



## MINUTES

FOR THE REGULAR MEETING  
OF THE CITY COUNCIL FOR  
THE CITY OF THORNE BAY, ALASKA  
TUESDAY, August 3, 2021  
TIME: 6:30 p.m.

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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:

Those present were: Edenfield, Stram, Kerkof, Jennings, Cunningham, Burger

Those on the phone: Craske

### 4) APPROVAL OF AGENDA:

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

MOTION: Move to approve the agenda

F/S: Edenfield/Stram

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

NAYS: None

STATUS: Motion Passed.

### 5) MAYOR'S REPORT:

Mayor Edenfield reported on the following:

- Update on COVID cases.
  - 14 of the remaining 18 cases were from already vaccinated individuals
- Sent a grant application to SEREMS for replacement of bottom of the EMS boat

### 6) ADMINISTRATIVE REPORTS:

#### a) City Clerk:

- The City of Thorne Bay Water Department will be flushing fire hydrants on Tuesday & Wednesday each week between the hours of 10am and 2pm.

Customers may experience fluctuations in pressure and/or discoloration of their water during flushing. If your residence has a history of water service interruptions during hydrant flushing's, we encourage you to avoid doing laundry or performing other tasks which require large water consumption between these hours.

If you wish to be notified if we deviate from our regular schedule of Tuesdays and Wednesdays, you may sign up for text alerts by texting the word "thornealert" to 79516 or email [cityclerk@thornebay-ak.gov](mailto:cityclerk@thornebay-ak.gov), with the subject line to read "hydrant flushing notifications" to receive email alerts.

- Will discuss the progress on the Administrator search when we get to that topic
- Request to place RFP for grant writer... Right now there are a ton of grants available for roads, economic development and EMS, but I do not have the skills or the time to dedicate to looking for these grants and applying for them.
  - Grant writing is a duty of the administrator, but it could be a month or two before one is hired, and then they will need time to get familiarized with the City Staff and active projects, and will not be able to dedicate their time to grants immediately.
- Regarding item D on the agenda tonight, I would like to have the opportunity to open that item with discussion and hopefully end with direction on how we want to move forward.
  - We do have one application right now for request to lease property in the Sort Yard. I would like the council to authorize me to negotiate short term rental agreement terms that will be brought back to the council at their August 17<sup>th</sup> meeting in the form of a resolution to approve. I do need a minimum rate...Which is also a large part of why the lease of property is on as discussion tonight.
- Elections – declarations of candidacy open August 16-September 3<sup>rd</sup>. Five vacant seats.

## WATER DEPARTMENT

For the month of July we completed our normal duties and sampling. We have also started working on the new water and sewer service lines at the new library site, with hopes of completion in the coming days.

We recently received our most up to date sampling results regarding TTHM/HAA5 and I am pleased to announce our latest TTHM/HAA5 (cancer causing by-products) are again way under the Maximum contaminate limit so the nanofiltration unit is still doing great. We have passed every month since we started using it and according to the state of Alaska, they are planning on closing our compliance order by consent.

## 7) PUBLIC COMMENTS:

There were no public comments.

## 8) COUNCIL COMMENTS:

### Kerkof commented on the following:

- Large problem with animals running at large, request that the VPSO begin to enforce the City ordinances
- Need enforcement of ATV laws. Have seen many young children operating ATV's and without helmets.

### Stram commented on the following:

- Great meeting yesterday reviewing the Administrator applicants. We have some good candidates.

### Cunningham commented on the following:

- Commented that there were tires being hauled into the pit on southside. There is no enforcement happening. Do we want this in Thorne Bay?
- Enquired what the Attorney offered as a solution on the previous ordinance authorizing the city to clean a persons property at their expense

### Burger commented on the following:

- If the VPSO is issuing citations, the City will be able to place a lien on the property

Feibel commented that the VPSO did issue two additional citations to the property owners for the property mentioned above. The property owners did not appear in court, and the judge will issue a default judgement upon the Clerk providing her with a copy of the City's municipal code.

### Kerkof commented on the following:

- Where does the City draw the line? There are many places that have junk on the property and are eye sores. How does the city determine which to enforce and where is the line drawn.

### Edenfield commented on the following:

- Visited the properties that Cunningham had submitted a complaint about and did not see any tires on the property.

### Cunningham commented on the following:

- Tires are not visible from the road, but they are there.

Edenfield responded that there was no problem or violation if the items cannot be seen from the road. The City cannot tell people what they can have on their property.

### Stram commented on the following:

- Enforcement and continued citations would create reaction. Explained that he owns property in Oregon and recently received notice that fines would be assessed daily for failure to mow the lawn.



## 9) **CONSENT AGENDA;**

### a) Approving the Minutes of the July 6, 2021, Regular City Council Meeting, discussion and action item:

Edenfield moved to approve the consent agenda consisting of the minutes for the July 6, 2021, Regular Council Meeting. Burger seconded the motion. There was no further discussion.

MOTION: Move to approve the consent agenda consisting of the minutes for the July 6, 2021, Regular Council Meeting

F/S: Edenfield/Burger

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

NAYS: None

STATUS: Motion Passed.

## 10) **NEW BUSINESS:**

### a) Discussion Item: Update on the status of appointing a new City Administrator for the City of Thorne Bay:

City Clerk reported the following information:

- Received 7 applications for the Administrator Position
  - Of those there are 5 that are qualified and will be interviewed. What is needed from the council is a date that all are available for those interviews.
    - Week of August 9<sup>th</sup> (Next week) or
    - August 16<sup>th</sup>.
  - Interviews will be scheduled as a "Special Meeting" and then the council will adjourn to executive session to interview each applicant.
- The council selected the date of August 13<sup>th</sup> for the first round of interviews to begin at 12pm.
- Community Panel consists of
  - 1) Dennis Moen
  - 2) Shannon Bosdell
  - 3) Laura Jennings
  - 4) Mark Minnillo
  - 5) Glen Holt
  - 6) Pending
  - 7) Vacant

### b) Authorizing the expense of a plaque dedicated to Charlie Brown, discussion and action item:

Edenfield moved to authorized expense of a plaque that would be dedicated to Charlie Brown. Cunningham seconded the motion. Clerk explained that he was a resident, served in the Vietnam War. DOB October 3, 1942, Death December 6, 1967.

Jennings commented that he would like to see a Memorial wall in town. If someone passes and wants their name commemorated, they can pay to have their name on the wall.

Jennings continued that the reasoning for a wall as suggestion, was the retaining wall at the park needed to be replaced, and that would be a great location as it is the center of town, and the City will already have the expense to replace the existing wall. Jennings explained that the existing wall was 230' length, 5'8" height in the center and each end 2' high. Jennings suggested that a new wall to be approximately 8'.

MOTION: Move to authorized expense of a plaque that would be dedicated to Charlie Brown  
F/S: Edenfield/Cunningham  
YEAS: Kerkof, Burger, Cunningham, Craske, Jennings, Edenfield & Stram  
NAYS: None  
STATUS: Motion Passed.

**c) Establishing purchase parameters for the purchase of a 5 cu/yd sander truck, Streets and Roads request, discussion and action item:**

The City Clerk explained Purchase a 5 cu/yd truck that either contains a sander at purchase or has the ability to install a sander and plow. This would allow the streets equipment operator to turn around easily down some of the narrow roads in South Thorne Bay/Steep Road area. I am asking the council for guidance on the maximum price range and mileage, so we can begin shopping. Final approval would still be voted on by the Council. There was further discussion.

Jennings explained the 10 cu/yd the sander sticks back four feet out of the back of the truck. That makes it too long and actually drag their back to the center of the sander. They had to go back and work on the sander because it broke some parts.

Kerkof suggested asking Tim Lindseth, as he is experienced in operating heavy equipment. Tim Lindseth commented that his experience and opinion, the city should go with a 5 yd. With the snow, a 10 yd would get stuck more trying to maneuver it.

Cunningham suggested that Alan Ross may have a 5 cu/yd truck that his wife is selling. The City should reach out to her to see what condition and a price for that would be.

Kerkof, Teri mentioned grant funding available for roads, would the purchase of a truck qualify? It is for the roads? Clerk stated she would look into that.

Edenfield stated she was told not to purchase equipment from Washington or Oregon due to frame rot from the chemicals put on the road.

The council requested the clerk shop around and have the City employee who is operating be at the next meeting.

d) Lease of City Property - Authorizing the City Clerk to publish a notice of intent to lease property within the Downtown Business District & Sort Yard, discussion and action item:

Edenfield moved to authorize the Clerk to public notice of intent to lease commercial property. Burger seconded the motion. The City Clerk explained that she was asking the City Council to authorize her to publish a notice of land leasing opportunities. The specific items that the Clerk needed to know from the council were:

- Which lands are available
- How will price be determined?
  - Percentage of appraised value?
  - Minimum amount?
- Will applicant be responsible for paying for appraisal
- Detail of what businesses are wanted on the property

MOTION: Move to authorize the Clerk to public notice of intent to lease commercial property  
F/S: Edenfield/Burger  
YEAS: Burger, Cunningham, Stram, Jennings, Edenfield, Kerkof & Craske  
NAYS: None  
STATUS: Motion Passed.

11) **ORDINANCE FOR PUBLIC HEARING:**

- a) Ordinance 21-08-03-01, amending Title 5 – Business Taxes and Registration, adding Section 5.02-Business Licenses Generally, discussion and action item:

Edenfield moved to approve Ordinance 21-08-03-01. Burger seconded the motion. The City Clerk explained the ordinance provided for the City to charge a one time business registration fee.

MOTION: Move to approve Ordinance 21-08-03-01  
F/S: Edenfield/Burger  
YEAS: Burger, Stram, Jennings, Edenfield, Kerkof  
NAYS: Cunningham, Craske  
STATUS: Motion Passed.

12) **ORDINANCE FOR INTRODUCTION:**

- a) Ordinance 21-08-17-01, amending Title 3 – Revenue and Finance, Section 3.17 – Sales Tax, discussion and action item:

Edenfield moved to approve Ordinance 21-08-17-01. Burger seconded the motion. City Clerk explained this ordinance was removing the requirement of a deposit when registering a business within Thorne Bay and referencing Title 5 of the City Code for the fees to register. There was no further discussion.

MOTION: Move to approve Ordinance 21-08-17-01  
F/S: Edenfield/Burger  
YEAS: Stram, Burger, Jennings, Edenfield, Craske & Kerkof  
NAYS: Cunningham  
STATUS: Motion Passed.

**13) CONTINUATION OF PUBLIC COMMENT:**

Lisa Roseland resident of Thorne Bay

- Disheartened those councilmembers are not voting when they haven't done their research, instead of abstaining from voting.

**14) CONTINUATION OF COUNCIL COMMENT:**

Cunningham commented on the following:


- Regarding the public comment about abstaining verses voting no, he was told that council members had to vote one way or another and were not allowed to abstain.

**15) ADJOURNMENT:**

Mayor Edenfield adjourned the meeting at 8:01 pm

  
Cindy Edenfield, Mayor

ATTEST:

  
Teri Feibel, CMC