

## MINUTES

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

TUESDAY, JUNE 20, 2023

TIME: 6:30 p.m.

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**THERE WAS A WORKSHOP HELD PRECEDING THE COUNCIL MEETING AT 6:00PM**

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**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:**

Those Present were: Burger, Hartwell, Jennings, Nyquest LaVoie, & Stram

Those Excused were: Oatman.

**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, Stram, Jennings, LaVoie, Burger & Nyquest

NAYS: None

Excused: Oatman

STATUS: Motion Passed

**5) MAYOR'S REPORT:**

➤ Harbormaster replaced Flag at the Park right away after having mentioned it to him. Thank you to our Harbormaster.

**6) ADMINISTRATIVE REPORTS:**

**a) City Administrator:**

i. Kasaan Road completed the project where the logs were exposed. Should drive better and grade better. The intersection project is also completed.

ii. After OVK finishes up with their current project, they will start the retaining wall/playground expansion. It will probably take a few weeks, there may be a need to flag traffic or close off parts of the road. There will be an effort not to impede traffic, but it may not be possible at times.

iii. Completed a grant and a letter request to the same program that granted us \$15,000 for the playground, for the Solid Waste dept. When asked what we would do with the money, I talked with S.W. and learned that our skid steer is in bad condition. No cab, very old(1993). Employees are subjected to all materials when working with the skid steer to push solid

waste into the bailer. I got a quote of \$109,000 from CMI, which is equivalent to other places researched. I also put in for an excavator bucket \$11,000 and thumb \$4000, loader tires \$10,000 for four, and our dumpsters. They got an overwhelming response for funds, so we are still waiting for a reply. Considering leasing the skid steer from CMI with an option to purchase until the State gives the thumbs up on the funds. If we don't receive those funds, I will pursue purchase through lease to own. The need for a cabbed skid steer is important for the SW employees. Hopefully we get funded for all these items.

- iv. Pearl Nelson improvements will start early-mid July starting with the retaining walls, leveling, and gaining more ground. Attempted to contact Amy Jennings about the foundation for the playground.
- v. Wanted to mention that the plan for the cemetery is to hire a consultant to help create a development plan, using the community development funds. It's more than clearing ground. It's like running a business. There are many things that I don't know about cemetery development. Looking at Craig, they hired a consultant for their expansion, and I have a copy of their plan so that's what I would use as a model for us. We have about \$140,000 in community development and I hope to spend about \$30,000 on that.
- vi. Talked about the possibility of a 3<sup>rd</sup> VPSO, I will get numbers on that for future discussion.
- vii. I've been talking with Summit Trucking. They're interested in leasing property at the sort yard to expand their logging company. Dump truck and possibly other trucks. I gave them the numbers for renting, and they seem interested. The next step would be the 2-year lease, and council approval and resolution. In the case of Papac, he wanted a one-year lease with the intention of moving out to Craig, but he hasn't yet. I encouraged them to talk with Papac to possibly get him to move to open some space. Their plan seemed to possibly include a building. If there's no negative feedback from the council, we could negotiate a contract.
- viii. Got a quote from Josh Reid, as we discussed at the last meeting. The quote was for Kasaan road, not Southside subdivision, but the need is there for safety reasons. There is a substantial amount in the budget for brush cutting. This project will also help future ditching projects.
- ix. Pleased with the work that the new harbormaster has been doing. We went back to the old arrangement where the Harbormaster is the Supervisor of Parks & Rec with seasonal help in the summer and fall seasons. Owen Jennings, who is a flagger, will be helping with weed eating and possibly will be hiring another seasonal worker as it is in our budget. We have a few applications, but we will be advertising the job as needed.
- x. Rose Mathis started last week and got some cross training last week with Lisa. Rose will start full time after her visiting family leaves later this week. She is handling the accounts receivable and front office duties. Teri will be covering the accounts payable and payroll that Lisa used to perform, and we will continue to evaluate the need for the admin roles over the next 3 months. I still believe we will be adding a 3<sup>rd</sup> permanent position in the office. Teri's position is not a long-term position.
  - **Hartwell** commented that he would like the parking sign at the bottom of the retaining wall removed before any improvements happen so that there are not any cars in the way.
  - Talk to the VA about a program for the cemetery.
  - **Nyquest** questioned how far the plan for the retaining wall is going to move?
  - **Huestis**: move it out a bit to gain park area, but it would eliminate parking. Kind of doing it on the fly.
  - **Jennings** commented that there used to be a lift station and that's why the wall is where it is. All of that has been abandoned and it could be moved all the way out.

- **Nyquest:** parking spaces are not safe anyway. An expansion would be nice.
- **Huestis:** Would like to expand and create parking spaces somewhere safer.

b) **City Clerk:**

- i. VA Outreach will be coming to the Library June 27<sup>th</sup> and will be there from 3:30pm-7pm for anyone who would like to meet with him.

7) **DEPARTMENT REPORTS:**

a) **Harbor Department Report:**

Jacob Aaro, Harbormaster reported the following:

- Both harbors are near full capacity
- Have been cleaning and refiguring Harbor office and space
- The yellow pavement markings to be repainted when weather allows
- New hoops on boat ramp pilings
- EMS boat cleaning and refitting
- Interior and exterior painting on harbor facilities
- Temp employees will be starting soon, pressure washing harbor facilities,
- Running weed eaters and painting/staining harbor facilities

b) **Water Operator Report**

Sam Sawyer, Water & Wastewater Supervisor, reported the following:

- We will continue doing more work and spending the majority of our time at the sewer treatment plant, pressure washing, de-watering, and doing regular maintenance that can't be done in the winter months.
- This month we will also be helping the Organized Village of Kasaan with their sewer samples so they can get their restaurant up and running.
- We will also be doing our regular water/sewer samples.

c) **EMS Report**

Victoria Anderson, EMS Coordinator, provided a written report to the Clerk and was read into the record.

- Want to hire a grant writer and waiting for the City to provide her some paperwork to proceed

8) **PUBLIC COMMENTS:**

Anthony Lovel commented on the following:

- Checking in 3<sup>rd</sup> time to report the opportunity for the community to come up with a plan that the community could have their part of involvement for some of their pothole recover on the roads. It seemed to not have enough rock at all.  
Suggestion and hope is to create a spot in the city dump location available during the city dump hours so have employee there for accountability.

Kathryn Reynolds commented on the following:

- Thank you to the City for the new park that is going to be worked on shortly. I think the youth in the community is the future for the community and I think that's really important and thank you for doing that work and making that effort to get that done for their children into one bay.

- Also, the work on the southside road because sand road , the first part there, thank you for making that a priority as well
- Commented on employee training.

#### Lucette O'Hagen Lovel, Thorne Bay

- Thank you to all for the work happening on the Kasaan road. It is looking great. The kids on the Southside would love to have something happen over there as well. Would love a park, as there are a bunch of kids out there. They need something too. Would also like to see something happen with the ball field for the future kids growing up.

#### 9) COUNCIL COMMENTS:

There were no council comments.

#### 10) CONSENT AGENDA:

##### a) MINUTES

- i. [Minutes of the June 13, 2023, Special City Council Meeting, discussion and action item:](#)

Burger moved to approve the Consent Agenda consisting of the minutes of the June 13, 2023, Special City Council Meeting. Hartwell seconded, no further discussion.

MOTION: Move to approve the Consent Agenda consisting of the minutes of the June 13, 2023, Special City Council Meeting

F/S: Burger/Hartwell

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

NAYS: None

Excused: Oatman

STATUS: Motion Passed

#### 11) NEW BUSINESS:

##### a) Water rates & Usage; Discussion item only:

Jennings commented that he had spoken with Sam and found out how much water was being produced in Thorne Bay each year and just how much is treated. How much is wasted in backwashing nanofiltration system. Jennings also contacted other communities and Thorne Bay is much higher than other communities, almost three times higher. Commented that he thinks the council should help the community people out and not punish their families. Recommend water usage be increased to 5000 gallons per month.

Nyquest commented that he was in favor of increasing the water usage to 5000 gallons per month, but keep in mind that Thorne Bay does not have a property tax and do not want one.

Jennings commented that we are putting a squeeze on the families with kids and punishing them with overage charges.

Hartwell commented that the people are supporting the city's facilities by paying the utilities that they



are. He inquired if the City was collecting fees from all of the vacant properties that have water service running by their lots.

**Mayor Burger** answered that there is a standby fee for having hookups but not using.

**Huestis** offered to look up numbers of those who are billed and what that revenue looks like.

**Nyquest** inquired why the city reduced the monthly water usage allotment from 5000 gallons a month to 3000 per month.

**Teri Feibel** commented that the State came to Thorne Bay and performed a Rural Utility Rate Study to determine the eligibility for certain state funding and make sure that Thorne Bay was collecting the revenues needed to operate the enterprise funds. They performed the study and gave the city an amount that needed to be charged in order for this to happen. After that the City reduced the total monthly allotment and increased the rates over a span of 5 years. Feibel commented that the total Service Availability Revenues the city has collected from vacant properties on the City water system was \$10,605.00, for this fiscal year (ending June 30, 2023).

b) Cemetery; Discussion item only:

**Huestis** commented that he covered most of the information of the cemetery in his report and asked for further clarification on what was needing discussion.

**Jennings** replied that it was requested to be added to the agenda to get the ball rolling. In the last year-year and a half there have been 10-15 people who have died. 10 years ago the conversation was started and it hasn't happen. We need to get started on it.

**Burger:** 4-5 months ago John and I walked the area and it all looks like sandy type ground and the trees all seem to be second growth that would need to be cleared.

**Nyquest:** inquired if it was the sand pit that we get our gravel from

**Burger** confirmed and questioned if we have 5 or 10 acres

**Huestis** commented that he thought we had 5 acres on the final patent but would double check.

**Nyquest** inquired where would our sand come from in the future. Would we be paying for it?

**Huestis** commented that the cemetery is by the sand pit, not the sand pit itself.

c) RV Park; Discussion item only:

**Mayor Burger** commented that Cindy Edenfield is the RV Park Manager and ended up leaving last fall due to medical reasons. She called the City today and informed us that she would be coming in July to move out. She noted that she would not be able to move some of her furniture because she didn't have the capacity to do so. Mayor Burger commented that he agreed to let her leave the furniture she could not move.

**Jennings** inquired who the trailer belonged to and if the city is collecting rent because there was someone staying in there this winter.

**Burger** confirmed that all bills are up to date and the trailer is the City's property.

**Nyquest** suggested the City look at selling the RV Park property to a private individual and let them develop

it.

**Hartwell** commented that when Wayne Benner was here about 5 years ago, the city discussed selling lots from the park. So that is also an option.

**Burger** commented that the lots are all filled with trees and are settling. Putting a trailer on it is one thing, a house is another.

**Jennings** commented that if we were to sell it, people would need to be notified of these issues so that no one could turn around and sue the city.

12) ORDINANCES FOR PUBLIC HEARING:

- a) [Ordinance 23-06-20-01](#): An Ordinance of The City Council for The City Of Thorne Bay, Alaska; Providing For The Establishment Of The Budget For The City Of Thorne Bay, Fiscal Year 2024, July 1, 2023 -June 30, 2024, Anticipated Revenues And Expenditures, discussion and action item:

Burger moved to approve Ordinance 23-06-20-01, adopting the Operating Budget for the City of Thorne Bay for Fiscal Year 2024, beginning July 1, 2023 ending June 30, 2024.

Hartwell seconded the motion.

Discussion included the following:

**Hartwell** commented that the Budget was a living document and needs come up throughout the year and that it is subject to change, and changes will take place as we go along.

No further discussion.

MOTION: Move to approve Ordinance 23-06-20-01, adopting the Operating Budget for the City of Thorne Bay for Fiscal Year 2024, beginning July 1, 2023 ending June 30, 2024

F/S: Burger/Hartwell

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

NAYS: None

Excused: Oatman

STATUS: Motion Passed.

13) ORDINANCES FOR INTRODUCTION: None

14) CONTINUATION OF PUBLIC COMMENT:

**Tony Lovell** commented on the following:

- About three weeks ago EMS put in a request to access the fire hall on southside so we could move "Big Red" out so we could get the red ambulance out and equipped and ready. The goal was to have that access for the public to come and use it as basketball court with an approved EMS volunteer that has access to the building and could watch over the building while in use. The question is "do we have access to the legal documents for safety while people are on the premises for writing off any liability of the City if they get hurt.

**John Huestis** commented that he told Victoria that liability waiver was needed and had intended for the EMS to create this. Requested that Victoria work on getting the Fire truck out of the building. The City had Joe from CMI take a look at the fire truck and see about getting it fixed. It was determined that the engine even if could get it running, would require continued repairs that would eat money. It is my position that the City have "H" haul it away and take to Solid Waste so it could be sold for parts or whatever.

15) CONTINUATION OF COUNCIL COMMENT:

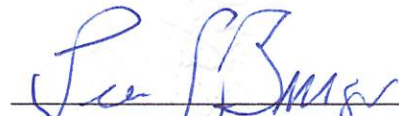
**Hartwell** commented that the start of the Fishing Derby will be on Saturday, June 24<sup>th</sup> and will start setting up by the restaurant. Dinner starts at 4 or 5.

**Nyquest** commented that he too listened into the meeting last week when there were comments on the finance position of the City. I spoke with the admin staff and others and was told this item would be on the agenda at the next city council meeting for a discussion. Want to be transparent and appreciate the concerns and want the public to know their concerns are being addressed.

16) ADJOURNMENT: Mayor Adjourned at 7:43 pm

ATTEST:

  
Caitlyn Sawyer, City Clerk/Treasurer

  
Lee Burger, Mayor