

MINUTES
FOR THE REGULAR MEETING
OF THE CITY COUNCIL FOR
THE CITY OF THORNE BAY, ALASKA
TUESDAY, FEBRUARY 2, 2021
TIME: 6:30 p.m.

LOCATION: TELECONFERENCE/VIDEO CONFERENCING LINE

1) CALL TO ORDER:

Mayor Edenfield called the meeting to order at 6:37p.m.

2) PLEDGE TO FLAG:

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

3) ROLL CALL:

Those in attendance were:

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

4) APPROVAL OF AGENDA:

Edenfield Moved to approve the agenda. Rhodes seconded the motion. There was no further discussion.

MOTION: Move to approve the agenda

F/S: Edenfield/Rhodes

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

NAYS: None

STATUS: Motion Passed.

5) MAYOR'S REPORT:

Mayor Edenfield commented on the following:

- Participating in trainings with AML
- And busy with meetings.

6) ADMINISTRATIVE REPORTS:

a) City Administrator:

Meetings Attended and Updates:

- On January 26th the POWCAC group met to discuss transportation priorities. The Kasaan road remains the highest priority of the "Surface Transportation Priorities" for POWCAC detailed in POWCAC Resolution 21-01.
- On January 29th City staff met with our FEMA grant manager regarding the Disaster Relief grant to realign funding from the CARES grant to the FEMA Disaster Relief grant. We are in

the initial stages of this process.

- On January 11th through the 14th I attended a FEMA ICS300 class for Intermediate ICS for expanding incidents, and am scheduled for ICS400 Feb 22nd through the 24th.
- On January 11th I met with Sara Yockey, Dave from the USFS regarding the RAC Grant for the Kasaan Rd / Highway intersection relocation. We received an extension on the grant funds and Sara is having the OVK road crew complete the work.

Tasks and Projects:

- The Stryker EMS equipment order has arrived. There is one power gurney deployed and in use. The second power gurney is assembled, charged, and ready to be put into service.
- Village Safe Water (VSW) and the City are working on an update to our Intrusion and Infiltration (I&I) grant seeking additional funds to address our excessive outflow to the Wastewater Treatment Facility. The initial engineering funding request has been approved and we will have engineers on site in March.
- FEMA / CARES grant funding realignment is in the initial stages of application. The City has had our "Initial Applicant Briefing" with FEMA and are awaiting assignment to a grant coordinator.
- The Seaplane Base Transfer is in progress. The process to officially transfer the Seaplane Base at the harbor to City management is underway with Alaska Department of Transportation (AKDOT) and the Federal Aviation Administration (FAA). The next meeting on this project is Wednesday, February 3rd to discuss the requirements and submission of paperwork.

Expenditures over \$2000 .

- \$3019 Bearings for Wastewater Agitation Wheel
- \$3200 (approx.) Hydraulic Cylinder for CASE 590 SN Backhoe

b) City Clerk:

➤ **Waste Management Participation**

We are still looking for volunteers to participate in the Waste Management Garbage Study. The City of Thorne Bay in cooperation with the Organized Village of Kasaan is working on creating an Integrated Waste Management Plan (IWMP). This is a study of solid waste to develop a community profile on recyclables, solid waste and how to move forward to help reduce solid waste in our landfill.

Participants will be asked to separate wastes into different bags, such as- food waste and plant organics, recyclables (cardboard, paper, aluminum, and such), plastics, Styrofoam, glass, metals, commercial construction, special wastes, and hazardous wastes for a full week. Instructions will be given to participating families/people.

Upon completion this plan will help both communities create recycling programs, solid waste reduction and educate community members on the importance of recycling, reducing, and reusing items around households, businesses, and landfills.

An Integrated Solid Waste Management Plan helps communities create recycling plans, to help reduce solid waste taken to the local landfill and cut down on greenhouse gases.

GARBAGE. GARBAGE EVERYWHERE!!

But what is garbage?? It is food waste we throw out, it is recyclables, it is compostable, it is non-recyclables, and it creates gases in our landfills.

It is in our oceans, waterways and everywhere on land!

HELP US HELP YOU!

Help us, help you by being a part of our Thorne Bay Team!

Our goal is to see how much waste Thorne Bay, on whole, produces. We are looking for families/people to participate in our project for ONE WEEK.

This project is just one step closer to helping your city

1. Get more funds,
2. Set up a recycling program (ESPECIALLY for plastics)
3. Educating residents that out of sight/ out of mind doesn't make garbage disappear!
 - That recycling works and helps make our island a cleaner /better place to live!

Just a little education- Did you know that up to 50% of household garbage is FOOD WASTE?? If you care about the future of generations to come, and the health of our planet, we would be happy to see you sign up!!

Contact Teri at City Hall (907) 828-3380 THANK YOU!!

➤ **IFA REQUIRES TRAVELERS TO WEAR MASKS**

Hollis, Alaska – The Centers for Disease Control and Prevention (CDC) has issued an Order Under Section 361 of the Public Health Service Act requiring persons to wear proper face coverings when using public transportation systems to help reduce the introduction, transmission and spread of COVID-19. Beginning February 1, 2021 at 11:59 PM, the Inter-Island Ferry Authority (IFA) is mandated to require persons 2 years and older to wear proper face coverings when using our facilities and when traveling on our vessels. To the extent possible, the IFA will accommodate a passenger who is unable to follow this Order due to a disability or medical condition. We appreciate your cooperation with the IFA complying with the provisions of this Order.

[Mask-Order-CDC GMTF 01-29-21-p.pdf](#)

➤ **FINANCIAL REPORT:**

TONGASS FEDERAL CREDIT UNION ARGO INVESTMENTS:

Account	Balance	Subtotal by Acct type
OCCUPANCY GEN.	\$ 6,301.50	
OCC TAX EMS/FIR	\$ 13,503.94	
OCC TAX TOURISM	\$ 9,213.42	
OCC TAX PARKS	\$ 9,557.38	
OCC TAX HARBOR	\$ 20,188.74	\$ 58,764.98
HARBOR	\$ 80,015.10	
WATER UTL R&R	\$ 16,297.04	
SEWER UTL R&R	\$ 14,653.52	
SOLID WASTE R&R	\$ 13,986.60	\$ 124,952.26
HEALTH PREMIUM	\$ 35,065.43	\$ 35,065.43
CHECKING	\$ 190,532.72	\$ 110,532.72
60% SALES TAX	\$ 115,846.30	\$ 115,846.30
40% SALES TAX	\$ 104,893.53	\$ 104,893.53
ACCOUNT TOTALS	\$ 630,055.22	\$ 630,055.22

FIRST BANK:

CHECKING

Account Value:

[City of Thorne Bay Checking](#)

\$ 35,611.93

WELLS FARGO INVESTMENTS:

Asset Class

Market Value

[Mutual Funds](#)

\$620,520.44

[Fixed Income](#)

\$101,549.00

[Cash/Cash Alternatives](#)

\$314,153.63

TOTAL INVESTMENT:

\$1,036,223.07

7) [DEPARTMENT REPORTS:](#)

a) Water/Sewer

For the month of January 2021, the water and sewer department worked on a few critical issues. We had a catastrophic failure of a bearing at the sewer treatment facility and we had failure of a lift station pump as well. With the help of other co-workers, we replaced the bearing at the sewer treatment facility in a two-day time frame. This was critical because the bearing that failed stops all operations at the sewer treatment plant. It was a great learning experience for myself as this was the first time having to replace this and I know what to expect next time. I have requested ordering spare bearings for when this happens again, so we have these parts on hand. Like mentioned above, we also had issues at one of our lift stations. It seemed as if we were having issues inside the panel and it was beyond my knowledge to fix, so I called in a professional. We determined that it was a pump failure and

possibly a thermal overload failure. We replaced the pump with a recently rebuilt lift station pump, and it was not functioning correctly. We then put a brand-new pump in, and it worked flawlessly. I have contacted Alaska pump and supply about the rebuild they performed on the pump but have not heard back yet. I will contact them again about fixing this pump again at their expense as it cost the city almost \$6000.00 to repair and hundreds of dollars to ship. I believe they need to make this right. I will also add that our sewer lift stations are in dire need of replacement and have many issues, along with our sewer distribution systems. This will cost millions of dollars, so I have been in close contact with Village safe water about these issues. In March, they are sending two people to come inspect and review our system. This is the first step in getting funding to fix our outdated system. For the rest of the month, we performed our usual duties of making sure the towns water tank reservoir is full, and that we are producing clean and safe drinking water. We also received our second water sample results for TTHM and passed once again since switching to the new nano filtration unit. Our MCL (maximum contaminate limit) is 80 parts per Million, and our results were 10 parts per million. In the past we have ranged between 180 ppm-200ppm so this is great news. For the month of February, I have signed Willy up for a water treatment course online. This is the only available class available due to COVID-19 so I wanted to take advantage of this while we could, and I am hopeful he will be ready to take his water treatment exam in the coming months.

b) Harbor

Zack Cross: I continue with inventorying what we have here so that we can mitigate future expenses by not purchasing duplicate items. In the process, I have given homes to high dollar items that might ordinarily be thrown away. Ex: laser toner cartridge. Everything else seems to be running smoothly. Customers happy. Dock secure. Both harbors secure.

c) Streets

James Taylor has his CDL test date set for February 4th at 10:00 am. With the winter weather the Streets and Roads snow removal staff have been given the direction to plow / sand anytime the snow accumulation is greater than 2" or 3". Additionally, they will be sanding anytime the roads are icy. These mandates have caused a small amount of overtime (6 +/- hours) in the prior pay period. Generally, staff are directed to trim hours at the end of the week to offset any weekly overtime.

d) Solid Waste

The Waste Oil heater had to be serviced by on site staff and is now functioning properly. Dumpster collection has been reduced to weekly due to our one semi-weekly customer requesting to go weekly.

e) VPSO/FIRE/EMS

3 EMS call for the month of January. EMS is currently meeting once a month on the first Friday. There is a current effort to get 12 people trained to ETT through the VPSO program. The training books were mis shipped and are currently being redirected to Thorne Bay.

1 Fire Calls in the month of January.

8) PUBLIC COMMENTS:

Patrick Tierney provided the following comments:

- PUBLIC HEARING, Agenda Item 12 a)
I remain confused about the language in section 2.28.470, B). Can one request an absentee ballot application up until the close of polls? Do you mean the ballot rather than the application?
- PUBLIC HEARING, Agenda Item 12 b)
It is difficult for the public to make intelligent comment without definitive answers to the questions of what, why and where. The questions of what and why have been answered. The question of where has not.
I object to blanket application of seasonal parking without specifics as to where this might occur.

9) COUNCIL COMMENTS:

Kerkof commented on the following:

- Very pleased with the new Harbormaster Zack. He has been doing a good job with keeping the docks salted.

Craske commented on the following

- Concurred with Kerkof's comments on the Harbormaster. Commented that the City is getting their money worth with Zack.

Administrator Carter commented that the City was looking for an alternative to salt for the harbor, the current salt is clay based and tracking clay into boats.

Kerkof commented on the following:

- Recommended getting salt from the Craig Fisheries and stated that they were selling for cheap.

Rhodes commented on the following:

- Great reports from the Staff, thank you.
- Great job on the sanding and plowing of the roads, thank you
- Commented that he too had received the same response from the Elections office during the same time as regard to opening a second polling place in Thorne Bay

Cunningham commented on the following:

- Inquired if there was an updated on the memberships for Guardian Flight?
- With the mentioned amendments in the CARES realignment to FEMA, will that affect the Life Flight Memberships?

Administrator Carter responded that the re-alignment of the CARES fund would only benefit the City and put more money back into the CARES Grant to use on other things and would not affect the Guardian Life Flight memberships. The City has funds set aside

for those memberships. The City has not gotten a response from Guardian on that yet. The last email the City received from them was that they were putting everything on hold with the new vaccine being rolled out to the public. I will continue to reach out to Guardian and find out when Thorne Bay can participate in that. I do not believe the City missed out on this, eventually the Insurance company that oversees Guardian will allow us to pursue purchasing the memberships.

Craske commented on the following

- Inquired if the second stimulus passed by Congress included funding for communities?
- If the City did get additional funding, it would be good to get a plan for how the City can utilize those funds within the approved parameters.

Administrator Carter stated he would look into it but had not heard.

Kerkof commented on the following:

- Inquired if anyone had been working on plans for what would be built at Davidson Landing for the proposed Fire Hall as submitted in the CDBG.

Craske replied the following:

- Yes, there are plans drafted and there are also several people that are wanting to open up the fire hall and set up an office space in there to begin working on a long-term plan for Davidson Landing.
- Some discussions of planning included opening up the Fire Hall and setting up an office to get started on the rest of the planning and work to be performed.

Rhodes commented on the following:

- In regard to Kerkof's point, planning definitely needs to be done and a contingency plan in place based on both if the Block Grant does go through and is funded or it doesn't go through.
- While temporary measures to stage the current fire hall as the community center and to beautify Davidson Landing are good there needs to be a larger plan prepared and plan for measures for either situation.

Cunningham commented on the following:

- He was not in favor of going in and developing something as a temporary measure that would just need to be torn down again.
- Commented that there were several things that needed to be done before the City could just go in the Fire Hall and develop an office space. The Ceiling needs to be dropped, electrical put in place, etc.
- Commented that the work needed to have done at the Fire Hall to be used as an office could not be thrown together in a week.
- Wants the Fire Chief and EMS Captains to be the ones who provide the council monthly reports.

10) NEW BUSINESS:

- a) Authorizing a six-month rental extension for Lognroad for the rental of two RV Park Rentals, discussion and action item:

Edenfield moved to authorize the 6-month rental extension of two RV Spaces for the company Lognroad. Burger seconded the motion. Inquired when the current lease expired? Clerk Feibel stated the lease was set to expire at the end of February. Clerk Feibel explained that the City's Municipal Code limits monthly renters and use of the RV space to six consecutive months, a six-month extension may be approved by the City Council upon a written request.

The intent of that ordinance was the City Council did not want the RV park to turn into long term rentals where people move in their trailers and then they decide to stay there forever, they wanted it to be operated as an RV park. The company requesting the extension has two spaces that they rent. They had originally planned to be out of the RV Park before winter, but they were able to continue working and thus needed to stay longer.

MOTION: Move to authorize the 6-month rental extension of two RV Spaces for the company Lognroad
F/S: Edenfield/Burger
YEAS: Craske, Rhodes, Edenfield, Kerkof, Stram, Cunningham & Burger
NAYS: None
STATUS: Motion Passed

- b) Resolution 21-02-02-01; accepting Tlingit & Haida Central Council recommendation for Thorne Bay's second VPSO, discussion and action item:

Edenfield moved to approve Resolution 21-02-02-01, accepting Tlingit Haida Central Council recommendation of Matthew McGinnis as the 2nd VPSO for Thorne Bay. Burger seconded the motion. Edenfield stated that she and the Administrator interviewed two candidates and their recommendation was one that was already a VPSO, was an EMT and a Fire Officer. Rhodes inquired what community the VPSO would be coming from. Carter responded that he was coming from Tanana. Stram inquired if there were options for living quarters for the second VPSO? Administrator responded that options had been passed along. Cunningham inquired if the VPSO would be willing to serve as the Fire Chief along with the VPSO position. Rhodes stated that Jason Wilson the Coordinator in Juneau had to fight for us to get this second position in Thorne Bay. Burger stated that in the past it has taken a long time to get a VPSO on the ground after accepted due to having to wait three months before they could attend academy, and then going through a three-month academy. This gentleman would be able to start immediately.

MOTION: Move to approve Resolution 21-02-02-01, accepting Tlingit Haida Central Council recommendation of Matthew McGinnis as the 2nd VPSO for Thorne Bay
F/S: Edenfield/Burger
YEAS: Edenfield, Kerkof, Stram, Cunningham, Craske, Rhodes & Burger
NAYS: None
STATUS: Motion Passed.

- c) POWCAC Resolution 21-01, a joint resolution by and between the communities of the Prince of Wales Community Advisory Council (POWCAC) setting transportation priorities for Prince of Wales Island for 2021

Move to approve POWCAC Resolution 21-01, a joint resolution by and between the communities of the Prince of Wales Community Advisory Council (POWCAC) setting transportation priorities for Prince of Wales Island for 2021. Rhodes seconded the motion. There was no further discussion.

MOTION: Move to approve POWCAC Resolution 21-01, a joint resolution by and between the communities of the Prince of Wales Community Advisory Council (POWCAC) setting transportation priorities for Prince of Wales Island for 2021

F/S: Edenfield/Rhodes

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

NAYS: None

STATUS: Motion Passed.

11) ORDINANCE FOR PUBLIC HEARING:

- a) Ordinance 21-02-02-01, amending Thorne Bay Municipal Code Title 2-Administration and Personnel, Chapter 2.28-Elections, adding section 2.28.015-designating two polling locations for Thorne Bay; discussion and action item:

Edenfield moved to approve ordinance 21-02-02-01, amending Thorne Bay Municipal Code Title 2-Administration and Personnel, Chapter 2.28-Elections, adding section 2.28.015-designating two polling locations for Thorne Bay. Burger seconded the motion. City Clerk explained that under section 2.28.470, Absentee Ballot – Application – Filing was explaining the procedure for both in person voting and by mail voting. The application to vote by mail would need to be received by the City Clerk at least 5 days prior to the election and an application for in person absentee voting could be submitted to the Clerk up to the close of elections on election day. Clerk explained that when voting by mail, the voter can cast their ballot at any time prior to the close of the elections on election day, in the presence of a postal worker, clerk or notary, and must be received by the Clerk's office not later than the Friday following the election. By Mail ballots can be submitted by fax, email or mail.

MOTION: Move to approve

F/S: Edenfield/Burger

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

NAYS: None

STATUS: Motion Passed

- b) Ordinance 21-01-19-02, amending Title 10-Vehicles and Traffic, Chapter 10.20-Parking, Standing and Stopping, adding Section 10.20.045-Winter Parking Restrictions, and 10.20.010 (i)-Restrictions & Exceptions - Authority, discussion and action item:

Edenfield moved to approve ordinance 21-02-02-02, amending Title 10-Vehicles and Traffic, Chapter 10.20-Parking, Standing and Stopping, adding Section 10.20.045-Winter Parking Restrictions, and 10.20.010 (i)-Restrictions & Exceptions – Authority. Cunningham seconded the motion.

Rhodes commented on the following:

- Suggested that the administration get with the road crew, James and Max and identify the areas of concern for when it does snow, and work with the homeowners. Understand that it is a long running problem and safety concern, but once again just a blanket “we are going to declare on a random year”.
- Rhodes stated he did not feel that the City needed any changes to the parking ordinance in this manner.

Burger commented on the following:

- Suggested that the signs made say “No parking between signs” as opposed to just putting up signs that say “no parking where posted”

Administrator Carter explained that he did not see the ordinance as enforcement action, but to avoid having to go to people when their vehicles are parked in a manner to impede the snowplow or emergency vehicles.

Cunningham commented on the following:

- Stated that Administrator Carter explained that very well.
- Rainy Lane is an issue, and this ordinance would not be a blanket, but how we can get people notified.

Stram commented on the following:

- What would the city do if they went to a vehicle owners’ home to notify them of the need to move vehicle and the City did not get a response?

Administrator stated he informed the Employees that if that happened, the operator is to do what they can to avoid the vehicle and push snow toward a certain area, and if the operator could not get through at all, then the area would not be plowed.

Rhodes commented on the following:

- Not in favor of saying that we will determine areas later...

Craske commented on the following:

- Concur with Rhodes suggestion. Would not hurt to postpone spelling out exactly how we plan to enforce.

Cunningham commented on the following:

- Stated it would up to the Administrator and Road crew to determine the areas that needed to be addressed with this ordinance and work with the homeowners.
- As far as enforcement, would recommend a warning

Rhodes moved to table ordinance for further amendment. Craske seconded the motion. Cunningham inquired if the ordinance would be back at the next meeting. Edenfield stated that it meant that it could come back at any future meeting, not necessarily the very next meeting.

MOTION: Move to table Ordinance 21-02-02-02 for a future meeting
F/S: Rhodes/Craske
YEAS: Stram, Cunningham, Edenfield, Kerkof, Craske, Rhodes & Burger
NAYS: None
STATUS: Motion Passed

12) EXPENDITURES EXCEEDING \$2,000.00:

- a) Authorizing the expense of \$3,019.00 to Alaska Bearing LLC for repair of Cistern Agitation Wheel at Wastewater Treatment Facility, discussion and action item:

Edenfield moved to approve expense of \$3,019.00 to Alaska Bearing LLC for repair of Cistern Agitation Wheel at Wastewater Treatment Facility. Rhodes seconded the motion. There was further discussion.

MOTION: Move to approve expense of \$3,019.00 to Alaska Bearing LLC for repair of Cistern Agitation Wheel at Wastewater Treatment Facility

F/S: Edenfield/Rhodes

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

NAYS: None

STATUS: Motion Passed

- b) Authorizing the expenditure of approximately \$4,600.00 to Tyler Rental for the repair of hydraulic cylinder on Case 590 Backhoe, discussion and action item:

Edenfield moved to authorize the expenditure of \$3,200.00 to Tyler Rental for the repair of hydraulic cylinder on Case 590 Backhoe. Cunningham seconded the motion. Edenfield commented that the City would be seeking return from the seller. Cunningham stated that when the City was first looking at purchasing the backhoe, he suggested the city purchase a CAT due to CASE being harder to find replacement parts for. Tracy Vaughn is also a heavy equipment repair business and could possibly give a cheaper quote. Burger commented that PAPAC would be another good source.

MOTION: Move to approve expenditure of approximately \$3,200.00 to Tyler Rental for the repair of hydraulic cylinder on Case 590 Backhoe

F/S: Edenfield/Cunningham

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

NAYS: None

STATUS: Motion Passed.

13) CONTINUATION OF PUBLIC COMMENT:

No public comments.

14) CONTINUATION OF COUNCIL COMMENT:

Rhodes commented on the following:

- The Council had talked previously about having two Toyo's and hot water heater to replace the boiler and use that as a backup

Administrator Carter stated the boiler was a diesel fired boiler.

Cunningham commented on the following:

- Inquired if an on-demand water heater help?

Rhodes and Edenfield replied that it would be beneficial.

15) ADJOURNMENT:

Mayor Edenfield adjourned at 8:12p.m.


Cindy Edenfield, Mayor

ATTEST:


Teri Feibel, CMC