



NORTH POLE CITY COUNCIL
REGULAR MEETING MINUTES, MARCH 16, 2020
NORTH POLE CITY COUNCIL CHAMBERS
125 SNOWMAN LANE, NORTH POLE, ALASKA

Mayor Welch called the regular City Council meeting of Monday, March 16, 2020 to order at 7:00 p.m. with the following Council Members in attendance:

Council Members Present: Santa Claus
Thomas McGhee
David Skipps
Aino Welch
DeJohn Cromer
Mayor Welch

Excused: Perry Walley

Also Present: Tricia Fogarty, Chief Financial Officer
Steve Dutra, Police Chief
Kim Kiehl, City Clerk/HR Manager
Geoff Coon, Fire Chief
Chad Heineken, Deputy Fire Chief

PLEDGE OF ALLEGIANCE TO THE FLAG

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

INVOCATION

The Invocation was given by City Council Member Mrs. Welch.

APPROVAL OF AGENDA

Mr. McGhee moved to approve the agenda of March 16, 2020.

Seconded by Mr. Skipps.

Discussion

None

MOTION TO AMEND AGENDA

Mr. McGhee moved to amend the agenda with the following changes

Seconded by Mr. Skipps

Old Business:

None

New Business:

- a. Resolution 20-03, A Resolution of the North Pole City Council Designating City Officials Authorization to Sign on City of North Pole Accounts
- b. Liquor License Renewal for Loyal Order of Moose #306
- c. Request for City Clerk to attend the Northwest Clerks Institute

Consented

Discussion

None

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO AMEND THE AGENDA OF MARCH 16, 2020 AS FOLLOWS:

YES: 6 – Mr. McGhee, Mr. Skipps, Mr. Claus, Mrs. Welch, Mr. Cromer, Mayor Welch

NO: 0

ABSTAIN:

Mayor Welch declared the MOTION CARRIED

Discussion on the agenda as amended

None

APPROVAL OF AGENDA AS AMENDED

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO APPROVE THE AMENDED AGENDA MARCH 16, 2020 AS FOLLOWS:

YES: 6 – Mr. McGhee, Mr. Skipps, Mr. Claus, Mrs. Welch, Mr. Cromer, Mayor Welch

NO: 0

ABSTAIN:

Mayor Welch declared the MOTION CARRIED

APPROVAL OF MINUTES

Mr. McGhee *moved to* approve the Minutes of March 2, 2020.

Seconded by Mrs. Welch.

Discussion

None

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO APPROVE THE MINUTES OF MARCH 2, 2020 AS FOLLOWS:

YES: 6 – Mr. McGhee, Mr. Skippis, Mr. Claus, Mrs. Welch, Mr. Cromer, Mayor Welch

NO: 0

ABSTAIN:

Mayor Welch declared the MOTION CARRIED

COMMUNICATIONS FROM THE MAYOR

- a. Mayor Welch swore in the Oath of Office for the North Pole City Clerk, Kim Kiehl
- b. Student of the Month, Jake Wade, was not present.
- c. After careful deliberation and consultation with the City Attorney, effective March 17, 2020 City offices will be closed to the public. City services will continue. Those who can work from home can work from home. Next meeting proposed in Monday, May 4th. If the Governor lifts the State's Declaration of Emergency we may get back to our April meetings. Key indicators have come to me by our citizens, such as questions and concerns from Henderson Academy and Santa's Senior Center regarding closure or reduction in hours. Calls have been coming in asking about restaurant closures. I have been involved in Multi-Agency Conferences (MAC), the first on was on March 6th where we outlaid what the Governor and Department of Health and Social Services (DHHS) was doing. DHHS is considered the lead focal point for communications statewide. The hospital, medical professionals, school district and three mayors were all involved. It was determined the trigger for the next meeting would be on reported confirmed case, which we did so it necessitated a March 13th meeting. It was decided we would continue to meet weekly on Friday's on a secure line. Different governmental entities, whether Borough, City of Fairbanks, or City of North Pole, public meetings are coming to a halt. Until such time as further advised, our libraries, swimming pools, and public use facilities are being closed. The Secretary of the Air Force visit has been cancelled.

COUNCIL MEMBER QUESTIONS OF THE MAYOR

Mr. Skippis asked a question concerning the hockey rink, asking whose job it is to maintain the rink.

- a. Mayor Welch stated FNSB will maintain the rink. They have access to the Zamboni and they plan to light the rink.
- b. There is a sign on the rink letting the public know who to contact with questions.
- c. Mrs. Welch noted the rink is only to be used for public skate at this time, no hockey. This is due to the required secured siding not being in place to protect from hockey pucks going over.
- d. They are working with the volunteers to train on proper use of the Zamboni.

COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK

Police Department, Chief Dutra

- Update on hiring, still no qualified applicants. There are a couple of lateral hires in the works.
- Busy with the Mayor in discussions regarding COVID-19.
 - Closed to the public.
 - No fingerprinting, tours, or ride alongs.
 - Officers have been given PPE's.
 - We have discussed social distancing.
 - Not reducing any services at this point.
 - A couple of employees will work from home.
 - Decontaminating vestibule, station, and officer cars.
- Sorry to report the passing of former dispatcher and firearms instructor, Sean Burke.
- 5 DUI's in the stats provided to Council.

Fire Department, Chief Coon

- Update on COVID-19.
 - Working with mutual aid partners, which includes the Borough, to come up with contingency plans.
 - There is only one confirmed case in Alaska, so do not want to see public panic.
 - Worldwide there is 181,000 cases, 7,000 deaths.
 - 3,000 of those deaths are from China itself.
 - 7.9 billion people on earth right now.
 - United States there is 4,400 cases and 41 deaths.
 - Seniors are targeted audience.
 - Fairbanks Fire Department had a potential exposure.
 - In an abundance of caution they sent the entire shift home until it was ruled out.
 - The bell curve is what the news media is talking about.
 - Alaska is not even on the curve yet, at the very beginning.
 - Social distancing is important.
 - Restrict your travel.
 - Cover coughs and sneezes.
 - Good hand hygiene.
 - Call ahead before visiting a doctor or the emergency room.
 - The CDC website, the World Health Organization, and the Alaska Department of Health and Social Services are mediums to use to stay informed.
 - Mrs. Welch asked if these websites could be posted on our website.
 - Chief Coon will make the links available.
- We have not heard back on our regular Borough contract for EMS for Badger Road and Richardson Highway.
 - Contract expires the middle of the year.
- We have gone on almost 300 emergencies, which is an average of just under 4 a day.
- There is still time to contact the House Finance Committee regarding House Bill 79.
 - Representative LeBon and Representative Wool are on the committee.
 - House Bill 79 addresses the retirement system and will help retain police and firefighters.
- Maintenance report:

- Command 21 broke.
- Shot Clinic scheduled on March 19th.
 - Typically age restricted, but those restrictions have been lifted.
 - If you have not gotten a flu shot this year, it is advised to get one.

Finance, Tricia Fogarty

- We are real close to turning our books over to KSH.
- Working closely with Kim to put the meeting together.
- AML investment came in lower than last month, \$1,158 lower.
 - We still earned \$6,485.15.
- Have not sent out financials yet as we are cleaning up 2019.
 - Bank recs are done through February.
- PERS audit in April has been cancelled.
- Scheduled training for employees has been cancelled.

Borough Representative

- Mr. Welch attended as the City representative.
- City of North Pole is in good shape. We will meet public needs.
- They were talking on a resolution the Mayor had sponsored that had to do with the KC46A's, under Resolution 2020-17.
 - Mayor Welch's support added that it would add 564 billets.
 - 354 Fighter Wing, the old KC35 cannot go with them. The KC46A has the capability.
- Ordinance 2020-07, to authorize the Borough Mayor to enter into a lease agreement of the Salcha Nordic Ski Club.
- Ordinance 2020-08, authorizing the Far North Foundation Automotive Safety Training.
- Ordinance 2020-09, authorizing the direct sale of a portion of tract A of the transfer station along Gulf Stream Road on Steese Highway.

City Clerk

- Memberships have been established with the AAMC and the IIMC.
 - AAMC membership provides for participation in a mentorship program.
 - Partnered with two clerks, one for Home Rule and one for HR.
- Met FNSB Clerk April Trickey and her Deputy Clerk Adena Benn. Looking forward to meeting the City of Fairbanks Clerk Dani Snider.
 - Wonderful community when you become a clerk. This is a wonderful aspect of the position. Very encouraging and exciting.
- Attended some meetings with Mayor Welch.
 - This is beneficial to become more familiar with issues affecting our City and the Borough as a whole.
- COVID-19 has been a large part of the agenda.
 - Changing quickly, many meetings.
 - Chief Dutra has provided many helpful resources.

- Thank the Council for approval of my attendance at the Northwest Clerks Institute.
 - Possibility of cancellation due to COVID-19.
- Mayor Welch spoke regarding the importance of the Clerk, acting as the Public Information Officer for the City, to attend meetings that keep her informed of the width and breadth of everything happening.

ONGOING PROJECTS

Mayor Welch knows there was a concern about the ongoing projects report.

- Will be attending the IGU meeting, tomorrow at the Key Bank building at 4pm.
- The day-to-day Executive Director Dan Brittan wants to be the one doing the presenting.

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

None

OLD BUSINESS

None

Mr. McGhee moved to adjourn the meeting at 7:45p.m.

Seconded by Mrs. Welch.

The regular meeting of Tuesday, March 16, 2020 adjourned at 7:45 p.m.



Michael W. Welch, Mayor

ATTEST:

Kim Kiehl, City Clerk