



MINUTES
FOR THE REGULAR MEETING
OF THE CITY COUNCIL FOR
THE CITY OF THORNE BAY, ALASKA
TUESDAY, September 21, 2021, TIME: 6: 30 p.m.

LOCATION: TELECONFERENCE/VIDEO CONFERENCING LINE

1) **CALL TO ORDER:**

Mayor Edenfield called the meeting to order at 6:30 pm

2) **PLEDGE TO FLAG:**

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

3) **ROLL CALL:**

Those present were: Edenfield, Jennings, Kerkof, Burger, Cunningham & Stram
Craske had his third unexcused absence.

4) **APPROVAL OF AGENDA:**

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

MOTION: Move to approve the agenda.

F/S: Edenfield/Burger

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

NAYS: None

STATUS: Motion Passed.

5) **MAYOR'S REPORT:**

No Mayor report was given.

6) **ADMINISTRATIVE REPORTS:**

a) **City Clerk Report:**

➤ **Upcoming Events & General Public Notices**

1. Grant Writer Proposals Received – Three proposals were received:

a. Brandy Prefontaine

b. Grantstribе

c. Raynell Grant Catcher LLC.

I sent the proposals to John Huestis, our new City Administrator, to get his opinion on the bids received and determine how to move forward.

2. Last week I mentioned a number of employees that I wanted to thank for stepping up and helping the City continue to run while we have been without an Administrator, but I missed on of the MAIN employees. Lisa Roseland has really stepped up and helped out a ton. Without her, I wouldn't be able to keep the City going. So, when you do see her, please take a minute to let her know you appreciate her.
3. AP&T sent the city a Notice of Violation for having a light on one of the poles at Davidson Landing. They want the city to remove the light off the power pole that is now used to mount the main meter box for the Harbor Electric. The pole belonged to the City, but AP&T says that since they put their meter box on it, it became their property and the lighting we have attached to the pole poses a hazard to them and in the way should AP&T send a climber up the pole.
4. Sales Tax- AML Local Sales Tax Remittance – Lisa and I met with AML and MUNIREVS today via zoom and got a sneak peak of the new Sales Tax collection program that will be launched.
5. Received a call from Public Works department of Craig inquiring about our interest in Water/Wastewater trainings.
Russell, publicworks@craigak.gov, Phone: (907) 401-0799
 - a. Russell, the Public Works Director for the City of Craig, is working with Alaska Rural Water Association to bring training onto the Island for our water/wastewater operators.
 - b. There is an opportunity to provide wastewater training here on the Island. The training is a 4-day course, however, there is a cost and Russell is trying to determine which communities are interested in participating, and if they have training budget available to pay for the course.
 - c. The course expense is approximately \$4,000.00, and the goal is to have each community on the island who participate in the training, split that expense.
 - d. We have \$650 budgeted between water and sewer departments, and this course would benefit both of our employees. There is a program available that would reimburse the communities for the trainings, but there is that upfront cost.
6. Current Case Count for COVID in Thorne Bay right now is 6-active.
7. Big Thank You to Marry Cook for the work she has done on the flower boxes at the park.

➤ **Department Reports – Public Works:**

➤ **Parks Report:**

Amy Jennings provided the following Parks and Recreation & Events Coordinator Report:

The Parks and Recreation & Events Coordinator position aims to maintain and improve city parks and facilities as well as coordinate city events in cooperation with outside entities.

Parks Continued:

I am currently organizing the Island Wide Arts Extravaganza and Exhibits event planned for July 2022 in Thorne Bay with Gretchen Klein and the Ketchikan Area Arts and Humanities Counsel. This event will be hosted at the Thorne Bay School Gym. I'm also working on getting rock laid down on the track surrounding the ball field. There is about 8 inches of standing water in many sections of the track. I estimate it will take about 5 dump truck loads to raise the track high enough to stay dry. I have sourced rock material close to town and have a dump truck and front-end loader/operator lined up. I have some equipment repairs lined up and i am currently looking to purchase a rough-cut mower that will be used primarily on the ball field. I also applied for a 100% matching grant for playground equipment today.

Harbor Report:

Simon Doyle, Harbormaster, Provided the following Report:

Both the main harbor and Davidson landing are at 79% capacity with 22 and 12 open spots respectively. Currently working on minor repairs and maintenance at both locations, with an emphasis on safety hazards, in preparation for the upcoming insurance inspection in October.

Current Activities:

- Had VPSO's ticket and lock 2 illegally moored vessels
- Pumped the Seanna, a vessel of concern, twice and assisted in getting a local custodian of the vessel in place and engaged.
- Restored water to the west finger of the main harbor by repairing broken spigot.
- Installed sanitizer dispensers in Davidson Landing Restrooms.
- Working on a want and needs list for both harbors

Upcoming Projects:

- Main harbor navigation beacon/light restored to working order
- Clean, repair, and refurbish fish cleaning station, prepare it for the off season move.
- ADOT&PF Harbor Facility Grant for the FY24 year. I will be ready to work with the new City Administrator on the Grant application which is due by August of 2022. We encourage the public to provide input on ways to improve the city's harbors.
- Soda vending machine moved to the harbor, increasing revenue and convenience
- Repair and repaint out buildings at the main harbor (life vest & water/electrical shed).

END DEPARTMENT REPORTS

7) **PUBLIC COMMENTS:**

Harvey McDonald commented on the following:

- IFA board met and appointed one person to the At Large seat on the board. There were three nominations, all where wonderful candidates so it was a very tough decision. McDonald stated that the IFA Board selected Doug Rhodes to fill the At-Large seat.

8) **COUNCIL COMMENTS:**

Cunningham provided the following comments:

- Is the pole that AP&T is talking about the one that houses the light that shines on the flag and top of the dock
- At the last meeting there was a statement in the Administrator Contract that if the City requires employees to be vaccinated or be terminated that the Administrator would receive his severance in full, as the leave would be without cause.

Jennings commented on the following:

- Will the trainings discussed for wastewater include trainings like Confined Space?

Burger commented on the following:

- Thanked the Harbormaster Simon Doyle and commented that he was doing a great job with repairs and more happening on the harbor.

9) **CONSENT AGENDA:**

- Minutes of the September 7, 2021, Regular City Council Meeting.
- Minutes of the August 17th Regular Meeting & August 26, 2021, Special City Council Meeting:

Edenfield moved to approve the consent agenda consisting of the Minutes for the August 17th and 26th and September 7th City Council Meetings. Kerkof seconded the motion. There was no further discussion.

MOTION: Move to approve the approve the consent agenda consisting of the Minutes for the August 17th and 26th and September 7th City Council Meetings.

F/S: Edenfield/Kerkof

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

NAYS: None

STATUS: Motion Passed.

10) **NEW BUSINESS:**

- a) **Resolution 21-09-21-01**, accepting Land Patent for Tract D-1, of the Alaska State Land Survey No. 2013-53, containing 4.81 acres, as drafted without amendments, discussion and action item:

Edenfield moved to approve Resolution 21-09-21-01, accepting the Land Patent as drafted for Tract D-1. Burger seconded the motion. Cunningham stated the deed includes a statement that the State will retain all mineral rights. Kerkof inquired if the city would be selling plots.

The City Clerk responded that once the patent is filed, the City can begin the process of getting the cemetery prepared for selling plots. The City still needs to have the land surveyed out to show where lots will be, adopt an ordinance providing for the procedures for managing the plots, and managing the maintenance of the site. There was no further discussion.

MOTION: Move to approve Resolution 21-09-21-01, accepting the Land Patent as drafted for Tract D-1.
F/S: Edenfield/Burger
YEAS: Edenfield, Jennings, Kerkof, Burger, Cunningham & Stram
NAYS: None
STATUS: Motion Passed.

- b) **Resolution 21-09-21-02**, renewing the rental agreement between the City of Thorne Bay and Cindy Edenfield for the rental of RV Trailer, in the Thorne Bay RV Park, discussion and action item:

Burger moved to approve Resolution 21-09-21-02, renewing the rental agreement between the City of Thorne Bay and Cindy Edenfield for the rental of RV Trailer, in the Thorne Bay RV Park. Cunningham seconded the motion. Edenfield inquired if she should abstain from voting for a potential conflict of interest.

The City Clerk stated that the action did not provide a financial gain directly to Edenfield, so it was not required. Clerk inquired if any of the councilmembers felt that Cindy should abstain from voting. Consensus was there was no conflict.

MOTION: Move to approve Resolution 21-09-21-02, renewing the rental agreement between the City of Thorne Bay and Cindy Edenfield for the rental of RV Trailer, in the Thorne Bay RV Park
F/S: Burger/Cunningham
YEAS: Edenfield, Jennings, Kerkof, Burger, Cunningham & Stram
NAYS: None
STATUS: Motion Passed.

- c) **Resolution 21-09-21-03**, renewing the rental agreement between the City of Thorne Bay and Cornerstone Excavations for the rental of 1 acre in the Thorne Bay Sort Yard, discussion and action item:

Edenfield moved to approve Resolution 21-09-21-03, renewing the rental agreement between the City of Thorne Bay and Cornerstone Excavations for the rental of 1 acre in the Thorne Bay Sort Yard. Burger seconded the motion. There was no further discussion.

MOTION: Move to approve Resolution 21-09-21-03, Renewing the rental agreement between the City of Thorne Bay and Cornerstone Excavations for the rental of 1 acre in the Thorne Bay Sort Yard

F/S: Edenfield/Burger

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

NAYS: None

STATUS: Motion Passed.

11) **EXPENDITURES EXCEEDING \$2,000.00:**

- a) **Authorizing the expense of \$3,326.71, to HD Fowler for purchase of SIMTAP Drilling Machine Kit, discussion and action item:**

Edenfield moved to approve the expenditure of \$3,326.71, to HD Fowler for purchase of SIMTAP Drilling Machine Kit. Burger seconded the motion.

Jennings explained that the machine was for tapping into live services for new services. Currently the City would have to shut off the water to provide new service lines in town, and even then, it would be difficult. This is a necessity if you ever want new services in town.

MOTION: Move to approve the expenditure of \$3,326.71, to HD Fowler for purchase of SIMTAP Drilling Machine Kit

F/S: Edenfield / Burger

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

NAYS: None

STATUS: Motion Passed.

- b) **Authorizing the expense for purchasing a new 5 cyd Dump Truck and Sander for Streets and Roads Winter Maintenance discussion and action item:**

Edenfield moved to approve an expenditure for dump truck/sander truck, not to exceed \$100,000.00. Kerkof seconded the motion.

The City Clerk explained the urgent need to provide parameters for purchasing a truck. The staff has been shopping for trucks, but whenever they find one, the truck sells before the Council has the chance to vote on it. If the Council would provide the maximum purchase price they would approve for a sander truck, the staff can begin negotiations and commit to the truck. If one is found that the staff wants to commit to, they will let the dealer know and the Clerk will request a special meeting if needed to get final approval from the council. Cunningham commented he was against a plow truck for Southside. He felt a grader did the best work.

MOTION: Move to authorize an expenditure for dump truck/sander truck, not to exceed \$100,000.00.

F/S: Edenfield/Kerkof

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

NAYS: None

STATUS: Motion Passed.

12) CONTINUATION OF PUBLIC COMMENT:

There were no public comments.

13) CONTINUATION OF COUNCIL COMMENT:

Cunningham commented on following

14) ADJOURNMENT:

Mayor Edenfield adjourned the meeting at 7:09p.m.


Cindy Edenfield, Mayor

ATTEST:


Teri Feibel, CMC