

AGENDA

FOR THE REGULAR MEETING
OF THE CITY COUNCIL FOR THE
CITY OF THORNE BAY, ALASKA
TUESDAY, JANUARY 6, 2026

TIME: 6:30 p.m.

THERE WILL BE A WORKSHOP BEGINNING AT 5:30PM

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 when dialing from a video system) (when dialing from a phone or video system)

- 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) PUBLIC COMMENTS:
- 8) COUNCIL COMMENTS:
- 9) CONSENT AGENDA:
 - a) **Minutes** of the December 16, 2025, Regular City Council Meeting, action item:
- 10) UNFINISHED BUSINESS:
 - a) **Discussion item:** City Webpage carrier/hosts selection;
- 11) NEW BUSINESS:
 - a) **Discussion item:** Review and Update The City of Thorne Bay City Council, Boards & Commissions Meeting Process & Policy;
 - b) **Solid Waste Low-Cost Spring Clean Up Day CY26:** Discussion and possible action item;
 - c) **Discussion item:** Proposed agenda item requests discussion;
- 12) INTRODUCTION OF ORDINANCE:
 - a) **Ordinance 26-01-20-01:**
- 13) CONTINUATION OF PUBLIC COMMENT:
- 14) CONTINUATION OF COUNCIL COMMENT:
- 15) ADJOURNMENT:

POSTED: January 2, 2026

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.

THERE WAS A WORKSHOP BEGINNING AT 5:30PM

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, Kaer, Nyquest, Anderson

Those absent were: Killian

4) **APPROVAL OF AGENDA:**

Mayor moved to approve the Agenda, Seconded, discussion:

MOTION: Move to approve Agenda.

F/S: Nyquest/Lovell

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

NAYS:

STATUS: Motion Passed

5) **MAYOR'S REPORT:** Reported on wintertime road conditions, worked on Community Center member appointing, met with Administrator to discuss City Sewer and roads. Gave a brief Christmas Dinner update, wished a Merry Christmas to all.

6) **ADMINISTRATIVE REPORTS:**

- a) City Administrator: attached – correction to report given: received 16 applications, not 7. 9 Applicants on Indeed.
 - **Mayor** reached out to previous operator from years prior, \$50/hr. is what they are getting.
 - **POI: Pesterfield** questioned if the posting was closed?
 - **Huestis** clarified, open until filled position.
 - **POI: Cunningham** questioned if Council is able to review applicants?
 - **Mayor** commented Huestis will do preliminary review of applicants, Mayor, City Administrator, and current Water Operator will hold interviews.
 - **Public comment: Trina Pesterfield** commented that the parking lot at the Harbor is straight ice. Mayor commented he addressed that earlier today.
 - **Cunningham** suggested sanding again due to rain forecast and potential ice melt on the top of the icy roads.
 - **Lovell** questioned if there was a way to get the firehall bay doors cleared of snow? Are citizens allowed to use sand for roads?
 - **Huestis** responded screened sand was left for use on the roads, the sand is owned by the state and we get a permit for 200 of yards. Will apply for another 500 yards. Protocols will be governed by the State for individual use.

- **Pesterfield** commented that the pit looks good, repairs done to the ground and road look good. Questioned what the disposition of the old City shaker?
- **Huestis** responded that Solid Waste employee will be looking into repairing it. Potential to screen material at the solid waste site.
- Lovell questioned if the front end loader tire was repaired? Northside firehall water issue?
- **Huestis** responded Loader tire is repaired, water leak in firehall was repaired.

b) Clerk:

- **End-of-Year File Maintenance:** Organizing records, updating digital files, and preparing archives for year-end closeout.
- **Mid-Fiscal Year Review:** Reviewing current expenditures and preparing mid-year budget summary.
- **State Best Practices Reporting:** Compiling required documentation to send to the State for Best Practices requirements.
- **Council Training Packets:** Preparing training materials for new and current council members.
- **Pre-Audit Preparation:** Reviewing pre-audit steps and document requests provided by Teuscher Walpole, LLC.
- **Researching Website management hosts:** Research for new website management has been started and will be presented to the Council in January.
- **Community Christmas Dinner:** Assisted with planning, coordination, and event support. Outcome was smaller than normal, but a success none the less. All volunteers put in a lot of work and are very much appreciated. Thank you to Sonya Cook for the time put in to make it happen.
- **Dump Tickets:** This is the last month to use Solid Waste Coupons. Council will deliberate on renewal in January.
- **Water Dept Request:** The water department has requested residents to run their water, just a drip, to prevent freezing of pipes and potential leaks. There will be no overage charges for water for the month of December.

7) PUBLIC COMMENTS:

- **Lucy Aragon** commented on the icy road conditions, other locations supply a barrel of sand for citizens to apply sand on areas of need.
- **Trina Pesterfield** – Southside: Agreed on the need for more sand on the roads due to ice over sand. Commented on the Cemetery, requested plat map for cemetery. Expressed concerns on the OVK MOA and who represents OVK and who represents Thorne Bay.
- **Sean McRae** met with 2 contractors for the VWOS system. From a pilot's perspective, best place to put the system is the middle of the bay. Secondary spot is at the waterfront property near the old school float house. Most reliable wind information. Discussed location where cameras are currently and the boat grid. Boat grid would not provide reliable information, this location would discount safety, not ideal. It would need an area of approximately 2 parking spaces, 1 space for the portable tower, 1 space for laying down the tower down for maintenance.

8) COUNCIL COMMENTS:

- **Cunningham** questioned if there was a chance for multiple cameras if one side isn't sufficient?
 - ii. **Pesterfield** responded, No.
- **Kaer commented** Agreed that any instruments that supply aid to pilots flying in to Thorne Bay

would be beneficial. Roads look good, but unable to make it out of Steep road due to glaze. Agreed that VWOS is good system to approve.

- **Pesterfield** commented that the answer “No” applied to VWOS camera, there is the option to keep the current camera system that has 4 different views. VWOS is 360 degree camera with visibility measurements, cloud ceilings, multiple layers up to 30,000 ft, and a windspeed gage. Cameras we have now take a snapshot every 4 minutes and timestamps it. Cameras we have could be used in a different location. Went over the locations and review of system during workshop. Best location is at the point, and the only hangup is potential development in the future. VWOS system will supply high quality of weather data. Suggested an addition of a provision in the lease that would allow for development on waterfront property and movement of the tower if necessary. Council should consider baseline amounts for non-tax generating leases.
- **Cunninham questioned** if we can keep both FAA systems?
- **Pesterfield** commented yes, just not two VWOS systems.
- **Anderson** commented on the float plane landings in the bay and agreed VWOS would help improve pilot decision making.
- **POI Pesterfield** VWOS is not certified weather, pilot is still required to make professional determination of what is seen.
- **POI Lovell** Suggested we form a project committee for the cemetery.

9) **CONSENT AGENDA:**

- a) **Minutes from the December 2nd, 2025 Regular City Council Meeting, action item;**

Mayor moved to approve the Consent Agenda consisting of the Minutes from December 2nd, 2025 Regular Meeting; Seconded, no discussion held;

MOTION: Move to approve Consent Agenda.

F/S: Nyquest/ Pesterfield

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

NAYS: None

STATUS: Motion Passed

10) **UNFINISHED BUSINESS:**

- a) **Discussion item: Independent Audit discussion, allocation of funds;**
- **Pesterfield** Potential to dedicate percentage of R&R funds, suggested a 5% collection from departments, excluding grant monies. Suggested raising funds through raffles.
 - Clerk cautioned against using R&R accounts that were created to maintain and repair aging departments and also are a requirement for RUBA’s Best Practices scoring.
 - **Kaer** questioned selling timber to fund the audit, and developing property. Requested plat maps of equitable timber.
 - **Nyquest** agreed with the audit and also agreed with proceeding with caution using R&R funds
 - **Kaer** commented on the need for an audit to get grants.
 - **Lovell** suggested acquiring grants to incorporate into the budget. Questioned if we have any current development plans that show the city’s ability for logging and subdividing as Councilman Kaer suggested.
 - **Pesterfield** agreed with Mayor on the R&R accounts. This discussion is a brainstorm to

come up with monies for the initial audit, to make applying for grants in the future easier and budget in the future easier.

- **Huestis** commented that we have reserve funding in investment accounts.
- **Mayor** clarified position on audit, for it. Not okay with the amount it costs.
- **Huestis** could put in for a USDA program public assistance type grant that may cover an audit to reapply for the broadband grant. Questioned timeline Council would like to see?
- **Mayor** clarified that we are not denied grants because of the lack of an independent audit. Questioned how many grants since 2007 the City has been awarded? Misinformation to say we don't qualify for grants.
- **Cunningham** questioned if the gaming permit covers pull-tabs?
- **Clerk** clarified use of gaming permit historically.
- **Kaer** suggested bingo with the gaming permit. Suggested upset is over not enough grants. Requested pulling money out of Investment Funds and using timber sale monies to replace it.
- **Lovell** suggested looking into annually rotating state grants.
- **Pesterfield** commented we get grants, sewer grant is different from development grants. Commented on the potential timeline, need the audit to see where we are at, where we're going, what we're doing, and how to proceed. Having an audit may qualify us higher on some grants.
- **Cunningham** commented on the FOIA request that was denied in the past.
- **Clerk** clarified that the request made did not exist based on the description given on the form.
- **Huestis** clarified that the sewer grant was applied for by him as was the PE grant applied for and both were received. Clarified that the reason the broadband grant was heavy on the financials is because it is a business. Most public facing grants don't require audits.
- **POI Lovell:** can the City open an account for accepting donations? Clerk responded.
- **Council** discussed a gaming permit and the options for donating proceeds. Anderson pointed out that the gaming permit is a public service for the community to use and hold raffles. Anderson responded that there is a massive amount of time required for reporting legally required.

11) NEW BUSINESS:

- a) **Confirmation of Mayor appointed Community Center Planning Committee members, discussion and action item:**

Discussion:

Clerk read the 9 appointed members into the record.

Appointed Members by Mayor:

- 1) Libby Neiland
- 2) Lisa Roseland
- 3) Amanda Allard
- 4) Rose Mathis
- 5) Tara Blair
- 6) Lucy Aragon
- 7) Korrisa Oatman

- 8) Amy Killian
9) Trina Pesterfield

- **Pesterfield** thanked everyone who signed up for the committee, and the mayor for the resolution to move forward.

Mayor moved to approve the 9 Committee Members, Seconded

MOTION: Move to approve Consent Agenda.

F/S: Nyquest/Anderson

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

NAYS:

STATUS: Motion Passed

b) Goal Setting and Performance Evaluation of City Administrator, Discussion and possible action item;

- **Lovell** clarified the intent behind the discussion item is for Council to set a standard for reviewing leadership.
- **Pesterfield** commented on the goal setting for the Administrator. In the year on Council, several instances where Administrator is working on specific projects. Council should be giving Administrator goals required. Not much to evaluate if no goals have been set. Itemize priorities for goals to be met. Suggested committees be created to do the leg work to aid the Administrator in completing goals.
- **Kaer** suggested the Administrator not have two jobs, should focus on one job here.
- **Cunningham** agreement with previous Council comments. Referenced historical code enforcement complaint. Suggested Thorne Bay needs an administrator focused on Thorne Bay only. Commented on the Southside Firehall plans.
- **Huestis** responded to the Firehall comments. Councilmember responded.
- **Pesterfield** suggested combing the code to evaluate on specific duties required of the Administrator.
- **Nyquest** agreed with goal setting. Unfair to have expectations that have not been given.
- **Anderson** commented that the evaluation process is codified.
- **Kaer** suggested evaluating based on code and not continue talking in circles.

c) Review of MOA between the City of Thorne Bay and OVK, discussion and possible action item;

- **Kaer** commented he has requested information on the Kasaan contract and was told for 3 years there was no agreement. Expressed concern over one person being in charge of both sides.
- **Nyquest** read item 4: Purpose from the OVK MOA. Suggested that the agreement is mutually beneficial.
- **Pesterfield** suggested the agreement is sound, dual communities sharing the road and the responsibility is great. The best recipient of this agreement is Thorne Bay as we have no grader or grader operator to fulfill the duties of this agreement. Thankfully OVK has received grants to do upgrades. Good for both, right now Thorne Bay is benefitting from the agreement, OVK DOT Director is doing a good job. Hard to tell if the agreement came from OVK or Thorne Bay with OVK Director and City Administrator being the same person. Referenced the Resolution passed in February 2023 and

minutes and there was no discussion noted on the contract. Hard to know if Thorne Bay has done their share or paid for their share if there is nothing noted in the budget, except Administrator's wages. Last paragraph of Resolution authorizes Mayor to approve of any subsequent documents mentioned in the MOA or project level agreements either specified or required for carrying out the intent in the spirit of the MOA in the maintenance and operations of the roads or projects to improve the roads covered under this. Suggested revising the Resolution to have Council review before Mayor approval of those items.

- **Nyquest** clarified that City code rules purchasing and already allows Mayor to sign documents.
- **Lovell POI:** requested clarification on procurement code specific to purchasing. Clerk clarified.

Discussion on procurement code continued.

- **Huestis** explained how the MOA works in real time, City Administrator salary is in-kind contributions for labor and collaboration.
- **Cunningham** commented that the amount of expenditures used to be \$2500, then \$5000. Suggested lowering it back down from \$7500 to \$5000.
- **Nyquest** commented that the price was increased due to the cost of living.
- **Pesterfield** showed appreciation for Huestis' in-kind message. Suggested if either party had an emergency of some sort where Huestis was not available, bills come in with no budget, it will show up on an audit. Commented on the review process quoted in the MOA. Questioned if this is something for Council to review, the DOT Director and OVK President with the Mayor? Commented on the dispute section.
- **Huestis** commented that the agreement superseded him, been in place for a years. Used to have expiration date before, City leadership on both sides would review and discuss how it's working. Intent of language at the end of the resolution was to cover last minute agreements Mayor could sign. Thorne Bay is responsible to maintain and operate the roads to the city limits, City of Kasaan is responsible for rest. Explained history of OVK DOT.
- **Pesterfield** thanked Huestis for the information given.
- **POI Lovell** MOA states it is for specific road sections, Kasaan to Goose Creek, is there anywhere else that this covers?
- **Huestis** commented that's covered by the sanding twice per year in Goose Creek
- **Kear** expressed concern over the word any in the MOA and suggested it be struck. Suggested lowering the limit of spending before Council approval to \$2500.
 - **Public Comment – Trina Pesterfield** Previous DOT Director was not City Administrator, suggested a budget line for roadwork, Thorne Bay has a responsibility to stay financially responsible, not clear who to take disputes to which is a conflict of interest.
- **Cunningham** also expressed concern over DOT Director and City administrator being the same person, which is confusing. Suggested Max Blair would be willing to grade subdivision roads that haven't been done.
- **Huestis** suggested discussion on relinquishing easements to OVK. Offered estimates for new equipment.
- **Cunningham questioned** grants available for replacing equipment?

- **Lovell suggested** a motion to bring the agreement to another meeting for revision.
- **Huestis** clarified Tribal Council would also need to approve any changes made.
- **Anderson** commented Article 6 is a problem – one sided. Questioned if anything is on the books for in-kind contributions? How to quantify amount? Would like to see the numbers from the past?

12) CONTINUATION OF PUBLIC COMMENT:

- a) **Lucette O'Hagan-Lovell** written commented read into the report. Attached.
- b) **Trina Pesterfield** commented on the gaming account being closed, would like to look into this. Donation account – not sure what it looks like, donation accounts, training on donations made to City. Community fund for audit, put to the community for discussion. Budget comments – questioned AML budgeted amounts for overages. Water budget not complete when report was received. OVK MOA –Expressed concern over MOA and financial reporting. Concerned not enough separation in roles, needs to be billed accurately. Suggested things to consider in review process of Administrator. Expressed concern of attorney if legal counsel approved of the MOA with OVK.

13) CONTINUATION OF COUNCIL COMMENT:

- a) **Pesterfield** commented on the surplus sale, would like a list of equipment on the sale, potentially the excess of the surplus could be put towards the audit. Commented that there have not been water/sewer reports since the supervisor left. Identify who is to report and make sure they are being done for the RUBA score.
- b) **Anderson** commented on the red light on the lift station by the boat launch has been on for almost a month and hasn't seen water samples. Commented on the donation process.
- c) **Cunningham** commented he also donated funds. Requested to have stipend donated to the RV Park. Suggested getting the RV Park up and running to generate income. Rental agreements, look into communities. Suggested annual increase in leased lots is not enough for lands leased. Happy Holidays to everyone.
- d) **Lovell** commented would like to have an update on the surplus sale. Requested an update on the EMS Coordinator status. If reports should be provided by departments and contracted Water Operator is not doing it, good to know.
- e) **Nyquest** commented our Thorne Bay School Wrestling team has 3 kids going to State.

14) ADJOURNMENT: 9:19pm

Shane Nyquest, Mayor

ATTEST:

Caitlyn Sawyer, City Clerk

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Date

From: [Lucette Ohagan-Lovell](#)
To: [Caitlyn Sawyer](#)
Subject: Written comments
Date: Tuesday, December 16, 2025 4:34:27 PM

Hi Caitlyn,

I'm unable to attend tonight's council meeting but I request the following written comments be read into the public comment record:

Hello council,

My name is Lucette O'Hagan-Lovell and I apologize I am unable to attend this meeting in person. To correct the record, last meeting minutes should reference that I was quoting TBMC for a ROW definition not an easement. It's important that these meeting minutes are accurate.

Tonight's meeting I want to exercise my right for public comment on the following topic: Importance of following Thorne Bay Municipal Code

I want to stress the importance of enforcing our subdivision code and protecting citizens' property rights. For South Thorne Bay Addition #1, I was verbally told that the State never completed the required dedication process, including the grant transferring dedicated lands, rights-of-way (ROW), and easements to the City.

Because of that, my property access through a platted ROW has been effectively blocked, even though the plat clearly shows it was created under and complies with City subdivision regulations. Because of this quasi judicial determination stated above, I was forced into a state permit process—a burden Thorne Bay citizens should never have to bear when the City approved the subdivision under its code and has applied zoning over it. Nowhere in our code is a state permit required for access use. Requiring this of citizens is an undue burden and a clear example of government overreach.

Legal precedent is clear: any land-use decision affecting property rights—including quasi-judicial decisions—requires due process, with findings in writing and an opportunity to appeal at all government levels. Current and updated legal precedent since 2019 now state that decisions made without due process must now be reheard. Citizens have the right to rely on the recorded plat as the controlling land-use document according to state of Alaska case law.

Delays and omissions—like my inquiry this fall remaining unanswered by the Administrator-I have not received a response from him, a requested agenda item for code affirmation in December never being listed on the December 2 agenda, and staff requesting unnecessary signed disclosures for public records requests—create the appearance that citizen concerns are being ignored or even possibly censored.

The Council's job is to protect residents and uphold the city codes. It's time to act—enforce our city code, safeguard property rights, and compel the State to comply, even if that requires an Ombudsman request or a writ of mandamus in court. Citizens should

never bear the burden of enforcing the City's code.

Thank you for all you do representing our wonderful community, I know it's hard work and I appreciate your time and dedication.

Best regards and warm holiday greetings.

**Lucette O'Hagan-Lovell
541-366-1717**

Sent from my iPhone



CITY OF THORNE BAY

ORDINANCE NO. 26-01-20-01

AN ORDINANCE AUTHORIZING A SPECIAL ELECTION TO BE HELD ON FEBRUARY 24, 2026, ON THE QUESTION OF RECALL OF MAYOR SHANE NYQUEST, SETTING OUT THE FORM OF THE RECALL BALLOT, AND ESTABLISHING PROCEDURES FOR THE ELECTION

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

WHEREAS, on November 10th, 2025, an application for a petition to recall the Mayor was submitted to the City Clerk; and

WHEREAS, on November 11th, 2025, the City Clerk determined that the application met the requirements of AS 29.26.260 and prepared the recall petition as provided in AS 29.26.270; and

WHEREAS, on December 11, 2025, the sponsor submitted the recall petition with signatures to the City Clerk for review; and

WHEREAS, on December 23, 2025, the City Clerk issued a certification that the recall petition was sufficient and contained the signatures required to submit the questions on the recall of Mayor Shane Nyquest to the registered voters of the City of Thorne Bay; and

WHEREAS, as required by AS 29.26.310, the City Clerk submitted the recall petition to the City Council at the next regular meeting, which was held on January 6, 2026; and

WHEREAS, the timeframe for an election on the question of recall is set out in AS 29.26.320, which provides that if no regular election occurs within 75 days, the City Council shall hold a special election on the recall question within 75 days but not sooner than 45 days after the petition is submitted to the City Council; and

WHEREAS, this means that the special election may not be held earlier than February 20, 2026, and must be held by March 22, 2026; and

WHEREAS, the City Clerk recommends that the special election be held on Tuesday, February 24, 2026; and

WHEREAS, AS 29.26.010 provides that the governing body of a municipality shall prescribe the rules for conducting an election, and TBMC 2.28.010 provides that the City Council shall prescribe the rules for conducting a city election; and

NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF THORNE BAY, ALASKA:

Section 1. Classification. This ordinance is a non-code ordinance.

Section 2. Authorization and Date for Special Election. A special election on the question of recall of City of Thorne Bay Mayor Shane Nyquest shall be held on February 24, 2026, in accordance with the procedures set out in this ordinance.

Section 3. Notice of Special Election and Completion of Recall Ballot. The City Clerk shall give at least 20 days' notice of the February 24, 2026, special election as required under TBMC 2.28.180 and AS 29.26.030. The recall ballot must be complete prior to the publication of the notice of election. Therefore, any statement of 200 words or less that a member subject to recall wants to have included on the ballot must be filed with the City Clerk for publication and public inspection by no later than 4:00 pm on Monday, February 24, 2026.

Section 4. Form of Recall Ballot. In accordance with AS 29.26.330, the recall ballot for the special election shall read as follows :

SPECIAL ELECTION BALLOT

BALLOT QUESTION NO. 1

Grounds for recall stated on the recall petition:

“Concerned citizens of Thorne Bay are requesting a recall of Mayor Shane Nyquest. Remote locations need a Mayor that's frequently on-site to effectively conduct their duties and responsibilities as outlined in (TBMC 2.08-Mayor Section). Actions or inactions that show failure to perform duties. The mayor has been onsite to preside at less than half of the meetings over the last year. Frequently, the Mayor's and other monthly reports have not been attached to the agenda even after multiple requests. As outlined in sections of TBMC 2.07.010: Policy, the mayor failed in his duties to “promote public confidence in the integrity of local government and its fair operation”, failing to create an inclusive or supportive environment for communication and good listening. Ignoring multiple community and council requests for an independent audit and holding the second meeting each month. At times his language becomes inflammatory and argumentative. This misconduct leads to frustration and discontent among constituents and council, as heard during the 11/4/25 meeting. We are of the opinion that the Mayor's misconduct and failure in his duties and responsibilities, have created a public loss of confidence and a recall vote needs to be put before the voters.”

Statement by Mayor Shane Nyquest: [CLERK TO INSERT HERE STATEMENT OF 200 WORDS OR LESS, IF THE STATEMENT IS FILED WITH THE CITY CLERK FOR PUBLICATION AND PUBLIC INSPECTION BY NO LATER THAN 4:00 PM ON MONDAY, FEBRUARY 2, 2026, TO ENABLE THE CLERK TO COMPLETE THE BALLOT AND PROVIDE THE REQUIRED 20 DAYS NOTICE OF ELECTION]

QUESTION 1

Shall Shane Nyquest be recalled from the office of Thorne Bay City Mayor?

- ☐ Yes
- ☐ No

Section 5. Procedures for Conduct of the Special Election. The City Council establishes the following procedures for conduct of the special election on February 24, 2026.

1. There will be one location for voting on Tuesday, February 24, 2026, and that location will be at City Hall.
2. The voting location at City Hall described in paragraph 1 above will also be an absentee in-person voting location open on Monday, February 16th through Friday, February 20th, for voters who wish to vote absentee in-person
3. On Tuesday, on February 24, 2026, there will be an absentee in-person voting location open at Davidson Landing for voters who wish to vote absentee in-person at that location. This location is not a precinct and is provided for absentee in-person voters as a convenience;
4. Except as provided in this ordinance, all other City election procedures, including the procedures for voting absentee by-mail, as provided in TBMC Chapter 2.28 will apply to the special election.

Section 6. Effective Date. This ordinance shall become effective upon adoption.

PASSED AND APPROVED BY a duly constituted quorum of the Thorne Bay City Council on Tuesday, January 20, 2026.

Shane Nyquest, Mayor

ATTEST:

Caitlyn Sawyer, City Clerk

[SPONSORED: PETITION SUBMITTED Nov 11]

[INTRODUCTION: January 6, 2026]

[PUBLIC HEARING January 20,2026]



City of Thorne Bay

Thorne Bay, AK 999109

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

E-MAIL: cityclerk@thornebay-ak.gov

DEPARTMENT REPORT

Subject: Monthly Department Report

Department: Administrator

Supervisor: _____

Employees: _____

Date: 1-6-2026

A Departmental Overview

Working on winter maintenance issues and special projects as required.

Current Department Activities:

- The City interviewed 4 potential water/wastewater operators and is currently doing a background check before making an offer to our top candidate.
- The Water/Wastewater Plant management is always more difficult during cold weather events. We generally violate our WW permit due to clarifier freezing. This year we have been fighting leaks and water use to keep our tank volume up.
- Wastewater plant Preliminary Engineering Report (PER) - no recent updates. The state manages this grant with input and support from City. Anticipate final PER by mid 2026.
- Wastewater Collection system manhole and pump station upgrades project - No recent updates. The project is in design with construction expected to begin late 2026 or early 2027. The state is managing this contract with support from the City.
- Wintertime road maintenance - looks like winter has arrived and will be keeping us busy trying to keep the roads in good shape. We try to start plowing with 2" inches and snowing with more expected and do not sand until we are done plowing. We sand when its icy as needed.
- VVOS - I e-mailed Scott Parmelee with the FAA on the next steps. Waiting to hear back on how to proceed with the FAA Real Estate staff.
- I had a discussion with Joel Buchanan of Steelhead Electric about the library request for lighting issues, he will be over sometime soon to check this out.

CONTINUED

DEPARTMENT REPORT

Joel has also ordered parts to repair the Davidson Landing lighting and will do that as soon as they are available.

- Harbormaster Zach Ender has decided to resign and given the city two weeks notice. His last day will be January 16. We are going to move Owen Jennings into the position full time since he has been doing the job off and on over the last couple years and recently applied for the position.

Employee Signature

Date

The City of Thorne Bay City Council, Boards & Commissions Meeting Procedures & Policy



Prepared by the City Clerk's Office October 13, 2025
120 Freeman Drive Thorne Bay, AK 99919 (907) 828-3380

<http://www.thornebay-ak.gov>

THE CITY COUNCIL

The governing agency for the City of Thorne Bay is the City Council. The Council is comprised of seven-members elected at large by the general public, to serve three year overlapping terms. Municipal elections are held the first Tuesday following the first Monday in October of each year. In the event a council member cannot fulfill his/her term as elected, the City Council may appoint a resident to serve the remainder of the unexpired term of that council member.

The Mayor is elected by the Community from within the City Council, for a term of two years. The City of Thorne Bay has a "Strong Mayor" form of government. The Mayor has the same legislative powers as other members of the Council and is the Chief Executive Officer and Chief Administrative Officer for the City.

The Council sets policies, passes laws and establishes the budget. The budget covers the fiscal year, July 1 through June 30. The City Council meets the first Tuesday of the month, with the option to schedule a second meeting as necessary on the third Tuesday if the month, except in October and November where meetings must align with city elections.

In Thorne Bay's form of government, the Council collectively hires the City Administrator, City Clerk/Treasurer and City Attorney who serve at the pleasure of the Council. The Council also appoints the EMS Director, Fire Chief and Village Public Safety Officer (VPSO). The Mayor or Mayor Designee hires or appoints all other municipal personnel. The Mayor may delegate authorities granted to him under the Municipal Code to a City Administrator or another designated employee when the administrator position is vacant.

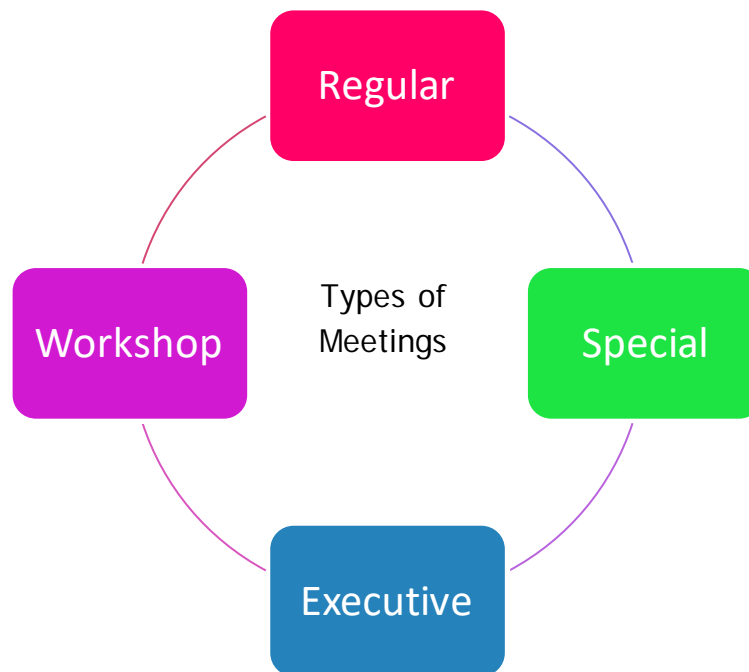
The City has a Planning Commission, Strategic Planning Committee, Roads Commission and a Harbor Commission that advise the Council on various topics throughout the year. In the absence of a committee the City Council fulfills the duties and responsibilities granted the committees.

The purpose of this policy manual is to provide a guide for running effective City Council meetings, and the policy for which City Council actions are recorded.



Types of Meetings

All Council meetings are conducted in compliance with the Alaska Open Meetings Act, which requires legislative bodies to hold their meetings in public except under specific circumstances where closed sessions are authorized. Thorne Bay Municipal Code Chapter 2.04-City Council outlines the rules of conduct for City Council meetings.



Regular

- Regular council meetings shall be held on the first and some third Tuesdays of each month. Either meeting may be rescheduled for cause, but one monthly meeting shall be held, unless cancelled by the majority vote of the City Council. Regular council meetings shall be held at City Hall unless that meeting place is unavailable in which case the meeting may be held at another location designated by the council presiding officer.

Special

- Occasionally, the Mayor or City Council will call a Special Meeting to consider specific items. The City Clerk's Office will post a notice of these meetings at least 24 hours in advance. Special meetings of a municipal body are those meetings that are called for a time different than that fixed for the regular municipal meetings.

Workshop

- The City Council conducts a workshop prior to the Regular City Council meeting's beginning at 6p.m.
- The City Council may conduct workshops or study sessions for a specific purpose, such as the preliminary annual City budget, community development plans etc. These sessions are usually informal, though public, and may sometimes be held at a place other than the Council Chambers.

Executive

- The City Council may meet in executive session, also known as "closed session" before, during or after a meeting to discuss matters such as pending or threatened litigation, conference with real property negotiators, or consideration of appointment, performance evaluation, discipline, dismissal or release of a public employee. More about Executive Sessions in TNBMC 2.04.160.

THE AGENDA



Agendas for City Council meetings are posted at City Hall, 120 Freeman Drive, Thorne Bay, AK 99919, US Forest Service Office Buildings, Thorne Bay School & SISD Office, The Port, Thorne Bay A&P Market and on the City website at least 72 hours (three days) before every regular meeting.

The complete agenda packet is available online at www.thornebay-ak.gov/ and copies are available for review at City Hall, 120 Freeman Drive.

An agenda packet and copies of the agenda are available at the entrance door of the Council Chambers during the meeting.

ORDER OF BUSINESS

Call to Order / Pledge to the Flag

The Mayor or Presiding Officer shall call the meeting to order and state the date and time of the meeting for the record. The Mayor will instruct the councilmembers and audience to stand for the pledge to the flag.

Roll Call

The Clerk will perform a roll call and the Mayor will determine the quorum status.

Administrative/Office Report

Mayor will request the City Administrator and City Clerk provide their staff reports.

Public Comment:

This is the opportunity for the public to speak in reference to items on the agenda-if no one wants to speak in reference to items on the agenda then open to general comments. Reference "Addressing the City Council During the Meeting" for details on this policy.

Council Comment:

The Council shall respectively address the Mayor when requesting to speak per the Thorne Bay Municipal Code 2.04.200. All Council comment is between Council member and/or staff. The Council may request clarification or comment on a specific agenda item from the council or staff acting through the Mayor. **THIS IS NOT TIME FOR DEBATE, DISCUSSION OR COMMENTS FROM OR WITH THE PUBLIC ON ANY ISSUE**

Consent Agenda

The Consent Agenda consists of matters that are routine in nature, such as minutes, budgeted agreements and resolutions. They are approved under one blanket motion, with the exception of items that are pulled off by Councilmembers for discussion. Those items are considered separately after the Consent Agenda is approved.

New Business/Unfinished Business/Introduction Ordinances/ Special Items

(Follow procedure for actionable items for the City Council)

These are items of a significant nature requiring an oral staff report and City Council discussion. The City Council will NOT accept public comment at the time the item is considered.

Ordinance for Public Hearing:

See public hearing procedure policy

Ordinance for Introduction:

(Follow procedure for actionable items for the City Council)

Continuation of Public Comment:

(Follow procedure for Addressing the City Council During the Public Meeting)

Continuation of Council Comment:

ADJOURNMENT:

Mayor will adjourn the meeting stating the time for the record.

PUBLIC COMMENT OPPORTUNITIES:



ADDRESSING THE CITY COUNCIL DURING THE MEETING

The City Council encourages public participation in the decision-making process and appreciates when residents bring issues of community concern to their attention.

Comments are limited to no more than 3 minutes per speaker, but that time limit may be reduced at the Mayor's discretion if there are numerous speakers on a particular item.

★ When the Mayor calls for Public Comment, step up to the podium and state your name and City of residence;



Speak directly into the microphone and address the Council, not the audience.



Use the clock to the right of the City Council podium as your guide to adhering to time limit;



All speakers are expected to be truthful in their comments to the best of their knowledge and ability.

PROCEDURE FOR ACTIONABLE ITEMS

Mayor Entertains Motion:

- ★ Mayor will entertain a motion to approve the item under new business.

Motion Requires First and Second

- ★ Motion requires a "FIRST" and a "SECOND".
- ★ Mayor opens the item for discussion from the City Council only.
 - **THIS IS NOT TIME FOR DEBATE WITH THE SPEAKER AND/OR THE PUBLIC**
 - COUNCIL MAY INTERACT WITH STAFF AT ANY TIME ON AGENDA ITEMS
- ★ Mayor calls for the question (Mayor calls for the Council to Vote)

PUBLIC REQUESTED AGENDA ITEMS

A person that has requested an item be placed on the agenda may speak on that item when called upon by the Mayor.

- ★ Presenter should limit presentation to 10 minutes if possible
- ★ Additional time may be granted by the Mayor and approved by the City Council, prior to the presentation, if a person will be speaking on more than one specific agenda item
- ★ Comments shall be directed to the City Council not the public
- ★ The City Council may request clarification on items presented by the speaker.

GENERAL PUBLIC COMMENT



The public is welcome to address the Council on Agenda items and any item within the jurisdiction of the City Council not listed on the agenda during the Public Comment section of the Agenda. Public Comment occurs directly before the Consent Agenda is approved and again at the end of the meeting prior to adjournment. **Any written materials submitted to the City Council are public record under the Public Records Act.**

PUBLIC HEARINGS



In general, a Public Hearing is an item of open consideration heard within a Regular Meeting, for which special notice has been given. Public Hearings are required on specific items, such as zoning changes, appeals, and proposed budget and fee changes.

After the Mayor opens the Public Hearing, the staff report is presented. The applicant and appellant (if applicable) speak following the staff report and then any concerned individual is able to offer support or present protests on the matter under consideration.

The City Council will close the Public Hearing, discuss the matter and render its decision. Occasionally, the Public Hearing may be continued to another meeting.

PROCEDURE FOR PUBLIC HEARINGS

Mayor (or Clerk) reads the Ordinance title into the record

- ☐ City Clerk and/or Administrator provides staff report
 - councilmembers may question staff through the Mayor
 - **NO** council discussion at this time

- ☐ The Mayor or Sponsor of the Ordinance may provide an overview of the Ordinance
 - 10-minute time limit (Sponsor)
 - councilmembers may question the sponsor through the Mayor.
 - **NO** council discussion at this time

- ☐ Mayor opens the public hearing
 - 3 minutes per person for members of the public
 - Members of the public may only speak to the public hearing item up for discussion
 - Ask members of the public to give their name, community, or whom they are representing.
 - 7 minutes per person for representatives of a state agency, city or borough official, or a recognized representative of a community council
 - Councilmembers may question members of the public if allowed by the Mayor.
 - **NO** council discussion at this time

- ☐ Mayor invites the sponsor (if applicable) to respond to questions/statements from the public
 - 10-minute time limit
 - councilmembers may question the sponsor on the ordinance
 - **NO** council discussion at this time
 - **NO** discussion between the applicant and the public.

- ☐ Mayor closes the public hearing

- ☐ Mayor asks the council for a motion to approve the Ordinance
 - discussion moves to the council
 - 4 affirmative votes are necessary for approval of the proposed action



Planning Commission Public Hearing - Quasi-Judicial Checklist

Resolution Number: _____

A resolution of the City Council sitting as the Planning and Zoning Commission, approving _____ (description of resolution here)

Chair (or Clerk) reads the resolution title into the record

☐ Chair reads the "Conflict of Interest; Ex Parte" questions into the record

☐ **City Clerk and/or Administrator** provides staff report

- *commissioners may question staff through the chair*
- ***NO commission discussion at this time***

☐ The applicant and/or representative may provide an overview of the application



- ***10-minute time limit (Applicant and/or Representative overview of application)***
- *commissioners may question the applicant/representative through the chair.*
- ***NO commission discussion at this time***

☐ Chair opens the public hearing

- ***3 minutes per person for members of the public***
- *Members of the public may only speak to the public hearing item up for discussion*
- *Ask members of the public to give their name, community, or whom they are representing.*
- ***7 minutes per person for representatives of a state agency, city or borough official, or a recognized representative of a community council***
- *Commissioners may question members of the public if allowed by the chair.*
- ***NO commission discussion at this time***

☐ Chair invites the applicant to respond to questions/statements from the public

- ***10-minute time limit***
- *commissioners may question the applicant or their representatives*
- ***no commission discussion at this time***
- ***NO discussion between the applicant and the public.***

Planning Commission
Public Hearing - Quasi-Judicial
Checklist – Continued

- ☐ Chair closes the Public Hearing part of the meeting.
- ☐ Chair asks the commission for a motion to approve the resolution
 - *discussion moves to the commission*
 - *4 affirmative votes are necessary for approval of the proposed action*



If you have any questions relating to this policy please contact your City Clerk at (907) 828-3380, or email cityclerk@thornebay-ak.gov

Note:

Public Comments or testimony's are not included in the official minutes.

If the public wants their comments to be a part of the record on file, they must complete a **Public Comment Card** and provide it to the City Clerk prior to the close of the meeting.

Reference "**City of Thorne Bay - Minutes Procedure**" to understand how your comments will be made a part of the official record.

Any Citizen aggrieved by the decision of the Planning Commission may file an appeal as set forth in the Thorne Bay Municipal Code Title 17-Zoning, Section 17.04.060 Appeals.

TYPES OF COUNCIL ACTION

Motion

- ★ A motion indicates Council approval for a procedural action. Generally, a motion is made by one Councilmember and seconded by another, and then the Council votes on the action. Votes are taken by roll call.

Proclamations

- ★ A proclamation is an item of the Council's support on various state and local activities or recognition of individuals or organizations for their work. Proclamations are usually presented during the Announcements and Introductions portion of the Agenda.

Resolutions

- ★ A resolution constitutes an official written action or decision of the Council and becomes effective upon adoption.

Ordinances

- ★ Ordinances are the laws of the City and are the most binding form of action taken by the City Council. An ordinance (except Emergency Ordinance) is introduced at one meeting and adopted at a second meeting. Generally, the ordinance becomes effective immediately upon adoption, unless specified otherwise within the ordinance.

GUIDELINES FOR MEETING MINUTES



The key skill that a minute-taker needs is the ability to record the message, not the words. "Minutes are not a record of what was said. They are a record of what was discussed".

Gutmann (Taking Minutes of a Meeting)

(Robert's Rules of Order Newly Revised, 11th edition, (RONR)).

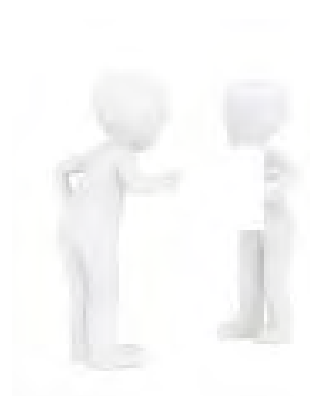
Thorne Bay records "summary minutes" of actions taken at a council meeting. Minutes are not typed verbatim, however if the public wishes to have their comments included in the permanent record, they shall provide the City Clerk with a copy of their speaker card completed with their comments.

Speaker cards are **NOT** included in the official minutes, but are included into a separate meeting file which contains supplemental information pertaining to items on the agenda.

Minutes of the Thorne Bay City Council Meetings should include, but are not limited to:

- Title of the board/commission/committee
- Date & Time Meeting Began
- Time of adjournment
- Where the meeting took place
- A list of those members in attendance and whether an absent member is excused or unexcused
- Motions that were made in the meeting *and*
 - The disposition (whether it passed or failed)
 - Amendments to the motion
- If public comment was made
- If the version is "draft" or "final"
- Name and title of whom wrote the minutes
- Appropriate Signatures e.g. chair, clerk or secretary
- A header or footer *with*
 - Title of the board/commission/committee
 - Date of the meeting
 - Page number (best to use the format for page number like this:

page ____ of ____)





DRAFT MINUTES

Minutes prepared by the clerk are not final until approved by the City Council. If distributed, they should be clearly marked as "draft". Draft minutes can be amended by the majority of the group at a public meeting.



FINAL MINUTES

Final minutes are minutes that have been approved by the majority of the group and thus becomes the official record of the meeting. Once they are approved by the body, a clean copy should be prepared that omits the word "draft" and includes, if applicable, the appropriate signature(s).

If minutes are prepared for a board, commission or committee other than that of the City Council, the secretary or clerk for that board, commission or committee should email the final minutes to the City Clerk. The City Clerk will then retain a permanent copy, post them on the City's website and emails a copy to the City Council.

Minutes should be taken during a **regular meeting** or **special meeting**, however minutes should **NOT** be taken when in:

- Executive session
- Work session *and/or*
- Special committee

AUDIO RECORDS & MEETING MINUTES POSTING

Audio Recording of Meetings



1. INTRODUCTION

1.1 Purpose

The purpose of this policy is to outline the arrangements for audio recordings of Regular and Special Council meetings.

1.2 Scope

This policy applies to regular and special Council meetings of the Thorne Bay City Council, open to the public.

2. POLICY OBJECTIVES

- ★ To specify the arrangements for audio-recordings of all regular and special Council meetings and;
- ★ To specify the arrangements for providing access to audio recordings.

3. BACKGROUND

- ★ Minutes of City Council regular and special committee meetings are required to be kept. Minutes are the official record of the actions taken at a regular or special meeting. Minutes should be available for approval at the next available regular meeting of the City Council.
- ★ Whilst there is no obligation to do so, the City Clerk will make all efforts to post the audio recording (if available) of all regular and special meetings to the City Website within 3 business days following the regular or special City Council meeting.
- ★ Audio recording will be available for a minimum of 2-weeks.
- ★ The published minutes of Council regular and special meetings will remain the official record of proceedings and decisions.

4. GOVERNANCE

- ★ The City Clerk's Office and the City Council are responsible for monitoring the currency and viability of this policy and updating it when required.
- ★ The City Clerk's office will review the policy for any necessary amendments not later than four months after its formulation and will continue review of the policy annually on or about July of each year.

Additional Resources

Publications:

- Perkins Coie, [Alaska's Open Meetings Law](#), by Gordon Tans, October 2002, 3rd Edition
- [A Primer for City Council Members](#)
- [The Mayor's Handbook: A Primer for Small City Mayors](#)
- Ann McFarlane, Jurassic Parliament: Mastering Meetings Using Robert's Rules
- [AS 40.25.110. Public Records Open to Inspection and Copying; Fees.](#)
- <http://www.touchngo.com/lglcntr/akstats/statutes/title40/chapter25/section110.htm>



CITY OF THORNE BAY

P.O. BOX 19110

THORNE BAY, ALASKA 99919

Phone: (907) 828-3380

Fax: (907) 828-3374

Email: _____@thornebay-ak.gov

DATE

NAME, TITLE
ADDRESS

Dear TITLE & NAME:

I am writing to inform you of an upcoming city council meeting taking place on DATE, TIME, PLACE. The agenda for this meeting includes the following item: QUOTE AGENDA ITEM.

Discussion of this item may fall under Alaska Statute 44.62.310(c)(1)(b), a subject which may be discussed in executive session as a subject which tends to prejudice the reputation or character of any person. This means that the city council may motion to go into an executive session and exclude the public during a portion of the meeting.

In such an instance, the person may request the discussion take place in public. As the person in question in this instance, please inform me before the beginning of the meeting if you would like the discussion to take place in public. If I do not receive any response from you, I will assume your preference is for the discussion to take place in executive session, excluding the public.

IF YOU WISH TO INVITE THE INDIVIDUAL INTO THE EXECUTIVE SESSION, INCLUDE: We would like to invite you to attend the executive session portion of the meeting, regardless. If you would like to attend this portion of the meeting, please be present for the full meeting.

If you have any questions or would like more information about your rights with regard to this matter please do not hesitate to contact me at the contact information provided below.

Sincerely,

NAME
TITLE

City of Thorne Bay

EXECUTIVE SESSION

Thorne Bay Municipal Code 2.04.160 Executive sessions.

A. The following subjects may be considered in an executive session:

1. Matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the city;
2. Subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion;
3. Matters that by law, municipal charter, or ordinance are required to be confidential;
4. Matters involving consideration of city records that by law are not subject to public disclosure.

1. The following shall be discussed in executive session when the best interests of the city so require:

1. Negotiations with labor organizations representing city employees;
2. Discussions of pending or threatened lawsuits in which the city has an interest.

2. If permitted subjects are to be discussed at a meeting in executive session, the meeting must first be convened as a public meeting and the question of holding an executive session to discuss matters listed in subsections A and B of this section shall be determined by majority vote of the municipal body. **The motion to convene in executive session must clearly and with specificity describe the subject of the proposed executive session without defeating the purpose of addressing the subject in private. Subjects may not be considered at the executive session except those mentioned in the motion calling for the executive session unless auxiliary to the main question. **Action may not be taken at an executive session, except to give direction to an attorney or labor negotiator regarding the handling of a specific legal matter or pending labor negotiations.****

3. Persons who are to be the subject of discussions set forth in subsection (A)(2) of this section shall be given a minimum of five days' written notice of the circumstance that they will be the subject of such a discussion, the time and place of the meeting and an advisement that they have the right to request that the discussion occur in public.(Ord. 99-20 § 6(part), 1999: Ord. 86-06-24-01 § 5, 1986)



CITY OF THORNE BAY

ORDINANCE ____ - ____ - ____ - ____
Year Month Day # Seq

AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF THORNE BAY, ALASKA,
AMENDING TITLE _____,
CHAPTER _____,
ADDING SECTION _____, (or) AMENDING
SECTION _____, TITLED AND
NUMBERED AS PROVIDED HEREIN

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. **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 3. **Amendment.** The Title and Chapter of TBMC,
Title _____,
Chapter _____, in the Thorne Bay
City Code is hereby amended by *adding* or *amending* section
titled as: _____, and to be
numbered as, _____, which
said section reads as follows:

“

Section 4. **Effective Date.** This ordinance shall become effective upon adoption.

PASSED AND APPROVED BY A DULY CONSTITUTED QUORUM ON : _____, 2025
WITH A VOTE OF ____ YEAS AND ____ NAYS.

ATTEST:

_ City Clerk

_ Mayor

[Sponsor: _____]
[Introduction Hearing: _____, 2025]
[Public Hearing: _____, 2025]

ADDITIONS ARE IN BLUE AND CAPITALIZED

~~Deletions are red and stricken~~



**CITY OF THORNE BAY
ORDINANCE 25-02-02-02**

AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF THORNE BAY, ALASKA, - AMENDING TITLE 10-VEHICLES AND TRAFFIC, CHAPTER 10.20-PARKING, STANDING AND STOPPING, AMENDING SECTION 10.20.010-RESTRICTIONS & EXCEPTIONS - AUTHORITY ADDING SUBSECTION (i), AND, ADDING SECTION 10.20.045-WINTER PARKING RESTRICTIONS

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. 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 3. Amendment of Section. The title and chapters of Title 10-Vehicles & Traffic, Chapter 10.20-Parking, Standing & Stopping, Section 10.20.020-Parking Prohibited, subsection (f)-No Parking on public roadway between November 1st and April 1st each year; is hereby amended and added to the Thorne Bay Municipal Code.

That section of the Thorne Bay Municipal Code is hereby amended and shall read as follows:

ADDING SUBSECTION (I)

10.20.010 RESTRICTIONS AND EXCEPTIONS - AUTHORITY.

I. TO PROHIBIT PARKING BETWEEN NOVEMBER 1ST AND APRIL 1ST EACH YEAR, UPON EITHER OR BOTH SIDES OF ANY STREET OR HIGHWAY WHEN SUCH PARKING HAS BEEN DETERMINED TO INTERFERE WITH TRAFFIC, SNOW REMOVAL OR CREATE A HAZARDOUS SITUATION BASED ON THE STANDARDS SET FORTH UNDER TITLE 10.20.010, C. NO PERSON SHALL PARK A VEHICLE IN VIOLATION OF SUCH SIGNS.

REMOVING SUBSECTION (A)

~~**B. To prohibit parking or standing on the left hand side of any one-way street. No person shall park or stand a vehicle in violation of such signs;**~~

Section 4. Effective Date. This ordinance shall become effective upon adoption.
PASSED AND APPROVED

_ Mayor

ATTEST:

_ Caitlyn Sawyer, City Clerk

[Introduction: January 19, 2025]
[Public Hearing: February 2, 2025]

ADDITIONS ARE IN BOLD AND BLUE INK

AMENDING THE THORNE BAY MUNICIPAL CODE
TITLE 10 VEHICLES AND TRAFFIC
CHAPTER 10.20-PARKING STANDING & STOPPING
SECTION 10.20.010 – RESTRICTIONS AND EXCEPTIONS – AUTHORITY

~~REMOVING SUBSECTION (B)~~

ADDING SUBSECTION (I)

That section of the Thorne Bay Municipal Code is hereby amended and shall read as follows:

10.20.010 RESTRICTIONS AND EXCEPTIONS - AUTHORITY.

The mayor or his/her designee is authorized to determine when and where parking, standing or stopping restrictions or exceptions enumerated in this section are required, or will contribute to the safe and orderly flow of traffic, or will contribute to the efficient use of public streets or public places or property; and to implement such restrictions or exceptions by causing signs to be erected:

A. To authorize parking on the left-hand side of certain one-way streets where such parking would otherwise be prohibited;

~~B. To prohibit parking or standing on the left hand side of any one-way street. No person shall park or stand a vehicle in violation of such signs;~~

C. To prohibit parking upon any street or highway when the width of the roadway does not exceed twenty-four feet, or upon one side of a street or highway as indicated by such signs when the width of the roadway does not exceed thirty-six feet. No person shall park a vehicle in violation of such signs

D. To prohibit parking upon either or both sides of any street or highway adjacent to any school property when such parking would in his opinion, interfere with traffic or create a hazardous situation. No person shall park a vehicle in violation of such signs;

E. Limiting the length of time, a vehicle may occupy a parking space. No person shall park a vehicle in violation of such signs;

F. To prohibit parking, standing, or stopping of vehicles during certain hours of the day or night. No person may park, stand or stop a vehicle in violation of such signs;

G. To prohibit the parking of any of certain large vehicles such as trailers, travel homes, trucks, etc., on designated streets within the central business district between the hours of six a.m. and eight p.m. No person may park any such vehicle in violation of such signs;

H. To prohibit parking, standing or stopping where such would create an especially hazardous condition or would cause an unusual delay in traffic. No person may stop, stand or park a vehicle in violation of such signs.

I. TO PROHIBIT PARKING BETWEEN NOVEMBER 1ST AND APRIL 1ST EACH YEAR, UPON EITHER OR BOTH SIDES OF ANY STREET OR HIGHWAY WHEN SUCH PARKING HAS BEEN DETERMINED TO INTERFERE WITH TRAFFIC, SNOW REMOVAL OR CREATE A HAZARDOUS SITUATION BASED ON THE STANDARDS SET FORTH UNDER TITLE 10.20.010, C. NO PERSON SHALL PARK A VEHICLE IN VIOLATION OF SUCH SIGNS;



CITY COUNCIL MEETING COMMENTS CARD

CITIZEN COMMENT SIGN UP SHEET

Regular Meeting Date: _____

"Please **PRINT** all information."

Name: _____ Telephone: _____

Address: _____

E-mail address: _____

Comment on Agenda Item # _____ Comment on Other Topic: _____

Check one: ☐ written or ☐ oral comments

Comments are limited to no more than 3 minutes per speaker, but that time limit may be reduced at the Mayor's discretion if there are numerous speakers on a particular item.

CITIZENS WHO WISH TO SUBMIT WRITTEN COMMENTS SHOULD COMPLETE THE WRITTEN COMMENTS PORTION AND DELIVER TO THE CITY CLERK FOR THE RECORD:

CITIZENS WHO WISH TO MAKE ORAL COMMENTS:

1. MUST SIGN UP TO SPEAK PRIOR TO THE MEETING (Call, mail or email the City Clerk not later than 4pm on the day of the meeting @ (907) 828-3380; cityclerk@thornebay-ak.gov)
2. WILL HAVE ONE OPPORTUNITY TO SPEAK; AND
3. MUST OBSERVE THE 3-MINUTE TIME LIMIT.

(Inquiries from speakers about matters not listed on the agenda will not be answered during the meeting. The Mayor will note inquiries and direct the Staff to follow up with the answer or to have the subject matter placed on a future agenda for Council consideration.)

SUBMIT COMMENTS



Agenda Item Summary

Agenda Item No. _____

Meeting Date _____

Item General Info:

_____ Date of Request

Reviewed for Submittal
by Mayor

Initial: _____

TITLE:

[brief description of request]

Submitted By: _____

Contact Name: _____

Phone No.: _____

Related Codes: _____

REQUESTED ACTION:

[what are you asking the Council to do?]

SUMMARY OF ISSUE:

[Provide any information that would assist the Council in its decision-making process. You may attach additional pages of information to this form.]

CONTINUED SUMMARY - ADDITIONAL PAGES