

AGENDA

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

TUESDAY, March 21, 2023

TIME: 6:30 p.m.

THERE WILL BE A WORKSHOP BEGINNING AT 6:00PM

LOCATION: IN PERSON AT CITY HALL or TELECONFERENCE/VIDEO CONFERENCING LINE

Phone Number: 1- 650-479-3208

Meeting Link:

<https://cityofthornebay.my.webex.com/cityofthornebay.my/j.php?MTID=m42b083fd76962762fbfe73f3a84b405b>

Meeting number: 182 229 9375 **Password** [D4gxVSXpz84 \(34498797 from phones and video systems\)](#)

- 1) CALL TO ORDER:
- 2) PLEDGE TO FLAG:
- 3) ROLL CALL:
- 4) APPROVAL OF AGENDA:
- 5) MAYOR'S REPORT:
- 6) ADMINISTRATOR REPORT:
- 7) PUBLIC COMMENTS:
- 8) COUNCIL COMMENTS:
- 9) CONSENT AGENDA:
 - a) MINUTES
 - i. [Minutes of the February 21, 2023, Regular City Council Meeting, discussion and action item:](#)
- 10) NEW BUSINESS:
 - a) Authorizing A Council Member To Act On Behalf Of The Mayor In The Temporary Absence Of Mayor And Vice Mayor, Discussion And Action Item
 - b) [Resolution 23-03-21-01](#), a resolution of the City Council for the City of Thorne Bay, Alaska, approving a budget for the improvement of Pearl Nelson & Playground Equipment of \$60,000.00, discussion and action item:
 - c) [Resolution 23-03-21-02](#) A Resolution of The City Council For The City Of Thorne Bay, Alaska, Approving The Request For A 6-Month Rental Extension For Charlie Carle Of Lot 3, In The Thorne Bay Rv Park
- 11) ORDINANCES FOR PUBLIC HEARING:
- 12) ORDINANCES FOR INTRODUCTION:
- 13) CONTINUATION OF PUBLIC COMMENT:
- 14) CONTINUATION OF COUNCIL COMMENT:
- 15) ADJOURNMENT:

POSTED: March 17, 2023

MINUTES
FOR THE REGULAR MEETING
OF THE CITY COUNCIL FOR THE
CITY OF THORNE BAY, ALASKA
TUESDAY, February 21, 2023

TIME: 6:30 p.m.

THERE WAS A WORKSHOP THAT BEGAN AT 6:00PM

1) CALL TO ORDER:

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

2) PLEDGE TO FLAG:

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

3) ROLL CALL:

Oatman, LaVoie, Hartwell, Burger, Jennings and Nyquest were present. Stram was excused.

4) APPROVAL OF AGENDA:

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

MOTION: Move to approve the agenda.

F/S: Burger/Hartwell

YEAS: Hartwell, Jennings, LaVoie, Burger, Nyquest & Oatman

NAYS: None

EXCUSED: Stram

STATUS: Motion Passed.

5) MAYOR'S REPORT:

There was no Mayor report given.

6) ADMINISTRATIVE REPORTS:

i. City Administrator:

John Huestis provided the following Administrator Report.

- Working on typical winter maintenance issues and special projects as required.
- The Assistant Solid Waste Operator position was posted and so far, we have received several applications. We will be holding interviews for the position soon.
- Currently working on a one-time Asbestos Disposal Permit for the hazardous materials clean-up and demolition of the old fire hall.
- Working on grant application with OVK and their consultant for the Kasaan Road and we have a Resolution of support for your consideration later in the meeting.
- Working on a reimbursement request for the Kasaan Road intersection project to the Forest Service for payment of the work done to date.
- We got an estimate for the Solid Waste Baler Building repairs, and it is included later in the meeting for your consideration for a repair contract.
- I wrote a TTP Safety grant application to repair that section of the Kasaan Road known as Killer

Hill and OVKDOT was just awarded \$1.25 Million for the project.

- There are other Department reports in your packet for your review.

7) PUBLIC COMMENTS:

Korissa Oatman commented on the following:

- Support for the new Playground equipment for Pearl Nelson Park. There is huge support from the community, but it has taken some time to get the word out. This is something that needs to be done, way past due. I came in last year asking for new equipment and the current equipment has rotten beams.
- Comments that have been heard is “there is a playground up the hill”, but that is not a public playground, there is no public parking, kids that are in homeschool cannot access during school hours.
- This committee has been formed so we can begin to get a new playground here, but we need the city support.
- We do need a community center, but we also need a park, and that is something that needs to be focused on.
- Fear to let her children play at the park while standing under the pavilion because of the condition of the equipment.
- There are people that don’t even have small children here that have donated for the new equipment.
- Important that the council move forward with the purchase of the equipment and not push out.

Tara Blair commented on the following:

- Support new playground equipment. This same equipment has been at the park since I moved here when my daughter was 2 years old. She is now 28, and it is the same equipment.
- Agree that Thorne Bay needs a new community center, but park equipment need is greater for the near future.
- Suggest that since it is harder to get grant funding for park, then maybe easier to get grant funds for a community center and that is the route to take.

Amy Jennings commented on the following:

- Agree with previous comments provided. Support for the new playground equipment.
- Submitted a grant application for \$20,000.00, but not sure how that will work out.
- Would like to have new playground equipment in the Community before summer.
- New playground equipment will also help with the aesthetics of the community.
- The funding being requested would also be used to repair the retaining wall at the park.
- Could wait for grant funding, but that could be years down the road.

Tim Lindseth commented on the following:

- Requested the next time able to grade the roads, that the City grade between Davidson Landing and 4-Corners
- Support new playground equipment purchase, it is much needed and has been a need for many years.

8) **COUNCIL COMMENTS:**

Oatman commented on the following:

- Support new playground and does not want to have it postponed.

Burger commented on the following:

- Support the playground improvement and equipment purchase.
- Part of the improvements would include filling in the area of the park that has a large slope which rolls into the retaining wall that is also falling down and replacing the retaining wall with a rock wall.

Hartwell commented on the following:

- Want to see the playground equipment purchase resolution postponed until the playground committee has a chance to meet.

Jennings commented on the following:

- Want to see the city invest in the community and playground improvements. People have donated to this improvement and whatever the public donates is less that the city would not need to spend.

9) **CONSENT AGENDA:**

a) **MINUTES**

i. **Minutes of the February 7, 2023, Regular City Council Meeting, discussion and action item:**

Burger moved to approve the consent agenda consisting of the minutes of the February 7, 2023, Regular City Council Meeting. Hartwell seconded the motion. There was no further discussion.

MOTION: Move to approve the Consent Agenda consisting of the Minutes for the February 7, 2023, City Council Meeting
F/S: Burger/Hartwell
YEAS: Burger, Nyquest, LaVoie, Hartwell, Jennings & Oatman
NAYS: None
EXCUSED: Stram
STATUS: Motion Passed.

10) **NEW BUSINESS:**

a) **Resolution 23-02-21-01**, A Resolution of the City Council Supporting the OVK Raise Grant application, discussion and action item:

Burger moved to approve Resolution 23-02-21-01, supporting the OVK Raise Grant application. Hartwell seconded the motion.

MOTION: Move to approve Resolution 23-02-21-01, supporting the OVK Raise Grant application
F/S: Burger/Hartwell
YEAS: Hartwell, Oatman, Burger, Jennings, Nyquest & LaVoie
NAYS: None
EXCUSED: Stram
STATUS: Motion Passed.

- b) **Resolution 23-02-21-02**, A Resolution of the City Council approving the updated Memorandum of Agreement for Road Maintenance with the Organized Village of Kasaan, discussion and action item:

Burger moved to approve Resolution 23-02-21-02, approving the updated Memorandum of Agreement for Road Maintenance with the Organized Village of Kasaan. Nyquest seconded the motion. There was no further discussion.

MOTION: Move to approve Resolution 23-02-21-02, approving the updated Memorandum of Agreement for Road Maintenance with the Organized Village of Kasaan
F/S: Burger/Nyquest
YEAS: Hartwell, Jennings, Burger, Nyquest, LaVoie & Oatman
NAYS: None
EXCUSED: Stram
STATUS: Motion Passed.

- c) **Resolution 23-02-21-03**, supporting the POWCAC Resolution supporting the Prince of Wales Advisory Resolution No 23-01, 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 2023, discussion and action item:

Burger moved to approve Resolution 23-02-21-03, supporting the POWCAC Resolution supporting the Prince of Wales Advisory Resolution No 23-01, 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 2023. Hartwell seconded the motion.

MOTION: Move to approve Resolution 23-02-21-03, supporting the POWCAC Resolution supporting the Prince of Wales Advisory Resolution No 23-01, 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 2023
F/S: Burger/Hartwell
YEAS: Burger, Nyquest, LaVoie, Oatman, Hartwell & Jennings
NAYS: None
EXCUSED: Stram
STATUS: Motion Passed.

- d) **Resolution 23-02-21-04**, a resolution of the City Council for the City of Thorne Bay, Alaska, approving a budget for the improvement of Pearl Nelson & Playground Equipment of \$60,000.00, discussion and action item:

Burger moved to approve Resolution 23-02-21-04, approving a budget for the improvement of Pearl Nelson & Playground Equipment of \$60,000.00. Hartwell seconded the motion.\nBurger amended his motion to postpone Resolution 23-02-21-04, to the March 7th regular meeting. Hartwell amended his second.

Huestis commented that the resolution would establish a budget for purchasing new playground equipment and park improvements. Amy Jennings, Parks & Events Coordinator has

been researching new park equipment, and we are here now to gauge the support we have from the council. The bid for the playground equipment is around \$21,000.00, and then there are shipping costs that we may be able to have Alaska Marine Lines waive for us in support of the project. Other costs in the budget include the improvements to the land and replacing the retaining wall with a rock wall. The \$60,000.00 is not all for a playset. Huestis commented that the Resolution identifies the funding from the Community Development Sales Tax Fund, however, there are other funding sources that are listed in the project budget such as the Occupancy General Account, Occupancy Parks Account and Playground fund that was created from donations from the community. The Council could choose to expend the Occupancy accounts and Playground fund account first and then remaining funds be taken from the Community Development Tax fund.

Nyquest commented that his concerns were that this was the first time he had heard about this need, and to see the request on a Friday and need to vote on a Tuesday to spend the funds. He felt that the council needed to be fiscally responsible and not spend the money just because we have it.

Nyquest commented that the sewer department may need the community tax funds if their lift station broke down.

Nyquest suggested the council approve a small budget to improve the land and rock wall but not purchase the playground equipment.

Amy Jennings apologized for not keeping the council informed that she had been working on getting new playground equipment, but this was something that was brought to her by the public when she was first hired. Jennings commented that the land fill & retaining wall were not a requirement in order to purchase at the park was not required i

MOTION: Move to postpone Resolution 23-02-21-04, to the March 7, 2023, Regular City Council Meeting
F/S: Burger/Hartwell
YEAS: Burger, Nyquest, LaVoie & Hartwell
NAYS: Oatman, Jennings
EXCUSED: Stram
STATUS: Motion Passed.

11) **ORDINANCES FOR PUBLIC HEARING: NONE**

12) **ORDINANCES FOR INTRODUCTION: NONE**

13) **CONTINUATION OF PUBLIC COMMENT:**

Deidre Jenson commented on the following:

- Last ASC meeting there were comments about wanting to see the community and school working together more. The school would be willing to participate in assisting with the park improvements.

Hartwell inquired when the next school meeting was to be held?

- Every third Thursday of the month and the next one is scheduled for March 16th. They are trying to have dinners and desert auctions to raise money for the kids.

14) **CONTINUATION OF COUNCIL COMMENT:**

Nyquest commented on the following:

- Thanked Amy Jennings for bringing the park equipment to the council, but want to see more options.

15) **ADJOURNMENT:**

Burger adjourned the meeting at 7:54 pm

ATTEST:

Lee Burger, Mayor

Caitlyn Sawyer, City Clerk/Treasurer



**CITY OF THORNE BAY
RESOLUTION 23-03-21-01**

Sponsor:	<u>Lee Burger, Mayor</u>
Adopted On:	_____
Vote:	___ Yeas, ___ Nays, ___ Absent

A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF THORNE BAY, ALASKA, APPROVING A BUDGET AND EXPENDITURES FOR THE IMPROVEMENT OF PEARL NELSON & PLAYGROUND EQUIPMENT OF \$60,000.00

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

WHEREAS, the City Council recognizes the need for park upgrades to existing play equipment at Pearl Nelson Park, which is very old, rusty, and the support beams are rotten, creating a liability to the city; and

WHEREAS, the City Parks & Events Coordinator has identified certain playground equipment from Hersberger Lawn Structures Ltd., and listed on Exhibit "A" attached hereto and incorporated herein by reference (the "Equipment") as the specific type of equipment it recommends the City purchase for Pearl Nelson City Park playground renovations; and

WHEREAS, the estimated cost to replace and install the new play equipment is \$60,000.00, and the City administration feels this is a reasonable price considering the cost of materials and work that will be required for removing existing and installing new playground equipment to include partial construction of a new rockery retaining wall along Shoreline Drive and recommends the City Council accept and authorize the budget for improvements to the Pearl Nelson Park and the purchase of the playground equipment, either as presented or something equivalent based on public input; and

WHEREAS, the Parks and Events Coordinator proposes that the purchase of new equipment and expenses for preparation and installation of the property and equipment be budgeted from the Community Development Sales Tax Savings fund which currently has \$156,550.93.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Thorne Bay, Alaska, hereby approves the purchase and installation of new Playground Equipment at the Pearl Nelson Park, for a total not to exceed amount of \$60,000 which will be paid for out of the Community Development Sales Tax Savings fund.

PASSED AND APPROVED March 21, 2023

ATTEST:

Lee Burger, Mayor

Caitlyn Sawyer, City Clerk/Treasurer

EXHIBIT A – Playground Equipment Purchase - Hershberger Lawn Structures Ltd.



Hershberger Lawn Structures Ltd.

8990 S.R. 39
Millersburg, OH 44654
Phone: (330) 674-3900
Fax: (330) 674-5559

PROPOSAL

Proposal ID	Date
760	2/9/2023
Sales Person	Page
Sales	1 of 1

Proposal To:

Amy Jennings
9228 10th Ave. S.
907-828-3380
Seattle, WA 98108
Other: Retail

Ship To:

Amy Jennings
907-828-3380
Seattle, WA 98101
Other: Retail

Decision Maker	Ship Date	Ship Via	Description	Terms	
Jennings		LTL	#911 Poly Historic Adventures	Net 10 days	
Quantity	Product ID		Description	Unit	Amount
1.00	*P911		#911 Poly Historic Adventures	21,044.00	21,044.00
			1) Poly Youngster's Yacht (includes Sail w/o Mast		
			1) Poly Youngster's Yach Mast		
			1) Poly Youngster's Yacht-Trim Package-BLUE		
			1) Poly Attachment Beam - 4 Position with Glider		
			1) Poly Attachment Beam - Hardware Box		
			1) Poly Easy Ride Post Package - 9' long		
			1) Poly Gang Plank - 12' (for 5' Floor level)		
			1) Poly Rock Climb - 7'		
			1) Poly Steps - 5'		
			1) Scoop Wave Slide - 14' - BLUE		
			1) Scoop Wave Slide - Hardware Pack		
			1) Poly Child's Table-BLUE		
			1) Poly Child's Chairs (set of two)- BLUE		
			1) Trapeze with Rings (w/soft grip chain) BLUE		
			1) Sling Swing (w/soft grip chain) BLUE		
			1) Sling Swing (w/soft grip chain) BLUE		
			1) Horse Glider w/Chain - BLUE		
			1) Hand Rails - BLUE - 1 Pair		
			1) Hand Rails - BLUE - 1 Pair		
			1) Ship`s Wheel - BLUE		
			1) Super Scope - BLUE		
			1) Super Scope - BLUE		
			2) Poly Flag - BLUE		
			2) Poly Flag - BLUE		
			1) Poly Flag - BLUE		
2.00	TO-UP		TOUCH UP STAIN - Deckscapes by Sherwin Williams		

ACCEPTANCE OF PROPOSAL

The above prices, specifications, and conditions are satisfactory and are hereby accepted.

Proposal is valid until Monday, April 10, 2023

Signature _____

Date _____

Subtotal	21,044.00
Freight	2,800.00
Sales Tax	Exempt
TOTAL	23,844.00

EXHIBIT A – Playground Equipment Purchase - Hersherberger Lawn Structures Ltd.



Playset ID: #911

Historic Adventures Ship Play Set

[TRY OUR 3D PLAYSET BUILDER! »](#)

All aboard for a voyage to the past with the Historic Adventures Ship Play Set. Your hardy sailors will love reenacting the discovery of America or new southern islands. Two Super Scopes aide in sighting trouble in time to turn the Ship's Wheel for a new direction. When travel is smooth, notations of the new lands can be recorded at the Child's Picnic Table. The young sailors can stay spry by maneuvering up and down the Rock Climb and Cargo Net. Various swings and a 14' Scoop Wave Slide help fill the long hours of floating on the open sea.

Accessory Colors:



Green Blue Burgundy Yellow

Roof Canvas Colors:



Green Blue Burgundy Yellow



Tri-Color

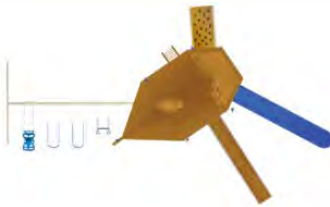
Poly

\$24,556

*pricing may vary depending on your location and installation requirements

[GET A DETAILED QUOTE »](#)

[FIND A DEALER](#)



Poly Dimensions

Length: 38'
Width: 22'
Floor Height: 5' and 7'
Swing Height: 8'

Age Appeal: 2-14

Play Capacity: 1-11

Features & Benefits



The **Easy Ride Attachment Beam - 4 Position** is built for many years of safe use and fun family times.



The **Horse Glider** offers your children another way to swing.



The **Trapeze with Rings** provides some upside-down fun.



The **2 Sling Swings** with soft grip on chains will not pinch tender hands.



Get there the more difficult way with a **7' Rock Climb**



Get there the more difficult way with a **5' Steps**



12' Gang Plank with double rope railing and wooden safety treads provides a safe walkway up into the tower.



14' Scoop Wave Slide adds an extra swoosh of excitement.



Let your youngster guide the playset with the fun **Ship's Wheel**



Keep an eye on the neighborhood with the **2 - Super Scopes**



Make the journey up the playset a little safer with the heavy-duty **2 - Steel Hand Rails**.



Create a picnic or craft area to any playset with the **Child's Table & Chairs**.



Create a picnic or craft area on any playset with the **Child's Table & Chairs**.



5 Flags adds some pops of color to the top of your tower.

Project/Program Budget Proposal

Project/Program Budget	Please list each budget line item for the project/program along with funds you are requesting, and any other funds involved.		
Budget Line Item	Requested Funds	Other Funds (please describe below)	Total Project Budget
Example: Item A	(Requested amount)	(Other available funding)	(Line total)
Historic Adventures Ship Play Set Item #911	\$24,000.00		\$24,000.00
Shipping Cost to Seattle	\$2,800.00		\$2,800.00
Shipping Cost from Seattle to Thorne Bay	\$3,000.00		\$3,000.00
Foundation Prep (heavy equipment)	\$12,000.00		\$12,000.00
Foundation Materials	\$8,200.00		\$8,200.00
shipping materials	\$3,000.00		\$3,000.00
Labor (40 hrs.)	\$7,000.00		\$7,000.00
Totals	\$60,000.00	\$0.00	\$60,000.00

Sources of other funds	Amount	Status of funds (e.g., already secured, uncertain, etc.)
Community Development Sales Tax Savings	\$156,550.93	
Occupancy Tax – General	\$3,507.79	
Occupancy Tax - Parks	\$11,328.28	
Playground Fund	\$2,005.85	
TOTAL	\$ 173,392.85	



Sponsor: Lee Burger
Introduction: March 21, 2023
Adopted On: _____
Vote: ____ Yeas, ____ Nays, ____ Absent

CITY OF THORNE BAY
RESOLUTION 23-03-21-02

A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF THORNE BAY, ALASKA, APPROVING THE REQUEST FOR A 6-MONTH RENTAL EXTENSION FOR CHARLIE CARLE OF LOT 3, IN THE THORNE BAY RV PARK

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

WHEREAS, the Thorne Bay Municipal Code 12.04.030-Occupancy Duration, Monthly Renters, provides that use of an RV space is limited to six consecutive months, unless an extension is approved by the City Council upon written request of renter; and

WHEREAS, Charlie Carle wishes to renew his rental term for an additional six month; and

WHEREAS, has resided in the Thorne Bay RV Park since July 2022 and has kept current on his accounts with the city; and

WHEREAS, the City Administrator has no objection to approving the request for a six-month extension for Lot 3 rented to Charlie Carle.

NOW THEREFORE, BE IT RESOLVED that the City Council for the City of Thorne Bay hereby approves the request for a 6-month rental extension for Lot 3, in the Thorne Bay RV Park.

PASSED AND APPROVED this 21st day of May 2023, by a duly constituted quorum of the City Council with a vote of ____ Yeah, ____ Nays and ____ Absent.

ATTEST

Lee Burger, Mayor

Caitlyn Sawyer, City Clerk/Treasurer