

**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.

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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.
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Resolution in your meeting packet to discuss later

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- 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.

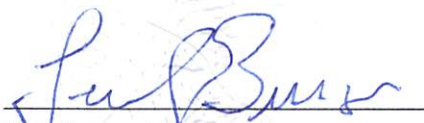
15) ADJOURNMENT:

Burger adjourned at 7:12pm

ATTEST:



Caitlyn Sawyer, City Clerk/Treasurer



Lee Burger, Mayor





## City of Thorne Bay

Thorne Bay, AK 999109

PHONE: (907) 828-3380; FAX: (907) 828-3374

E-MAIL: [cityclerk@thornebay-ak.gov](mailto:cityclerk@thornebay-ak.gov)

# DEPARTMENT REPORT

**Subject:** Monthly Department Report

**Department:** Water & Sewer Utility

**Supervisor:** Sam Sawyer, Level II Water

**Employees:** Sam Sawyer, Supervisor  
Willy Jennings, Employee

**Date:** August 2023

### ***A Departmental Overview***

The Water/Sewer Department is administered by Sam Sawyer, Level II Water Operator. The Supervisor(s) and staff are responsible for the operation and maintenance of the City's four core sanitation services: Water Treatment, Water Distribution, Sewage Collection, and Sewer Treatment. Duties include maintenance, minor and major schedule and unscheduled repairs throughout all four systems, monthly reporting to the Alaska Department of Environmental Conservation as required, direct sampling as scheduled for water quality and wastewater effluent quality compliance, implementation of a preventative maintenance schedule, construction of new water distribution mains and residential /commercial service connections and wastewater collection mains and residential/commercial service connections.

### ***Current Department Activities:***

We will continue doing most of our work at the sewer treatment plant, pressure washing, de-watering, and doing regular maintenance that can't be done in the winter months. We will also continue to flush hydrants throughout the water distribution system and will also be doing our regular water/sewer samples. At some point we will be helping put the new city playground together also.



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# DEPARTMENT REPORT

Subject: Monthly Department Report  
Department: Harbor/parks  
Supervisor: Jacob Aaro  
Employees: \_\_\_\_\_  
Date: 8-11-23

## *A Departmental Overview*

Both Harbors are near full capacity

## **Current Department Activities:**

Ongoing paint projects to go into September  
paint projects include exterior of City Hall, exterior of harbor buildings, exterior of  
VPSO office and the Claw  
Boat launch hoops are re-scheduled to be installed after paint projects complete  
ongoing marina dock pressure washing

Pearl Nelson Park  
playset and fence project to be completed sometime early to mid September

Numerous small maintenance items in Harbor, plumbing, board replacement and  
Board re-nailing



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# DEPARTMENT REPORT

Subject: Clerk Report

Department: Admin and Finance

Date: Tuesday, August 15, 2023

## CLERK'S REPORT

- Iura Leahu is here this week for training.
- Elections are coming up, 3 seats open.
- Monthly Financial Report for the month of July is included in the agenda packet.
- Harbor Department report is included in the agenda packet for review.

## FINANCIAL REPORT:

### TONGASS FEDERAL CREDIT UNION ARGO INVESTMENTS:

Account	Balance
<u>OCCUPANCY GEN.</u>	\$3,509.54
<u>OCC TAX EMS/FIR</u>	\$12,831.77
<u>OCC TAX TOURISM</u>	\$12,956.87
<u>OCC TAX PARKS</u>	\$11,333.89
<u>OCC TAX HARBOR</u>	\$26,840.15
<u>WATER UTL R&amp;R</u>	\$48,264.15
<u>SEWER UTL R&amp;R</u>	\$46,889.54
<u>SOLID WASTE R&amp;R</u>	\$40,126.09
<u>HARBOR R&amp;R</u>	\$107,130.44
<u>COMMUNITY CENTER</u>	\$7,512.74
<u>PLAYGROUND FUND</u>	\$2,006.83
<u>STREETS R&amp;R</u>	\$24,143.75
<u>CHECKING</u>	\$287,397.55
<u>60% SALES TAX</u>	\$81,549.36
<u>40% SALES TAX</u>	\$114,088.88
ACCOUNT TOTALS	\$826,581.55