

AGENDA

FOR THE REGULAR MEETING
OF THE CITY COUNCIL FOR
THE CITY OF THORNE BAY, ALASKA

TUESDAY, December 7, 2021

TIME: 6:30 p.m.

THERE WILL BE A WORKSHOP HELD PRIOR TO THE COUNCIL MEETING BEGINNING AT 6:00 PM

LOCATION: TELECONFERENCE/VIDEO CONFERENCING LINE

Phone Number: 1-408-418-9388

Meeting Weblink:

<https://cityofthornebay.my.webex.com/cityofthornebay.my/j.php?MTID=m99f71eee7f975b71d7ee0f97c5e44a1>

Meeting number (access code): 182 323 7632

Meeting password: MghMxgJy424 (64469459 from phones and video systems)

- 1) CALL TO ORDER:
- 2) PLEDGE TO FLAG:
- 3) ROLL CALL:
- 4) APPROVAL OF AGENDA:
- 5) MAYOR'S REPORT:
- 6) ADMINISTRATIVE REPORTS:
 - a) City Administrator & City Clerk:
- 7) PUBLIC COMMENTS:
- 8) COUNCIL COMMENTS:
- 9) CONSENT AGENDA:
 - a) Minutes of the November 16th, 2021, Regular City Council Meeting, discussion and action item:
- 10) NEW BUSINESS:
 - a) Resolution 21-12-07-01, accepting the mayor's recommendation that Tlingit & Haida Central Council hire Thorne Bay resident Matthew Mendonsa as the second VPSO in Thorne Bay, discussion and action item:
 - b) Resolution 21-12-07-02, authorizing the donation of the "old library" trailer to the City of Whale Pass, discussion and action item:
- 11) ORDINANCE FOR PUBLIC HEARING:
 - a) Ordinance 21-11-16-02, amending Title 13-Utilities, Chapters 13.14-Sewage Service Rates, 13.52-Discontinuance of Water Service, and 13.70-Solid Waste Services, discussion and action item:
 - b) Ordinance 21-12-07-01, amending Title 17-Planing & Zoning, Chapter 17.04-Zoning, Section 17.04.034-Greentree Heights Residential Zone, Subsection 17.04.034 (d) Development Standards, Section (12) Potable water supply discussion and action item:
- 12) ORDINANCE FOR INTRODUCTION:
 - a) Ordinance 21-12-21-01, Title 2 – Administration and Personnel, Chapter 2.24-Officers and Employees, Sections 2.24.030-Employment, Subsection (i) Holidays; and 2.24.040-Travel and Per diem, updating the Holiday Calendar to include Juneteenth and Travel Mileage Reimbursement rate to be consistent with the GSA/IRS Mileage Reimbursement Rates, discussion and action item:

13) EXPENDITURES EXCEEDING \$2,000.00:

- a) Authorizing the expenditure of \$2,820.53 to USA Bluebook for the purchase of testing supplies for Solid Waste Facility, discussion and action item:
- b) Authorizing the expense of \$2,212.50, *plus shipping costs*, to Pioneer Supply for Wire Tie machine replacement parts, discussion and action item:

14) CONTINUATION OF PUBLIC COMMENT:

15) CONTINUATION OF COUNCIL COMMENT:

16) ADJOURNMENT:

POSTED: December 3, 2021

JOIN BY WEBEX – ONLINE VIDEO/TELECONFERENCING

Regular City Council Meeting

Tuesday, December 7th, 2021, 6:30 pm

Meeting Link:

<https://cityofthornebay.my.webex.com/cityofthornebay.my/j.php?MTID=m99f71eee7f975b71d7ee0f9f7c5e44a1>

Meeting number: 182 323 7632

Password: MghMxgJy424 (64469459 from phones and video systems)

Join by video system

Dial **1823237632@webex.com**

You can also dial 173.243.2.68 and enter your meeting number.

Join by phone

+1-408-418-9388 United States Toll

Access code: **182 323 7632**

MINUTES
FOR THE REGULAR MEETING
OF THE CITY COUNCIL FOR
THE CITY OF THORNE BAY, ALASKA
TUESDAY, November 16, 2021,

TIME: 6:30 p.m.

LOCATION: TELECONFERENCE/VIDEO CONFERENCING LINE

There was a workshop held prior to the council meeting beginning at 6:00 pm

1) CALL TO ORDER:

Burger 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:

Jennings, Oatman, Stram, Kerkof, Burger, Nyquest & Hartwell

4) APPROVAL OF AGENDA:

Burger moved to approve the agenda as written. Hartwell seconded the motion. There was no further discussion.

MOTION: Move to approve the agenda as written

F/s: Burger/Hartwell

YEAS: Nyquest, Kerkof, Stram, Hartwell, Oatman, Burger & Jennings

NAYS: None

STATUS: Motion Passed.

5) MAYOR'S REPORT:

Burger reported the following:

- Fire Engines parked next to the main fire hall are now moved.
 - White one was sold and
 - The other one was moved to Davidson Landing Fire Hall and stored inside the barn
 - Dave Egelston worked with the VPSO and was able to show him the complete operations of it and found the truck was still operational and not broken as originally told.
- The city is in urgent need of Fire and EMS Volunteers

6) ADMINISTRATIVE REPORTS:

a) City Clerk:

Teri Feibel, reported the following:

- Update on Administrator John Huestis:
 - Had his second surgery and his Dr. has indicated 3-4 weeks off mostly because of the large gas bubble in his eye and he cannot fly until he gets the Dr's release.

- He will go back in on the 19th and will push for a partial release to be able to do remote work at his discretion and pending on his recovery going well.
- He will have more of an update after his follow up next week.

➤ **FINANCIAL REPORT:**

○ **QuickBooks income/expense July 1, 2021 – November 15, 2021**

- Income \$693,682.53
- Expense \$605,679.52

Net Income \$ 88,003.01

○ **Tongass Federal Checking:**

- CHECKING \$126,225.75
- 60% SALES TAX \$96,512.92
- 40% SALES TAX \$141,352.94
- OCC TAX GEN. \$2,400.18
- OCC TAX EMS \$9,500.61
- OCC TAX TOUR \$10,730.28
- OCC TAX PARKS \$10,658.98
- OCC TAX HARB \$23,490.40
- HARBOR \$99,926.45
- WATER UTL R&R \$32,275.83
- SEWER UTL R&R \$30,575.28
- SOL WASTE R&R \$27,259.99
- COM CENTER \$7,502.70
- HEALTH PREM \$5,070.87

Subtotal: \$623,483.18

○ **First Bank Balances:**

- Checking \$33,640.35

○ **Wells Fargo Money Market and Bonds**

- Mutual Funds \$528,365.10
- Stocks, Opt & EFT's \$42,735.00
- Cash Sweep Balances \$93,636.28
- Money Market Funds \$295,992.77

Subtotal: \$960,729.15

b) **Department Reports (Water, Wastewater, Harbor, Solid Waste, Streets & Roads)**

➤ **Parks Department Report:**

- Recently I've cleaned and organized the concessions shed up by the field for a workspace and storage area. I built a temporary work bench in there and made tool holders as well.
- I pressure washed the basketball court and put-up new nets on the hoops, pressure washed the picnic tables at the claw and picked up litter around town.

Parks continued:

- I'm currently doing brush and limb removal around the claw (to open up view), I'm also working on the planning of the Community Christmas Dinner, (December 16th), and planning the Thorne Bay Days events schedule.
- The pole mounted Christmas lights have arrived. I have inspected and plugged in each one of them and they are all in good working order.
- I am having ongoing issues with trying to purchase the rough-cut mower tax free. I'm working with their accounting agency to try to rectify the situation.

➤ Harbor Department Report:

- **Upcoming Projects:**
 - Replacement of signage on docks
 - Auction or removal of F/V Seanna, designated Nuisance Vessel
 - Cleaning, assessing, and repair of wooden docks, hardware, and utilities
 - Upcoming visit from yacht club scheduled for end of June
- **Current and Completed Projects:**
 - Coordinating with Northern Sales to use vending machine located at Bay Chalet
 - Maintenance, cleaning, and winterization performed on Harbor Master boat
 - Installation of lights in Davidson Landing bathrooms
 - Completed HAZWOPER training
 - Shut off water to docks and moved fish cleaning station for the winter season
 - Removed deer carcass discarded next to boat ramp

➤ Solid Waste Department Report:

- Currently the only project they have is clearing trees out of cell #1 so that they can continue bailing and burying the garbage.
- Secondly, they are continuing to work on the building. It is getting old enough that it is having more issues that continue rising and needing fixed.
- Keeping things around the solid waste site cleaned up and trying to organize the outer shed.
- Would like to get more of some of the trees behind the main building to make more room for the vehicles.
- The bailer is having some sensor issues with and the wire tie needs fixed.
- The rest of the dump operations are running smoothly.

➤ VPSO McGinnis:

- I am meeting with Dave Egelston about one of the fire engines tomorrow. It may still be in working condition.
- We ordered some new hose to begin to replace some of the older stock
- I am working on the Volunteer Fire Assistance Grant
 - That could give us \$5000.00 worth of gear (I thought that it was 10,000, guess who told me that?), we do have to pay ~ %10 of the total cost, and maybe \$200.00 in shipping
 - - am asking for a portable pump, x2 halligan bars, x2 flathead axes, some adapters, and some hand tools.

7) PUBLIC COMMENTS:

➤ Trish Clowar commented on the following

- Want to express earnest thank you to all those who came together to aide in putting out the fire at Adventure AK.
- Grateful no one was hurt in the fire
- Blessing so many people immediately showed up to help
- Special thank you to Jim Silverthorn who first noticed the fire
- Special Thank you to Dave Egelston who went and retrieved the fire truck swiftly which mitigated the spread of the damage
- Want to give a donation to the fire department for their help, total donation of \$1,000.00

8) COUNCIL COMMENTS:

➤ Nyquest commented on the following:

- Thank you to Adventure AK for their acknowledgement
- Clarified that he voted in favor of an expenditure at the last meeting after he had initially spoken unfavorably about it, because his concerns had been answered during the comment period of the action item.

➤ Stram commented on the following:

Thank you to whomever filled in the potholes in the Subdivision

Clerk explained it resident Randal Miyahara was the one who had taken his time to do that.

9) CONSENT AGENDA:

a) Minutes of the October 11th, 18th, and November 8th, 2021, Special City Council meetings, discussion and action item:

Burger moved to approve the Consent Agenda, consisting of the minutes from the October 11th and 18th and November 8th, Special City Council meetings. Nyquest seconded the motion. There was no further discussion.

MOTION: Move to approve the Consent Agenda, consisting of the minutes from the October 11th and 18th and November 8th, Special City Council meetings

F/S: Burger/Nyquest

YEAS: Nyquest, Stram, Kerkof, Hartwell, Oatman, Burger & Jennings

NAYS: None

STATUS: Motion Passed.

10) NEW BUSINESS:

a) Resolution 21-11-16-01, authorizing the Mayor or City Administrator to grant a waiver or reduction in fees for costs associated with the disposal of materials and debris resulting from natural disasters or accidental structure fires, discussion and action item:

Burger moved to approve Resolution 21-11-16-01, authorizing the Mayor or City Administrator to grant a waiver or reduction in fees for costs associated with the disposal of materials and debris resulting from natural disasters or accidental structure fires. Oatman seconded the motion.

Kerkof commented that he wanted to see cases like these be brought to the entire council for many reasons. One this is a rare occurrence, so would not be an impact on the council to address Second, puts an onus on the mayor and administrator to have to take that on, blame or credit whichever. Nyquest and Oatman commented on favor of each occurrence being voted upon by the Council and not the Administration. There was further discussion.

MOTION: Move to approve Resolution 21-11-16-01, authorizing the Mayor or City Administrator to grant a waiver or reduction in fees for costs associated with the disposal of materials and debris resulting from natural disasters or accidental structure fires.

F/S: Burger/Oatman

YEAS: None

NAYS: Stram, Nyquest, Kerkof, Jennings, Hartwell, Oatman & Burger

STATUS: Motion Failed.

- b) **Resolution 21-11-16-02**, amending Resolution 21-10-18-03, updating account signers for the City of Thorne Bay's banking accounts with Tongass Federal Credit Union, First Bank and Wells Fargo Financial, discussion and action item:

Burger moved to approve Resolution 21-11-16-02, updating account signers for the City of Thorne Bay's banking accounts with Tongass Federal Credit Union, First Bank and Wells Fargo Financial, Hartwell seconded the motion. There was no further discussion.

MOTION: Move to approve Resolution 21-11-16-02, updating account signers for the City of Thorne Bay's banking accounts with Tongass Federal Credit Union, First Bank and Wells Fargo Financial

F/S: Burger/Hartwell

YEAS: Stram, Nyquest, Kerkof, Jennings, Hartwell, Oatman & Burger

NAYS: None

STATUS: Motion Passed.

11) ORDINANCE FOR PUBLIC HEARING:

- a) **Ordinance 21-11-16-01**, amending Title 3-Revenue and Finance, Chapter 3.17-Consumer Sales Tax, Section 3.17.080-Penalty and Interest on Delinquent Taxes, discussion and action item:

Burger moved to adopt Ordinance 21-11-16-01, amending Title 3-Revenue and Finance, Chapter 3.17-Consumer Sales Tax, Section 3.17.080-Penalty and Interest on Delinquent Taxes. Hartwell seconded the motion. Public Hearing Comments:

MOTION: Move to adopt Ordinance 21-11-16-01, amending Title 3-Revenue and Finance, Chapter 3.17-Consumer Sales Tax, Section 3.17.080-Penalty and Interest on Delinquent Taxes

F/S: Burger/Hartwell

YEAS: Kerkof, Jennings, Stram, Nyquest, Hartwell, Burger & Oatman

NAYS: None

STATUS: Motion Passed.

12) ORDINANCE FOR INTRODUCTION:

- a) **Ordinance 21-12-07-01**, amending Title 17-Planing & Zoning, Chapter 17.04-Zoning, Section 17.04.034-Greentree Heights Residential Zone, Subsection 17.04.034 (d) Development Standards, Section (12) Potable water supply discussion and action item:

Burger moved to approve Ordinance 21-12-07-01, amending Title 17-Planing & Zoning, Chapter 17.04-Zoning, Section 17.04.034-Greentree Heights Residential Zone, Subsection 17.04.034 (d) Development Standards, Section (12) Potable water supply. Stram seconded the motion. Discussion included making sure the property owners had been notified of the proposed amendment.

MOTION: Move to approve Ordinance 21-12-07-01, amending Title 17-Planing & Zoning, Chapter 17.04-Zoning, Section 17.04.034-Greentree Heights Residential Zone, Subsection 17.04.034 (d) Development Standards, Section (12) Potable water supply
 F/S: Burger/Stram
 YEAS: Burger, Oatman, Kerkof, Jennings, Stram, Nyquest & Hartwell
 NAYS: None
 STATUS: Motion Passed.

13) CONTINUATION OF PUBLIC COMMENT:

No further public comments.

14) CONTINUATION OF COUNCIL COMMENT:

Nyquest commented on the following:

- Apologized to the clerk, the council could have amended the resolution by changing just a couple of words to approved by the Council and striking Mayor and/or Administrator.

Kerkof commented on the following:

- Need to find a way to get people on EMS/Fire. Strictly volunteering is not working. I had mentioned before offering tax

15) ADJOURNMENT:

Burger adjourned the meeting at 7:06 p.m.

Lee Burger, Mayor

ATTEST:

Teri Feibel, CMC



Sponsor: Mayor Lee Burger
Adopted On: _____
Vote: ___ Yeas, ___ Nays, ___ Absent

**RESOLUTION 21-12-07-01
CITY OF THORNE BAY**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF THORNE BAY, ACCEPTING THE MAYOR'S RECOMMENDATION THAT TLINGIT & HAIDA CENTRAL COUNCIL HIRE THORNE BAY RESIDENT MATTHEW MENDONSA AS THE SECOND VPSO IN THORNE BAY

WHEREAS, the City Council is the governing body for the City of Thorne Bay; and

WHEREAS, Thorne Bay actively participates in the VPSO program through a Memorandum of Agreement between the City and Tlingit & Haida Central Council; and

WHEREAS, VPSO's serve as the first level public safety responder in the City and provides services appropriate to that role, including law enforcement, fire protection and prevention, water safety, search and rescue, community policing, public safety education, disaster coordination, and probation and parole monitoring, as directed by Tlingit & Haida; and

WHEREAS, Tlingit & Haida is a federally recognized Indian tribe, and participates in the State of Alaska's Village Public Safety Officer ("VPSO") Program pursuant to a grant from the State of Alaska, Department of Public Safety, authorized by AS 18.65.670 ("the VPSO Grant Agreement"); and

WHEREAS, Tlingit & Haida shall, subject to its ability to hire, employ VPSO's to provide VPSO services in the City in accordance with the terms and conditions of the VPSO Grant Agreement; and

WHEREAS, Tlingit & Haida Central Council, after performing extensive background checks, employment vetting; provided Matthew Mendonsa as a candidate for the VPSO position in Thorne Bay; and

WHEREAS, the Mayor, City Administrator and the City Clerk all participated in the interviewing process with Tlingit & Haida Central Council for the candidate on November 30, 2021; and

WHEREAS, after careful review and consideration of the candidate, it is the recommendation of City Council for the City of Thorne Bay that Tlingit and Haida Central Council hire Matthew Mendonsa as the second VPSO for the City of Thorne Bay.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF THORNE BAY, ALASKA:

- Section 1: That the above findings are true and correct and are the official recommendation of the City Council for the Tlingit and Haida Centra Council.
- Section 2: VPSO's are employees of Tlingit & Haida and solely subject to the Personnel Policies and administrative rules and procedures of Tlingit & Haida; and
- Section 3: Thorne Bay accepts and appoints Matthew Mendonsa as the second VPSO for the City of Thorne Bay.

PASSED AND APPROVED by the City Council of the City of Thorne Bay, Alaska this 7th day of December 2021

Lee Burger, Mayor

ATTEST:

Teri Feibel, CMC



Sponsor: Mayor Lee Burger
Adopted On: _____
Vote: ___ Yeas, ___ Nays, ___ Absent

**CITY OF THORNE BAY
RESOLUTION 21-12-07-02**

A RESOLUTION OF THE CITY COUNCIL OF THORNE BAY, ALASKA, APPROVING THE DONATION OF THE A MOBILE TRAILER AKA “THE OLD LIBRARY” TO THE CITY OF WHALE PASS

WHEREAS, the City Council is the governing body of Thorne Bay, Alaska; and

WHEREAS, in 2006 the Southeast Island School District donated a 60-foot mobile home trailer that was used as the Naukati School, to the City of Thorne Bay; and

WHEREAS, the Friends of the Library, in conjunction with the City, have been working to construct a new Library Facility; and

WHEREAS, the Friends of the Library, through means of fundraising efforts, donations and grant funding awarded by the Rasmussen Foundation, were able to secure the necessary funds to have Timberland Homes construct a new Library building for the City of Thorne Bay; and

WHEREAS, with the move of the library to the new building, the City will have a surplus mobile home trailer, classified as “personal property” to dispose of; and

WHEREAS, the Thorne Bay Municipal Code (TBMC) Chapter 2.56 – City Property, Article IV – Disposition of City Owned Personal Property, dictates the means in which the city may dispose of personal property; and

WHEREAS, as per the TBMC, Section 2.56.410, competitive bidding is not required for the disposition of the “Old Library” building because (1) the value of the building does not exceed five thousand dollars and (2) the proposed price of the building is not less than that the city paid to acquire the building; and

WHEREAS, the City of Whale Pass submitted a letter of interest to acquire the “Old Library” building for use as a municipal building; and

WHEREAS, the City Council deems it to be in the best interest of the City to donate the 60-foot modular trailer aka “Old Library” to the City Whale Pass.

NOW, THEREFORE BE IT RESOLVED THAT the City Council for the City of Thorne Bay authorizes the mayor to execute all documents required in connection with the donation and transfer of the mobile trailer to the City of Whale Pass.

PASSED AND APPROVED by a duly constituted quorum of the City Council this 7th day of December 2021 .

Lee Burger, Mayor

ATTEST:

Teri Feibel, CMC



The City of Whale Pass

Box WWP
Ketchikan, AK 99950-0280
907-846-5222
cityofwhalepass@gmail.com

December 1st, 2021

To: The City of Thorne Bay and Thorne Bay Friends of the Library

From: The City of Whale Pass

Re: Library Building Acquisition

The City of Whale Pass would like to formally express their interest in acquiring the old Thorne Bay library building. It would suit the needs of Whale Pass and contribute greatly to the growth and development of our community.

The final decision for acquisition is contingent upon the Whale Pass City Council's vote on December 21st, 2021.

Thank you,

Dawn Waldal-Anderson
Mayor
City of Whale Pass



Introduction: November 8, 2021
Public Hearing: December 07, 2021
Vote: ___ Yeas, ___ Nays, ___ Absent

**CITY OF THORNE BAY
ORDINANCE 21-11-16-02**

AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF THORNE BAY, ALASKA, AMENDING TITLE 13-UTILITIES, CHAPTER 13.02-APPLICATION FOR SERVICES, SECTION 13.02.025 – CHANGE OF APPLICANT NAME AND BILLING ADDRESS, AND CHAPTER 13.70-SOLID WASTE, SECTION 13.70.310 – CHANGE OF APPLICANT NAME AND BILLING ADDRESS

BE IT ENACTED BY THE CITY COUNCIL FOR THE CITY OF THORNE BAY ALASKA

- Section 1. Classification.** This ordinance is of a general and permanent nature, the chapter and section hereby amended shall be added to the Thorne Bay Municipal Code.
- Section 2. Severability.** If any provisions of this ordinance or any application thereof to any person or circumstances is held invalid, the circumstances shall not be affected thereby.
- Section 3. Amendment to Code.** Amendments to the City Code are identified by the following text font: **(CAPITALIZED BOLD TEXT)** indicates text to be added to the current code, and ~~(red stricken text)~~ indicates text to be deleted from the current code.
- Section 4. Adoption.** The Title & Chapter of TBMC, Title 13-Utilities, Chapter 13.02-Application for Services, Section 13.02.025 – Change of Applicant Name and Billing Address, and Chapter 13.70-Solid Waste, Section 13.70.310 – Change of Applicant Name and Billing Address, is hereby amended and shall be added to the Thorne Bay Municipal Code as written on page 2 of this ordinance.
- Section 5. Effective Date.** This ordinance shall become effective upon adoption.

PASSED AND APPROVED this 7th day of December 2021, by a duly constituted quorum of the City Council.

ATTEST:

, Mayor

Teri Feibel, CMC

ADDITIONS ARE IN CAPITAL AND BLUE

~~Deletions are red and stricken~~

AMENDING TITLE 13 - UTILITIES
CHAPTERS 13.02-APPLICATION FOR SERVICES &
13.70-SOLID WASTE

CHAPTER - 13.02 APPLICATION FOR SERVICES:

Section 13.02.025 shall hereby be amended and read as follow:

13.20.025 CHANGE OF APPLICANT NAME AND BILLING ADDRESS.

WHEN AN OWNER OF CUSTOMER'S PREMISES REQUESTS IN WRITING THAT SERVICE BE CHANGED FROM THE NAME OF THE CUSTOMER INTO THE OWNER'S NAME ONLY AND THAT THE BILLING ADDRESS BE CHANGED TO THE OWNER'S ADDRESS, AND PROVIDED THAT CUSTOMER AND OWNER ARE NOT IN VIOLATION OF ANY OF THE PROVISIONS OF THIS CHAPTER, SUCH REQUEST SHALL BE HONORED BY THE CITY UPON CITY'S RECEIPT OF A TEN DOLLAR SERVICE CHARGE PER UTILITY TO PERFORM SUCH CHANGE. (ORD. 21-12-07-01)

Section 13.70.310 shall hereby be removed from the Thorne Bay Municipal Code:

~~13.70.310 CHANGE OF APPLICANT NAME AND BILLING ADDRESS.~~

~~When an owner of customer's premises requests in writing that service be changed from the name of the customer into the owner's name only and that the billing address be changed to the owner's address, and provided that customer and owner are not in violation of any of the provisions of this chapter, such request shall be honored by the city upon city's receipt of a five-dollar service charge to perform such change. (Ord. 88-48 § 5(part), 1988)~~



Introduction: November 16, 2021
Public Hearing: December 07, 2021
Vote: ___ Yeas, ___ Nays, ___ Absent

**CITY OF THORNE BAY
ORDINANCE 21-12-07-01**

AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF THORNE BAY, ALASKA, AMENDING TITLE 17-ZONING, CHAPTER 17.04-PLANNING AND ZONING, SECTION 17.04.034-GREENTREE HEIGHTS RESIDENTIAL, AMENDING SECTION D-DEVELOPMENT STANDARDS, SUBSECTION (12)-POTABLE WATER SUPPLY, REMOVING THE SIZE RESTRICTION ON WATER STORAGE TANKS

BE IT ENACTED BY THE CITY COUNCIL FOR THE CITY OF THORNE BAY ALASKA

- Section 1. Classification.** This ordinance is of a general and permanent nature, the chapter and section hereby amended shall be added to the Thorne Bay Municipal Code.
- Section 2. Severability.** If any provisions of this ordinance or any application thereof to any person or circumstances is held invalid, the circumstances shall not be affected thereby.
- Section 3. Amendment to Code.** Amendments to the City Code are identified by the following text font: **(CAPITALIZED BOLD TEXT)** indicates text to be added to the current code, and **(red stricken text)** indicates text to be deleted from the current code.

Thorne Bay Municipal Code Section 17.04.034 (d)(12), shall be amended to read as follows:

- D. Potable water supply.** City water lines are not currently installed. Lot owners will need to have water wells drilled or a roof collection system with storage tank developed. Storage tanks will be placed so they do not block the view from any other lots. **and must be no larger than 3000 gallons**. Storage tanks can be enclosed in a separate building or incorporated into the Residential building. When and if City water lines are installed, all lot owners will be required to connect to the City system.

- Section 4. Adoption.** The Title & Chapter of TBMC, Title 17-Zoning, Chapter 17.04-Planning and Zoning, Section 17.04.034 (d)(12), is hereby amended and shall be added to the Thorne Bay Municipal Code as written on page 2 of this ordinance.

- Section 5. Effective Date.** This ordinance shall become effective upon adoption.

PASSED AND APPROVED this 7th day of December 2021, by a duly constituted quorum of the City Council.

ATTEST:

Lee Burger, Mayor

Teri Feibel, CMC

ADDITIONS ARE IN CAPITAL AND BLUE

~~Deletions are red and stricken~~

AMENDING TITLE 17 - ZONING
CHAPTER 17.04 - PLANNING AND ZONING

SECTION:

17.04.034 GREENTREE HEIGHTS RESIDENTIAL.

The purpose of this zone is to create an aesthetically pleasing Residential subdivision consisting of permanent single-family housing, and modular homes.

Development plans are required for all development within the Greentree Heights Residential Zone conforming to applicable standards of [Section 15.04.020](#).

D. Property Development Standards.

12. **Potable water supply.** City water lines are not currently installed. Lot owners will need to have water wells drilled or a roof collection system with storage tank developed. Storage tanks will be placed so they do not block the view from any other lots. **and must be no larger than 3000 gallons.** Storage tanks can be enclosed in a separate building or incorporated into the Residential building. When and if City water lines are installed, all lot owners will be required to connect to the City system.



Sponsor:	<u>Lee Burger, Mayor</u>
Introduction:	<u>December 07, 2021</u>
Public Hearing:	<u>December 21, 2021</u>
Vote:	___ Yeas, ___ Nays, ___ Absent

**CITY OF THORNE BAY
ORDINANCE 21-12-21-01**

AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF THORNE BAY, ALASKA, AMENDING THORNE BAY MUNICIPAL CODE (TBMC), TITLE 2 – ADMINISTRATION AND PERSONNEL, CHAPTER 2.24-OFFICERS AND EMPLOYEES, SECTIONS 2.24.030-EMPLOYMENT AND 2.24.040-TRAVEL AND PER DIEM

BE IT ENACTED BY THE CITY COUNCIL FOR THE CITY OF THORNE BAY ALASKA

Section 1. **Classification.** This ordinance is of a general and permanent nature, the chapter and section hereby amended shall be added to the Thorne Bay Municipal Code.

Section 2. **Purpose.** To amend Thorne Bay Municipal Code Title 2 – Administration and Personnel, Chapter 2.24-Officer and Employees, Sections 2.24.030-Employment, Subsection (i) Holidays; and 2.24.040-Travel and Per diem, updating the Holiday Calendar to include Juneteenth and Travel Mileage Reimbursement rate to be consistent with the GSA/IRS Mileage Reimbursement Rates.

Section 3. **Amendment to Code.** Amendments to the Thorne Bay Municipal Code are identified by the followings means: ~~(strike through)~~ indicates text to be deleted from and **(BOLD BLUE & CAPITALIZED)** indicates text added to the current code.

The Chapter and Sections 2.24.030-Employment, and 2.24.040-Travel and Per diem, are hereby amended and shall read as written on pages 3-4 of this ordinance.

Section 4. **Severability.** If any provisions of this ordinance or any application thereof to any person or circumstances is held invalid, the circumstances shall not be affected thereby.

Section 5. **Adoption.** The Chapter and Sections of 2.24-Officer and Employees is hereby adopted and added to the Thorne Bay Municipal Code.

Section 6. Effective Date. This ordinance shall become effective upon adoption.

PASSED AND APPROVED this 21st day of December 2021, by a duly constituted quorum of the City Council with a vote of ____ Yeas and ____ Nays.

Lee Burger, Mayor

ATTEST:

Teri Feibel, CMC

[Sponsor: Mayor Burger]
[Introduction Hearing: December 7, 2021]
[Public Hearing: December 21, 2021]

Amending Title 2
Chapter 2.24-Officer and Employees

SECTIONS:

2.24.030 – Employment

Subsection:

I. Holidays. The following days shall be recognized as holidays with full pay for all permanent and probationary employees who are in pay status before and following said days:

- New Year's Day January 1st
- Martin Luther King Day Third Monday in January
- President's Day, As observed nationally
- Seward's Day, Last Monday in March
- Memorial Day, Last Monday in May
- Fourth of July, July 4th
- **JUNETEENTH**
- Labor Day, First Monday in September
- Alaska Day, As observed by the State of Alaska
- Veteran's Day, November 11th
- Thanksgiving Day, fourth Thursday in November
- Half-day Christmas Eve, 12 p.m. of December 24th
- Christmas Day, December 25th

Full pay for employees is defined for the purpose of this section as:

- Permanent and probationary employees
 - . Full time employees will receive 8 hours holiday pay
 - . Part-time will receive 4 hours of holiday pay.

When a holiday falls on a Sunday, the following Monday will be observed as the holiday.

When a holiday falls on a Saturday, the preceding Friday will be observed as a holiday.

(Ordinance 17-12-05-01)

Amending Title 2
Chapter 2.24-Officer and Employees

SECTIONS:

2.24.040 – Travel and Per Diem Allowance

Subsection (b) (2):

- A. **Per Diem.** While traveling on official business and away from home or designated posts of duty overnight, an employee shall receive a per diem allowance of an amount to be determined by the DOD per diem rates calculator for Alaska. The amount will be dependent upon the area to which the employee is traveling.
- B. **Travel.** In addition to the overnight per diem reimbursement for meals and lodging in connection with approved travel, there shall be allowed at the following rate:
1. By common carrier fare, or the cost of charter or other special hire, if essential, and other similar fares as necessary for the efficient performance of official duties. No reimbursement shall be allowed for more than the lowest tourist class fare for the most direct route unless the tourist class accommodations were not available; or
 - ~~2. By private vehicle at a rate of fifty cents per mile for occasional use of privately owned vehicles. Reimbursement for actual costs of ferry fare, bridge and road or tunnel tolls shall be granted. (Ord. 8201 2 § 4, 1986)~~
 2. By private vehicle at a rate determined by the GSA / IRS Mileage Reimbursement Rates. The rate will be determined by the type of vehicle and availability of a government owned vehicle as set forth in the most recent schedule.
 3. Reimbursement for rental vehicles shall be preapproved by the Mayor or City Administrator.

EXAMPLE OF GSA/IRS MILEAGE REIMBURSEMENT RATE SCHEDULE

The GSA publishes Personally Owned Vehicle (POV) reimbursement rates each year based on studies of the actual cost of operating a POV. Under [5 U.S. Code § 5707\(b\)](#), the GSA rates must be used to reimburse federal employees. **Many private employers adopt the GSA rates as well.** There are five different mileage rates based on type of vehicle and availability of a government owned vehicle:

- 1) **Standard Mileage Rate** is used for travel in a Personally Owned Automobile (POA) when a government owned vehicle is not available or not in the government's best interest. You may drive no more than 400 miles a day. For travel farther than 400 miles, you must use commercial air-travel.
- 2) **Government Vehicle Available Rate** is given when use of a government owned vehicle is available but the traveler chooses to use a personally owned vehicle anyway. If the use of a government owned vehicle would not save the government money, then the Standard Mileage Rate may be given.

Year	Personal Owned Vehicle (POV)	Government Owned Vehicle Available	Motorcycle	Airplane
2022	\$0.560	\$0.160	\$0.540	\$1.260
2021	\$0.560	\$0.160	\$0.540	\$1.260
2020	\$0.575	\$0.170	\$0.545	\$1.270
2019	\$0.580	\$0.200	\$0.550	\$1.260
2018	\$0.545	\$0.180	\$0.515	\$1.210



EXPENSE APPROVAL

City Expense

Vendor Name Pioneer Supply Date 12/03/2021
Department Solid Waste P.O. _____
Expense Line Item: Equipment Maintenance & Repair
Project/Grant: _____

Purpose for the Expense:
Repairs to the Wire Tie Machine

Expense Account	Available Budget to Expend	Amount Requested	Remaining Budget
Equipment Maint & Repair	4,999.08	2,212.50	2,786.58
Freight	740.00	_____	_____

I certify that the expenses are in accordance with the provisions of the Municipal Code
All relevant documentation is attached.

Signature _____
Employee or Requestor

Title _____ Date _____

These expenses are appropriate
As to purpose and the amount of \$ _____

Signature _____
Immediate Supervisor

Title _____ Date _____

Fiscal Administrator

The chartfields to which these expenses are charged is appropriate for business expenses and has the necessary funds to cover the expenditure.

Fiscal Administrator (Signature)

Title

Type Name

Date

WIRE TIE MACHINE PART COSTS

1 EA 30-56832 Lever Gripper 11GA-13GA (34X) \$156.00	1	\$ 156.00	\$ 156.00
1 EA 30-57233 Fixed Gripper 11-GA (34X) \$104.00	1	\$ 104.00	\$ 104.00
1 EA 30-56663 Yoke Gripper Side 11-GA (34X) \$151.00	1	\$ 151.00	\$ 151.00
1 EA 30-56628 Twister Pinion 11-GA (34X) \$216.50	1	\$ 216.50	\$ 216.50
1 EA 40-57863 Yoke Cutter Side, 11 GA \$202.00	1	\$ 202.00	\$ 202.00
1 EA 40-57817 Insert Cutter Side Yoke \$76.00	1	\$ 76.00	\$ 76.00
1 EA 40-57217 Insert Cutter Lever \$63.00	1	\$ 63.00	\$ 63.00
2 EA 30-57133 Spring/Green L-Bar (34X) \$9.00	2	\$ 9.00	\$ 18.00
1 EA 30-57328 Spring/Brown T Bar (34X) \$8.00	1	\$ 8.00	\$ 8.00
1 EA 30-13286 Shoulder Bolt 5/16 - 18 x 3/8D x 3" \$6.00	1	\$ 6.00	\$ 6.00
2 EA 30-56926 Pinch Roll 11-GA (34X) \$410.00	2	\$ 410.00	\$ 820.00
1 EA 40-35771 Wire Separator \$72.00	1	\$ 72.00	\$ 72.00
1 EA 30-13298 SCREW, SHOULDER 5/16-18 X3/8D X 1-3/4 \$11.00	1	\$ 11.00	\$ 11.00
1 EA 30-57236 Wire Stop 11-12-13 GA (34X) \$127.00	1	\$ 127.00	\$ 127.00
10 EA 40-52401 Track Spring \$17.00	10	\$ 17.00	\$ 170.00
6 EA 40-10639 Track Pin \$2.00	6	\$ 2.00	\$ 12.00
			\$ 2,212.50



EXPENSE APPROVAL

City Expense

Vendor Name USA BlueBook Date 12/03/2021
Department Solid Waste P.O. _____
Expense Line Item: Materials and Supplies
Project/Grant: _____

Purpose for the Expense:
Supplies for testing ground water at Solid Waste Facility

Expense Account	Available Budget to Expend	Amount Requested	Remaining Budget
Materials & Supplies	3,315.99	2,764.50	495.46
Freight	740.00	56.03	683.97

I certify that the expenses are in accordance with the provisions of the Municipal Code All relevant documentation is attached.	These expenses are appropriate As to purpose and the amount of \$ _____
Signature _____ Employee or Requestor	Signature _____ Immediate Supervisor
Title _____ Date _____	Title _____ Date _____

Fiscal Administrator

The chartfields to which these expenses are charged is appropriate for business expenses and has the necessary funds to cover the expenditure.

_____	_____
Fiscal Administrator (Signature)	Title
_____	_____
Type Name	Date

QUOTATION
HDSFM
D/B/A USABLUBOOK
PO Box 9004
Gurnee, IL 60031-9004
Toll free: 1-800-548-1234
Fax: (847) 689-3030

NO. 390243

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11/30/21

Ship-to: 4
THORNE BAY CITY OF

Bill-to: 846467
THORNE BAY CITY OF

PO BOX 19110
THORNE BAY, AK 99919
USA

PO BOX 19110
THORNE BAY, AK 99919
USA

REFERENCE #	EXPIRES	SLSP	TERMS	WH	FREIGHT	SHIP VIA
CASE LB-38120	12/30/21	AJK	NET 30	101	FXD/PPD	FEDEX2DAY

QUOTED BY: AJK | QUOTED TO: SAM SAWYER

ITEM	DESCRIPTION	QUANTITY	UM	PRICE	UM	EXTENSION
90595	(LI)Hach HQ2100 Multiparameter Meter (Only), LEV015.53.2100A	1	EA	826.50	EA	826.50
37771	IntelliCAL pH Electrode Gel Filled, Standard, PHC10101	1	EA	303.05	EA	303.05
37728	IntelliCAL ORP Electrode Gel Filled, MTC10101	1	EA	390.45	EA	390.45
35682	IntelliCAL LDO Probe 1m Cable, LDO10101	1	EA	785.65	EA	785.65
37788	IntelliCAL Conductivity Probe CDC40101	1	EA	458.85	EA	458.85
ITEMS IN STOCK AT TIME OF QUOTE						

Please note that your order may be subject to applicable taxes based on current rates at the time your order is completed.

TO ORDER --

For your convenience, you may simply sign below and return via fax to 847-689-3030. We will process your order promptly and fax a confirmation so you know we have it. If you prefer to call your order in or have additional questions or concerns, you may contact our Customer Service Department @ 800-548-1234. Please note any changes to the quantities or shipping address. Thanks for choosing USABlueBook.

Authorization Signature

PO Number (if required)

MERCHANDISE	MISC	TAX	FREIGHT	TOTAL
2764.50	.00	.00	56.03	2820.53

KAYLA ZAKRZEWSKI