

MINUTES
FOR THE REGULAR MEETING OF
THE CITY COUNCIL FOR THE CITY OF THORNE BAY, ALASKA
COUNCIL CHAMBERS OF CITY HALL 120 FREEMAN DRIVE
Tuesday, November 5, 2019
6:30 p.m.

There was a Workshop of the City Council beginning at 6:00 p.m.

1. CALL TO ORDER:

Vice Mayor Burger 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: Edenfield, Burger, Rhodes, Longbotham, Hert, Williams

Attendance by phone: McDonald

4. APPROVAL OF AGENDA:

Burger moved to approve the agenda. Longbotham seconded the motion. There was no further discussion.

MOTION: Move to approve the agenda

F/S: Burger/Edenfield

YEAS: Edenfield, Longbotham, Hert, Rhodes, Williams, Burger & McDonald

NAYS: None

STATUS: Motion Passed.

5. MAYOR'S REPORT:

Vice Mayor Burger invited Robert Hartwell to provide a Code Enforcement Report.

Robert Hartwell provided the following report:

- 3 complaints
- 1 was a violation
- 2 being investigated

Hartwell explained that the process followed when a complaint is received:

- a. Complete an investigation of the complaint within 14 days of receipt
- b. Contact respondent for site inspection to determine if a violation exists
- c. If violation does exist, I work with the individual to correct it within reasonable amount of time. If there is further action needed the Planning Commission would review. If necessary, the City Council may also review the violation and action required.

Vice Mayor Burger reported on the following:

- APT Generator was rumored to be toast, so Councilwoman Hert was tasked with leading a committee to research what it would take to get a generator in South Thorne Bay.
- Eric Rhodes offered to join the committee.

6. ADMINISTRATIVE REPORTS:

a) Administrator Report

Wayne Benner provided the following administrator report.

Meetings Attended and Updates:

- A. The Forest Service will hold its 2nd public workshop Saturday November 9 at the VOCTEC center in Klawock from 9 to 4. This is a workshop for the public to help the Forest Service with evaluation of proposed projects
- B. There will be a public meeting Wed, November 13 at the Thorne Bay Ranger District, 5 pm to 6:30 pm to hear the Roadless rule update and a Subsistence Hearing from 7 to 9 pm.
- C. POWCAC meeting on Nov 26. Location yet to be determined.

Tasks and Projects:

- A. Continuing daily inspections of the work in progress at the water and sewer facilities. Construction at the Water Treatment Plant is down to completing the final punch list. The Nano filter is in place and being plumbed into the system. There is a maze of electrical conduit and control boxes for all the new equipment and automated valves. The focus for CDC crews has switched to the Sewer Treatment plant where work is underway to modify the old chlorine contact chamber for the UV system. As of the last meeting startup is now scheduled for in January. There will be a time that water to town will be shut off while two main control valves are replaced. This may be some of the last work so it can be scheduled to create a minimal impact to users.
- B. AP&T has removed the power from the mainline pole and power connected to the new pole allowing the reader board sign to be energized. Now to get the sign activated.

Continuing Business:

- A. No hunting signs with the City Code on them have been ordered. Location of where signs are posted will need to be per code, as code is specific as to areas.

Harbors and Parks: Working on final parts of winterizing. The cucumber harvest has brought a few late guests to the harbor.

Streets and Roads: RFP for a used backhoe have been completed and will be advertised as soon as all employees finish reviewing. Both NC Machinery and Western States Equipment, when visited last month, suggested the city consider a used machine that is a lease return. This way you can get a reconditioned machine with possibly some warranties.

Water and Sewer: Water production continues despite the chaos at the water treatment plant. Sam is taking advantage of contractors to check out equipment not covered in the

project to make sure it is working properly.

Solid Waste: looks like we are getting closer to having an operating baler as the parts have been shipped. We hope to have them by latter part of November with installation to follow ASAP. Our dilemma is finding and storing enough waste. 30 to 40 tons is necessary to allow testing and training as this is a whole new system of operation. Since we collect 5 to 7 tons per week and can only store 20 tons, I have reached out to Klawock to see if we could get one of their container loads.

Law Enforcement: As of last Friday, Jonathon Bates no longer works for Haida Tlingit, so the search is on for a new VPSO. VPSO program has money for some office upgrades so we are trying to get numbers to Mr. Wilson on light upgrades, new flooring, hot water heater and bathroom window. Chris from CBC is going to provide a cost estimate for Mr. Wilson. Recommended to remove all carpet and linoleum and put down a commercial wood flooring. Also recommended to do away with the on-demand heater and replace with a small gallon heater as it is only for washing hands.

Library: Since the volunteers for doing the library skirting and south wall replacement are no longer available, Chris from CBC is going to provide an estimate. The library also needs a new toilet as the current one has a crack, and no one noticed when the flooring work was done.

b) City Clerk Report

- Newly Elected Officials Training (NEO) – Training November 18-22
- Closed Monday November 11th, for Veterans Day
- Recruiting for Emergency Services Volunteers. IF you know anyone interested in signing up, please point them our direction. Working on getting training organized.

WELLS FARGO INVESTMENT ACCOUNTS		Available Balance
•	Money Market Account	\$ 615,431.18
•	Bonds	\$505,019.00
	TOTAL WELLS FARGO INVESTMENT	\$1,120,648.56
FIRST BANK FIRST BANK CHECKING		Available Balance
•	FIRST BANK CHECKING	21,686.72
	TOTAL FIRST BANK CHECKING	\$21,686.72
TFCU- SALES TAX		Available Balance
•	40% SALES TAX	\$ 108,091.02
•	60% SALES TAX	\$ 215,741.88
	TOTAL SALES TAX SAVING	\$ 323,832.90

TFCU	TFCU- SALES TAX	Available Balance
•	WATER UTL R&R	\$ 16,281.33
•	SEWER UTL R&R	\$ 14,639.44
•	SOLIDWASTE R&R	\$ 13,973.04
•	HARBOR	\$ 79,915.00
•	HEALTH PREMIUM	\$ 35,021.55
•		
TOTAL CITY UTILITY REPLACEMENT FUNDS		\$159,830.36
•	<u>CHECKING</u>	\$ 104,761.99
TOTAL CITY OPERATING		\$264,592.35

1	OCCUPANCY GEN.	\$ 5,016.65
3	OCC TAX EMS/FIR	\$ 9,656.18
4	OCC TAX TOURISM	\$ 15,727.57
5	OCC TAX PARKS	\$ 8,268.47
6	OCC TAX HARBOR	\$ 16,332.64
TOTAL OCCUPANCY		\$ 55,001.51

SUBTOTAL CITY ACCOUNTS		\$ 643,426.76
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QUICKBOOKS		
QB OPERATING INCOME/EXPENSE		SUBTOTAL
•	INCOME	\$ 712,676.26
•	EXPENSE	\$ 616,022.78
	NET OPERATING INCOME	\$ 96,653.48

Williams commented on the following:

- Inquired about the total amount of revenue the City received annually from the State of Alaska, and what would happen if that revenue ceased.

Teri Feibel, City Clerk:

Feibel stated that two hundred and seventy-five thousand dollars (\$275,000) was the total revenue received from the State of Alaska annually. Each year that amount has decreased, and when the funds cease all together, the City will have to use the funds from the Wells Fargo Investment Accounts and the City would be dissolved within 5 years.

7. PUBLIC COMMENTS:

Robert Hartwell commented on the following:

- New subdivisions- It was his recollection that in the past the City had refused to sign a plat for a State subdivision unless the State added language on there that required the State to Maintain the roads.

8. COUNCIL COMMENTS:

Edenfield commented on the following:

- Wanted everyone to take time and show appreciation to Teri Feibel, City Clerk. Edenfield stated she appreciated the Clerk and all of the work she does.
- Baler-Is there any way the City will be able to save the amount of trash that is required for getting the new baler tuned in?
- Stated that there would be a Thanksgiving Dinner at the Anderson Lodge on November 28th at 2pm. Edenfield stated everyone was welcomed and encouraged people to stop in and bring a friend.

Williams commented on the following:

- The City Council must approval all subdivisions within the city. Williams stated he agreed with growing the Community and providing opportunities for new housing, but the City needed to make sure that new subdivisions are done correctly.
- Williams stated he did not want the City taking on more burden of maintenance as this effect all of us. We need to take care of what we have and not take on another responsibility.

Longbotham commented on the following:

- Inquired why Councilman Williams did not attend the EMS Committee meeting held Monday November 4th.

Williams commented on the following:

- Williams stated he was out of town and unable to attend the November 4th EMS Meeting.

McDonald commented on the following:

- Stated he did not want the City to forget about the need to repair or replace the Bay Chalet.

9. **CONSENT AGENDA:**

a) October 14, 2019, Special City Council Meeting Minutes, discussion and action item:

Burger moved to approve the October 14th, 2019, City Council Minutes. Edenfield seconded the motion.

MOTION: Move to approve the October 14th, 2019, City Council Minutes.

F/S: Burger/Edenfield

YEAS: Edenfield, Longbotham, Hert, Rhodes, Williams, Burger & McDonald

NAYS: None

STATUS: Motion Passed.

10. **NEW BUSINESS:**

a) Review and award of bid proposals for the recruitment of a City Administrator for Thorne Bay, discussion and action item:

Burger moved to award the bid proposal for recruitment of City Administrator to Prothman. Edenfield seconded the motion. Longbotham stated the City is looking to spend approximately \$18k or more but have not yet put notice out to the public to seek local interest. Burger stated there was no restrictions on local people applying or being selected as the Administrator. McDonald stated he was involved in the hiring for the City Administrator and they come up and ask what the City wants. The City has always encouraged that locals apply. Rhodes stated that the proposal Prothman provided shows an opening period for applications for 30 days, and the City has more lead time than that between now and January. Rhodes commented that the IFA did not use a headhunter and they were able to find someone, so why would Thorne Bay not do the same? Rhodes commented that although their rate is reasonable compared to other headhunters, he would request an 18 month guarantee rather than the 12 months as Thorne Bay has a higher washout rate than usual. Hert stated that she understands the company is a good company, but inquired where the City would get the money to pay this substantial amount of money? Williams stated he had used headhunters in the past and there are no guarantees. The headhunters will provide us the top three finalist and the City Council hires. Williams stated the decision must be in the best interest of the community. Williams stated it is ultimately up to the City Council to hire the administrator. Longbotham stated that he felt that the expense to Prothman was a lot, potentially 4-6 thousand dollars per candidate, when the City Council could do the recruitment themselves. Edenfield stated that with Prothman doing the hiring and recruitment, it will be up to them to make sure that all of the background checks are completed, there is no favoritism in the process, and the hiring is done without Thorne Bay having the legal ramifications.

MOTION: Move to award the bid proposal for recruitment of City Administrator to Prothman
F/S: Burger/Edenfield
YEAS: Edenfield, Williams, Burger, McDonald
NAYS: Longbotham, Hert & Rhodes
STATUS: Motion Passed.

b) Appointment of Brad Clark to lead an exploratory task force to develop a proposal for a museum in Thorne Bay, discussion and action item:

Burger moved to accept the appointment of Brad Clark to develop an exploratory taskforce for museum for Thorne Bay. Longbotham seconded the motion. Williams stated that there had been a lot of research done on this in the past, so make sure to speak with Karen Petersen. McDonald stated he wanted to confirm that they were not looking for money from the City.

Longbotham invited Brad Clark to speak to the City Council about his proposal summary for a Museum.

Brad Clark stated that people had been talking about a Museum in Thorne Bay for some time. Clark stated he was in the process of becoming certified as a grant writer, and at this time was in the early stages of researching the development of a Museum. There are many stages to get a Museum going. The initial stages are community workshops, community interviews and community surveys put together to develop the theme of the museum. We do need a facility and hoping to use the City Council Chambers for workshops. The first stage during the workshops and surveys, you are looking for potential board members for a nonprofit organization, maybe the Historic Society for Thorne Bay. Then begin to gear into the second stage. The first stage is mostly gathering information and from that, there will be little needed from the City. I will be donating my services to facilitate the workshops, to potentially write the grant proposals. I will be meeting with Karen Petersen on Thursday to go over the proposal. I don't anticipate that the City would have to have direct monetary involvement as far as locations, the future non-profit may have to partner with the City, if museum on City ground, but that is in Stage 2. Thank you for the time and opportunity to speak.

Hert stated her concern was that if it was a non-profit, would the City be in the same situation with the museum as they are with library. Having to heat the building, provide utilities and employees. Edenfield stated she would vote no, as she is more concerned of the health and safety of the community rather than the Museum. Many people have

tried to do a museum and has not worked yet. Williams stated he felt Hert brought up a good point. If we do acquire a museum someone will have to pay for the lights and the maintenance, I am not against this, just not sure ready to take on the expense. At this time, we are not saying this will happen, we are only supporting Brad Clark to explore the possibility of a Museum. Agree that the priorities right now are still with the EMS.

MOTION: Move to accept the appointment of Brad Clark to develop an exploratory taskforce for museum for Thorne Bay
F/S: Burger/Longbotham
YEAS: Edenfield, Longbotham, Hert, Rhodes, Williams, Burger & McDonald
NAYS: None
STATUS: Motion Passed.

c) Authorizing and setting a date for a combined public meeting, January 8th, 9th or 10th, of the Organized Village of Kasaan Tribal Council, the City of Kasaan and the City of Thorne Bay that would be held in Kasaan at the Tribal Hall to:

- 1) Discuss continued grant writing/funding efforts on the Kasaan to Goose Creek Road
- 2) Establish a committee from each of the three entities
- 3) Discuss the Small Emergency Response Plan (SCERP) for the communities

The 9th worked well for all preferred that the meeting time be during the daylight.

McDonald stated he felt it would be an easier task to get heads from each of the communities together and they bring that back to the Councils. Burger stated that OVK were the ones requesting the meeting, so we are accepting the invitation. Williams stated it was an open meeting, so we should all try to go.

d) Discussion and action to reschedule or cancel the November 19th Regular City Council Meeting due to conflict with Newly Elected Officials Training, discussion and action item:

Longbotham moved to hold the meeting on November 19th with Workshop at 6:15 and regular meeting at 6:30pm. Williams seconded the motion. There was no further discussion.

MOTION: Move to hold the meeting on November 19th with Workshop at 6:15pm and regular meeting at 6:30pm
F/S: Longbotham/Williams
YEAS: Edenfield, Longbotham, Hert, Rhodes, Williams, Burger & McDonald
NAYS: None
STATUS: Motion Passed.

11. ORDINANCE FOR INTRODUCTION:

None

12. ORDINANCE FOR PUBLIC HEARING:

None

13. EXPENDITURES EXCEEDING \$2,000.00:

None

14. EXECUTIVE SESSION: The Council May adjourn to executive session

None

15. CONTINUATION OF PUBLIC COMMENT:

Brad Clark commented on the following:

- Thank you for Museum exploration. Edenfield is correct, that EMS is a need of the community and no energy toward the museum would be taken from the EMS.
- Commend Cindy Edenfield and Sue Sawyer for their efforts and time in EMS in the past. People do not have that dedication.
- With State funding reducing, a Museum has a synergy of movement and would bring people here, and something like a museum would get people invested and reinvested into the Community

Sean Kaer commented on the following:

- A lot of people interested in joining the fire department, but we don't know if the equipment works. Is there any way we can find out if there is equipment that is running?

Burger commented that the equipment was operational and tested. Burger encouraged Kaer to get an application and needed to sign up for the volunteer fire department, they just had a drill over on South TB and started the equipment. 8 people were there and ran the truck.

Tim Lindseth commented on the following:

- Thank you for grading Southside road. Badly needed and greatly appreciated
- Museum-when the tour boat is here it is too bad that we don't have a museum for them to check it out. We brag of being the largest logging camp in the museum.

16. CONTINUATION OF COUNCIL COMMENT:

Williams commented:

- Check with pulp company in Ketchikan to see if they have anything there for the museum.

Eric Rhodes commented on the following:

- There are many artifacts people have right now that want to donate to the museum
- I have fire applications turned in and they were never contacted.

Longbotham commented on the following:

- Regarding the Emergency Services-We need to get started, get classes going, but we need younger bodies that want to look towards being paramedics.

Edenfield replied that Thorne Bay would never have a paramedic because of low call volume and not be able to keep up their certs. We are setting up for anyone who is even remotely interested in signing up to attend the Tuesday meeting. Volunteers can do anything, take notes, or anything.

Hert commented on the following:

- What is the minimum age for the EMS?

Edenfield replied ETT 15-18, and EMT 21 and higher with driver's license with the City.

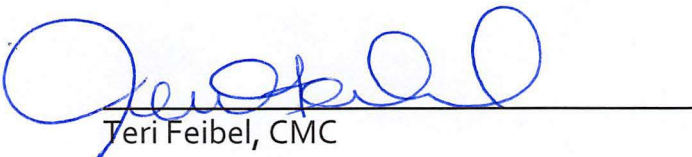
17. ADJOURNMENT:

Adjourned at 7:55pm



Lee Burger, Vice Mayor

ATTEST:



Teri Feibel, CMC