

**MINUTES**  
FOR THE REGULAR MEETING  
OF THE CITY COUNCIL FOR THE  
CITY OF THORNE BAY, ALASKA  
TUESDAY, DECEMBER 16, 2025

TIME: 6:30 p.m.

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THERE WAS A WORKSHOP BEGINNING AT 5:30PM

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**1) CALL TO ORDER:**

Mayor 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:

Pesterfield, Lovell, Cunningham, Nyquest, Anderson, Killian, Kaer

Those absent were: None

**4) APPROVAL OF AGENDA:**

Mayor moved to approve the Agenda, Seconded, discussion:

-Recessed for 5 minutes to troubleshoot teleconference issues.

MOTION: Move to approve Agenda.

F/S: Nyquest/Lovell

YEAS: Pesterfield, Lovell, Cunningham, Kaer, Nyquest, Anderson, Killian

NAYS:

STATUS: Motion Passed

Cunningham made a motion to review applicants for the water treatment plant, Lovell seconded.

Discussion:

Cunningham commented that Council typically discusses high level employees, Water treatment should be considered high level. Nyquest commented that that is Administrator's job to review employees.

Pesterfield commented that if Council wanted to add employees other than Administrator, Clerk, and Attorney, it would need to be codify. Cunningham commented would be nice to review applicants for the person who is responsible for high level positions. Kaer suggested it would be nice for Council to have an opinion to try to see who might stay or leave.

MOTION: Move to approve adding Council review of water treatment applicants to the agenda, discussion and action item.

F/S: Nyquest/Lovell

YEAS: Cunningham, Kaer

NAYS: Pesterfield, Lovell, Killian, Nyquest, Anderson,

STATUS: Motion Failed

**5) MAYOR'S REPORT:**

- Happy New Year
- Conducted interviews for Water/Wastewater interviews
- Mentioned IFA report from Amy Killian
- East Prince of Wales Advisory Committee meeting at City Hall on Saturday (Fish and Game) at 10am.

**6) ADMINISTRATIVE REPORTS:**

- a) City Administrator: provided in Agenda Packet

- Mayor corrected one item in Administrator Report: Harbormaster last day was January 5<sup>th</sup> not the 16<sup>th</sup>. Owen Jennings moving into Harbormaster position.
- POI: Pesterfield questioned if the job was put out for others to apply? Mayor responded Owen was second in line for the job when last flown, 6 month probation was not completed.
- POI: Lovell questioned if that was the City's practice? Mayor responded that this situation was unique in that Owen has been working Harbor already.
- POI: Anderson questioned VWOS position? Clerk clarified the Administrator contacted VWOS contact with Council's recommended spot.
- POI: Pesterfield questioned if Council will be deciding on non-sales taxable leases to make them different? Relevant to VWOS possible rent? Mayor commented it would be good to bring back up when Administrator is back.
- Lovell questioned who "Joel" in the report was? From Steelhead? Clerk Confirmed?
- Pesterfield questioned if Steelhead is employed by the City, seems to be used a lot? Mayor commented some jobs are small, good question for John.
- Lovell questioned what work is needed for the Library? Clerk commented Library lighting in the Alaska room was recently replaced by Steelhead and is having issues, they will be coming out to check it out. Additionally, Friends of the Thorne Bay Library have requested lighting be put in on the back deck.

b) City Clerk:

- Surplus sale draft packets given to Council for review.
  - POI Anderson questioned about heavy equipment?
  - POI Pesterfield questioned if there would be additions? Clerk commented base items from all departments.
- Gaming Permit update
- Department Reports will be given at the end of the month, as well as finance reports.
  - POI: Anderson – who is the CPA that files annual taxes? Clerk commented we do a Certified Financial Statement annually that the Treasurer prepares and the Council Certifies.
  - POI Lovell: Suggested using the Insurance document to verify equipment City owns.
- Read memo for Council about Recall Application.

7) PUBLIC COMMENTS:

- Kim Redmond commented that salmon derby has been going on for 42 years, requested gaming permit update.
- Trina Pesterfield commented that the online packet was one page, feels that there is no chance to interact on items without the chance to speak on each item. Commented that there was no clear motion stated on an item earlier. Expressed concerns about filing Harbormaster job, should be posted even if filled internally. Concerns about not seeing leases that Council has requested. Update on Audit requested, batteries for AED replaced? Requested a vendor list for review.

8) COUNCIL COMMENTS:

- Pesterfield commented that the batteries were for the Defibrillator, AED was needed for a community member batteries were not replaced. Would like to see Vendor list to see who is available for the City to use. (code speaks to Vendor list).

- Kaer commented that AED machine at DL was knocked out and still hasn't been fixed yet. Suggested public comment option on all agenda items.
- Cunningham suggested AED batteries be checked monthly. Clerk clarified that batteries have strict 3 year life.
- Anderson suggested vendor list with expense reports, AED is responsibility of the EMS Coordinator, would like full balance sheet and P&L, agreed with public comment during agenda items.
- Lovell questioned information on EMS Coordinator, questioned if City's monies are being properly invested.
- Nyquest stated Jim Seeley is still interested in the lease and will be contacting Council.

9) CONSENT AGENDA:

- a) Minutes of the December 16, 2025, Regular City Council Meeting, action item:

**Mayor moved to approve the Consent Agenda, Seconded;**

**Lovell motioned to Suspend the Rules to allow public comment on agenda items during this meeting, Seconded, no discussion;**

F/S: Lovell/ Cunningham

YEAS: Pesterfield, Lovell, Cunningham, Kaer, Anderson,

NAYS: Nyquest, Killian

STATUS: Motion Passed

**MOTION: Move to approve Consent Agenda.**

F/S: Nyquest/ Cunningham

YEAS: Pesterfield, Lovell, Cunningham, Kaer, Anderson, Nyquest, Killian

NAYS:

STATUS: Motion Passed

10) UNFINISHED BUSINESS:

- a) Discussion item: City Webpage carrier/hosts selection;
- Clerk reported on status: Visiting other websites as requested, majority used CivicPlus, works well. One other host used, Revize.
- Pesterfield suggested building a new website in conjunction with published website now until all the bugs are worked out. Suggested a realistic timeline of 6 months, cost is the biggest thing at \$2000. Would like to set in motion moving forward.
- Lovell suggested making a motion to move forward with approval at next meeting.
- Nyquest suggested Council do some research and looking at other websites before approval.
- Trina Pesterfield public comment: suggested using the \$3000 line item in the admin and finance could be used.
- Anderson questioned the use of OCR for searching records and documents.
- Clerk requested what most important items and input from public and Council to have more informed direction.
- Lucy Aragon public comment: reported outdated businesses and things in Thorne Bay that the website listed.

11) NEW BUSINESS:

- a) Discussion item: Review and Update The City of Thorne Bay City Council, Boards & Commissions Meeting Process & Policy;

- Pesterfield commented that the most important reason for review was to allow public comment during agenda items. Questioned if this document was made by resolution? Would like to amend section that speaks to public comment on agenda items without needing to suspend the rules.
- Cunningham commented on history of allowing public comments on items, suggested that a Resolution was passed. Clerk provided information on the Resolution, clarifying that it was tabled, not passed. Cunningham supported public comments during items.
- Nyquest suggested removing one public comment period if Council were to adopt to allow this. Requested information on whether other cities allow this, and why or why not.
- Pesterfield agreed with one public comment time, suggested speaker cards submitted for agenda items. Would like the Council to pass Resolution for changes made to the Procedures.
- David Shilts Public comment: would like first public comment to remain.
- Lovell agreed in Resolution to change.
- Cunningham suggested public comment allowance would give different perspectives Council may not have thought of.
- Trina Pesterfield commented OMA cautions against not allowing public comment on items. Cautioned against tying an Ordinance to a process, may take the process out of Council's hands.
- Anderson agrees process should be managed by Council, and public should be allowed to speak on items.
- Clerk clarified Policies and Procedures are typically approved by Council. The only changes made from 2019 version to 2025 version were Passed and Approved Ordinances by Council.
- Lovell questioned if public comment would be allowed during Administrative Reports? Mayor suggested not allowing to keep meetings within OMA. Pesterfield commented agenda items only, keep it simple and to the point. Chairs' responsibility to keep order and could suspend the rules if meetings got out of control.
- Cunningham suggested not allowing public comment on reports, just on agenda items. Suggested a signup sheet or index item for public comment on agenda items. Suggested leaving room for those who did not do a card.
- Nyquest expressed concern of public comments potentially becoming out of order or unruly. Suggested one time to speak before the consent agenda, and allowance on each agenda item. Suggested more time to review document a bit more.
- Pesterfield suggested changing the Ordinance to strike the Policies and Procedures from the Code.
- Discussion on Code amendments followed.
- Trina Pesterfield public comment: suggested that if all reports are included in the Agenda, public comment can bring questions and comments about reports at the first comment period.

b) Solid Waste Low-Cost Spring Clean Up Day CY26: Discussion and possible action item;

- Clerk gave information on Solid Waste dump ticket sales for CY25. Gave historical information on Dump Days vs Tickets. Council discussed dump days in conjunction with coupons. General appreciation for dump coupons and flexibility of use. Cunningham suggested a senior rate for garbage. Nyquest suggested a price increase, Pesterfield suggested \$20 per ticket, Cunningham suggested \$15 per ticket. Kaer agreed with both dump days and tickets. Council discussion continued.

**Mayor moved to approve 2 solid waste dump tickets at 1000lbs at \$20 each, Seconded, no further discussion**

**MOTION: Move to approve 2 solid waste dump tickets at 100lbs \$20 each**

F/S: Nyquest/ Pesterfield

YEAS: Pesterfield, Lovell, Kaer, Anderson, Nyquest, Killian

NAYS: Cunningham

STATUS: Motion Passed

- c) Discussion item: Proposed agenda item requests discussion;
- Nyquest opened the discussion with 2 agenda item requests received for this meeting, explaining why the vetting process was in place. Reviewed the 2 agenda requests.
- Pesterfield commented that items have been added to the agenda without voting. Items should be added for consideration of Council before Approval of the Agenda. The presiding officer is not allowed to remove things that are requested. It is up to the council to approve what has been requested to be included in the agenda so that the agenda would be approved. Otherwise, you have just taken this whole thing upon yourself. And you've shared it with everyone without us even being able to determine whether we wanted to talk about it or not. Expressed concern and discontent about items not being brought forward to the Council for review and approval of agenda items.
- Nyquest commented his intent was to show Council the process of reviewing Agenda Item Requests.
- Pesterfield Point of Order
- Council discussed process of Agenda Item Requests. Council will review all Agenda Item requests for approval of agenda.
- Trina Pesterfield commented on Robert's Rules, present of the agenda, not approval.
- Council continued discussion. Decided all requests go to the Clerk, Clerk will review for accuracy, and add all items to draft agenda.

12) INTRODUCTION OF ORDINANCE:

- a) Ordinance 26-01-20-01: Authorizing a special Election to be held on February 24<sup>th</sup>, 2026.

**Vice Mayor moved to introduce Ordinance 26-01-20-1, Seconded, discussion:**

- POI Pesterfield: Questioned what the election would cost? Clerk responded estimated cost \$2000-2500.
- Lovell requested to strike "provided for absentee voters as a convenience" from the Ordinance.
- Council discussed the process for if Mayor is recalled.
- Pesterfield commented a recall is a serious ask. Mayor has the option to resign, suggested resignation would be inline with cost saving efforts of the past.
- Nyquest responded with consideration of resignation in relation to cost, expressed disagreement of recall reasoning with the exception of the statement, "a Mayor should be present". Stated that the people voted him in, not the Council, the people should vote him out if that's their wish.
- Trina Pesterfield expressed appreciation as a Councilmember. Expressed concerns over comments made about responsibility or dealing with certain things. Proposed the question, are you doing the work to earn the stipend?
  - Mayor responded yes, he feels he has. Meeting attendance and in office, and availability.

**MOTION: Move to introduce Ordinance 26-01-20-1 for public hearing, Authorizing a Special Election to be held on February 24<sup>th</sup>, 2026.**

F/S: Lovell/ Pesterfield

YEAS: Pesterfield, Lovell, Kaer, Anderson, Cunningham

NAYS: Nyquest, Killian

STATUS: Motion Passed

13) CONTINUATION OF PUBLIC COMMENT: NONE

14) CONTINUATION OF COUNCIL COMMENT:

- a) Cunningham commented
- b) Pesterfield thanked Mayor for time put in, valued member of community and good council member. Apologize for heated interaction. Thanked Council for discussion and points of view.
- c) Lovell commented that the Islandwide good services coordinator has stepped down and each city needs to step in for that. Commented that kid's club hasn't been..
- d) Nyquest appreciated debates of the night.
- e) Cunningham commented on the sandpit access by public, requested pay by bucket of sand from sand truck.

15) ADJOURNMENT: Mayor adjourned at 9:27pm

ATTEST



Shane Nyquest, Mayor



Caitlyn Sawyer, City Clerk/Treasurer