



**CITY OF KOTZEBUE  
REGULAR CITY COUNCIL MEETING  
CITY HALL CHAMBERS  
APRIL 4, 2024  
MINUTES**

**I. Call to Order**

Mayor Chase called the meeting to order at 5:36pm.

**II. Roll Call**

Present in person Mayor Saima Chase, Vice Mayor Derek Haviland-Lie, Members Ernest Norton, Joshua Hadley, Kathleen Sherman, and Johnson Greene, and Youth Representative Finnian Sweeney.

**Quorum Established.**

**III. Invocation/Moment of Silence**

City Council Member Kathy Sherman gave Invocation.

**IV. Pledge of Allegiance**

Pledge of Allegiance.

**V. Adoption of the Agenda**

Mayor Samia Chase amended the agenda, under New Business add item "g" Council Member Ariana Erlich Formal Resignation, and under Executive Session add Maniilaq Association Memo-Tim Gilbert RE: COK EMS Contract Travel Authorization Document.

**VII. Citizens Comments**

No Citizens Comments.

**VIII. Correspondence**

No Correspondence.

**IX. Unfinished Business**

- a) Cape Blossom Road Update
- b) Swan Lake Update

The following legal proceeding regarding Unfinished Business, all comments can be found on recording at the City Hall.

**X. New Business**

- a) **AMENDED Resolution 24-22:** A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE AMENDING SECTION 3.05 - TYPES OF POSITIONS AND CLASSIFICATIONS OF THE CITY OF KOTZEBUE PERSONNEL POLICY MANUAL ("PPM"), AMENDING SECTION 3.25 - SPECIAL SALARY PROVISION OF THE CITY OF KOTZEBUE PERSONNEL POLICY MANUAL ("PPM") AND ADDING A PROVISION TO THE CITY OF KOTZEBUE PERSONNEL POLICY MANUAL ("PPM") REGARDING BREAKS AND LUNCH PERIODS DURING THE REGULAR WORK DAY

Joshua Hadley moved and Ernest Norton second to approve Resolution 24-22.

The Roll Call Vote

Ernest Norton	Yes	Derek Haviland-Lie	Yes
Johnson Greene	Yes	Saima Chase	Yes
Joshua Hadley	Yes	Kathy Sherman	Yes

**Motion Passed.**

- b) **Resolution 24-23:** A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE AUTHORIZING THE CITY MANAGER OR HER DESIGNEE TO PAY DRAKE CONSTRUCTION, INC. ("DCI") SEVEN HUNDRED, TWENTY-EIGHT THOUSAND, SIX HUNDRED THIRTY-THREE HUNDRED DOLLARS AND EIGHTY-SEVEN CENTS (\$728,633.87) FOR DCI'S WORK ON THE SWANW LAKE LOOP EMERGENCY DISASTER

Ernest Norton moved, and Ernest Norton seconded to approve Resolution 24-23.

The Roll Call Vote

Kathy Sherman	Yes	Joshua Hadley	Yes
Ernest Norton	Yes	Johnson Greene	Yes
Saima Chase	Yes	Derek Haviland-Lie	Yes

**Motion Passed.**

- c) **Resolution 24-24:** A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE AUTHORIZING THE CITY MANAGER OR HER DESIGNEE TO NEGOTIATE AND FINALIZE A MEMORANDUM OF UNDERSTANDING ("MOU") WITH THE NORTHWEST ARCTIC BOROUGH ("NWAB") REGARDING THE ALASKA HOUSING FINANCE CORPORATION ("AHFC") LAST FRONTIER HOUSING INITIATIVE PROGRAM

Johnson Greene moved, and Joshua Hadley seconded to approve Resolution 24-24.

The Roll Call Vote

Kathy Sherman	Yes	Joshua Hadley	Yes
Derek Haviland-Lie	Yes	Ernest Norton	Yes
Saima Chase	Yes	Johnson Greene	Yes

**Motion Passed.**

- d) NVOK Land Request - Planning Commission Resolution 2024-02 and Recommendation
- e) Planning Commission Letter to Remain - Clay Nordlum  
Ernest Norton moved, and Joshua Hadley moved to accept and approve the letter to Remain on the Planning Commission from Clay Nordlum.

**Motion Passed by Voice Vote.**

- f) Parks and Recreation Advisory Committee - Conrad Kerber  
Kathy Sherman moved, and Joshua Hadley seconded to accept and approve the letter of interest from Conrad Kerber for the Parks and Recreation Advisory Committee.

**Motion Passed by Voice Vote.**

- g) Council Member Ariana Erlich Formal Resignation.  
Ernest Norton moved and seconded by Joshua Hadley to accept the Formal Resignation.

**Motion Passed by Voice Vote.**

City Clerk will post notice for Vacant Seat "F" for one month and send out a thank you letter to Ariana Erlich.

The following legal proceeding regarding New Business, all comments can be found on recording at the City Hall.

**XII. Council Members Comments**

- Seat B: Derek Haviland-Lie
- Seat D: Saima Chase
- Seat C: Joshua Hadley
- Seat F: Ariana Erlich
- Seat E: Kathy Sherman
- Seat A: Ernest Norton
- Seat G: Johnson Greene
- Youth Representative: Finnian Sweeney

The following legal proceeding regarding Council Members Comments, all comments can be found on recording at the City Hall.

**XIII. Executive Session**

Derek Haviland-Lie moved and Ernest Norton second that the council go into an executive session to discuss matters which by law, or municipal ordinance are required to be confidential.

**Motion Passed by Voice Vote.**

The Council Members in Executive Session at 6:29pm.  
The meeting reconvened in open session at 7:35pm.

Mayor Chase reported that no votes were taken during the Executive Session,  
direction was given to Administration.

**XIV. Adjournment**

Ernest Norton moved, and Johnson Greene seconded to Adjourn.  
Motion Passed by Voice Vote.

**Adjourn at 7:35pm.**

Accepted By:

\_\_\_\_\_  
Saima Chase Mayor

\_\_\_\_\_  
Date

Respectfully Submitted By:

\_\_\_\_\_  
Rosie Hensley City Clerk