

MINUTES
FOR THE REGULAR MEETING
OF THE CITY COUNCIL FOR
THE CITY OF THORNE BAY, ALASKA
TUESDAY, DECEMBER 15, 2020
TIME: 6: 30 p.m.

LOCATION: TELECONFERENCE/VIDEO CONFERENCING LINE

1) CALL TO ORDER:

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

2) PLEDGE TO FLAG:

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

3) ROLL CALL:

Kerkof, Burger, Edenfield, Cunningham, Rhodes, Stram & Craske

4) APPROVAL OF AGENDA:

Edenfield moved to approve the agenda. Kerkof seconded the motion. There was no further discussion.

MOTION: Move to approve the agenda.

F/S: Edenfield/Kerkof

YEAS: Edenfield, Rhodes, Burger, Stram, Craske, Kerkof & Cunningham

NAYS: None

STATYS: Motion Passed.

5) MAYOR'S REPORT:

Mayor Edenfield reported the following:

- Economic Development Comprehensive Plan – Trying to get someone from each subdivision in Thorne Bay and from each business category (USFS, SISD, Tourism, Small Business, City)
- Congratulations Teri on 16 years of working for the City
- Toys for Tots at the Fire Hall at 11am for ages 11 and younger. One parent at a time, masks and gloves will be provided for those who need. We want to keep COVID numbers to zero.

6) ADMINISTRATIVE REPORTS:

a) City Administrator:

➤ **Meetings Attended and Updates:**

- On December 8th the Alaska Municipal League held a virtual training on "Safety Meetings" that we attended. It was very informative and allowed us to review our current strategy and implement some best practices.
- On December 11th the Alaska Municipal League held a Zoom meeting regarding the Alaska ADOT&PF Non-Metropolitan Local Official Cooperation Process. They explained the outline for FY21 and FY22.

➤ **Tasks and Projects:**

- **The Stryker EMS equipment order is slowly arriving.** There have been issues with items that have lithium batteries, and a few that were “oversized” for delivery to the island. They had to be re-routed via Samson / AML. Today, December 15th the LUCAS V3 Automated CPR devices arrived. We are currently awaiting the power gurneys.
- **Guardian Life Flight coverage:** I have been working with Guardian on this task for several weeks now. The latest, as of December 15th, was that Guardian was held up approving any additional community wide requests for coverage until they could guarantee the Alaska Dept. of Insurance that in the event there were multiple medivacs the solvency of their company would not be impacted. Those meetings were concluded on December 8th and they are working diligently to implement our request. One of their key individuals in the process was out due to contracting COVID-19.
- **Residential Funding from CARES:** The City announced on December 10th that there would be one final round of community assistance offered to each household. Our office staff, Cirstyn, went throughout the community on the North side of the bay and the VPSO, Shannon Bosdell, went throughout the community on the South Side of the bay distributing the applications. The deadline for applying is Friday, December 18th.

➤ **Departmental Reports:**

Harbors and Parks:

Zack Cross is in position as the Harbormaster and doing an excellent job. Recently he and the Streets and Roads department worked diligently to avoid a washout on the Kasaan Main Road.

Streets and Roads:

James Taylor is currently trying to coordinate a testing date with the Craig PD to do the CDL test. Sandy Beach Rd. will be closed to through traffic from 12/16/20 through 12/21/20 due to a state mandated removal of a bypass valve that is buried under the road. This is an EPA / Village Safe Water mandated project.

Water and Sewer:

The modifications made to the Wastewater UV system have been completed and during our recent record rainfall the system operated without issue.

Water/Sewer Activities for

Dec 2020:

For December of 2020, the water department will be taking care of our usual daily duties/monthly testing and will be assisting CBC Construction with digging up existing water valves located in the middle of sandy beach road. The state has concluded that we must dig up these existing valves and take one of them completely out so there is no longer a raw water line source hooked up to our treated water line. In the past, this valve was installed so that in case of a fire, we had the ability to supply town with raw water, so the fire department had plenty of water to fight fire with. However, the State of Alaska is worried about raw water seeping through the butterfly valve and making it into our treated water line. I want the council to know I understand their worry but believe it is minimal. I do not agree with their decision to take out this valve as it serves as a last resort to help fight fire in case our main water supply tank is depleted and having enough water to fight a fire is one of my top priorities. The state teaches this in their very own classes. Also, each month we test our water from predetermined locations set forth by the state to ensure there is no chance for any

type of fecal bacteria or virus in our water mains. I will add that we have never failed one of these tests and have always had a free chlorine residual above the minimum requirement.

Nevertheless, we will do what the state has deemed fit and help in any way we can to get the job done with CBC. This project will start on December 15th and is planned to be completed by December 20th. During this time the sandy beach road highway will be closed, and the bypass road will serve as a detour until we are done working on the valves. If you have any questions or concerns, please call or email me at tnbwater@thornebay-ak.gov

Sam Sawyer

Water Department Supervisor

Solid Waste:

The Solid Waste facility will be changing their Saturday hours to being open on the first and third Saturday of the month. There has not been enough customer activity to warrant the staffing of the facility every Saturday.

➤ Library Report:

Library Director Laura Clark, provided the following report:

I wish I had more to report but, the Library has been closed due to the Governor's mandate for Covid-19. During this time, I was able to get a few new Young Adult books donated. That box should be here soon.

The Alaska Library Association is offering a \$4,000 scholarship to students seeking Graduate Library Studies. I looked through the information, and it is a total of 4 requirements. This one is EASY! Please let me know if I can help!

Before we closed, we were working hard for people that walked in seeking help. From helping to set up WI-Fi on phones to helping people with copies and filling out SNAP applications and emailing. If you need help, it is a great place to stop in and ask. I cannot wait to have the doors open again!

We were given the wonderful gift of 'partnership' by the Friends of the Thorne Bay Library, again. They provided about 50% of the funds to keep our subscription to the Digital Library, through the Alaska Library Network. The Digital Library is the community member or Patron's ability to download and 'borrow' books right on the device of your choosing. This service is FREE, just contact the library via email and I will help you get set up remotely. TBPLAlaska@Gmail.com that stands for Thorne Bay Public Library Alaska@gmail.com.

We are currently working on the new bids for next year's internet service. We provide internet to anyone from the parking lot of the Library. The password is posted, and its available 24 hours a day.

b) City Clerk:

- Emergency Trauma Technician Training: is available at no cost and will be hosted online with practical's to be taken in person at the Northside Fire Hall January 30th & 31st. To sign up for this class call (907) 660-7298.
- CARES FUNDING: Of the 573,859.52, we have \$138,000 remaining which will be used for the residential and flight memberships.
 - Received final CARES Payment in the amount of \$109,259.25.
 - Residential Relief funding has had a huge turn-out and I am really hoping that we don't get

too many more. We are at \$135,000 so far with three days remaining in the application period. Still do not know the total cost of the Life Flight... Will know within the next couple of days how those will be processed.

- Upcoming Update and Amendment of the MOU between the City and the Friends of the Library.
 - MOU outlines the relationship between the City and the Friends and the duties of each party.
 - DUTIES OF THE CITY
 - PROVISION OF BUILDING SITE: The City shall provide property on which the structure will be erected. The lot(s) size will be adequate to place a structure of approximately 2,800 square feet and allow for off-street parking for 10 vehicles. It is desirable to have room for future expansion while leaving adequate green space setbacks from neighboring buildings. Water and sewer service shall be stubbed into the property. Water service shall be of an adequate size to supply a building fire suppression system.
 - DEDICATION OF CERTAIN FUNDS AND ASSETS: The City agrees to dedicate funds and grants, which have been previously obtained, to the library project. Any revenues gained from the sale of the existing library building will go toward the construction costs of the new library or the library operations budget. The City additionally agrees to assist in the pursuit of funding to meet the construction costs of the building.
 - STAFFING AND MAINTENANCE: The City shall provide staff to provide service and access to the resources of the library. The City and the Friends agrees to work together maintain, repair, and/or replace the component parts of the structure, commons areas and grounds that become damaged or worn.
 - FISCAL MANAGEMENT AND ACCOUNTING: The City agrees to accept, hold, convert, and prudently invest funds received either directly or indirectly that have been dedicated to the capital campaign for construction of the new library. Direct contributions include those gifts or grants of cash (by draft, check, or credit card) or convertible securities. The City agrees to provide a quarterly accounting of the funds being held together with a report of expenses incurred against the balances.

7) PUBLIC COMMENTS:

No public comments

8) COUNCIL COMMENTS:

Burger commented on the following:

- Christmas trees available at the Riptide if anyone wants to take one, they are free

Cunningham commented on the following:

- Is Life Flight Membership the same deadline as the residential relief applications?
- Thank you to Les and City for the road work done on the roads in the Subdivision, ask that people continue to drive slow.

Craske commented on the following:

- December 16th will be putting up the Christmas Tree at Davidson Landing. Have volunteers to decorate. The tree should be up in the next 48-hours.

Stram commented on the following:

- Just returned home from trip south with kids and grandkids. Very happy to be home.

Rhodes commented on the following:

- Anyone needs help getting their application for relief in, I am willing to assist.
- Thank you to Burger for lighting the tree in town.

9) **CONSENT AGENDA**

a) **MINUTES:**

- i. Minutes of the October 12, 2020, Special Council Meeting, discussion and action item:
- ii. Minutes of the October 19, 2020, Special Council Meeting, discussion and action item:
- iii. Minutes of the November 17, 2020, City Council Meeting, discussion and action item:
- iv. Minutes of the December 1, 2020, Regular Council Meeting, discussion and action item:

Edenfield moved to approve the minutes of the October 12th, October 19th, November 17th and December 1st, City Council meetings. Burger seconded the motion.

MOTION: Move to approve the minutes of the October 12th, October 19th, November 17th and December 1st, City Council meetings

F/S: Edenfield/Kerkof

YEAS: Edenfield, Rhodes, Burger, Stram, Craske, Kerkof & Cunningham

NAYS: None

STATUS: Motion Passed.

10) **NEW BUSINESS:**

- a) **Resolution 20-12-15-01**, adopting the alternative allocation method for the FY21 Shared Fisheries Business Tax Program and certifying that this allocation method fairly represents the distribution of significant effects of fisheries business activity in FMA19: Southern Southeast Area, discussion and action item:

Edenfield moved to approve Resolution 20-12-15-01. Burger seconded the motion. Feibel explained the resolution is a routine resolution that is required to be passed for the City to receive funding for the Fisheries Tax Program.

MOTION: Move to approve Resolution 20-12-15-01

F/S: Edenfield/Kerkof

YEAS: Edenfield, Rhodes, Burger, Stram, Craske, Kerkof & Cunningham

NAYS: None

STATUS: Motion Passed.

- b) **Review and discussion of** the Minor Offence Fine Schedule and Procedures for Citations being issued and processed, discussion and action item: (This is for discussion and review only and will be brought forward at the next meeting as an Ordinance to change from a "per offence" fine schedule to a "graduated offence" fine schedule. Additionally, a resolution to adopt the procedures for processing citations and a policy for when the City will take additional action for violations to go uncorrected and fines unpaid.)

Burger stated that the current fine schedule works well, if there are errors in ticketing, it could cause an issue and potentially invalidate the citation.

Rhodes stated that he agreed with Burgers statement. Rhodes inquired if the current fine schedule was the same one that the Planning Commission reviewed and approved.

Cunningham commented that he was ok with the fine schedule remaining as per offense, but that the City should have a time limit for responding to complaints and/or issuing citations. Cunningham stated the City has a code to cover violations, the issue is getting them enforced and citations being issued. Cunningham stated that the VPSO should be issuing citations on Municipal Violations opposed to State so that the City receives the revenues. Cunningham stated that there was nothing on the island large enough that would be able to remove a large backhoe, and suggested the City adopt a code that would allow the City to use their equipment to push it onto the persons property.

Kerkof inquired if there was a towing company in Thorne Bay?

Burger stated that he was at Island Repair and they had recently purchased a truck that would tow large pieces of equipment even log trucks?

Craske stated the issue with the backhoe on Setter Lake is the track is off and unable to move at this time. The owner has hired someone to fix, but they have not done the job. Craske stated that snow is coming and that will be a safety issue. Not sure what it would take to move it without putting it back together to move it.

Edenfield suggested having Island Repair to contact the owner of the backhoe and determine what it would take to move.

Stram stated he would take a photo over to Island Repair and ask him if he had something with the capability to move it.

Kerkof inquired if the City went to that extreme, are they responsible for paying for the towing before releasing from impoundment.

Cunningham stated all he has heard from the City is lip service, he has waited for three months for this to be moved. The City Code states that no vehicles should be in the road.

Rhodes suggested that the procedure for the citations and actions include a shorter timeline as outlined in the City Code 10.20.

11) CONTINUATION OF PUBLIC COMMENT:

There were no public comments.

12) CONTINUATION OF COUNCIL COMMENT:

Cunningham commented on the following:

- At the last meeting where it was proposed to allow public to vote under items and limit opening comments. I spoke with people and they were in favor of commenting on agenda items before voting.

Rhodes commented on the following:

- What is the timeline for receiving the third phase of CARES funding? Clerk responded that the City had received the third and final CARES payment in the amount of \$109,259.25

Edenfield commented on the following:

- Stated that

13) ADJOURNMENT:

Edenfield adjourned the meeting at 7:30 p.m.


Cindy Edenfield, Mayor

ATTEST:


Teri Feibel, CMC