



CITY OF KOTZEBUE NOTICE

Regular City Council Meeting Agenda

September 23, 2024 at 5:15 PM

City Hall Chambers – 258 A Third Avenue

THE PUBLIC IS ENCOURAGED TO ATTEND.

For residents who want to participate telephonically call: **1-800-315-6338**; access code:
49401#

I. Call to Order

Mayor Chase called the meeting to order at 5:15 PM.

II. Roll Call

Present in person: Mayor Saima Chase, Vice-Mayor Derek Haviland-Lie, Council Members Johnson Greene, Ernest Norton, Joshua Hadley, Cory Jackson, Kathleen Sherman.

Quorum Established.

III. Invocation/Moment of Silence

Council Member Sherman provided an invocation.

IV. Pledge of Allegiance

Pledge of Allegiance.

V. Adoption of The Agenda

The agenda was approved by unanimous vote from the council.

VI. Adoption of Minutes

a) June 7th, 2024

b) June 20th, 2024

c) September 5th, 2024

All minutes were approved by unanimous vote from the council.

VI. Introduction of Guests & Staff

Staff present in chambers: Tessa Baldwin, Sam Camp, Rachel Belamour, Chris Cook, Ron Johnson, Russ Ferguson, Jamie Lambert, Joe Evans.

Staff present on the phone: Paeton Schaeffer, Drue Pearce.

Guest's present: Paulette Schuerch.

VIII. Citizen Comments

Paulette Schuerch with the Native Village of Kotzebue spoke about their new facility, the process, and expressed excitement for this.

IX. Correspondence

a) Kobuk 440 Scholarship Thank You Letter

The council went over the thank you letter from the Kobuk 440.

b) AML SS4A Transportation Safety Action Plan

City Manager Tessa Baldwin summarized this action plan and explained the process briefly.

c) FY22 State and Local Cybersecurity Grant Program (SLCGP)-Round 2 Allocations

City Manager Tessa Baldwin summarized this, explaining that funds were granted and received for the City of Kotzebue’s cybersecurity.

X. Unfinished Business

a) Manager's Reports

- 1. City Manager
- 2. Holland and Hart
- 3. The Mulder Company
- 4. Joe Evans City Attorney
- 5. Finance Director ***need to vote to accept and approve Finance Report***

Council Member Hadley made a motion to accept and approve the finance report, seconded by Council Member Norton.

Roll Call Vote

Johnson Greene	Yes	Ernest Norton	Yes
Joshua Hadley	Yes	Derek Haviland-Lie	Yes
Cory Jackson	Yes	Saima Chase	Yes
Kathleen Sherman	Yes		

Finance Report passed.

6. Public Works *need to vote to accept and approve Public Works report*

Council Member Norton made a motion to accept and approve the public works report, seconded by Council Member Hadley.

Roll Call Vote

Johnson Greene	Yes	Ernest Norton	Yes
Joshua Hadley	Yes	Derek Haviland-Lie	Yes
Cory Jackson	Yes	Saima Chase	Yes
Kathleen Sherman	Yes		

Public Works Report Passed.

- 7. Police Department
- 8. Fire Department
- 9. Parks & Recreation
- 10. Package Store
- 11. Public Relations/Human Resources
- 12. Planning Department

The following legal proceeding regarding the Manager's Reports, all comments and reports can be found on recording at the City Hall.

Break at 6:30 PM

Reconvene at 6:35 PM

XI. New Business

- a) **ORDINANCE 24-04**, "A CODE ORDINANCE DELETING THE PRESENT SECTION 2.12.010, APPOINTMENT-TERM (FOR CITY CLERK), OF THE KOTZEBUE MUNICIPAL CODE ("KMC") IN ITS ENTIRITY AND REPLACING IT WITH A NEW SECTION 2.12.010, APPOINTMENT-TERM FOR CITY CLERK, OF THE KMC AS SET FOR HEREIN" **[PUBLIC HEARING]**

Council Member Hadley made a motion to approve Ordinance 24-04, seconded by Council Member Norton.

Roll Call Vote

Joshua Hadley	Yes	Kathleen Sherman	Yes
Johnson Greene	Yes	Cory Jackson	Yes
Derek Haviland-Lie	Yes	Ernest Norton	Yes
Saima Chase	Yes		

Ordinance 24-04 Passed.

- b) **ORDINANCE 24-05**, "A NON-CODE ORDINANCE PURSUANT TO KOTZEBUE MUNICIPAL CODE ("KMC") 15.04.100 REQUIRING THE OWNER OF HOUSE NO.

671 LOCATED AT LOT 16, BLOCK 6, USS 2645, KOTZEBUE TOWNSITE AT HIS OWN EXPENSE TO DEMOLISH OR REMOVE THE STRUCTURE HE OWNS"

[PUBLIC HEARING]

Council Member Hadley made a motion to approve Ordinance 24-05, seconded by Council Member Haviland-Lie.

Roll Call Vote

Kathleen Sherman	Yes	Derek Haviland-Lie	Yes
Ernest Norton	No	Saima Chase	Yes
Joshua Hadley	Yes	Cory Jackson	Yes
Johnson Greene	Yes		

Ordinance 24-05 Passed by majority vote.

- c) **ORDINANCE 24-06**, " A CODE ORDINANCE ADDING A NEW SECTION TO THE KOTZEBUE MUNICIPAL CODE ("KMC") CONFIRMING AND AUTHORIZING THE USE OF ALASKA MUNICIPAL LEAGUE'S ("AML") SERVICES TO COLLECT, REMIT, ENFORCE AND ADMINISTER KMC CHAPTER 3.20, SALES TAX, FOR THE CITY OF KOTZEBUE ("CITY)" **[PUBLIC HEARING]**

Council Member Hadley made a motion to approve Ordinance 24-06, seconded by Council Member Sherman.

Roll Call Vote

Saima Chase	Yes	Derek Haviland-Lie	Yes
Johnson Greene	Yes	Cory Jackson	Yes
Kathleen Sherman	Yes	Ernest Norton	Yes
Joshua Hadley	Yes		

Ordinance 24-06 Passed.

- d) **ORDINANCE 24-07**, "A CODE ORDINANCE AMENDING KOTZEBUE MUNICIPAL CODE ("KMC"), CHAPTER 3.20, SALES TAX, SECTIONS 3.20.210, 3.20.270, 3.20.280 AND 3.20.450 TO PROVIDE FOR QUARTERLY REPORTING AND REMITTANCE OF CITY SALES TAXES COLLECTED DURING THE QUARTER, EFFECTIVE JANUARY 1, 2025 WITH THE FIRST QUARTERLY REPORTING PERIOD BEING JANUARY 1, 2025 THROUGH MARCH 31, 2025." **[FOR INTRODUCTION]**

Council Member Norton made a motion to approve the introduction of Ordinance 24-07, seconded by Council Member Sherman.

Roll Call Vote

Saima Chase	Yes	Derek Haviland-Lie	Yes
Johnson Greene	Yes	Cory Jackson	Yes
Kathleen Sherman	Yes	Ernest Norton	Yes
Joshua Hadley	Yes		

Introduction of Ordinance 24-07 Passed.

- e) **RESOLUTION 24-55**, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE AUTHORIZING THE APPOINTMENT OF TEMPORARY, PART-TIME PERSONNEL FOR THE OCTOBER 1, 2024 MUNICIPAL ELECTION."

Council Member Haviland-Lie made a motion to approve Resolution 24-55, seconded by Council Member Jackson.

Roll Call Vote

Cory Jackson	Yes	Joshua Hadley	Yes
Kathleen Sherman	Yes	Ernest Norton	Yes
Saima Chase	Yes	Johnson Greene	Yes
Derek Haviland-Lie	Yes		

Motion Passed.

- f) **RESOLUTION 24-56**, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE ("CITY") AUTHORIZING THE CITY MANAGER TO EXTEND THE CITY'S CONTRACT WITH DOWL FOR ENGINEERING AND CAPITAL PROJECTS MANAGEMENT SERVICES THROUGH CALENDAR YEAR 2024 AND DIRECTING THE CITY MANAGER TO ISSUE AN RFP IN LATE OCTOBER 2024 FOR ENGINEERING AND CAPITAL MANAGEMENT SERVICES FOR CALENDAR YEAR 2025."

Council Member Haviland-Lie made a motion to approve Resolution 24-56, seconded by Council Member Hadley.

Roll Call Vote

Johnson Greene	Yes	Kathleen Sherman	Yes
Saima Chase	Yes	Joshua Hadley	Yes
Cory Jackson	Yes	Derek Haviland-Lie	Yes
Ernest Norton	Yes		

Motion Passed.

- g) **RESOLUTION 24-57**, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE ACCEPTING AND AUTHORIZING THE CITY MANAGER OR HER DESIGNEE TO COMPLETE AND EXECUTE A GRANT AGREEMENT WITH THE DENALI COMMISSION FOR THE CAPE BLOSSOM ROAD AND CAPE BLOSSOM PORT PROJECTS PHASE II."

Council Member Norton made a motion to approve Resolution 24-57, seconded by Council Member Jackson.

Roll Call Vote

Johnson Greene	Yes	Ernest Norton	Yes
Joshua Hadley	Yes	Derek Haviland-Lie	Yes
Cory Jackson	Yes	Saima Chase	Yes
Kathleen Sherman	Yes		

Motion Passed.

- h) **RESOLUTION 24-58**, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE ("CITY") ACCEPTING THE NORTHWEST ARCTIC BOROUGH ("NWAB") VILLAGE IMPROVEMENT FUND ("VIF") GRANT IN THE AMOUNT OF THREE HUNDRED AND SEVENTY-FIVE THOUSAND DOLLARS AND NO CENTS (\$375,000.00) FOR THE PURCHASE OF A BULLDOZER."

Council Member Haviland-Lie made a motion to approve Resolution 24-58, seconded by Council Member Jackson.

Roll Call Vote

Joshua Hadley	Yes	Kathleen Sherman	Yes
Johnson Greene	Yes	Cory Jackson	Yes
Derek Haviland-Lie	Yes	Ernest Norton	Yes
Saima Chase	Yes		

Motion Passed.

- i) **RESOLUTION 24-59**, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE ("CITY") REQUESTING THE ADDITION OF CITY CLERK PAETON SCHAEFFER AS AN AUTHORIZED SIGNER ON ALL OF THE CITY'S ACCOUNTS WITH WELLS FARGO BANK."

Council Member Sherman made a motion to approve Resolution 24-59, seconded by Council Member Jackson.

Roll Call Vote

Saima Chase	Yes	Derek Haviland-Lie	Yes
Johnson Greene	Yes	Cory Jackson	Yes
Kathleen Sherman	Yes	Ernest Norton	Yes
Joshua Hadley	Yes		

Motion Passed.

- j) **RESOLUTION 24-60**, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE AUTHORIZING THE REPAIR OF THE MAIN WATER LINE NEAR ALASKA AIRLINES AT AN ESTIMATED COST OF \$58,434.00."

After discussion from the Council, it came to an agreement that the wording on this Resolution should be changed from "Main Water Line" to "Main Sewer Line."

Council Member Haviland-Lie made a motion to approve Resolution 24-60 with changes to "Main Sewer Line", seconded by Council Member Norton.

Roll Call Vote

Cory Jackson	Yes	Joshua Hadley	Yes
Kathleen Sherman	Yes	Ernest Norton	Yes
Saima Chase	Yes	Johnson Greene	Yes
Derek Haviland-Lie	Yes		

Motion Passed.

- k) **RESOLUTION 24-61**, "A RESOLUTION OF THE CITY OF KOTZEBUE SUPPORTING THE DEVELOPMENT OF THE NATIVE VILLAGE OF KOTZEBUE'S NIKAITCHUAT ILISAGVAIT AND ADMINISTRATIONS NEW FACILITY PROJECT."

Council Member Sherman made a motion to approve Resolution 24-61, seconded by Council Member Jackson.

Roll Call Vote

Johnson Greene	Yes	Kathleen Sherman	Yes
Saima Chase	Yes	Joshua Hadley	Yes
Cory Jackson	Yes	Derek Haviland-Lie	Yes
Ernest Norton	Yes		

Motion Passed.

- I) **RESOLUTION 24-62**, “A RESOLUTION IN SUPPORT OF THE NATIVE VILLAGE OF KOTZEBUE’S NANA VILLAGE ECONOMIC IMPROVEMENT (VEI) APPLICATION FOR \$900,000 INTENDED FOR GRAVEL PAD, PURCHASE OF PROPERTY AND THE DESIGN OF THE FIXTURES, FIXINGS AND EQUIPMENT.”

Council Member Haviland-Lie made a motion to approve Resolution 24-62, seconded by Council Member Norton.

Roll Call Vote

Kathleen Sherman	Yes	Derek Haviland-Lie	Yes
Ernest Norton	Yes	Saima Chase	Yes
Joshua Hadley	Yes	Cory Jackson	Yes
Johnson Greene	Yes		

Motion Passed.

Break at 7:14 PM

Reconvene at 7:19 PM

XII. Council Members Comments

- a) Seat F: Cory Jackson

Seat G: Johnson Greene

Seat B: Derek Haviland-Lie

Seat D: Saima Chase

Seat C: Joshua Hadley

Seat E: Kathleen Sherman

Seat A: Ernest Norton

Youth Representative: Bristol Huffman

All comments can be found on recording at the City Hall.

XIII. Executive Session

Council Member Haviland-Lie made a motion, seconded by Council Member Norton to enter Executive Session to discuss matters which by law, or municipal ordinance are required to be confidential.

Entered Executive Session at 7:47 PM.

Reentered Open Session at 9:43 PM.

Direction was given, no votes were taken during this time.

XIV. Adjournment

Meeting adjourned at 9:44 PM.

Accepted By:

Derek Haviland-Lie Mayor

Date

Respectfully Submitted By

Paeton Schaeffer City Clerk

[SEAL]