				\$79,983.91	\$79,983.91	\$69,855.01	\$10,128.90

Tricia Fogarty

From: Steve Dutra
Sent: Tuesday, August 9, 2022 10:46 AM
To: Steve Dutra; Tricia Fogarty
Subject: RE: Add to the fiscal changes to PD budget

After further review it appears we need to move \$8,000 from Training OT 01-53-1-008 to Maintenance Contracts 01-53-2-2300.

Chief Steve Dutra
125 Snowman Lane
North Pole, AK 99705
907-488-8469
sdutra@northpolepolice.org



From: Steve Dutra
Sent: Monday, August 8, 2022 4:32 PM
To: Tricia Fogarty <TFogarty@northpolealaska.org>
Subject: RE: Add to the fiscal changes to PD budget

From: Steve Dutra
Sent: Monday, July 11, 2022 2:51 PM
To: Tricia Fogarty <TFogarty@northpolealaska.org>
Subject: Add to the fiscal changes to PD budget

Please move the following:

\$4,500.00 from 01-53-1-008 Training Overtime to 01-53-2-2300 Maintenance Contracts

Due to unbudgets Tyler expense.

\$8,000 from 01-53-2-2500 Dispatch Contract to 01-53-2-2350 Professional Services

\$100 from 01-3-3450 Uniforms to 01-53-3-3500 Promotional Apparel

Thanks

CITY OF NORTH POLE

ORDINANCE 22-19

**AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA TO
AMEND THE 2022 GENERAL FUND BUDGET TO PURCHASE
PARCEL NUMBER THREE HOWARD PROPERTY**

WHEREAS, changes to 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 attached fiscal note to adjust the 2022 general fund budget to purchase parcel number three Howard property.

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

Section 2. Effective date.

This ordinance shall become effective immediately upon passage.

ADOPTED THE ___ DAY OF September 2022.

Mayor: Michael W. Welch

ATTEST:

Melissa Dionne, North Pole City Clerk

PASSED/FAILED

Yes:

No:

Absent:



City of North Pole, Alaska

Fiscal Note Year: 2022

Ordinance: 22-19

Originator/Sponsor: Mayor Michael W. Welch

Date: September 1, 2022

Does the Ordinance or Resolution have a fiscal impact? **Yes**

Fund- Dept. Title	Account Description	Account #	Debit	Credit
General Fund	Miscellaneous Expense	01-51-9-9200	245,000.00	
Pooled Cash	AML GF Pooled Cash	98-1-0710		245,000.00

Prepared By: Tricia Fogarty **Date:** September 1, 2022

Finance Approval: Tricia Fogarty **Date:** September 1, 2022

**CITY OF NORTH POLE
RESOLUTION NO. 22-13**

**A RESOLUTION OF THE CITY OF NORTH POLE, ALASKA ACCEPTING
RESPONSIBILITY FOR LOT B-2 EAGLE ESTATES
(EAGLE ESTATES 4TH ADDITION – GOLDEN EAGLE COURT)**

WHEREAS, the City of North Pole has the authority to accept ownership and maintenance responsibilities for streets and utility infrastructure constructed to City standards within public rights of way within the city limits, and

WHEREAS, the City approved a Developer Agreement with Stepping Stone Builders to install installation of sewer and water mains, property service stubs, and street construction in the Lot B-2 Eagle Estates (Eagle Estates 4th Addition – Golden Eagle Court), and

WHEREAS, Lot B-2 Eagle Estates has been approved by the Fairbanks North Star Borough, and

WHEREAS, Lot B-2 Eagle Estates have been inspected by the City to ensure they were built according to the requirements contained in the Developer Agreement between the City and Stepping Stone Builders; record drawings of the sewer and water mains, property service stubs, and street construction have been submitted; and a \$1,000 deposit and \$395,000 performance bond has been submitted, and

WHEREAS, Stepping Stone Builders has received interim approval to operate from the Alaska Department of Environmental Conservation (ADEC), and Certification of Construction from the City of North Pole.

NOW, THEREFORE, BE IT RESOLVED, that in accordance with Section 12.16.010 of the North Pole Municipal Code of Ordinances, the North Pole City Council accepts ownership and maintenance responsibility for Subdivision located at Lot B-2 Eagle Estates.

PASSED by a duly constituted quorum of the North Pole City Council this ____ day of September 2022.

Michael W. Welch, Mayor

ATTEST:

Melissa A. Dionne, North Pole City Clerk

PASSED/FAILED Yes: No: Absent:

Memo

To: North Pole City Council
From: Danny Wallace
Date: August 30, 2022
Subject: Authorize City of North Pole to Accept Responsibility for Lot B-2 Eagle Estates

Recommendation

Authorize City of North Pole to Accept Responsibility for Lot B-2 Eagle Estates (Eagle Estates 4th Addition)

Background

In February 2022, the City of North Pole entered into a Developer's Agreement with Stepping Stone Construction (Rick Watson) for water, sewer, and road construction improvements in Lot B-2 Eagle Estates (Eagle Estates 4th Addition). See second page for location.

Throughout the summer of 2022, RESPEC inspectors observed the installation of sewer and water mains, property service stubs, and street construction along Stone Point Court (formerly Golden Eagle Court) pursuant to the plans and details for the Eagle Estates, 4th Addition project. RESPEC's inspectors verified that the work was performed per City of North Pole Standards and AWWA requirements. Additionally, Stutzmann Engineering Associates were retained by the builders (Rick Watson/Stepping Stone Builders) validated that the work conformed to City and State requirements.

The State of Alaska DEC issued an interim approval to operate in June 2022 and final approval to operate in late September 2022. Given the inspections noted above and discussions between the CONP and DEC, we anticipate no impediments to final DEC approval.

This project is on track and conforms to City and DEC standards.

We recommend that the Council approve accepting responsibility for this property, which allows for Stepping Stone to proceed with development.

Please contact me if you have any questions.



Robert (Danny) Wallace
Director, City Services
City of North Pole



EXTERNAL MEMORANDUM

To: Robert Daniel Wallace
Director, City Services
City of North Pole
125 Snowman Lane
North Pole, AK 99705

From: Karen Brady, PE *KB*
Vice President
RESPEC
1028 Aurora Drive
Fairbanks, AK 99709

Date: August 29, 2022

Subject: Eagle Estates, 4th Addition – Golden Eagle Court- Closeout Memo

PROJECT OVERVIEW

Throughout the summer of 2022, RESPEC inspectors observed the installation of sewer and water mains, property service stubs, and street construction along Stone Point Court (formerly Golden Eagle Court) pursuant to the plans and details for the Eagle Estates, 4th Addition project. RESPEC's inspectors verified that the work was performed per City of North Pole Standards and AWWA requirements.

CURB GUTTER & ASPHALT

The installation of the project's curb, gutter and asphalt was inspected by RESPEC during placement. Per contract, RESPEC requested and reviewed compaction reports for the pit run and D-1 materials, concrete field test and cylinder test results, and the asphalt density test results. Stepping Stone provided all of the requested test results, which meet City specifications. These are attached.

SEWER & WATER UTILITIES

Inspectors were present for and observed all hydrostatic testing for the water and sewer main segments (reports attached). RESPEC has also reviewed the Record Drawings provided by the contractor and has confirmed that the sewer mains have adequate slope.

1028 AURORA DRIVE
FAIRBANKS, AK 99709
907.462.1414



CONCLUSION

It is our recommendation that the Engineer of Record request Approval to Operate the water and sewer systems from ADEC's Water and Wastewater Division. Following ADEC Approval the City should accept ownership of said utilities as well as the street.

Please let me know if you have any questions or concerns.

Attachments:

1. Asphalt Density Test Results
2. D1 Basecourse Density Test Results
3. Hot Mix Asphalt Mix
4. Subbase Soil Density Test Results
5. Curb and Gutter Concrete Cylinder Break Reports for Strength
6. Hydrostatic Test Results for Water and Sewer Mains
7. Site Visit Reports

KAB:NJJ

Mappa Inc

1956 Richardson Hwy
North Pole, AK 99705
(907) 488-1266



ASTM D2950 / D2950M - 11 Standard Test Method for Density of Bituminous Concrete in Place by Nuclear Methods

Project: Golden Eagle Apartments
North Pole, AK
Client: Paving Products Inc

Project #: 2022-081
Date: July 30, 2022
Area Tested: Roadway

Material / Source:
Type II B / PPI

155.4

Gauge: Instrotek 3500
Operator: John Cleary

Ser: # 898

Test #	Soil Type	Test Depth(in)	Lift Elev	Location	Wet Density	% Moist.	Max Density	Gauge			Core Density	Required Density
								Percent Density	Thickne ss (in)	Core Density		
1	type II B	BS	A/C	0+50 left of centerline	143.6		155.4	92.4%				92-100%
2	type II B	BS	A/C	1+30 right of centerline	144.7		155.4	93.1%				92-100%
3	type II B	BS	A/C	2+50 left of centerline	143.1		155.4	92.1%				92-100%
4	type II B	BS	A/C	3+35 left of centerline	143.3		155.4	92.2%				92-100%
5	type II B	BS	A/C	4+10 centerline	143.6		155.4	92.4%				92-100%

Approved By: Stefan Mack Stefan Mack PE, Lab Manager



**ASTM D6938 In-Place Density and Water Content of Soil and
Soil-Aggregate by Nuclear Methods (Shallow Depth)**

Project: Golden Eagle Apartments
North Pole, AK
Client: Paving Products Inc

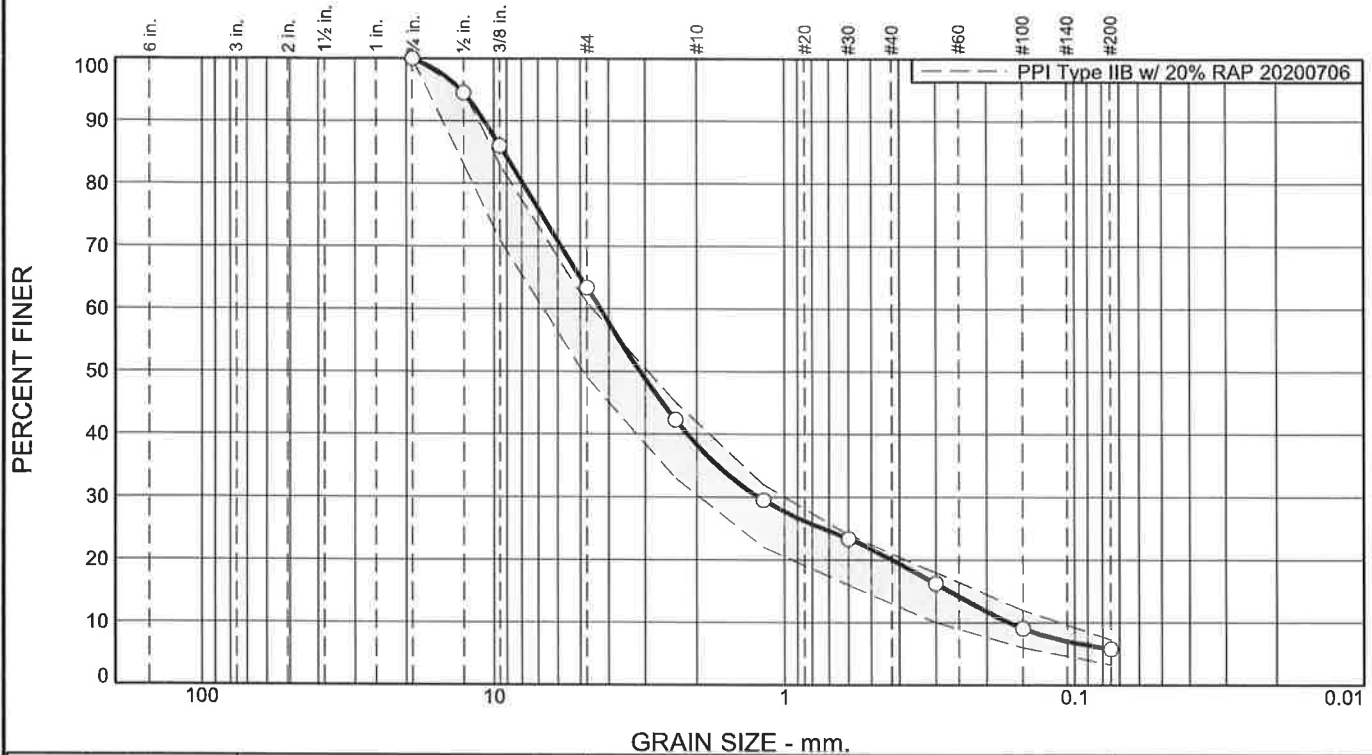
Project #: 2022-081
Date: July 30, 2022
Area Tested: Roadway

Material / Source:
D-1 / FSGA 142.7 22-457

Gauge: Instron 3500
Operator: John Cleary
Ser: # 898

Test #	Soil Type	Test Depth(in)	Lift Elev	Location	Wet Density	% Moist.	Dry Density	Max Density	Percent Density	Required Density
1	D-1	6	final	4+40 right of centerline	150.2	7.2	140.1	142.7	98.2%	98%
2	D-1	6	final	4+00 right of centerline	149.4	6.4	140.4	142.7	98.4%	98%
3	D-1	6	final	4+00 left of centerline	152.3	7.7	141.4	142.7	99.1%	98%
4	D-1	6	final	3+80 centerline	150.1	7.3	139.9	142.7	98.0%	98%
5	D-1	6	final	1+00 right of centerline	149.5	6.5	140.4	142.7	98.4%	98%
6	D-1	6	final	2+15 left of centerline	148.7	6.1	140.2	142.7	98.2%	98%
7	D-1	6	final	00+60 centerline	150.5	7.2	140.4	142.7	98.4%	98%
8	D-1	6	final	2+25 centerline	151.3	7.0	141.4	142.7	99.1%	98%

Particle Size Distribution Report



% +3"	% Gravel	% Sand	% Silt
0	37	57	

Test Results (ASTM D 5444 & ASTM C 117)

Opening Size	Percent Finer	Spec.* (Percent)	Pass? (X=Fail)
3/4	100	100	
1/2	95	83 - 95	
3/8	86	71 - 83	X
#4	63	49 - 61	X
#8	42	33 - 45	
#16	29	22 - 32	
#30	23	16 - 24	
#50	16	10 - 18	
#100	9	6 - 12	
#200	5.8	3.3 - 7.3	

* PPI Type IIB w/ 20% RAP 20200706

Material Description

HMA Type II B w/ 20% rap 2021 mix

Atterberg Limits (ASTM D 4318)

PL= LL= PI=

Classification

USCS (D 2487)= AASHTO (M 145)=

Coefficients

D₉₀= 10.7755 D₈₅= 9.2315 D₆₀= 4.2878
D₅₀= 3.1224 D₃₀= 1.2286 D₁₅= 0.2693
D₁₀= 0.1679 C_u= 25.54 C_c= 2.10

Remarks

Oil Content(ASTM D6307): 5.28%
sampled @ Patriot ave. Sta: 4+60 cul da sac centerline

Date Received: 7/30/22 Date Tested: 8/1/22

Tested By: Chris Mack, CET

Checked By: Stefan Mack, PE

Title: Engineer

Source of Sample: Hotplant
Sample Number: 22-773

Date Sampled: 7/30/22

MAPPA TESTLAB
1956 Richardson Highway
North Pole, Alaska 99705

Client: Paving Products
Project: 2022 Quality Control
Fairbanks, Alaska
Project No:

Figure



**ASTM D6938 In-Place Density and Water Content of Soil and
Soil-Aggregate by Nuclear Methods (Shallow Depth)**

Project: Golden Eagle Apartments
North Pole, AK
Client: Paving Products Inc

Project #: 2022-081
Date: July 18, 2022
Area Tested: Curb & gutter

Material / Source:
Pitrun / Hubbard 147.3 22-636

Gauge: Instron 3500
Operator: Brendan Mack

Ser: # 3599

Test #	Soil Type	Test Depth(in)	Lift Elev	Location	Wet		% Moist.	Dry		Max Density	Percent Density		Required Density
					Density	Density		Density	Density		Density	Density	
1	pitrun	6	TOG	2+07 left	147.4	141.7	4.0	141.7	147.3	147.3	96.2%	96.2%	95%
2	pitrun	6	TOG	2+30 right	147.7	141.5	4.4	141.5	147.3	147.3	96.0%	96.0%	95%
3	pitrun	6	TOG	3+55 right	147.2	141.3	4.2	141.3	147.3	147.3	95.9%	95.9%	95%
4	pitrun	6	TOG	3+30 left	147.1	142.1	3.5	142.1	147.3	147.3	96.5%	96.5%	95%
5	pitrun	6	TOG	End of circle	148.2	142.1	4.3	142.1	147.3	147.3	96.5%	96.5%	95%

REPORT OF CONCRETE CYLINDER TEST

MAPPA TESTLAB

1956 Richardson Hwy, North Pole, AK

Report Date: 8/24/22

Project Number: PPI Patriot Drive
Project: Patriot Drive, North Pole
Client: Paving Products
Address: P.O. Box 80430
Fairbanks, Alaska 99708
Attn:

Report Number: 1

FIELD TEST CONDITIONS AND RESULTS (ASTM C 31)

Date Placed: 7/26/2022

Time Sampled:

Location of Sample: Curb and gutter

Supplier: URM

Truck Number:

Ticket Number:

Mix Number:

Design Strength:

Batch Size:

Slump: .75" (ASTM C 143)

Air Content: 5.4% (ASTM C 231)

Concrete Temp: 55°F (ASTM C 1064)

Ambient Temp:

Water Added:

Technician: MJM

Initial Curing:

Final Curing:

Max Field Curing Temp.:

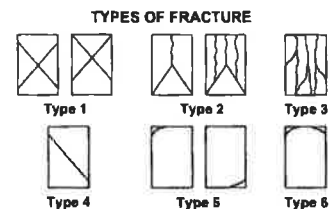
Min Field Curing Temp.:

LABORATORY TEST RESULTS (ASTM C 39)

Specimen	Test Date	Age	Load	Diameter	Area	Strength	Percent of Design	Type of Fracture
22-1666	8/2/2022	7	64300	4.00	12.57	5120		3
22-1667	8/23/2022	28	79735	4.00	12.57	6350		3
22-1668	8/23/2022	28	80655	4.00	12.57	6420		3
22-1669	8/23/2022	28	76380	4.00	12.57	6080		3

Remarks:

Copies to:



Reported by:

Stefan Mack
Stefan Mack P.E.
Concrete Lab Supervisor

TEST FORM (to be completed by tester)

Project: Eagle Estab 4th Ave Tester: Richard Watson Date: 6-10-22

Location of Mains Tested: 1410 → 9474

	LENGTH (FT)	DIAMETER (IN)	ALLOWABLE LEAKAGE (GAL/HR)
Section	864'	8"	576pm
Section			
Section			
TOTAL (GAL/HR)	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	GAL/HR
TOTAL GALLONS	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	Q GAL.

9:51

Minimum Test Pressure = 175 PSI or greater

Test Start: ½ Hour Pressure: 150 Refill amount (in gallons): _____
 1 Hour Pressure: _____ Refill amount (in gallons): _____
 1-1/2 Hour Pressure: _____ Refill amount (in gallons): _____
 2 Hour Pressure: 150 Refill amount (in gallons): _____

11:51

TOTAL LEAKAGE Q GALLONS

PASSED X FAILED _____

I certify under penalty of law that I am the person authorized to fill out this form and the information contained herein is true, accurate and complete to the best of my knowledge and belief:

Richard Watson (Signature of Tester)

Nathan Jaffe (Resrec) (Signature of Witness)

COMMENTS:

Project Name & Number: Eagle Estates 4th Addition Date: 6-28-22

Contractor Representative Name & Signature: Rigby Watson

Engineer Name & Signature: Norman Jaffe *Norman Jaffe*

1. Fill piping and upstream manhole with a minimum of 6 feet of head above the crown of the pipe. If testing piping with multiple manholes, there must be at least 6 feet of water above the crown of each mainline pipe. For manholes with a drop connect, the water level must be 2 feet above the crown of the highest penetration, unless otherwise approved by engineer. Let sit a minimum of 4 hours to allow for water absorption.
2. Top off manhole to the level indicated in step 1. Let sit 1 hour.
3. After 1 hour, the measured loss shall not exceed the rate given in the following formula for the pipe (which shall also apply to ground water infiltration):

$E_p = 0.002 \times D \times l$, where

E_p = Allowable Leakage (gph)

D = nominal pipe diameter (in)

l = length of pipe being tested (ft) (up to 700 feet)

$$E_m = \text{Allowable Leakage (gph)} = 0.1 \frac{\text{gal}}{(\text{ft head}) \times (\text{ft MH diameter}) \times (\text{hr})} * (\text{ft head}) * (\text{ft MH diameter})$$

The total allowable leakage when testing both the pipe and manhole is:

$$E_{total} = E_p + E_m$$

Allowable head difference is calculated by:

$$L\left(\frac{in}{hr}\right) = \frac{E_{total}}{V}, \text{ where}$$

$$V = \pi \left(\frac{\text{Diameter of standpipe or manhole in inches}^2}{2} \right) * \frac{1 \text{ gal water}}{231 \text{ in}^3} = 7.83 \text{ gal per inch of water for a 4' dia MH or } 17.6 \text{ gal per inch of water for a 6' dia MH}$$

[illegible]

Project Name & Number: Eagle Estates 4th Addition Date: 06/24/2022

Contractor Representative Name & Signature: Richard Wilson Richard Wilson

Engineer Name & Signature: Kate Whiting Kate Whiting

1. Fill piping and upstream manhole with a minimum of 6 feet of head above the crown of the pipe. If testing piping with multiple manholes, there must be at least 6 feet of water above the crown of each mainline pipe. For manholes with a drop connect, the water level must be 2 feet above the crown of the highest penetration, unless otherwise approved by engineer. Let sit a minimum of 4 hours to allow for water absorption.
2. Top off manhole to the level indicated in step 1. Let sit 1 hour.
3. After 1 hour, the measured loss shall not exceed the rate given in the following formula for the pipe (which shall also apply to ground water infiltration):

$$V = \pi \left(\frac{\text{Diameter of standpipe or manhole in inches}^2}{2} \right) * \frac{1 \text{ gal water}}{231 \text{ in}^3} = 7.83 \text{ gal per inch of water for a 4' dia MH or 17.6 gal per inch of water for a 6' dia MH}$$

[illegible]



RESPEC

pipe

$$E_p = 0.002 D L$$

$$D = 8"$$

$$L = 1 + 84.64 \rightarrow 3+77 = 192.36'$$

MH 2 STA MH 1 STA

$$E_p = 0.002 (8)(192.36) = 3.08 \text{ gph}$$

manholes

$$\text{MH 1} \rightarrow \text{top of MH} \sim \text{top of water} = 495.78'$$

$$\text{bottom of sewer pipe} = 490.23'$$

$$\text{top of sewer pipe} = 490.90'$$

$$\text{head above top of sewer pipe} = 495.78 - 490.90 = 4.88'$$

$$E_{\text{MH1}} = 0.1 (f + \text{head})(f + \text{MH } D) = 0.1 (4.88)(4) = 1.952 \text{ gph}$$

$$\text{MH 2} \rightarrow \text{top of MH} \sim \text{top of water} = 496.27'$$

$$\text{bottom of sewer pipe} = 489.87'$$

$$\text{top of sewer pipe} = 490.24'$$

$$\text{head above top of sewer pipe} = 496.27 - 490.24 = 6.03'$$

$$E_{\text{MH2}} = 0.1 (6.03)(4) = 2.412 \text{ gph}$$

total

$$E_T = E_p + E_{\text{MH1}} + E_{\text{MH2}} = 3.08 + 1.952 + 2.412 = 7.444 \text{ gph}$$

allowable head loss

$$V = \pi \left(\frac{\text{MH } D}{2} \right)^2 \frac{1}{2.31} = \pi \left(\frac{48}{2} \right)^2 \frac{1}{2.31} = 7.83 \frac{\text{gal}}{\text{in}}$$

$$L = \frac{E_T}{V} = \frac{7.444 \text{ gph}}{7.83 \frac{\text{gal}}{\text{in}}} = 0.95" \text{ per hour of testing}$$



SITE VISIT / DAILY OBSERVATION REPORT

Project Name	Eagle Estates 4 th Addition
Project Address	Patriot Drive, North Pole, AK
Project Number	I0313.22001.001
Client	City of North Pole
Engineer/Observer	Cate Whiting
General Contractor	Stepping Stone Builders
Project Manager	

Date	05/27/2022							
Day	S	M	T	W	T	F	S	
Time	10:45am							
Temp (°F)	<-20	-20 to 0	0 to 15	15 to 32	32 to 45	45 to 60	60 to 80	>80
Weather	Fair	Mixed	Overcast	Rain	Snow	Report #		
Wind	Calm		Moderate		Blustery		1	
Humidity	Low		Moderate		High			

CONSTRUCTION ACTIVITIES

SEWER

Stepping Stone Builders had laid approximately 192 feet of 8" DIP and two bases for manholes. Insulation of the pipe could not be inspected, as all pipes were wrapped and partially covered with bedding. It was confirmed that the sewer main will receive 1 foot of bedding cover. Video of grading, where water flows from north installed manhole (3+77) to south installed manhole (1+84.64), to be provided.

PHOTOS



END OF REPORT



SITE VISIT / DAILY OBSERVATION REPORT

Project Name	Eagle Estates 4 th Addition
Project Address	Patriot Drive, North Pole, AK
Project Number	I0313.22001.001
Client	City of North Pole
Engineer/Observer	Cate Whiting
General Contractor	Stepping Stone Builders
Project Manager	

Date	06/02/2022									
Day	S	M	T	W	T	F	S			
Time	10:15am									
Temp(°F)	<-20	-20 to 0	0 to 15	15 to 32	32 to 45	45 to 60	60 to 80	>80		
Weather	Fair	Mixed	Overcast	Rain	Snow	Report #				
Wind	Calm		Moderate		Blustery			2		
Humidity	Low		Moderate		High					

CONSTRUCTION ACTIVITIES

SEWER

Connection to existing manhole (0+00) was completed and work continued to lay pipe back to the east installed manhole (1+84.64). Groundwater encountered and crew switched to pea gravel bedding. Video of grading, where water flows from west installed manhole (3+77) to east installed manhole (1+84.64), still needs to be provided.

PHOTOS



END OF REPORT



SITE VISIT / DAILY OBSERVATION REPORT

Project Name	Eagle Estates 4 th Addition
Project Address	Patriot Drive, North Pole, AK
Project Number	I0313.22001.001
Client	City of North Pole
Engineer/Observer	Cate Whiting
General Contractor	Stepping Stone Builders
Project Manager	

Date	06/23/2022							
Day	S	M	T	W	T	F	S	
Time	1:40pm							
Temp(°F)	<-20	-20 to 0	0 to 15	15 to 32	32 to 45	45 to 60	60 to 80	>80
Weather	Fair	Mixed	Overcast	Rain	Snow	Report #		
Wind	Calm		Moderate		Blustery		3	
Humidity	Low		Moderate		High			

CONSTRUCTION ACTIVITIES

SEWER

Gravity testing was attempted from north installed manhole (3+77) to south installed manhole (1+84.64). The north manhole was filled; however, visible leakage was observed at two of the service line stubs at the north installed manhole. Additional sealing to take place, and testing to restart tomorrow (06/24/22). City of North Pole and RESPEC were both present.

PHOTOS



END OF REPORT



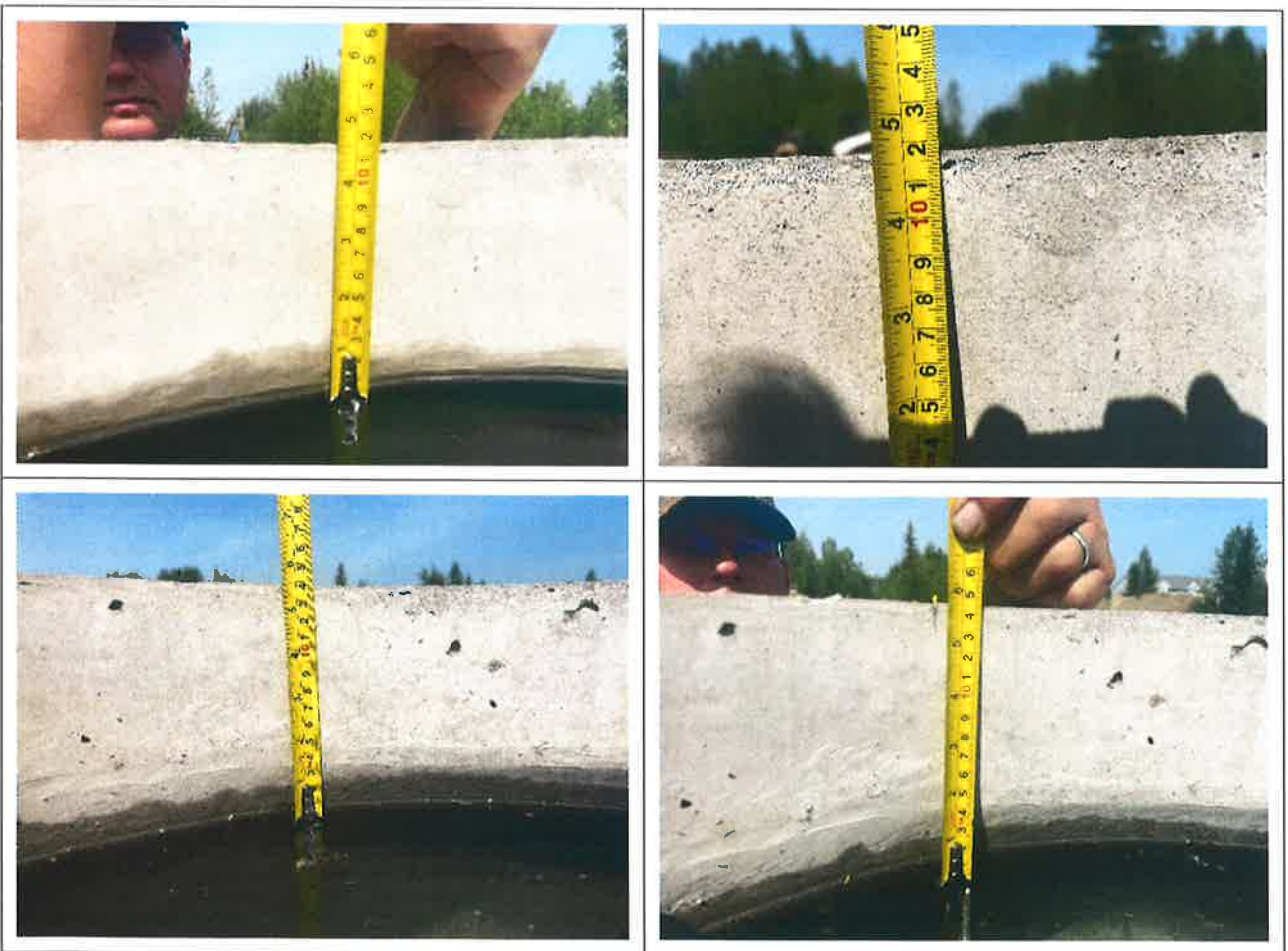
SITE VISIT / DAILY OBSERVATION REPORT

Project Name	Eagle Estates 4 th Addition	Date	06/24/2022							
Project Address	Patriot Drive, North Pole, AK	Day	S	M	T	W	T	F	S	
Project Number	I0313.22001.001	Time	10:00am, 2:15-3:30pm							
Client	City of North Pole	Temp (°F)	<-20	-20 to 0	0 to 15	15 to 32	32 to 45	45 to 60	60 to 80	>80
Engineer/Observer	Cate Whiting	Weather	Fair	Mixed	Overcast	Rain	Snow	Report #		
General Contractor	Stepping Stone Builders	Wind	Calm		Moderate		Blustery		4	
Project Manager		Humidity	Low		Moderate		High			

CONSTRUCTION ACTIVITIES

SEWER

Gravity testing occurred from north installed manhole (3+77) to south installed manhole (1+84.64). The north manhole was filled and began the four-hour soaking process to allow for concrete water absorption at 10:15am. The one-hour testing period occurred from 2:18-3:18pm. Allowable head difference was calculated to be 0.95 inches. The test concluded with 0.2 inches of head difference, making it a successful test. No visible leakage was observed. It was confirmed that an additional stub from the south installed manhole will be tested when future installation has been completed.



END OF REPORT



SITE VISIT / DAILY OBSERVATION REPORT

Project Name	Eagle Estates 4 th Addition	Date	07/13/2022						
Project Address	Patriot Drive, North Pole, AK	Day	S	M	T	W	T	F	S
Project Number	I0313.22001.001	Time	1:45pm						
Client	City of North Pole	Temp (°F)	<-20	-20 to 0	0 to 15	15 to 32	32 to 45	45 to 60	60 to 80 >80
Engineer/Observer	Cate Whiting	Weather	Fair	Mixed	Overcast	Rain	Snow	Report #	
General Contractor	Stepping Stone Builders	Wind	Calm		Moderate		Blustery		6
Project Manager		Humidity	Low		Moderate		High		

CONSTRUCTION ACTIVITIES

D-1

The crew began placing 3" of D-1 aggregate surface course material in preparation for asphalt to be added to roadways. It has been confirmed that Mappa will be performing compaction testing.



END OF REPORT



SITE VISIT / DAILY OBSERVATION REPORT

Project Name	Eagle Estates 4 th Addition	Date	07/21/2022						
Project Address	Patriot Drive, North Pole, AK	Day	S	M	T	W	T	F	S
Project Number	I0313.22001.001	Time	3:45pm						
Client	City of North Pole	Temp (°F)	<-20	-20 to 0	0 to 15	15 to 32	32 to 45	45 to 60	60 to 80 >80
Engineer/Observer	Bojan Jeremic	Weather	Fair	Mixed	Overcast	Rain	Snow	Report #	
General Contractor	Stepping Stone Builders	Wind	Calm		Moderate		Blustery		7
Project Manager		Humidity	Low		Moderate		High		

CONSTRUCTION ACTIVITIES

C&G

The contractor is still working on set up for curb and gutter placement.



END OF REPORT



SITE VISIT / DAILY OBSERVATION REPORT

Project Name	Eagle Estates 4 th Addition	Date	07/22/2022						
Project Address	Patriot Drive, North Pole, AK	Day	S	M	T	W	T	F	S
Project Number	I0313.22001.001	Time	3:45pm						
Client	City of North Pole	Temp (°F)	<-20	-20 to 0	0 to 15	15 to 32	32 to 45	45 to 60	60 to 80 >80
Engineer/Observer	Bojan Jeremic	Weather	Fair	Mixed	Overcast		Rain	Snow	Report #
General Contractor	Stepping Stone Builders	Wind	Calm		Moderate		Blustery		8
Project Manager		Humidity	Low		Moderate		High		

CONSTRUCTION ACTIVITIES

C&G

The contractor nearing down on set up for curb and gutter placement. All C&G grade lines were checked and matched the plans. Concrete pour is expected on Tuesday.



END OF REPORT



SITE VISIT / DAILY OBSERVATION REPORT

Project Name	Eagle Estates 4 th Addition	Date	07/25/2022							
Project Address	Patriot Drive, North Pole, AK	Day	S	M	T	W	T	F	S	
Project Number	I0313.22001.001	Time	3:45pm							
Client	City of North Pole	Temp (°F)	<-20	-20 to 0	0 to 15	15 to 32	32 to 45	45 to 60	60 to 80	>80
Engineer/Observer	Bojan Jeremic	Weather	Fair	Mixed	Overcast		Rain	Snow	Report #	
General Contractor	Stepping Stone Builders	Wind	Calm		Moderate		Blustery		9	
Project Manager		Humidity	Low		Moderate		High			

CONSTRUCTION ACTIVITIES

C&G

The contractor is ready for curb and gutter pour tomorrow morning. All C&G grade lines were checked and matched the plans.



END OF REPORT



SITE VISIT / DAILY OBSERVATION REPORT

Project Name	Eagle Estates 4 th Addition
Project Address	Patriot Drive, North Pole, AK
Project Number	I0313.22001.001
Client	City of North Pole
Engineer/Observer	Bojan Jeremic
General Contractor	Stepping Stone Builders
Project Manager	

Date	07/26/2022							
Day	S	M	T	W	T	F	S	
Time	3:45pm							
Temp (°F)	<-20	-20 to 0	0 to 15	15 to 32	32 to 45	45 to 60	60 to 80	>80
Weather	Fair	Mixed	Overcast	Rain	Snow	Report #		
Wind	Calm		Moderate		Blustery		10	
Humidity	Low		Moderate		High			

CONSTRUCTION ACTIVITIES

C&G

The contractor has placed curb and gutter. The crew did nice work to ensure curb and gutter were installed per plans and Mapa had perform testing on the first concrete truck.



END OF REPORT



SITE VISIT / DAILY OBSERVATION REPORT

Project Name	Eagle Estates 4 th Addition	Date	07/29/2022						
Project Address	Patriot Drive, North Pole, AK	Day	S	M	T	W	T	F	S
Project Number	I0313.22001.001	Time	4:45pm						
Client	City of North Pole	Temp (°F)	<-20	-20 to 0	0 to 15	15 to 32	32 to 45	45 to 60	60 to 80 >80
Engineer/Observer	Bojan Jeremic	Weather	Fair	Mixed	Overcast	Rain	Snow	Report #	
General Contractor	Stepping Stone Builders	Wind	Calm		Moderate		Blustery		11
Project Manager		Humidity	Low		Moderate		High		

CONSTRUCTION ACTIVITIES

D1

The contractor was placing D1 and performing compaction and preparing for tomorrow testing and asphalt placement.



END OF REPORT



SITE VISIT / DAILY OBSERVATION REPORT

Project Name	Eagle Estates 4 th Addition
Project Address	Patriot Drive, North Pole, AK
Project Number	I0313.22001.001
Client	City of North Pole
Engineer/Observer	Bojan Jeremic
General Contractor	Stepping Stone Builders
Project Manager	

Date	0730/2022							
Day	S	M	T	W	T	F	S	
Time	9:45am							
Temp (°F)	<-20	-20 to 0	0 to 15	15 to 32	32 to 45	45 to 60	60 to 80	>80
Weather	Fair	Mixed	Overcast	Rain	Snow	Report #		
Wind	Calm		Moderate		Blustery		11	
Humidity	Low		Moderate		High			

CONSTRUCTION ACTIVITIES

DENSITY TESTING AND ASPHALT

Initial density test didn't satisfy the state requirement but after additional compaction all testes were successfully at least 98% and we were able to move on with asphalt placement. Asphalt temperature was consistent and with spec and the crew performed nice job with placement and compaction.



END OF REPORT



STATE OF ALASKA
DEPARTMENT OF ENVIRONMENTAL CONSERVATION
CERTIFICATION OF CONSTRUCTION FOR
DOMESTIC WASTEWATER SYSTEMS



Instructions: In accordance with 18 AAC 72.235, within 90 days after the completion of the construction, installation, or modification of a project, the owner of the project, the contractor(s) responsible for constructing the project, and the registered professional engineer responsible for construction observation, must complete and sign this form certifying that the project was constructed in accordance with the most recent Department-approved plans, or in accordance with prepared record drawings submitted with this form.

If a project is being completed in phased construction, a site plan shall be attached showing the portion of the project being declared completed on the date stated in Section A – Project Information. Completion of each phase of the project must be declared as it is completed. This form may be downloaded from the Alaska Department of Environmental Conservation (ADEC) Engineering Support and Plan Review (ESPR) website: dec.alaska.gov/water/wastewater/engineering/

Section A – Project Information

If project involved a community-wide system or utility extension of a collection system, the property legal description and street address may not be applicable.

Project Name: Eagle Estates 4th Addition	
Property Legal Description (if applicable): Tract B-2 Eagle Estates	
Property Street Address (if applicable): Stone Pointe Ct. (FKA Golden Eagle Ct.)	
Plan Tracking No.: 28955	Date Project Completed: 8/18/2022

Section B – Owner's Section

The owner signing this form must be the same person who signed the Owner's Statement. If different, submit a new signed Owner's Statement (available on the Department's website).

Owner Name: City of North Pole
Entity Representing (if applicable):
Mailing Address: 125 Snowman Lane, North Pole, AK 99705
Email Address: rwallace@northpolealaska.org

I certify that I am the owner of the above-referenced project or property. I further certify that this project was constructed in accordance with the latest plans submitted to and approved by ADEC, or in accordance with the attached record drawings. I understand that I may be required to take remedial measures to correct any construction which was completed without prior ADEC approval, was not constructed in accordance with approved design drawings, and/or is found to be inconsistent with applicable regulations including, but not limited to, Wastewater Disposal Regulations 18 AAC 72.



Signature

Robert D. Wallace
Director of City Services, North Pole

30 Aug 2022

Date

Certification of Construction Form

Revised March, 2017

Section C – Contractor's Section

I certify that I, or an individual under my direct supervision, have constructed the project (or portions of the project) referenced in Section A, in accordance with the latest plans submitted to and approved by ADEC, or in accordance with the attached record drawings.

Stepping Stone Builders, Inc.

Printed Name

Signature

Date

Printed Name

Signature

Date

Printed Name

Signature

Date

Section D – Engineer's Section

If the observing engineer is other than the design engineer, attach a letter signed and sealed that documents the scope of construction observation services and identifies each person who contributed to the record documents (18 AAC 72.235(b)(3)).

Engineer Name: Jeremy Stark

Engineering Firm: Stutzmann Engineering Associates, Inc.

Mailing Address: PO Box 71429 Fairbanks, AK 99707

Email Address: jstark@arctic-sea.com

I certify that I, or an individual under my direct supervision, have visually observed the quality of construction and materials used so that I, or an individual under my direct supervision, has the information necessary to provide a professional opinion regarding the contractor's conformance to the plans approved by the Department or to the attached record drawings. I further certify that to the best of my knowledge and information available, the project was constructed in accordance with all conditions placed on the construction approval issued by the Department.

Check all that apply:

☒ Project was constructed in accordance with the plans received by the Department on 12/22/2021 (date) and approved by the Department on 2/25/2022 (date).

☐ Project was constructed in accordance with the attached record drawings.

☐ The observing engineer is the same as the design engineer

☐ Attached is a sealed and signed letter by the observing engineer in accordance with 18 AAC 72.235(b)(3)

☒ All conditions placed on the construction approval have been met (attach cover letter)

☐ No conditions were placed on the construction approval

Jeremy Stark

Printed Name

Signature

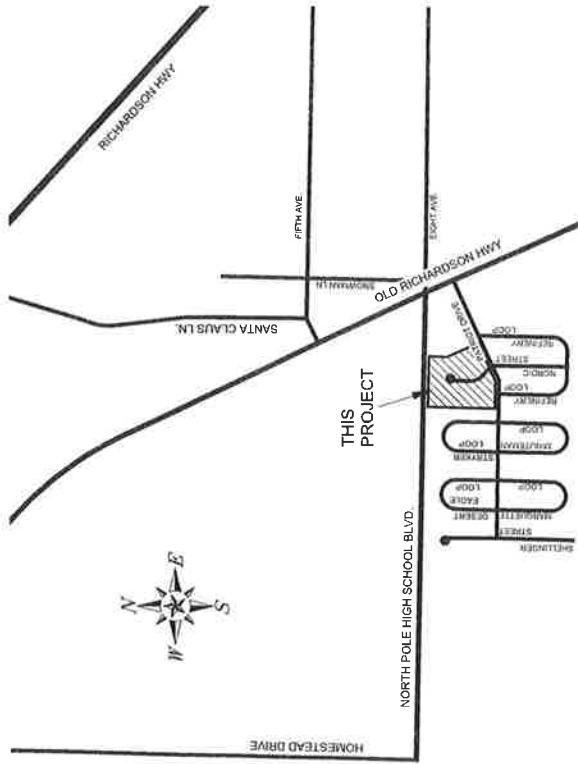
Registration No.

8/23/2022

Date

EAGLE ESTATES 4TH ADDITION

STREET, SEWER AND WATER CONSTRUCTION



VICINITY MAP
NO SCALE

PREPARED FOR:

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

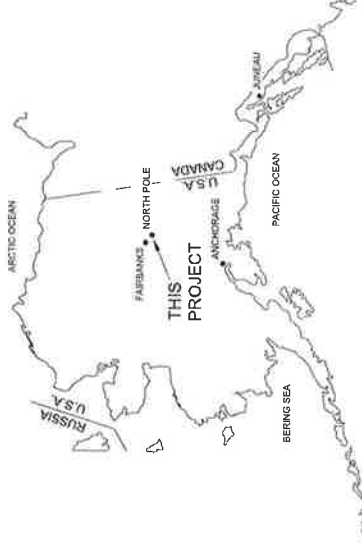
PREPARED BY:

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

GOLDEN EAGLE
COURT IS NOW
STONE POINTE CT.

SHEET INDEX

- C1 VICINITY MAP AND SHEET INDEX
- C2 TYPICAL SECTION AND STREET DETAILS
- C3 GOLDEN EAGLE COURT PLAN AND PROFILE
- C4 GOLDEN EAGLE COURT SEWER PLAN AND PROFILE
- C5 GOLDEN EAGLE COURT WATER PLAN AND PROFILE
- C6 SEWER AND WATER DETAILS



NO.	DATE	BY	DESCRIPTION

EAGLE ESTATES
SUBDIVISION
4TH ADD.
PATRIOT DRIVE,
NORTH POLE,
ALASKA

VICINITY MAP AND
SHEET INDEX

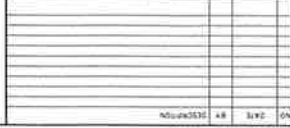
FOR: STEPPING STONE BUILDERS
STUTZMANN
ENGINEERING ASSOCIATES, INC.
P.O. BOX 71429, FAIRBANKS, AK 99707
(907) 452-4094 (C-627)

DATE: 8/23/2022
DRAWN: JST
CHECKED: JST
APPROVED: JST

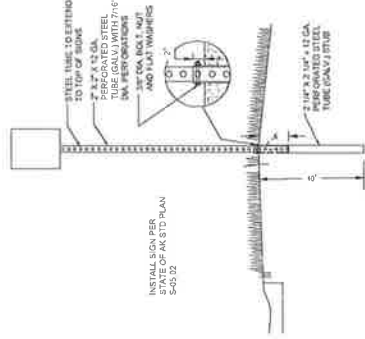
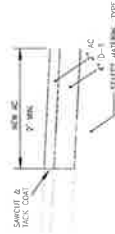
C1

ASBUILTS 8/23/2022
JEREMY STARK, PE

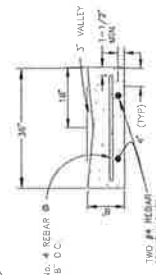
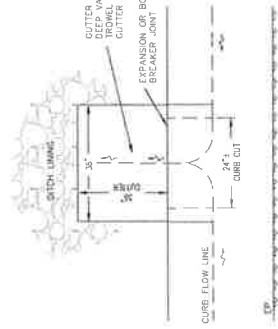
PERMIT REVIEW SET



4. Install signs per AADT Standard Plans



SIGN TABLE			
DESCRIPTION	STATION	OFFSET	SIZE
RI-1 (Strip)	0+16±	4" L	30" x 30"
D3-100 (Pot, Dr)	0+16±	L ¹	8" x VARIES
D3-100 (Golden Eagle C.)	0+16±	L ¹	8" x VARIES
WI-2 (No Outlet)	0+50	R ¹	30" x 30"



FOR STEPPING STONE BUILDERS

50.7

LUTZMANN
ENGINEERING
ASSOCIATES, INC.
P.O. BOX 11222 FARMINGTON, AK 99701
508 ALBERT FARMINGTON, AK 99701

PERMIT REVIEW SET

GUTTER BLOCK

6 SCUPPER



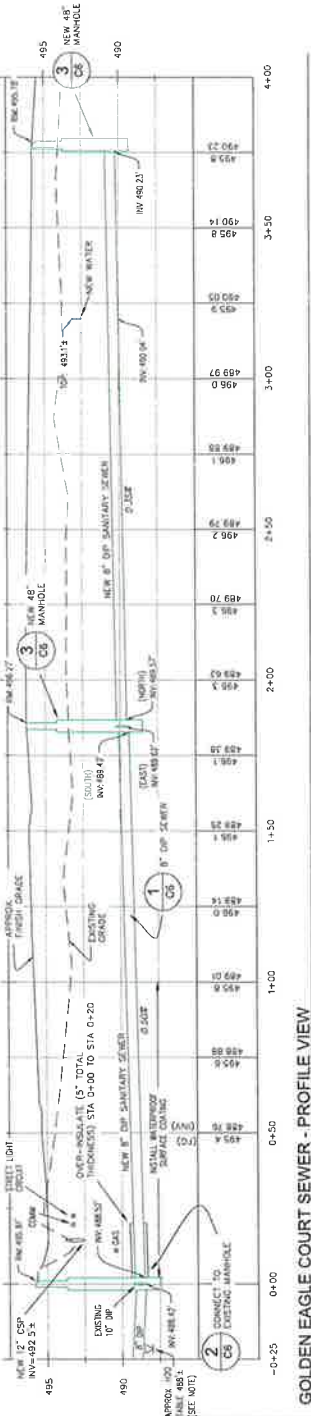
GOLDEN EAGLE COURT
SEWER PLAN AND PROFILE

C4

ASBUILTS 8/23/2022
JEREMY STARK, PE

SEWER

1. All construction shall comply with the City of North Pole Utility Standards of Construction, Rev. 2007, 18 AAC 72 and 18 AAC 80
 2. All materials and construction shall conform to these plans and the City of North Pole Standard Drawings
 3. Install additional thickness of insulation as indicated per City of NP Standards 12.5.3 where mains run under proposed roadway culverts
 4. Sewer service lines shall shall be 4" HDPE and shall comply with City of North Pole Utility Service Line Requirements
 5. Pressure test as per City of NP Standards and inspect via camera
- WATER**
6. All construction shall comply with the City of North Pole Utility Standards of Construction, Rev. 2007, 18 AAC 72 and 18 AAC 80
 7. All materials and construction shall conform to these plans and the City of North Pole Standard Drawings
 8. All water main joints shall be restrained per City of NP Standards 4.2.3
 9. All water main pipe and fittings shall be NSF/ANSI 61
 10. Chlorinate and disinfect water main as per AWWA C251 and pressure test as per AWWA C500. See City of NP Standards.
- GENERAL**
11. Install waterproof surface coating to insulated water and sewer pipes where at or near the groundwater table as per City of NP Standards. The appropriate water table shown is based on the conditions encountered in the field during the 2020 construction of Skyway stop adjacent to this development



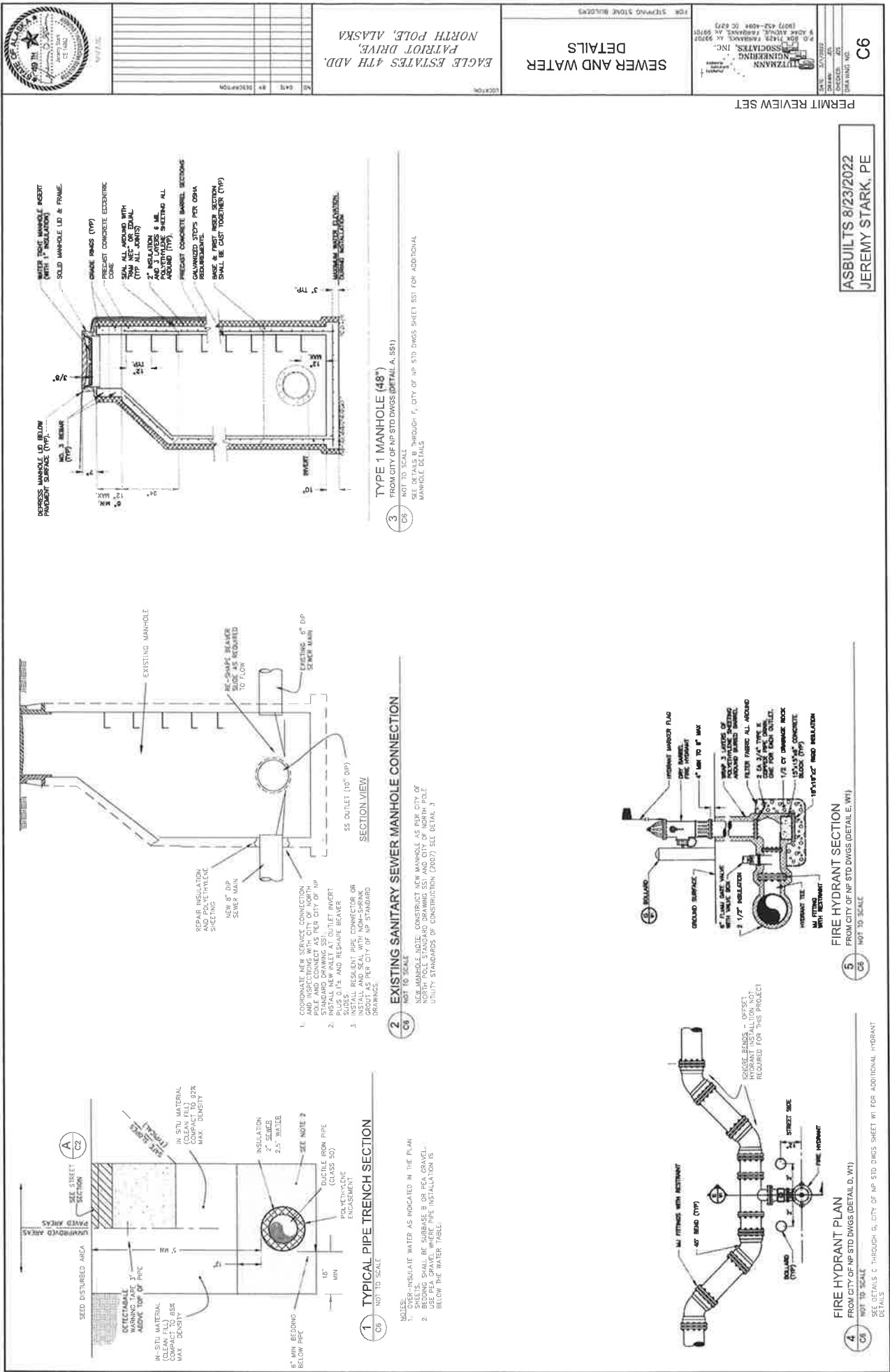
GOLDEN EAGLE COURT SEWER - PROFILE VIEW

GOLDEN EAGLE COURT
WATER PLAN AND PROFILE

50

ASBUILTS 8/23/2022
JEREMY STARK, PE





Mission:

Increase local economic opportunity, promote business relationships, improve the quality of life in and awareness of the North Pole area

Mail:

NPCCC
PO Box 55071
North Pole, Alaska
99705

Social Media:

Web:
northpolechamber.us
Facebook:
Northpolechamber

2022

Board of Directors**President**

Misty Posekany

Secretary

Pastor Brad Rogers

Treasurer

Tiffany Piser

Directors

Rita Heselton
Howard Rixie
Barbara Haney
Allison Rhine
Wendy Brandon
__ Open Seat __

Focus Areas

- 1.) Organization, communication, and consistency
- 2.) Building our membership and bringing the community together
- 3.) Meaningful/consistent events



26 August 2022

Mayor Welch & Council Members
City of North Pole
125 Snowman Ln
North Pole, AK

We approach the North Pole City Council to request the approval for reallocation of the 2021 City of North Pole Bed Tax Grant funds that were awarded to us in the City Council meeting held on December 7th, 2020, in the amount of \$24,885.36.

This amount was originally intended to repair and maintain the North Pole Community Chamber of Commerce's visitors center. Upon reviewing the visitors center this spring, it was evident that water damage, mold, and a lack of a sewage tank had made the old building uninhabitable. Rebuilding would be very costly, overtaking the land and building values. In today's business world, the old building simply cannot stand up to the demand and local expectations of tourists and locals alike. As a part of our mission to bring the community together, it is necessary to construct a **Welcome Center**.

The vision of our project is to create a place where tourists and locals can come to learn more about the North Pole Community. A live event calendar will be displayed in our **Welcome Center** that corresponds with our website. Our local crafters will offer unique items in our retail section. There will be a room in the back that is fully equipped to hold conferences and is available for rent by other organizations and businesses. We will also house a library containing business books in the conference room, so aspiring entrepreneurs can help foster the dream. The **Welcome Center** will also be open year-round in order to better accommodate our annual tourism. These changes will allow the **Welcome Center** to serve as a central hub for integrating existing and new businesses while connecting with the community.

Our Board requests that the North Pole City Council pass a motion to grant us the freedom to use the allocated funds as North Pole Community Chamber of Commerce deems necessary to achieve the new **Welcome Center's** goals.

Misty Posekany
President, NPCCC
Cell:(907) 483-0000
Chamber email: info@northpolechamber.us