

## AGENDA

FOR THE **SPECIAL MEETING**  
OF THE CITY COUNCIL FOR THE  
CITY OF THORNE BAY, ALASKA  
MONDAY, OCTOBER 7, 2024

TIME: 6:30 p.m.

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**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=m99f71eee7f975b71d7ee0f9f7c5e44a1>

Meeting number: 182 323 7632 Password **MghMxgJy424 (64469459** 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) Clerk:
- 7) **DEPARTMENT REPORTS:**
  - a) WATER:
  - b) VPSO:
  - c) EMS:
- 8) **PUBLIC COMMENTS:**
- 9) **COUNCIL COMMENTS:**
- 10) **CONSENT AGENDA:**
  - a) Minutes of the September 3, 2024, Regular City Council Meeting, discussion and action item:
- 11) **NEW BUSINESS:**
  - a) Resolution 24-10-07-01: Certifying October 1, 2024 Election Results
- 12) **ORDINANCES FOR INTRODUCTION:**
- 13) **CONTINUATION OF PUBLIC COMMENT:**
- 14) **CONTINUATION OF COUNCIL COMMENT:**
- 15) **ADJOURNMENT:**

**POSTED:** September 27, 2024

## MINUTES

FOR THE REGULAR MEETING  
OF THE CITY COUNCIL FOR THE  
CITY OF THORNE BAY, ALASKA  
TUESDAY, SEPTEMBER 3, 2024

TIME: 6:30 p.m.

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**THERE WAS A WORKSHOP BEGINNING AT 6:00PM**

**1) CALL TO ORDER:**

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

**2) PLEDGE TO FLAG:**

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

**3) ROLL CALL:**

**Those present were:**

Burger, LaVoie, Lovell, Nyquest, Kaer

**Those absent were:**

Blair

**4) APPROVAL OF AGENDA:**

Nyquest moved to approve the agenda. Lovell seconded the motion. There was no further discussion.

MOTION: Move to approve the agenda.

F/S: Nyquest/ Lovell

YEAS: Burger, LaVoie, Lovell, Nyquest, Kaer

NAYS: None

ABSENT: Blair

STATUS: Motion Passed.

**5) MAYOR'S REPORT:**

- a) Comment that it's good to be back after medical leave. Many elections are coming up, Municipal and State. Excited to receive the new Firetruck, I will let EMS/Fire report more on that.

**6) ADMINISTRATIVE REPORTS:**

- a) City Administrator:
  - i. Operator Jennings quit, Owen filling in
  - ii. Atlas towers beginning prep work this month, Tower arrives in Oct.
  - iii. Broadband grant notice is delayed
  - iv. OVK with the City put in for a fish passage culverts grant and design work is started for those.
  - v. OVK applied for 4Mil for Tolstoi access road bridge – October work to begin. Public easement to sort yard will be put in place.
  - vi. OVK looking to add City roads on Southside subdivision to their inventory which allows them to use transportation money on those roads.
  - vii. Expect to hear back from Rural Transportation on Kasaan Road grant soon and looking at

another grant for the first 5.3 miles of Kasaan rd. to get to the subdivision.  
viii. City and Community Connections have finished the deal for the property.

b) Clerk:

i. Absentee voting is open at City Hall.

- 4 seats open – candidates read aloud.
- Elections Oct 1
- One proposition to establish Same-day absentee voting at Davidson Landing

ii. State elections open Sept 16-30 for School board and Election Day is Oct. 1<sup>st</sup>.

7) **DEPARTMENT REPORTS:**

a) WATER: Attached

b) VPSO/FIRE/EMS: Jake Aaro reported that EMS has 2 new dispatchers and one new EMT

c) Fundraiser dinner pulled in 3500, Derby expects to donate 1500 to EMS. Monthly meeting will be held this Saturday. 5 calls this month. Fire dept had 1 fire, no loss of life or damage, thanks to Sean Kaer. VPSO 5 calls. Harbormaster and VPSO will be prepping new truck to put away at DL. Working on truck from 9-noon. Mayor Suggested the firehall heating be checked to make sure nothing out there freezes in the truck.

8) **PUBLIC COMMENTS:**

a) **Karen Petersen** for the Chair of the Friends of the Library reporting on the DL Meeting. Notes provided to the clerk and included in minutes.

b) **Charles Jennings**: complained about rate increases – meanwhile 4 leaks at fish cleaning station. Didn't report the leaks but saw a council member at the cleaning station and both valves were open and both hoses were leaking. 21 days of 8 leaks before anyone fixed the leaks. Amount of water leaked is equivalent to 28 houses. Why didn't the harbormaster fix the leaks? Complained that city stopped pay raises for everyone but 2 employees, who got raises. Any council member could have voted no on the contract and removed the raise for John's contract. Should have to post apologies and made public just like Sam had to. Council needs to be discussed with council not just Administrator and Mayor making choices. Time for council to do their job.

c) **Thom Cunningham** commented that Lauri with Div of Elections is looking for workers for DL absentee voting for Oct 1. Thanks to his hometown for donating the firetruck to Thorne Bay. Named Council members that he disagreed with for approving Administrator's contract. City was in the black when he was on council and it is now in the red. Commented on a Public Records Request received for Teri Feibel's contract. City hall needs to tighten their belts instead of the people tightening theirs. Commented that Huestis should have declined any increase, Feibel's job needs to go away, and budget should be between Mayor, Clerk, and Administrator. Suggested the Administrator should give up one of his jobs or City needs a new Administrator.

d) **Jonathan Jennings** disappointed in the report that was all for OVK, what about Thorne Bay? Heard about OVK transit van picking up our people, what are we giving up in return? Commented on issues with firetruck could have been avoided with a checklist for turning off and have something that could actually jump start a truck and new batteries.

e) **Mike Steele** commented that he had a contract with John and Lee to cut up boats, containers ready to go south and bales ready to go south. Aluminum is going at a good price (\$1/lb about). Mayor and City Administrator should sell the materials down south.

Several bales of cans that have plastic in them and Pacific metal does not want plastic. Offered to sort all cans, remove the plastic, the same contract as last year.

f) **Trina Pesterfield** thanks to Shawn and Jason, great loss to the City.

9) **COUNCIL COMMENTS:**

a) **Sean Kaer** appreciates the FOL and bringing light to plans needed over there. Comprehensive plans should happen and we should look at all state lands because DL is not a good place for a rescue base. Thanked Charlie for his comments and suggested we shut off water to the dock instead of wasting water. Thank you to Johnny for the words about the landing at Tolstoi to help bring in income for the community. Should move meetings back to 2 times per month.

b) **Tony Lovell** letter from Stan McCoy – Read into the minutes.

c) **Nyquest** commented that his phone is open and he is available for meetings. Held office hours and no one came in. Please reach out to get a hold of me to clear up many issues. Workshop is the time for discussion, not public comment.

d) **Sean Kaer** In response to the fire truck and fire that happened, very unprepared for the fire that happened out there. Grateful that Kasaan showed up to help out.

10) **CONSENT AGENDA:**

a) Minutes of the August 6, 2024, Regular City Council Meeting, discussion and action item:

MOTION: Move to approve the consent agenda.

F/S: Nyquest/ Lovell

YEAS: Burger, LaVoie, Lovell, Nyquest, Kaer

NAYS: None

ABSENT: Blair

STATUS: Motion Passed.

11) **NEW BUSINESS:**

a) Mayoral Proclamation of Appreciation to Spokane Fire Department

i. Mayor Nyquest read the Proclamation into the Record.

b) Resolution 24-09-03-01: Appointing election judges for the 2024 General & Mayoral Elections, discussion and action item;

Mayor Nyquest moved to approve Resolution 24-09-03-01. Appointing Election judges for the 2024 Municipal Elections.

MOTION: Move to approve Resolution 24-09-03-01 appointing election judges for the 2024 Municipal Elections.

F/S: Nyquest/ Lovell

YEAS: Burger, LaVoie, Lovell, Nyquest, Kaer

NAYS: None

ABSENT: Blair

STATUS: Motion Passed.

- c) Resolution 24-09-03-02: Approving the 2-year lease renewal for SISD parking on sandy beach road, discussion and action item;

Mayor moved to approve Resolution 24-09-03-02, seconded by Lovell. No further discussion.

MOTION: Move to approve Resolution 24-09-03-02, approving the 2 year lease with SISD.

F/S: Nyquest/ Lovell  
YEAS: Burger, LaVoie, Lovell, Nyquest, Kaer  
NAYS: None  
STATUS: Motion Passed.

- d) Karen Peterson: Southeast Conference Integrated Energy Campus, discussion item;
  - i. Karen gave a presentation on the Solvelt Grant to solve lumber/timber issues. Two meetings at VOTEC Friday Sept 6, 3-5, Sept 7, 9-11am also available via Zoom. SE Conference in KTN, sept 26-28, this year to help economic development.

12) **ORDINANCES FOR INTRODUCTION:**

- a) Ordinance 24-10-07-01: An Ordinance Amending Title 17.04.024, Residential Commercial I Zone, Property Development Standards, discussion and action item,

Mayor Nyquest moved to approve ORD 24-10-07-01, seconded by Burger. Discussion as follows: Nyquest would like to see it reworked and should vote this down to bring it back amended. Burger commented on the intent of the Ordinance.

MOTION: Move to approve Ordinance 24-10-07-01, Amending Title 17.04.024

F/S: Nyquest/ Burger  
YEAS: None  
NAYS: Burger, LaVoie, Lovell, Nyquest, Kaer  
STATUS: Motion Failed.

13) **CONTINUATION OF PUBLIC COMMENT:**

- a) **Mike Steele** commented that he appreciates COTB taking care of citizens. The raise for the SS Harbor is outrageous due to the lack of amenities on that side. City is doing a great job and employees should have raises each year.
- b) **Thom Cunningham** suggested that then standard fire engine isn't right size for southside and city should look into getting a DNR pickup truck instead.
- c) **Trina** questioned the Ordinance and if people would be notified

14) **CONTINUATION OF COUNCIL COMMENT:**

- a) **Nyquest** appreciation for all public feedback
- b) **Lovell** questioned the ability to check on rates across the island.
- c) **Nyquest** commented that our rates are for running our department and the costs of other cities would not necessarily match up with

15) **ADJOURNMENT:** Mayor Nyquest adjourned at 7:38 p.m.



City of Thorne Bay

Thorne Bay, AK 999109

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## DEPARTMENT REPORT

**Subject:** Monthly Department Report

**Department:** Water & Sewer Utility

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

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

**Date:** September 2024

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

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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:***

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Aside from working at the water plant and conducting our usual daily work, we will be working at the sewer plant fixing a mechanical breakdown that occurred with our blower motor pump and working with an electrician to fix our generator issues we are currently having at the water treatment plant. Starting October 1<sup>st</sup>, we will be turning off the water at the boat wash down.



RESOLUTION 24-10-07-01  
CITY OF THORNE BAY

**A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF THORNE BAY CERTIFYING THE ELECTION RESULTS AND ALL PROCEEDINGS IN THE OCTOBER 1, 2024, REGULAR MUNICIPAL ELECTION**

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

**WHEREAS**, the City held a Regular Municipal Election on October 1, 2024, for the purpose of filling four (4) vacant council seats; and

**WHEREAS**, notice of the City Election was duly given per the Thorne Bay Municipal Code Chapter 2.28-Elections; and

**WHEREAS**, the City Council received from the City Clerk, a Canvass Report and Certificate of Results of the Regular Election ("Certificate of Election"); and

**WHEREAS**, there were a total of \_\_\_\_\_ votes cast and \_\_\_\_\_ votes were counted during the October 1, 2024, Regular Election.

**NOW, THEREFORE**, THE CITY COUNCIL OF THE CITY OF THORNE BAY DOES HEREBY FIND, DETERMINE AND CERTIFY AS FOLLOWS:

**Section 1.** That the minutes of the October 7<sup>th</sup>, 2024, Council Meeting, reflect that the City Council certified the Election Results, reflecting a total of \_\_\_\_ votes cast, and \_\_\_\_ votes were counted and reflected in the Certificate of the Election.

**Section 2.** \_\_\_\_\_ is Elected to Seat A, for a One-year Term with a total of \_\_\_\_ votes, \_\_\_\_\_ is Elected to Seat D, for a Three-year Term, with a total of \_\_\_\_ votes \_\_\_\_\_ is Elected to Seat F, for a Three-year Term, with a total of \_\_\_\_ votes, \_\_\_\_\_ is Elected to Seat G, for a Three-year Term, with a total of \_\_\_\_ votes.

**Section 3.** That all proceedings in connection with the Regular Municipal Election have been accomplished according to law and the City Clerk is, hereby authorized and directed to deliver, or arrange for delivery of, a copy of the Certificate of Election to each newly elected councilmember.

**PASSED and ADOPTED** this 7<sup>th</sup> day of October 2024, by a duly constituted quorum of the City Council for the City of Thorne Bay, Alaska.

ATTEST:

\_\_\_\_\_  
Shane Nyquest, Mayor

\_\_\_\_\_  
Caitlyn Sawyer, City Clerk/Treasurer



**CERTIFICATE OF ELECTION**  
City of Thorne Bay, Alaska

**THIS IS TO CERTIFY** that on the 1<sup>st</sup> day of October 2024, the City of Thorne Bay, Alaska, held a Regular Municipal Election for the purpose of electing four officers to the Thorne Bay City Council (Seats A, D, F & G)

As confirmed by the City Council upon Completion of the final canvass of ballots on the 4<sup>th</sup> day of October 2024, the final election results are:

**Council Seat A: (1-Year Term)**

Gary Anderson  
Timber Pesterfield

**Council Seat D: (3-Year Term)**

Anthony Lovell

**Council Seat F: (3-Year Term)**

Thom Cunningham  
Trevor Killian

**Council Seat G: (3-Year Term)**

Shane Nyquest

The results of the October 1, 2024, Regular Municipal Election, are hereby Certified by a duly constituted quorum of the City Council for the City of Thorne Bay, Alaska

**DATED** this 7<sup>th</sup> day of October 2024, at Thorne Bay, Alaska

ATTEST:

\_\_\_\_\_  
Shane Nyquest, Mayor

\_\_\_\_\_  
Caitlyn Sawyer, City Clerk/Treasurer





**CERTIFICATE OF ELECTION  
REGULAR ELECTION OCTOBER 1, 2024  
TOTAL VOTES CAST: \_\_\_\_\_**

TOTAL VOTES CAST AT POLLS: \_\_\_\_\_

TOTAL VOTES QUESTIONED AT POLLS: \_\_\_\_\_

TOTAL VOTES ABSENTEE: \_\_\_\_\_

TOTAL VOTES ABSENTEE MAIL: \_\_\_\_\_ Received: \_\_\_\_\_ by mail ballots

TOTAL QUESTION ABSENTEE BALLOTS: \_\_\_\_\_

TOTAL VOTES CAST: \_\_\_\_\_

TOTAL VOTES COUNTED AT THE POLLS : \_\_\_\_\_  
October 3, 2023

TOTAL VOTES COUNTED AT CANVASS: \_\_\_\_\_  
July 3, 2023

**TOTAL VOTES COUNTED:** \_\_\_\_\_

**TOTAL VOTES NOT COUNTED:** \_\_\_\_\_

\_\_\_\_\_ Questioned Ballots not counted – Non-Registered Voters

\_\_\_\_\_ Absentee by Mail not returned to City Clerk

**TOTAL VOTES CAST: \_\_\_\_\_**

<b>QUESTION 1:</b>	<b><u>Results from Polls</u></b>	<b><u>Canvass Results</u></b>	<b><u>Total Votes</u></b>
YES:	_____	_____	_____
NO:	_____	_____	_____



**OFFICIAL  
PRELIMINARY ELECTION RESULTS  
REGULAR MUNICIPAL ELECTION OCTOBER 1, 2024**

**CITY OF THORNE BAY, ALASKA  
ELECTION JUDGES' REPORT OF ELECTION RESULTS**

The tally below is a true and accurate record of all votes cast at the polls in the October 1, 2024, Regular Municipal Election.

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<b>SEAT A CANDIDATE</b>	<b>CITY HALL THE POLLS</b>	<b>CANVASS VOTES</b>	<b>TOTAL VOTES</b>
Gary Anderson	_____	_____	_____
Timber Pesterfield	_____	_____	_____
Write In	_____	_____	_____

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<b>SEAT D CANDIDATE</b>	<b>CITY HALL THE POLLS</b>	<b>CANVASS VOTES</b>	<b>TOTAL VOTES</b>
Anthony Lovell	_____	_____	_____
Write In	_____	_____	_____

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<b>SEAT F CANDIDATE</b>	<b>CITY HALL THE POLLS</b>	<b>CANVASS VOTES</b>	<b>TOTAL VOTES</b>
Thom Cunningham	_____	_____	_____
Trevor Killian	_____	_____	_____
Write In	_____	_____	_____

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<b>SEAT G CANDIDATE</b>	<b>CITY HALL THE POLLS</b>	<b>CANVASS VOTES</b>	<b>TOTAL VOTES</b>
Shane Nyquest	_____	_____	_____
Write In	_____	_____	_____

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<b>QUESTION 1:</b>	<b>CITY HALL THE POLLS</b>	<b>CANVASS VOTES</b>	<b>TOTAL VOTES</b>
YES:	_____	_____	_____
NO:	_____	_____	_____

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**OFFICIAL  
BALLOT CANVASS REPORT  
REGULAR MUNICIPAL ELECTION OCTOBER 1, 2024**

**CITY OF THORNE BAY, ALASKA  
ELECTION JUDGES' REPORT OF ELECTION RESULTS**

**Total Ballots Printed City Hall:** \_\_\_\_\_ ( )

Total Ballots Cast Absentee City Hall: \_\_\_\_\_

Absentee In Person: \_\_\_\_\_

Absentee by Mail: \_\_\_\_\_

Total Spoiled Ballots City Hall: \_\_\_\_\_

**Subtotal Absentee City Hall:** \_\_\_\_\_

**Ballots received by Election Judges from City Clerk:** \_\_\_\_\_ ( ) (at polls)

Total regular ballots cast: \_\_\_\_\_ ( ) (at polls)

Total questioned ballots cast: \_\_\_\_\_ ( ) (at polls)

Total spoiled ballots: \_\_\_\_\_ ( ) (at polls)

Total unused ballots: \_\_\_\_\_ ( ) (from Polls)

**Grand Total.....** \_\_\_\_\_ ( )

*(Grand total of all ballots should equal those received from election supervisor at the Polls at City Hall)*

**The tally of voters was completed between the hours of 8:00am and 8:00pm, October 1, 2024**

**The votes were counted between the hours of 8:00 p.m. and 9:00 p.m. October 1, 2024**

**SUBTOTAL BALLOT ACCOUNTABILITY REPORT:**

City Hall Absentee: \_\_\_\_\_ ( )

City Polls Question: \_\_\_\_\_ ( )

Ballots Cast Polls: \_\_\_\_\_ ( )

Spoiled Ballots: \_\_\_\_\_ ( )

Unused Ballots: \_\_\_\_\_ ( )

**TOTAL BALLOT PRINTED:** \_\_\_\_\_ ( )

The total ballots counted at the Canvassing Meeting on October 4, 2024, were \_\_\_\_\_ ( ) **ABSENTEE** Ballots.....

The total ballots **NOT** counted at the Canvassing Meeting on October 4, 2024, were \_\_\_\_\_ ( ) **QUESTIONED** Ballots, as advised by the State of Alaska Division of Elections because the voters were not registered to vote in time for the Regular Municipal Election.....