City of Thorne Bay
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DEPARTMENT REPORT

Subject: Monthly Department Report

Department: Administrator

Supervisor: _____

Employees: _____

Date: 5-17-2022

A Departmental Overview

Administration is busy with the annual budget cycle, preparing draft budgets for review by the department directors and Administrator to fine tune before bringing to Council. This will be on-going for the next few weeks.

Current Department Activities:

- Public Meeting was tonight to share with the public and Council the 50% design for the Davidson Landing Fire/EMS Hall Design.
- AP&T to complete relocation of major power pole on RAC project for the first 425 feet of the Kasaan Road project in conjunction with construction project staging.
- Alaska Community Foundation project for library deck going well, the deck will be completed this week with benches and concrete work remaining.
- Met with State Forestry, Greg Staunton and Survey/Land Development Managers John King and Tim Shilling about Bayview Timber Sale and future subdivision.
- Seanna and Silver Doll have been demolishing and are at the solid waste facility
- EMS boat still at Bay Company, then taking boat to Superior Marine
- Library Grand Opening scheduled for June 11th at 3:00
- Old library steps, deck, ramp, etc should be moved within the next week and the library will follow once the wheels get installed
- Senator Murkowski's staff will be here on May 31st from 10:00 to 12:00 to respond to constituents issues/comments/concerns, etc. Mobile Office will be on island
- Friends of the Library benches to be installed around the City - Karen Petersen
- E-mail from Amy McDonald - issues with Maple Trees that Mr. Wilson planted some years back. Likes the idea of the path but not over the trees. Keep the tree's

Department Reports are given at the Regular City Council Meeting the 3rd Tuesday of every month

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- Bay Chalet - Plan to prepare an RFP to have it torn down for highest and best bid
- Boat/trailer washdown area - Recommend use is open to general public for non-potable uses that require purchase of a $25 permit for harbor/ramp customers or a $50 permit for everyone else. Will bring with future rate recommendations.
- Met with Papac Logging and SE Roadbuilders to begin discussions on land lease agreement renewals. Retracing lot lines for Business Loop Subdivision lot 6 and 7.
- Completed surface water testing at the Solid Waste facility per our permit requirements - we also have a permit inspection in July.
- We will be organizing and cleaning up solid waste facility in the next couple months in preparation for the inspection and also to sort and ship metals for recycling - aluminum
- Planning to hire a project employee to operate City equipment to reorganize solid waste site ahead of inspection
- Executed Contract with R&M Engineering for survey work on project as approved last meeting by City Council.
- Parking changes at the Harbor - discuss with Council - 72 hour to 24 hour at harbor, one vehicle per reserved stalls for live-a-boards, no long term parking at ramp, 72 hour parking at old Pro Mech location across from Church
- Monday, June 13th is the first walking tour of the City from Alaska Dream Cruises

Employee Signature

Date

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