

ORDINANCE NO. 2024-02

AN ORDINANCE OF THE CITY OF NORTH POLE AMENDING
MUNICIPAL CODE TITLE 2 CHAPTER 36 SECTION 050 CATEGORIES OF
EMPLOYEES

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

WHEREAS, the City of North Pole wishes to remain up to date with its protections for its
employees and Council; and

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

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

Section 2. Title 2: Administration and Personnel, Division 1: Administration, Chapter 2: City
Council, Section 36.050 Categories of employees are hereby amended in the North Pole Code of
Ordinances as follows: [new text in red, deleted text in ~~strike through~~] see attached.

2.36.050 Categories of employees.

A. The following categories are utilized in the context of City employment:

1. Full-Time. This position is included as a part of the annual operating budget and is to
be considered part of the regular staffing of the City.

a. Exempt. Those employees who meet the Fair Labor Standards Act (FLSA)
requirements for exemption from the Act, who work the hours necessary to
accomplish the job and are considered salaried employees.

b. Nonexempt. Those employees who are subject to the recordkeeping requirements
of the FLSA and are considered hourly employees.

- 34 2. Term – Full-Time. Position funded for more than six months, but less than two years,
35 with a projected termination date which may be adjusted according to funding limitations
36 or completion of the work. Employees hired to fill such vacancies shall enjoy all benefits of
37 the full-time category, with the exception of employment protection beyond the life of the
38 designated project(s).
- 39 3. Temporary. Positions deemed to be temporary will not exceed one thousand forty
40 hours in one calendar year period.
- 41 4. Casual/Part-Time. These are positions with a workweek of less than forty hours.
- 42 5. Volunteer Fire Department Personnel. Employees in this class receive no monetary
43 compensation for duties performed. These personnel are subject to the City drug policy
44 and disciplinary procedures, must follow the grievance procedures, and are eligible for
45 training and tuition reimbursements. They are not eligible for leave with pay, retirement,
46 or medical, hospitalization, life and accident insurance benefits extended to full-time
47 employees. Should a volunteer be hired as a full-time employee, the date of hire will be the
48 date that employee begins full-time employment.
- 49 6. Apprentice. Employees in this category are performing on the job training to gain
50 experience, education and certifications necessary to qualify for career positions within a
51 specific career field. Position may be full-time or part-time for a term no longer than 24
52 months. Apprentice employees are not eligible for leave with pay, retirement or medical,
53 hospitalization, life and accident insurance benefits extended to permanent full-time
54 employees.

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

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58 ADOPTED THE 4th DAY OF MARCH 2024.

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62 Mayor, City of North Pole, Alaska

63 ATTEST:

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65 Emily Braniff, CMC
66 City Clerk



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PASSED/FAILED Yes: Keller, Clack, Williams, Terch, Skippis, Jacobson, Welch No: 0 Absent: 0
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