

AGENDA

FOR THE REGULAR MEETING
OF THE CITY COUNCIL FOR THE
CITY OF THORNE BAY, ALASKA
TUESDAY, AUGUST 15, 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) ADMINISTRATIVE REPORTS:
 - a) City Administrator:
 - b) City Clerk:
- 7) DEPARTMENT REPORTS:
 - a) Water Operator Report
 - b) EMS Report
- 8) PUBLIC COMMENTS:
- 9) COUNCIL COMMENTS:
- 10) CONSENT AGENDA:
 - a) MINUTES
 - i. [Minutes of the August 1, 2023, Regular City Council Meeting, discussion and action item:](#)
- 11) NEW BUSINESS:
 - a) [Resolution 23-08-15-01](#), Updating The Authorized Signers On The City Of Thorne Bay Checking And Savings Account With Tongass Federal Credit Union And The Wells Fargo Investments Money Market And Bond Accounts, discussion and action item:
- 12) ORDINANCES FOR PUBLIC HEARING:
 - a) [Ordinance 23-08-15-01](#), Amending Title 2-Administration and Personnel, Chapter 2.04-City Council, Section 2.04.110-Filling a Vacancy, discussion and action item:
- 13) ORDINANCES FOR INTRODUCTION:
- 14) CONTINUATION OF PUBLIC COMMENT:
- 15) CONTINUATION OF COUNCIL COMMENT:
- 16) ADJOURNMENT:

POSTED: August 11,, 2023

MINUTES
FOR THE REGULAR MEETING
OF THE CITY COUNCIL FOR THE
CITY OF THORNE BAY, ALASKA
TUESDAY, August 1, 2023
TIME: 6:30 p.m.

The meeting was preceded by a workshop beginning at 6:00pm

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 Mayor Burger, Lavoie, Nyquest, Hartwell, Oatman
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, Burger, Nyquest, LaVoie, Oatman
NAYS: None
STATUS: Motion Passed.

5) MAYOR'S REPORT:

Mayor Burger reported the following:

- Received a donation toward the Greg Kerkof Recreation Center __ of \$20,000.00.
- Encouraged others who wanted to donate to please do so.

6) ADMINISTRATOR REPORT:

John Huestis provided the following Administrators Report:

- Working on another USDOT grant for the Kasaan Road Improvement Project for the first 5.4 miles. We have a Resolution in your meeting packet to discuss later
- We have taken possession of our new skid steer loader for the Solid Waste Department. We are planning to lease until the state can figure out the grant program that would purchase the machine for the City. Lease/Purchase option
- The AKDOT &PF CTP Project Evaluation Board was supposed to meet to score the Kasaan Road Application earlier this month but was again postponed. No date has been provided yet for the rescheduled meeting - now could be months off.
- We are close to having the retaining wall and regrading work completed. We will be constructing the playground equipment next and putting up a chain link fence. This project should be complete in August.
- Repairs to the fire hall caused by the leaking the leaking roof are underway. This project will be completed as time allows over the next couple months.
- We hired Zach Ender for summer help with Parks and Rec. He will be working only a couple days a week. He is going to be painting the City buildings and the Claw. Also, will be helping out with other duties as assigned.
- Working on another USDOT grant for the Kasaan Road Improvement Project for the first 5.4 miles. We have a

Resolution in your meeting packet to discuss later

- We have taken possession of our new skid steer loader for the Solid Waste Department. We are planning to lease until the state can figure out the grant program that would purchase the machine for the City. Lease/Purchase option
- The AKDOT & PF CTP Project Evaluation Board was supposed to meet to score the Kasaan Road Application earlier this month but was again postponed. No date has been provided yet for the rescheduled meeting - now could be months off.
- We are close to having the retaining wall and regrading work completed. We will be constructing the playground equipment next and putting up a chain link fence. This project should be complete in August.
- Repairs to the fire hall caused by the leaking the leaking roof are underway. This project will be completed as time allows over the next couple months.
- We hired Zach Ender for summer help with Parks and Rec. He will be working only a couple days a week. He is going to be painting the City buildings and the Claw. Also, will be helping out with other duties as assigned.

Nyquest inquired about the donation received for the Rec Center. Did that come only if the name was attached to it? Who decides what a public building will be named after or dedicated to? Would that be the public?

Administrator commented that he was not aware if the donation had a stipulation or not, but should be clarified before the city receipts the funding.

Teri Feibel commented that naming a public building should be done by a Resolution of the City Council.

Oatman inquired if the City would still be using rubber chips for the park? AML would be donating the shipping for that.

Administrator stated the City would be using wood chips.

7) PUBLIC COMMENTS:

Rob Morrison commented on the following:

- New SISD Superintendent. Introduce self and extend invitation to council if they had any collaborative projects that they would like to work on with the school, please reach out.

8) COUNCIL COMMENTS:

Nyquest commented on the following:

- inquired about the status of Councilmember Jennings.

Burger stated that his grandson reported that he had colon cancer but were still doing testing.

9) CONSENT AGENDA:

a) MINUTES

i. Minutes of the July 18, 2023, Regular City Council Meeting, discussion and action item:

Burger moved to approve the Consent Agenda consisting of the minutes from the July 18, 2023, Regular City Council Meeting. Hartwell seconded the motion.

MOTION: Move to approve the Consent Agenda consisting of the minutes from the July 18, 2023, Regular City Council Meeting

F/S: Burger/Hartwell

YEAS: Oatman, LaVoie, Nyquest, Burger & Hartwell

NAYS: None

STATUS: Motion Passed.

10) **NEW BUSINESS:**

- a) **Resolution 23-08-01-01**, a resolution of the city council, for the City of Thorne Bay, accepting the resignation of Councilman Charles Jennings, discussion and action item:

Burger moved to approve Resolution 23-08-01-01, accepting the resignation of Councilman Charles Jennings. Hartwell seconded the motion.

Comments included that Charles will be missed and held a lot of knowledge of the community and happenings for the past 25-30 years.

MOTION: Move to approve Resolution 23-08-01-01, accepting the resignation of Councilman Charles Jennings

F/S: Burger/Hartwell

YEAS: Nyquest, Burger, Oatman, LaVoie & Hartwell

NAYS: None

STATUS: Motion Passed.

- b) **Resolution 23-08-01-02**, supporting the Rural Surface Transportation Grant (RURAL) for the Kasaan to Goose Creek Road Project MP 0.0 to MP 5.4, being submitting by the Organized Village of Kasaan (OVK), discussion and action item:

Burger moved to approve Resolution 23-08-01-02, supporting the Rural Surface Transportation Grant (RURAL) for the Kasaan to Goose Creek Road Project MP 0.0 to MP 5.4, being submitted by the Organized Village of Kasaan (OVK). Nyquest seconded the motion.

Administrator Huestis commented that OVK had applied for 2 grants for the Kasaan Road improvements, one was the RAISE grant and the other was the CTP grant. Did not get the RAISE grant, CTP is still in progress. New grant opportunity, RURAL, asking for 15 million. Asking the council to make the same match amount as the previous CTP grant. Need the 20% match for the application to be valid. Recommend Council approves Resolution in support of OVK.

MOTION: Move to approve Resolution 23-08-01-02, supporting the Rural Surface Transportation Grant (RURAL) for the Kasaan to Goose Creek Road Project MP 0.0 to MP 5.4, being submitting by the Organized Village of Kasaan (OVK)

F/S: Burger/Nyquest

YEAS: Nyquest, Burger, Oatman, LaVoie & Hartwell

NAYS: None

STATUS: Motion Passed.

11) ORDINANCES FOR PUBLIC HEARING:

12) ORDINANCES FOR INTRODUCTION:

- a) **Ordinance 23-08-15-01**, Amending Title 2-Administration and Personnel, Chapter 2.04-City Council, Section 2.04.110-Filling a Vacancy, discussion and action item:

Burger moved to approve Ordinance 23-08-15-01. Hartwell seconded the motion.

Feibel clarified the reason for the ordinance; If there is a regular election scheduled within 60 days, no need to fill a vacated seat.

Oatman inquired: What seats will be up this year?

Feibel responded: Seat B, Jennings, Seat C, Lavoie, Seat E, Stram.

MOTION: Move to approve Ordinance 23-08-15-01
F/S: Burger/Hartwell
YEAS: Nyquest, Burger, Oatman, LaVoie & Hartwell
NAYS: None
STATUS: Motion Passed.

13) CONTINUATION OF PUBLIC COMMENT: None

14) CONTINUATION OF COUNCIL COMMENT:

Hartwell commented on the following:

- Tony Savage has done a wonderful job on the rock wall.

Burger Agreed.

15) ADJOURNMENT:
Burger adjourned at 7:12pm



Introduction: August 1, 2023
Public Hearing: August 15, 2023
Sponsor: Mayor Lee Burger
Vote: ___ Yeas, ___ Nays, ___ Absent

CITY OF THORNE BAY
ORDINANCE 23-08-15-01

AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF THORNE BAY, ALASKA, AMENDING TITLE 2-ADMINISTRATION & PERSONNEL, CHAPTER 2.04-CITY COUNCIL, SECTION 2.04.110 FILLING A VACANCY

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 provide a term for appointment of a new councilmember when a vacancy in office occurs within 60 days of a regular or special election.

AS 29.20.180. Filling a Vacancy.

- (a) If a vacancy occurs in a governing body, the remaining members shall, within 30 days unless a different period is provided by ordinance, appoint a qualified person to fill the vacancy. If less than 30 days remain in a term, a vacancy may not be filled.
- (b) Notwithstanding (a) of this section, if the membership is reduced to fewer than the number required to constitute a quorum, the remaining members shall, within seven days, appoint a number of qualified persons to constitute a quorum.
- (c) A person appointed under this section serves until the next regular election, when a successor shall be elected to serve the balance of the term.

Section 3. 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 4. Amendment of Section. The title and chapter of Title 2-Administration and Personnel, Chapter 2.04-City Council, Section 2.04.110-Filling a Vacancy, is hereby amended and added to the Thorne Bay City Code and shall read as shown on page 2 of this ordinance.

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

PASSED AND APPROVED August 15, 2023

ATTEST:

Lee Burger, Mayor

Caitlyn Sawyer, City Clerk/Treasurer

Ordinance 23-08-15-01

Additions are BLUE

~~Deletions are RED and Stricken~~

THORNE BAY MUNICIPAL CODE
TITLE 2 – ADMINISTRATION AND PERSONNEL
CHAPTER 2.04 - CITY COUNCIL

2.04.110 FILLING A VACANCY.

If a vacancy occurs in the council, the council by vote of a majority of its remaining members shall, **within 60 days**, designate a qualified person to fill the vacant seat. The person appointed serves until the next regular city election and until ~~his~~ **their** successor qualifies. **If a regular election is scheduled to occur within 60 days from the date a vacancy is declared, the vacancy may not be filled.** (Ord. 23-08-15-01; Prior code Ch. 4 § 10)



Hearing:	<u>August 15th, 2023</u>
Sponsor:	<u>Mayor Lee Burger</u>
Vote:	___ Yeas, ___ Nays, ___ Absent

**CITY OF THORNE BAY
RESOLUTION 23-08-15-01**

A RESOLUTION OF THE CITY COUNCIL OF THORNE BAY, ALASKA, UPDATING THE AUTHORIZED SIGNERS ON THE CITY OF THORNE BAY CHECKING AND SAVINGS ACCOUNT WITH TONGASS FEDERAL CREDIT UNION AND THE WELLS FARGO INVESTMENTS MONEY MARKET AND BOND ACCOUNTS

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

WHEREAS, Lisa Roseland resigned on June 16th, 2023; and

WHEREAS, Rose Mathis accepted the Accounts Receivable/Front Desk position; and

WHEREAS, the City Council hereby updates the authorized signers for the City’s Tongass Federal Credit Union & Wells Fargo Investments Account by adopting the following amendments:

TONGASS FEDERAL CHECKING ACCOUNT:

Removal of Authorized Signers:

- a. Lisa Roseland

2) Addition of Authorized Signer:

- a. Rose Mathis
- b. Teri Feibel

WELLS FARGO INVESTMENTS ACCOUNT:

1) Removal of Authorized Signers:

- a. Lisa Roseland

2) Addition of Authorized Signers:

- a. Rose Mathis
- b. Teri Feibel

NOW, THEREFORE BE IT RESOLVED that the City Council for the City of Thorne Bay hereby approves the following named as account signers for the City of Thorne Bay’s Tongass Federal Credit Union and Wells Fargo Investment Accounts:

TONGASS FERAL CREDIT UNION

- Lee Burger
- Robert Hartwell
- John Huestis
- Caitlyn Sawyer
- Rose Mathis

WELLS FARGO INVESTMENTS

- Lee Burger
- John Huestis
- Caitlyn Sawyer
- Rose Mathis

PASSED AND APPROVED on 15th day of August 2023

ATTEST:

Lee Burger, Mayor

Caitlyn Sawyer, City Clerk/Treasurer