



CITY OF NORTH POLE
Regular Meeting
October 17, 2022
City Hall Chambers
125 Snowman Lane, North Pole, Alaska
www.northpolealaska.com

Monday, October 17, 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 10/3/22 (Pgs. 3-9)
6. Communications from the Mayor
 - a. Student of the Month – Nita Kozie (Pg. 10)
 - b. Helping AK Update (Pg. 11)
 - c. Certification of the October 4, 2022 Election
 - d. Oath of Office for Newly Elected Officials
 - e. Pinning Ceremony for NPPD Officers
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 22-20, An Ordinance of the City of North Pole Amending the Leave Policy for the City of North Pole Employees (Pgs. 12-16)
- b. Ordinance 22-22, An Ordinance of the City of North Pole Amending the 2022 Budget to Accept the Edward Byrne Memorial Justice Assistance Grant (Pgs. 17-19)
- c. Ordinance 22-23, An Ordinance of the City of North Pole Amending the 2022 Budget to Purchase a 2022 Ford F250 Pickup for the Northern Expansion (Pgs. 20-26)

12. New Business:

- a. NPPD Wage Decision (Pgs. 27-28)

13. Council Comments

14. Adjournment



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

A regular meeting of the North Pole City Council was held on Monday, October 3, 2022, via Zoom.

CALL TO ORDER/ROLL CALL

Mayor Welch called the regular City Council meeting of Monday, October 3, 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
David Skipps
Jeffrey Jacobson
Anton Keller

Absent/Excused:

None

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

Led by Melissa Dionne

INVOCATION

Given by Mr. Keller

APPROVAL OF AGENDA

Mr. Claus *moved to* approve the agenda of October 3, 2022

Seconded *by* Mr. Welch

Mr. Jacobson *moved to* amend the agenda of October 3, 2022, to consent the following items:

Old Business

- b. Ordinance 22-21, An Ordinance of the City of North Pole Amending the 2022 Budget

New Business:

- a. Ordinance 22-22, An Ordinance of the City of North Pole Amending the 2022 Budget to Accept the Edward Byrne Memorial Justice Assistance Grant
- b. Ordinance 22-23, An Ordinance of the City of North Pole Amending the 2022 Budget to Purchase a 2022 Ford F250 Pickup for the Northern Expansion
- c. NPPD Acceptance of Edward Byrne Memorial Justice Assistance Grant for \$144,456

d. RISQ Benefits Decision – No Surprises Act/Qualified Payment Amount \$1 PMPE

Seconded *by* Ms. Welch

On the amendments

DISCUSSION

None

PASSED

Yes: 7 – A. Welch, Claus, Cromer, Jacobson, Skipps, Keller, Welch

No: 0

Absent: 0

On the agenda as amended

DISCUSSION

None

PASSED

Yes: 7 – A. Welch, Claus, Cromer, Jacobson, Skipps, Keller, Welch

No: 0

Absent: 0

APPROVAL OF MINUTES

Mr. Claus *moved* to approve the minutes from the 9/19/22 meeting

Seconded *by* Ms. Welch

DISCUSSION

None

PASSED

Yes: 7 – A. Welch, Claus, Cromer, Jacobson, Skipps, Keller, Welch

No: 0

Absent: 0

COMMUNICATIONS FROM THE MAYOR

- Bill Wright with Explore Fairbanks gave the Council an update on tourism for the North Pole area.
- The Mayor shared that last Wednesday he was at the Westmark for the Alaska Fire Fighters Association Conference. He was also at in Eielson last week, meeting with the new 3 star General Naholm talking housing and the area need.
- He let everyone know that the city will be starting the holiday decorating early this year because there is going to be a film crew here mid-November filming a show called Small Town Christmas with Megan Alexander.
- He reminded everyone that we will be live in the Chambers for the October 17th meeting.

COUNCIL MEMBER QUESTIONS OF THE MAYOR

- Ms. Welch asked the Mayor if he had shared the NPCCC flyer for the Holiday lighting Contest that they are sponsoring.

The Mayor asked the Clerk to share the details of the contest on the screen and to follow up with an email to the Council.

- Mr. Jacobson asked to confirm the Budget workshop dates, as well as the Bed Tax Committee meeting. He also asked if we had heard anything from AIDEA after the last meeting or from the Borough regarding their property tax rebate.

The Mayor said that the non-Borough wide property tax incentive was not an obligation that fell to the city. He followed up with that the city attorney, Zane Wilson, is working on the wording for a NP City Ordinance regarding property tax incentives that the City of North Pole will be discussing.

COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

Police Department, Chief Dutra

- Chief Dutra was out on vacation.

Fire Department, AC Chambers

- Chief Heineken shared with the Council some details from the State Firefighters Conference. There were over 200 firefighters from all over Alaska. North Pole was very well represented. He thanked the Mayor for coming out and talking during the opening ceremony. He also thanked AC Chambers and Sam Sanders, they were very busy during the conference and did a great job.
- Lt. Beckley has accepted a position with the Steese Fire Department, she will stay on as a part time fire fighter with the North Pole department. She has been with the department for a long time, and this is a great opportunity for her.
- The ambulance that was ordered has been delayed, it is anticipated to arrive in 2 years. They are looking at the current ambulances that we have in service and trying to make them stretch an additional year.
- They are working on winter preparations also and thanked the Public Works department for their help with moving some of the training equipment around
- October is fire prevention week they stay pretty busy this month. They are back to doing in person tours again and had a few groups of school age kids there just today.

The Mayor thanked the fire department for coming out a putting together some furniture for the Fiscal department at City Hall.

Finance, Tricia Fogarty

- Ms. Fogarty sent out the latest financials to the Council this afternoon. She said they are still having some matching issues between Caselle and Tyler. She said before the next meeting she will send out September's financials as well as the AMJLIA update.
- She said that the department had done some training with Tyler on assessments today.
- Ms. Fogarty updated the Council that the department heads met with her and Michelle Peede last week for the first round of budget talks. She reminded the Council that the Budget Workshops will be the 24 through the 26th here at City Hall. She is continuing to meet with the Department heads to make necessary changes so that it is as complete as we can get it before it goes to Council. The schedule will be Monday night for admin, Clerk/HR, and revenues, Tuesday will be Fire and Police departments and building, public

works and utilities on Wednesday.

Mr. Jacobson asked about the financials and why September and the third quarter numbers weren't on there.

- Ms. Fogarty said that it is only the first meeting in October, those numbers do not get to us till the beginning of the month and that the next set of financials will be available for the next meeting.

Ms. Welch asked if the Council could get the financials a little more before the meeting so that they had time to review.

- Ms. Fogarty agreed that she would. Normally the financials wouldn't be available till the 2nd meeting, but because she had some issues with them for the last meeting, she wanted to provide them for this one.

Director of City Services, Danny Wallace

- Winter prep and budgeting is the focus for city services right now. He is learning a lot about the budget process and his supervisors, as well as Ms. Fogarty and her team have been a lot of help working with him.
- For the building department he has been in contact with the FNSB housing task force to share info regarding housing projects.
- Winterization efforts are at the forefront of the public works department. They are working to renew the renewal contract for snow removal with Hubbard.
- They will be interviewing for a part time public works department employee. This person will be doing the in-house cleaning of City Hall and the Police station and with the PW department should they need additional help.
- Two of the summer hires for the PW department are staying till early November. They are helping with the winter prep around the city, including the holiday lights.
- ADEC has asked that we change our chemical injects into the water system. They are working on a plan for that and will present more information later on.
- He is in talks with Alaska Project Solutions to provide grant writing assistance for the city water main requirements. They are working on connecting the city with the grants that are available out there.
- Mr. Wallace took a moment to recognize Paul Trissel and the utilities department. They were awarded by DEC the Ursa Major award; this is the 4th year in a row that the department has received this.

Human Resources, Ellen Glab

- Ms. Glab was out most of last week ill.
- She has been trying to fine tune Ordinance 22-20 and working with department heads and employees on their feedback to it.

Borough Representative

Ms. Welch attended the borough meeting on 9/22/2022 via Zoom.

- Fairbanks City Council Report
 - Is considering the ManCho project impact on the city. Waiting to hear from DOT about their plan.
 - Working on their budget.

- School Board Report
 - October 3 is a work session.
 - Working on bussing situation.
- Borough Mayor Report
 - Transit garage groundbreaking was this past week, they will finish next spring.
 - 8th of October is the skate park opening.
 - The Roads plan is open for comments till 21 Oct. Find more info on the borough website.
- The Assembly approved the RFP to Green Star for the recycling facility and IFB for Graehl park replacement awards.
- Resolution 22-30 summarizing lots of land to be disposed of was postponed until 11/3.
- The assembly concurred on a few appointments to various commissioners.
- Ordinance 22-52 establishing the Two Rivers Fire Service area was adopted.
- Ordinance 22-53 establishing a premium pay program for school bus drivers was adopted.
- Ordinance 22-54 leasing 5 acres of property to the University Fire Service area to operate a fire and emergency services station was adopted.
- Ordinance 22-20-1I amending the budget to fund the Graehl Park Mosaic Project was adopted.
- Ordinance 22-35 approving a property tax exemption for North Shanly Subdivision was defeated.

City Clerk's Office, Melissa Dionne

- Ms. Dionne let everyone know that City Hall is all set up for the election tomorrow and reminded everyone to go vote. She let everyone know that she will be coming in late tomorrow and will be at the Borough building as votes are being reported and it will probably be a late night. Also Mr. Wallace has volunteered to stay late tomorrow to make sure the elections workers are good and do not need any help.
- She let everyone know that the \$5,00 earnest money that was put down on the Howard property purchase was returned to us today.
- On Friday she will be Revize working on the site map finalization for the new website.
- Ms. Dionne also reminded everyone that the October 17th meeting will be in person. We will have snacks and refreshments and we will swear in the new councilmembers.

Mr. Jacobson asked about the rumor that there was a write in candidate for the Council seat.

- Ms. Dionne responded that the citizen did not meet the requirements to run.

ON GOING PROJECTS

- Senator Myers has been in touch with us regarding our Legislative Priorities for this upcoming year, the Mayor will work with him to get that in the works.
- Dr. Holde will be here on November 15th to discuss the combined heat and power project. We are planning a demonstration and talk for the Council, citizens and the legislative delegation.

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

None

Old Business

- a. Ordinance 22-20, An Ordinance of the City of North Pole Amending the Leave Policy for the City of North Pole Employees

Ms. Welch *moved* to postpone the Ordinance 22-20 until the October 17, 2022 meeting
Seconded by Mr. Jacobson

On the Postponement

DISCUSSION

None

PASSED

Yes: 7 – A. Welch, Claus, Cromer, Jacobson, Skipps, Keller, Welch

No: 0

Absent: 0

COUNCIL COMMENTS

- Mr. Keller sent best wishes to the people effected by the hurricane in Florida. He thanked Mr. Dutra for his hard work in getting grant monies. He reminded everyone to stay safe with the bad weather fast approaching.
- Mr. Welch reminded everyone to start preparing for winter and gave a shout out to a friend who recently became a US citizen.
- Mr. Jacobson said that his heart goes out to the people recovering from the aftereffects of the hurricane in Florida and the people effected by the bad storms in Western Alaska. He said that he was surprised by Shannon and Wilson drilling holes in his neighbor's yard, they were testing for PFAS. He said that he is excited about the Christmas in lights celebration and the upcoming tv special that is being filmed here.
- Mr. Skipps wanted to give shout out to the Interior Alaska football and asked everyone to go out and cheer for their local teams.
- Mr. Claus reminded everyone that tomorrow was local elections and that they should get out and vote.
- The Mayor shared that the City's attorney has a house down in the area of Florida that was hit by the hurricane, his daughter and her family got out of the area, but his home was totaled. He also shared that he is working with the attorney on wordsmithing the ordinance for the property tax abatement that the City is considering and that should be available soon.

ADJOURNMENT

Ms. Welch *moved* to adjourn
Seconded by Mr. Claus

The regular meeting of Monday, October 3, 2022 adjourned at 8:49 p.m.

These minutes passed and approved by a duly constituted quorum of the North Pole City Council on Monday, October 3, 2022.

ATTEST:

Melissa Dionne, City Clerk

DRAFT

Office of the Mayor
City of North Pole

Proclamation

WHEREAS, Nita Kozie is a senior at North Pole High School and is the daughter of LeeAnne and Mike Kozie; and

WHEREAS, Nita is a member of the Volleyball and Wrestling teams, the BBQ and Unified Clubs, Student Council, Prostart and SOS; and

WHEREAS, Madison also volunteers her time as a coach and ref for the North Pole Middle School and with Special Olympics and has been recognized in the 2022 Special Champions at Big Daddy's BBQ; and

WHEREAS the City of North Pole desires to recognize the outstanding students in the community.

NOW, THEREFORE, I, Michael W. Welch, Mayor of the City of North Pole, do hereby proclaim Nita Kozie the:

*North Pole City Council
High School Student of the Month
For October 2022.*



Michael W. Welch
Mayor, City of North Pole, Alaska

ATTEST:

Melissa Dionne
Melissa Dionne
North Pole City Clerk



North Pole Assistance

We have reached out to Lord of Life Lutheran and St. Nicholas Catholic churches as well as Santa's Senior Center for potential funding opportunities to further assist the citizens of North Pole. We have asked each of these churches/organizations to generate a written proposal for the funding and return it to Helping Alaska.

Funding provided to Helping Alaska through the North Pole Covid-19 funds will be distributed to qualifying applicants residing within the bounds of North Pole proper who are exhibiting financial hardship due to the Covid-19 pandemic.

Qualifying expenses will include but not necessarily be limited to basic needs such as rent, utility bills, groceries, car payments, car insurance, car repairs, etc. The eligibility of qualifying expenses will be determined by the urgency and income capabilities of the citizen of North Pole.

Requirements:

- Must reside within the bounds of North Pole proper
- Must be able to provide all requested documentation.
 - Every applicant will be asked to provide a photo ID, most recent 30 day bank statement, and proof of all income.
 - Per each request, additional documents may be requested as needed such as the most recent bill/statement, etc.

Process:

- The applicant fills out application for assistance and provides all necessary documentation.
- The application is prioritized, screened and verified by our Helpline team.
- All applicants will have their need request fully processed within 10 days beginning when the application and all required documentation is handed in.
- Once a W-9 has been received from the vendor, payment will be processed within 3 business days.

Helping Alaska (fka Love In the Name of Christ)

609 Third Street
Fairbanks, Alaska 99701
Telephone: 907-452-3876
Online at www.helpingalaska.org

ORDINANCE NO. 2022-20

**AN ORDINANCE OF THE CITY OF NORTH POLE AMENDING THE
LEAVE POLICY 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 410 Leave are hereby amended in the
North Pole Code of Ordinances as follows: [new text in red, deleted text in
~~strikethrough~~] see attached.

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

ADOPTED THE ____ DAY OF November 2022.

Mayor Michael W Welch

ATTEST:

Melissa Dionne, City Clerk

PASSED/FAILED Yes: No: Absent:

2.36.410 Leave.

A. All full-time employees shall be granted leave time in hours per month, as per the following table:

Employees Hired After January 1, 1990

Employee	0 – 4 years	4 years or more
40 hrs/week	17.3	21.8
19-day cycle	23	28.75

B. Monetary compensation (leave buyout) can be authorized up to a maximum of eighty hours (one hundred twenty hours for personnel on the nineteen-day cycle shift), minimum of 20 hours, per calendar year with the approval of the department head. An employee must have sixteen hours remaining for forty-hour-per-week employees and twenty-four hours remaining for nineteen-day cycle employees after compensation in order to be eligible.

C. Department heads or designees are the sole approving authority on leave. Approval considerations shall be based upon department operation requirements and the desire of the employee. Leave may be canceled or amended to allow the department to meet emergency situations. However, leave may not be canceled or amended to avoid paying overtime.

D. An employee who is unable to report to work for any reason without prior approval shall report the reason for his absence to his department head as soon as possible after the time he/she is expected to report for work. Leave with pay shall be allowed on a case-by-case basis. The department head shall determine whether or not an employee's reason for absence warrants leave with pay. It is the responsibility of the employee to provide substantiation of their reason for not appearing for work.

E. Any employee placed on extended leave for any reason will be required to contact their Human Resources representative no less than every two (2) weeks with an update on the progress of the event causing them to be on extended leave. Leave of any kind must not exceed more than 180 calendar days. Should an employee fail to

communicate with Human Resources, or not return to full time work within the 180 calendar days, the employee shall be deemed to have voluntarily resigned their employment with the City and their employment with the City shall be terminated. Military leave excluded per 2.36.70 section B.

F. Unused leave shall be compensated at the current rate of pay at the time of resignation or dismissal of an employee.

G. Leave can accrue from year to year with a maximum accrual of three hundred twenty hours, except that the maximum leave accrual for nineteen-day cycle shift personnel shall be four hundred twenty hours. When an employee's leave accrual reaches the maximum limit they must elect either to receive monetary compensation or take leave subject to the provisions of subsection. (C) of this section to reduce the accrued leave below the maximum level. If an employee changes from a nineteen-day cycle shift to a forty-hour-a-week shift, or vice versa, any leave that is over the maximum after conversion (see subsection (G)(1) of this section for conversion) for that shift schedule must be sold or taken as stated in this subsection. The office responsible for payroll operations shall ensure compliance with this subsection.

1. The formula for converting the accrued leave of an employee who goes from a forty-hour-per-week shift to a nineteen-day cycle shift, or vice versa, shall be as follows:

a. From a forty-hour-per-week shift to a nineteen-day cycle shift: Multiply the current accrued leave balance by the current hourly rate of pay for the forty-hour-per-week shift and divide this total by the nineteen-day cycle hourly rate. The result will be the new accrued leave balance.

An example is as follows where:

(a) = current leave balance;

(b) = hourly rate of pay for forty-hour-per-week shift;

(c) = hourly rate of pay for nineteen-day cycle shift;

(d) = new accrued leave balance.

$$\frac{(a) * (b)}{(c)} = (d)$$

b. From a nineteen-day cycle shift to a forty-hour-per-week shift: Multiply the current accrued leave balance by the current hourly rate of pay for the nineteen-day cycle shift and divide this total by the forty-hour-per-week shift hourly pay rate. The result will be the new accrued leave balance.

An example is as follows where:

(a) = current leave balance;

(b) = hourly rate of pay for forty-hour-per-week shift;

(c) = hourly rate of pay for nineteen-day cycle shift;

(d) = new accrued leave balance.

$$\frac{(a) * (c)}{(b)} = (d)$$

H. All personnel not working the nineteen-day cycle shift will accrue leave as forty hours/week employees.

I. Any employee placed on extended leave for any reason will be required to contact their Human Resources representative no less than every two weeks with an update on the progress of the event causing them to be on extended leave. Leave of any kind must not exceed more than one hundred eighty calendar days. Should an employee fail to communicate with Human Resources, or not return to full-time work within the one hundred eighty calendar days, the employee shall be deemed to have voluntarily resigned their employment with the City and their employment with the City shall be terminated. (Ord. 21-23 § 2, 2022; Ord. 18-13 § 2, 2018; Ord. 07-08 § 2, 2007; Ord. 04-05 § 2, 2004; Ord. 00-03 § 2, 2000; Ord. 99-10 § 2, 1999; Ord. 98-12 § 2, 1998)

J. The Department Head, in collaboration with the Human Resources Administrator, may offer leave as a hiring incentive for part time positions. This incentive can only be given under the following guidelines:

1. 4 hours per pay period.
2. Part time employee must work no less than 48 hours per pay period.
3. Part time employee must have a set or standard schedule.
4. Employee cannot be classified as a seasonal/volunteer employee.
5. Leave may be accrued up to 104 hours, unused time exceeding the maximum will be forfeited at the time of accrual.
6. Part time employees are not eligible for cash out options for leave, except for resigning or the position being terminated, as part of their final paycheck.

ORDINANCE 22-22
AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA
AMENDING THE 2022 BUDGET TO ACCEPT THE EDWARD BYRNE
MEMORIAL JUSTICE ASSISTANCE GRANT

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 accepting grant funds from the Edward Byrne Memorial Justice Assistance Grant.

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 October 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: 22-22

Originator/Sponsor: Chief Dutra

Date: September 27, 2022

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

Fund- Dept. Title	Account Description	Account #	Debit	Credit
JAG Fund	Full Time Wages	11-10-1-0010	20,610.00	
JAG Fund	Benefits	11-10-1-0030	1,475.00	
JAG Fund	PERS	11-10-1-0040	4,535.00	
JAG Fund	Health Insurance	11-10-1-0040	4,800.00	
JAG Fund	Grant Revenue	11-39-9000		31,420.00
	<u>Total</u>		<u>31,420.00</u>	<u>31420.00</u>

Prepared By: Tricia Fogarty **Date:** September 27, 2022

Finance Approval: Tricia Fogarty **Date** September 27, 2022

STATE OF ALASKA
Department of Public Safety
Division of Administrative Services
Grants Administration

GRANT AWARD

GRANTEE	DEPARTMENT		
NAME: City of North Pole ADDRESS: 125 Snowman Lane CITY: North Pole, AK 99705	NAME: Department of Public Safety ADDRESS: 5700 E. Tudor Road CITY: Anchorage, AK 99502		
CONTACT: Steve Dutra TITLE: Chief of Police	CONTACT: Becca Wilson TITLE: Grant Administrator II		
PHONE: 907-488-6902 EMAIL: sdutra@northpolepolice.org	PHONE: (907) 269-5083 EMAIL: becca.wilson@alaska.gov		
AWARD INFORMATION			
PROJECT NAME: Multi-jurisdictional Task Force PROGRAM NAME: Edward Byrne Memorial Justice Assistance Grant (JAG) FEDERAL AWARD: 15BJA-21-GG-00263-JAGX CFDA: 16.738 AWARD AMOUNT: \$144,456.00 PROJECT START: October 1, 2022 PROJECT END: September 30, 2023	GRANTEE UEI: WFLFBAZG5SN9 GRANTEE TAX ID: 92-6001585 GRANT NUMBER: 23-21JAG-02 MATCH REQUIRED: No RISK ASSESSMENT: Low		
APPROVED BUDGET			
Purpose Area: Law Enforcement			
COST CATEGORY	FEDERAL SHARE	MATCH SHARE	PROJECT TOTAL
Personnel/Salary	92,508.00	-	92,508.00
Fringe Benefits	51,948.00	-	51,948.00
TOTAL \$	144,456.00	\$ -	\$ 144,456.00
AWARD AGREEMENT			
The Alaska Department of Public Safety, hereinafter called the "Department," and the <u>City of North Pole</u> , hereinafter called the "Grantee," agree as set forth herein.			
I. The work to be performed under this agreement shall <u>begin on October 1, 2022 and completed no later than September 30, 2023.</u>			
II. This Grant Award consists of this 1) Signature Page ; and attached, 2) Grant Agreement ; 3) Project Narrative ; 4) Budget Detail ; Department of Justice 5) Standard Assurances and 6) Certifications .			
III. By signing this award, the grantee accepts all terms and conditions of the grant agreement in accordance with the FFY21 Justice Assistance Grant (JAG) Program .			
GRANTEE AUTHORIZATION	DEPARTMENT AUTHORIZATION		
NAME/TITLE: Michael Welch, Mayor	NAME/TITLE: Colonel Maurice Hughes, Director, AST		
SIGNATURE:	SIGNATURE:		
DATE:	DATE:		

ORDINANCE 22-23
AN ORDINANCE OF THE CITY OF NORTH POLE, ALASKA
AMENDING THE 2022 BUDGET TO PURCHASE A 2022 FORD
F250 PICKUP FOR THE NORTHERN EXPANSION

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 purchase a 2022 Ford F250 not to exceed \$52,000.00.

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.

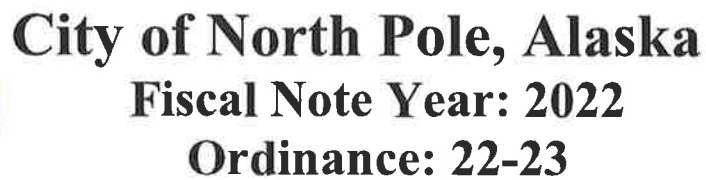
ADOPTED THE ____ DAY OF October 2022.

Mayor: Michael W. Welch

ATTEST:

Melissa Dionne, North Pole City Clerk

PASSED/FAILED Yes: No: Absent:



Date: September 29, 2022

Finance Approval: Tricia Fogarty **Date** September 29, 2022



CITY OF NORTH POLE

"Where the Spirit of Christmas Lives Year Round"

125 Snowman Lane • North Pole, Alaska 99705-7708
E-mail: mayor@northpolealaska.com • Website: www.northpolealaska.com

City Hall
907-488-2281
Fax: 907-488-3002

Mayor
907-488-8584

City Clerk
907-488-8583

Police
Department
907-488-6902

Fire
Department
907-488-2232

Utilities
907-488-6111

Director of
City Services
907-488-8593

Finance
907-488-8594

September 29, 2022

Council Members
City of North Pole
125 Snowman Lane
North Pole, Alaska 99705

New Vehicle Purchase for Utilities

City Council -

Request approval of our request to purchase a 2022 Ford F250 truck for \$51,510 to support Utilities Department Operations as part of the State of Alaska Fleet Vehicle Program. See dealer sheet attached. This need was initially identified by my predecessor (Bill Butler) and was included in the continuity files as a pending requirement. This vehicle would complement the current fleet. The purchase would allow for one of our vehicles (2008 GMC Sierra 2500 with 123,000 miles) to either be replaced and sent to auction or continue to be used when needed.

Replacement vehicles are difficult to obtain, and we were fortunate that this one is currently available through Kendall Ford in Anchorage. Ray Marcum (DOT Fleet Sales Rep) mentioned that the next window for purchase would only include a 3-day window (Nov 7-9) and delivery estimates are 8-12 months. Purchasing the vehicle noted above would allow for delivery in late October 2022. The vehicle price is consistent with or lower than others available in the area. In fact, Seekins Ford (Fairbanks) has only one similar model in stock, listed for \$59,163. Funding for this purchase would be supplied from the Flint Hills Settlement Fund. That fund is an appropriate funding source, given the support provided by the City (and Utilities) to water service in that area.

Given the current market for new vehicles, this is an important opportunity for the City of North Pole to maintain consistent, safe, and effective Utilities operations.

Respectfully,

Robert Daniel Wallace
Director of City Services

9-27-2022

CITY OF NORTH POLE
PRICE \$51,510
FOB NORTH POLE

VIN# 1FT7W2B68NEF12321

2022 F-250 4x4 SD Crew Cab 6.75' box 160" WB SRW XL (W2B)

Price Level: 275



Client Proposal

Prepared by:

Ray Marcum

Office: 907-793-8216

Date: 09/27/2022



Kendall Ford Fleet | 431 Unga St, Anchorage, Alaska , 99501
Office: 907-793-8216 | Fax: 907-793-8255



Prepared by: Ray Marcum
09/27/2022

Kendall Ford Fleet | 431 Unga St Anchorage Alaska | 99501

2022 F-250 4x4 SD Crew Cab 6.75' box 160" WB SRW XL (W2B)

Price Level: 275

As Configured Vehicle

Code	Description
Base Vehicle	
W2B	Base Vehicle Price (W2B)
Packages	
600A	Order Code 600A <i>Includes:</i> <ul style="list-style-type: none">- Engine: 6.2L 2-Valve SOHC EFI NA V8 Flex-Fuel- Transmission: TorqShift-G 6-Spd Auto w/SelectShift- GVWR: 10,000 lb Payload Package- Tires: LT245/75Rx17E BSW A/S (4) Spare may not be the same as road tire.- Wheels: 17" Argent Painted Steel Includes painted hub covers/center ornaments.- Radio: AM/FM Stereo w/MP3 Player Includes 4 speakers.- SYNC Communications & Entertainment System Includes enhanced voice recognition with 911 Assist, 4.2" LCD center stack screen, AppLink and 1 smart-charging USB-C port.
Powertrain	
996	Engine: 6.2L 2-Valve SOHC EFI NA V8 Flex-Fuel
44S	Transmission: TorqShift-G 6-Spd Auto w/SelectShift
X3E	Electronic-Locking w/3.73 Axle Ratio
STDGV	GVWR: 10,000 lb Payload Package
Wheels & Tires	
TD8	Tires: LT245/75Rx17E BSW A/S (4) Spare may not be the same as road tire.
64A	Wheels: 17" Argent Painted Steel Includes painted hub covers/center ornaments.
Seats & Seat Trim	
1	Cloth 40/20/40 Split Bench Seat Includes center armrest, cupholder, storage and driver's side manual lumbar.
Other Options	
160WB	160" Wheelbase
90L	Power Equipment Group

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: Ray Marcum

09/27/2022

Kendall Ford Fleet | 431 Unga St Anchorage Alaska | 99501

2022 F-250 4x4 SD Crew Cab 6.75' box 160" WB SRW XL (W2B)

Price Level: 275

As Configured Vehicle (cont'd)

Code	Description
	<i>Deletes passenger-side lock cylinder. Includes upgraded door trim panel.</i>
	Includes: - Accessory Delay - Trailer Tow Mirrors w/Power Heated Glass <i>Includes manual folding, manually telescoping, heated convex spotter mirror and integrated clearance lamps and turn signals.</i> - Advanced Security Pack <i>Includes SecuriLock Passive Anti-Theft System (PATS) and inclination/intrusion sensors.</i> - Power Locks - Power Tailgate Lock - Power Front & Rear Seat Windows <i>Includes 1-touch up/down driver/passenger window.</i> - Remote Keyless Entry
473	Snow Plow Prep Package Requires Extra Extra Heavy-Duty Alternator (67E) when ordered with Upfitter Switches (66S) and 110V/400W Outlet (43C). <i>Includes computer selected springs for snowplow application. Note restrictions apply; see supplemental reference or body builders layout book for details. May result in deterioration of ride quality when vehicle is not equipped with snowplow. Dual battery (86M) recommended with 6.2L or 7.3L gasoline engines; see body builders layout book for details.</i>
	Includes: - 200 Amp Alternator
41H	Engine Block Heater
86M	Dual 78 AH Battery
153	Front License Plate Bracket <i>Standard in states requiring 2 license plates and optional to all others.</i>
PAINT	Monotone Paint Application
76S	Remote Start System
66S	Upfitter Switches (6) Requires Extra Extra Heavy-Duty Alternator (67E) when ordered with 110V/400W Outlet (43C) and Snow Plow Pkg. (473) or Snow Plow/Camper Pkg. (47B). <i>Located in overhead console.</i>
	Includes: - 200 Amp Alternator
587	Radio: AM/FM Stereo w/MP3 Player <i>Includes 4 speakers.</i> Includes: - SYNC Communications & Entertainment System

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Prepared by: Ray Marcum
09/27/2022

Kendall Ford Fleet | 431 Unga St Anchorage Alaska | 99501

2022 F-250 4x4 SD Crew Cab 6.75' box 160" WB SRW XL (W2B)

Price Level: 275

As Configured Vehicle (cont'd)

Code	Description
<i>Includes enhanced voice recognition with 911 Assist, 4.2" LCD center stack screen, AppLink and 1 smart-charging USB-C port.</i>	
Fleet Options	
525	Steering Wheel-Mounted Cruise Control (LPO) Requires valid FIN code.
Emissions	
425	50-State Emissions System
Exterior Color	
Z1_01	Oxford White
Interior Color	
1S_02	Medium Earth Gray w/Cloth 40/20/40 Split Bench Seat

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



North Pole Police Department



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

October 11, 2022

To: North Pole City Clerk

Re: Employee Wage discussion for council meeting – October 17, 2022

I would like to formally request that the North Pole City Council consider the following wage increase for Lt. Jed Smith. Lt. Smith was promoted from Police Sergeant to Police Lieutenant and second in charge of the North Pole Police Department. He has over 11 years' experience, all with the City of North Pole and an advanced police certification with 1000's of hours of training. Currently Lt. Smith is on the pay scale at 9 Sergeant rate of \$41.80/hour.

Mayor Welch has requested the council consider Range 10 on Lieutenant scale of \$46.30/hour. This is approximately a \$4.50/hour wage increase or a \$720.00/month and \$9,360.00 a year increase.

Since my request for a wage increase exceeds the \$500 a month limit in code we are bringing it to the council for their approval.

Thank you for your time.

A handwritten signature in black ink, appearing to be "S. Dutra".

Chief Steve Dutra

Position	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
Chief	39.53	40.72	41.94	43.20	44.49	45.83	47.20	48.62	50.08	51.58	52.35	53.14	53.93	54.74	55.56	56.40	57.24	58.10	58.97	59.86
	6852	7,057	7,269	7,487	7,712	7,943	8,181	8,427	8,680	8,940	9,074	9,210	9,349	9,489	9,631	9,776	9,922	10,071	10,222	10,375
Yearly	82,222	84,669	87,230	89,847	92,542	95,318	98,178	101,123	104,157	107,282	108,891	110,524	112,182	113,865	115,573	117,306	119,066	120,852	122,665	124,505
Lieutenant	36.01	37.09	38.20	39.35	40.53	41.75	43.00	44.29	45.62	46.30	47.00	47.70	48.42	49.14	49.88	50.63	51.39	52.16	52.94	53.73
	6242	6,429	6,622	6,821	7,025	7,236	7,453	7,677	7,907	8,025	8,146	8,268	8,392	8,518	8,646	8,775	8,907	9,041	9,176	9,314
	74,901	77,148	79,462	81,846	84,302	86,831	89,435	92,119	94,882	96,305	97,750	99,216	100,704	102,215	103,748	105,304	106,884	108,487	110,115	111,766
Sergeant	33.00	33.99	35.01	36.06	37.14	38.26	39.40	40.59	41.80	43.06	43.70	44.36	45.02	45.70	46.39	47.08	47.79	48.50	49.23	49.97
	5720	5,892	6,068	6,250	6,438	6,631	6,830	7,035	7,246	7,463	7,575	7,689	7,804	7,921	8,040	8,161	8,283	8,407	8,533	8,661
	68,640	70,699	72,820	75,005	77,255	79,573	81,960	84,419	86,951	89,560	90,903	92,267	93,651	95,055	96,481	97,928	99,397	100,888	102,402	103,938
Detective Corporal	31.00	31.93	32.89	33.87	34.89	35.94	37.02	38.13	39.27	40.45	41.05	41.67	42.29	42.93	43.57	44.22	44.89	45.56	46.24	46.94
	51.00	51.93	52.89	53.87	54.89	55.94	57.02	58.13	59.27	60.45	61.05	61.67	62.29	62.93	63.57	64.22	64.89	65.56	66.24	66.94
	5373	5,534	5,700	5,871	6,047	6,229	6,416	6,608	6,806	7,011	7,116	7,222	7,331	7,441	7,552	7,666	7,781	7,897	8,016	8,136
	64,476	66,410	68,403	70,455	72,568	74,745	76,988	79,297	81,676	84,127	85,388	86,669	87,969	89,289	90,628	91,988	93,367	94,768	96,189	97,632
Officer	28.00	28.84	29.71	30.60	31.51	32.46	33.43	34.44	35.47	36.53	37.08	37.64	38.20	38.78	39.36	39.95	40.55	41.15	41.77	42.40
	4853	4,999	5,149	5,303	5,462	5,626	5,795	5,969	6,148	6,332	6,427	6,524	6,622	6,721	6,822	6,924	7,028	7,134	7,241	7,349
	58,240	59,987	61,787	63,640	65,550	67,516	69,542	71,628	73,777	75,990	77,130	78,287	79,461	80,653	81,863	83,091	84,337	85,602	86,886	88,189