**MINUTES**

**FOR THE REGULAR MEETING**

**OF THE CITY COUNCIL**

**FOR THE CITY OF THORNE BAY, AK**

**COUNCIL CHAMBERS**

**CITY HALL**

**TUESDAY**

**November 20, 2018**

**6:30 p.m.**

The meeting was preceded by a workshop beginning at 6:00 p.m.

**1. CALL TO ORDER:**

Mayor McDonald called the meeting to order at 6:30 p.m.

**2. PLEDGE TO FLAG:**

The council and audience stood for the pledge to the flag.

**3. ROLL CALL:**

Those present were: McDonald, Hartwell, Williams, Carlson, and Slayton

Attending by phone: Williams, Carlson, and Slayton Burger and Edenfield

There was a quorum.

**4. APPROVAL OF AGENDA:**

McDonald moved to approve the agenda as written.

Hartwell seconded the motion. There was no further discussion.

MOTION: Move to approve the agenda noting correction under item 11- Ordinance for Public Hearing, correcting to Ordinances for Introduction.

F/S: McDonald/Hartwell

YEAS: Burger, Hartwell, McDonald, Carlson, Slayton, Edenfield and Williams

NAYS: None

STATUS: Motion Passed.

**5. MAYOR’S REPORT:**

**Mayor Report,**

1. Met with the Lieutenant Governor today in Klawock and discussed the needs of POW, and Thorne Bay.
   1. The top three items of priority were:
      1. Subdivision Roads in the South Thorne Bay Subdivision and State Land Sales and whether the City or State owns.
      2. Kasaan Road, Maintenance and reconstruction of the road.
      3. Better communications on the island.
2. Governor Walker replied to the letter I sent regarding the reduced snow plowing schedule by Department of Transpiration (DOT), for the Klawock
3. East Prince of Wales Fish and Game Advisory Committee on December 13th in City Hall Council Chambers at 4:00 p.m.
4. Christmas Dinner on December 19th, a Wednesday. Contact Jim McFarland if you want information or to volunteer.

**6. ADMINISTRATIVE REPORTS:**

a.) City Administrator:

b.) City Clerk:

**City Clerk reported on the following items:**

1. **Forms updated:** The Zoning and Sales Tax Forms have been updated and are on our website.
2. **Website updated:**
3. **DMV postponed:**
4. UMOT UPDATED as of TODAY. You all have a list of the fines that are now in the State Court System. Working on getting the harbormaster the authority to issue citations that are enforceable.

**PROJECTS REPORT:**

1. Repaired roof on Harbor office.
2. Installed half of the cameras to City hall new camera upgrade to. Waiting on cables to finish.
3. Assisted water department in meter reading and fixing of broken meter bugs.
4. Replaced light switch at Library.
5. Responded to multiple EMS calls.
6. Assisted in investigation with trespassers at City dump.
7. Installed cabinet DL.
8. Started inventory of MMRS containers.
9. Set up a comity to discuss how we were going to up keep inventory and deploy said containers to emergency situations.
10. Installed door for PAC Air.
11. Removed broken door and jam and replaced with new door at City Trailer Park.
12. Received work order for Bay chalet investigated problem gave report to city.
13. Assisted in cleaning on City storm drains.
14. Assisted office staff in small jobs.
15. Installed thermostat at City Hall.
16. Helped Harbormaster in moving fish cleaning station.

**SOLID WASTE REPORT:**

Max Blair Solid Waste and Streets Supervisor:

1. Continuing to deliver our trash to Klawock
2. Preparing for winter months,
3. Fixing the garbage truck

**STREETS AND ROADS:**

1. Moving equipment
2. Preparing for winter snow removal
3. Checking the roads for hazardous sink holes
4. Moved Rock that the State had donated to the City
5. Placed tires around the helipad.

**HARBOR REPORT:**

Ron Wendel, Harbormaster Reported the following:

1. Repair of Harbor Leaking Roof
2. Continued camera system improvements at Davidson Landing
3. Winterized the water system at the harbor
4. Winterized the library garden water
5. Working with EMS to maintain the equipment

**IMPORTANT HARBOR ISSUES TO ADDRESS:**

1. Overheating heat tape on the water pipes at the harbor. Safety hazard and needs to be addressed ASAP.
2. Solution could be a permanent wire installation with the correct load carrying capacity

**City Finance Report:**

**TONGASS FEDERAL CREDIT UNION:**

| Name | Available Balance | Actual Balance |
| --- | --- | --- |
| [PRIMARY SHARE](https://www.itsme247.com/928/MyAccounts/ShareDetails/0) | [$0.00](https://www.itsme247.com/928/MyAccounts/FundsOnHold?Suffix=0&SeeAccount=False) | $0.00 |
| [OCCUPANCY TAX](https://www.itsme247.com/928/MyAccounts/ShareDetails/1) | $34,785.95 | $34,785.95 |
| [CHECKING](https://www.itsme247.com/928/MyAccounts/ShareDetails/40) | $348,120.43 | $348,120.43 |
| [SALES TAX SAVIN](https://www.itsme247.com/928/MyAccounts/ShareDetails/70) | [$249,538.92](https://www.itsme247.com/928/MyAccounts/FundsOnHold?Suffix=70&SeeAccount=False) | $249,563.92 |
| [HARBOR](https://www.itsme247.com/928/MyAccounts/ShareDetails/71) | $69,370.54 | $69,370.54 |
| [FISHERIES](https://www.itsme247.com/928/MyAccounts/ShareDetails/72) | [$18,220.03](https://www.itsme247.com/928/MyAccounts/FundsOnHold?Suffix=72&SeeAccount=False) | $18,245.03 |
| **TFCU ACCOUNT TOTALS** | **$720,035.87** | **$720,085.87** |
|  |  |  |
| **FIRST BANK ACCOUNT TOTALS** | **$89,677.00** | **$89,677.00** |
|  |  |  |
| WELLS FARGO BONDS | $ 498,273.40 | $ 498,273.40 |
| WELLS FARGO MONEY MARKET | $ 592,798.67 | $ 592,798.67 |
| **TOTAL WELLS FARGO INVESTMENTS:** | **$ 1,091,072.07** | **$ 1,091,072.07** |
|  |  |  |
| **QuickBooks Operating: Income:**  **Expense:** | **$ 1,000,270.22**  **$ 704,352.41** |  |
| **TOTAL NET OPERATING INCOME:** | **$ 295,917.81** | **$ 295,917.81** |

7. PUBLIC COMMENTS:

Jim McFarland commented on the following:

* Christmas Dinner is scheduled for Wednesday, December 19th, at the Thorne Bay School.
* Will send out emails with the food lists asking for volunteers to cook turkeys Things are moving, things are being ordered, will get with principal after Thanksgiving for updated information.
* You can use me as contact, but I don’t’ believe I will be the lead.
* Kids are getting ready for the program,
* Will send out emails asking for turkeys, and other foods willing to bring
* More info on Dec. 4th.

8. COUNCIL COMMENTS:

No Council Comment

9. CONSENT AGENDA:

1. MINUTES:
   1. September 18, 2018, Regular City Council Meeting, discussion and action item:
   2. October 8, 2018, Special City Council Meeting, discussion and action item:
   3. October 15, 2018, Special City Council Meeting, discussion and action item:

McDonald, moved to approve the minutes for September 18, 2018, October 8, 2018, & October 15, 2018. Hartwell seconded the motion.

MOTION: Move to approve Minutes of Sept 18, Oct 8, Oct 15

F/S: McDonald/Hartwell

YEAS: McDonald, Hartwell, Slayton, Edenfield, Burger, Carlson and Williams

NAYS: None

STATUS: Motion Passed.

10. NEW BUSINESS:

1. Resolution 18-11-20-01, certifying the FY18 Financial Statement for Income and Expenses, July 1, 2017 through June 30, 2018, discussion and action item:

McDonald moved to approve Resolution 18-11-20-01, certifying the FY18 *(July 1, 2017-June 30, 2018)* Financial Statement of Income and Expenses for the City of Thorne Bay. Carlson seconded the motion. There was no further discussion.

MOTION: Move to approve Resolution 18-11-20-01, certifying the FY18 *(July 1, 2017-June 30, 2018)* Financial Statement of Income and Expenses for the City of Thorne Bay

F/S: McDonald/Carlson

YEAS: McDonald, Hartwell, Slayton, Edenfield, Burger, Carlson and Williams

NAYS: None

STATUS: Motion Passed.

1. Resolution 18-11-20-02, supporting the remodel of the current Thorne Bay Clinic layout, and authorizing the City to negotiate lease agreements with SEARHC and Tongass Federal Credit Union for rental of city facility, discussion and action item:

McDonald moved to approve Resolution 18-11-20-02, supporting the remodel of the current Thorne Bay Clinic layout, and authorizing the City to negotiate lease agreements with SEARHC and Tongass Federal Credit Union for rental of city facility.

Carlson seconded the motion.

**DISCUSSION:**

MOTION: Move to approve Resolution 18-11-20-02, supporting the remodel of the current Thorne Bay Clinic layout, and authorizing the City to negotiate lease agreements with SEARHC and Tongass Federal Credit Union for rental of city facility

F/S: /

YEAS: Slayton, Edenfield, Burger, Carlson, McDonald, Hartwell, and Williams

NAYS: None

STATUS: Motion Passed.

1. Resolution 18-11-20-03, authorizing the City Administrator to offer for lease not more than 1 acre of land at the Davidson Landing Harbor for commercial venture, discussion and action item:

McDonald moved to approve Resolution 18-11-20-03, authorizing the City Administrator to offer for lease not more than 1 acre of land at the Davidson Landing Harbor for commercial venture. Carlson seconded the motion.

**DISCUSSION:**

MOTION: Move to approve Resolution 18-11-20-03, authorizing the City Administrator to offer for lease not more than 1 acre of land at the Davidson Landing Harbor for commercial venture

F/S: McDonald/Carlson

YEAS: McDonald, Hartwell, Slayton, Edenfield, Burger, Carlson and Williams

NAYS: None

STATUS: Motion Passed.

1. Resolution 18-11-20-04, updating the authorized signers for the City’s Tongass Federal Credit Union and First Bank Checking Accounts:

McDonald moved to approve Resolution 18-11-20-04, updating the authorized signers for the City’s Tongass Federal Credit Union and First Bank Checking Accounts. Hartwell seconded the motion.

**DISCUSSION:**

MOTION: Move to approve Resolution 18-11-20-04, updating the authorized signers for the City’s Tongass Federal Credit Union and First Bank Checking Accounts

F/S: McDonald/Hartwell

YEAS: Edenfield, Williams, McDonald, Slayton, Burger, Carlson and Hartwell

NAYS: None

STATUS: Motion Passed.

1. Nomination for individual to serve on the Federal Subsistence Regional Advisory Council, discussion and action item:

McDonald moved to open for nomination. Williams seconded the motion.

Hartwell nominated Burger. Williams seconded the nomination.

McDonald nominated Ray Slayton. Carlson seconded the nomination.

Move to nominate both Lee Burger and Ray Slayton to serve on the Federal Subsistence Regional Advisory Committee. Carlson seconded both nominations.

**DISCUSSION:**

MOTION: Move to Nominate Lee Burger and Raymond Slayton to serve on the Federal Subsistence Regional Advisory Committee

F/S: McDonald/Carlson

YEAS: McDonald, Hartwell, Slayton, Edenfield, Burger, Carlson and Williams

NAYS: None

STATUS: Motion Passed.

11. ORDINANCE FOR INTRODUCTION:

1. Ordinance 18-12-04-01, Non-Code Ordinance, Authorizing the Sale of Municipal Owned Property, located in the Deer Creek Subdivision Lot DC4, to James Atkinson, discussion and action item:

moved to approve Ordinance 18-12-04-01, Non-Code Ordinance, Authorizing the Sale of Municipal Owned Property, located in the Deer Creek Subdivision Lot DC4, to James Atkinson. Hartwell seconded the motion.

**DISCUSSION:**

MOTION: Move to approve Ordinance 18-12-04-01, Non-Code Ordinance, Authorizing the Sale of Municipal Owned Property, located in the Deer Creek Subdivision Lot DC4, to James Atkinson

F/S: McDonald/Hartwell

YEAS: McDonald, Hartwell, Williams, Slayton, Edenfield, Burger, and Carlson

NAYS: None

STATUS: Motion Passed.

1. Ordinance 18-12-04-02, amending Title 13-Utilities; Chapter 13.02-Application for Services, and Title 18-Harbor, Chapter 18.20-Registration and Stall Assignment, discussion and action item:

McDonald moved to approve Ordinance 18-12-04-02, amending Title 13-Utilities; Chapter 13.02-Application for Services, and Title 18-Harbor, Chapter 18.20-Registration and Stall Assignment.

Hartwell Seconded the motion.

**DISCUSSION:**

MOTION: Move to approve Ordinance 18-12-04-02, amending Title 13-Utilities; Chapter 13.02-Application for Services, and Title 18-Harbor, Chapter 18.20-Registration and Stall Assignment

F/S: McDonald/Hartwell

YEAS: McDonald, Hartwell, Williams, Slayton, Edenfield, Burger, and Carlson

NAYS: None

STATUS: Motion Passed.

12. EXPENDITURE EXCEEDING $2,000.00:

NONE

13. CONTINUATION OF PUBLIC COMMENT:

Jim McFarland:

Applaud the City Staff for ending the FY18 in the black at $162,000. That is a lot of money. I wish I could save that every year.

Appreciate the council and residence are being kept informed on things the City staff and administrator are working n. even if in stages. Confidentiality is very important. There will come a time we can know all that is going on.

Not too many years ago a city administrator started a project and didn’t inform public, then people found out were vociferous, then got turned around.

Cannot know all right away, sometimes just little bits at a time.

14. CONTINUATION OF COUNCIL COMMENT:

Hartwell thanked McFarland for notifying by email public of council meeting.

15. ADJOURNMENT:

McDonald adjourned the meeting at 7:24 p.m.

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Harvey McDonald, Mayor

ATTEST:

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Teri Feibel, CMC