



P.O. Box 46  
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**CITY OF KOTZEBUE  
REGULAR CITY COUNCIL MEETING  
CITY HALL CHAMBERS  
APRIL 18, 2024  
AGENDA  
**AMENDED**  
MINUTES**

**I. Call to Order**

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

**II. Roll Call**

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

**a) Excusal Request for Joshua Hadley**

Ernest Norton moved, and Johnson Greene seconded to approve the Excusal Request for Joshua Hadley.

**Motion Passed by Voice Vote.**

**III. Invocation/Moment of Silence**

Kathy Sherman gave an Invocation.

**IV. Pledge of Allegiance**

Pledge of Allegiance.

**V. Introduction of Guest & Staff**

**Guests** in the Chambers John Rae, and Rick Lie and Guest telephonically Paulette Schuerch N.V.O.K and Thomas Baker.

**Staff** in person Tessa Baldwin-City Manager, Rosie Hensley City Clerk, Ron Johnson Parks & Rec, Sam Camp Public Works Director, Matt Lazarus Water Plant, Joe Evans City Attorney, Lorraine Hunnicutt Public Works Assistant Director, Tristan Ferguson Fire Chief, Rachel Belamour HR/Public Relations, and Roger Rouse Chief of Police.

Staff telephonically Chelsea Sieh Finance Director, Jamie Lambert Arctic Spirits Manager, Eldon Mulder, and Ben Mohr.

## **VI. Adoption of the Agenda**

Vice Mayor Derek Haviland-Lie amended the agenda as notes; under Roll Call add Excusal for Joshua Hadley, add new item VIII Update on Water Treatment Plant-PSA, Baffle Installation Filters, under Unfinished Business move item a) Maniilaq EMS Contract move to Executive Session, add b) Representative Thomas Baker-Funding Update Swan Lake Loop and Update Legislative Report, add c) Planning Commission Resolution 24-03: Cain Building Recommendations, and under New Business add item d) Council/Admin Roles and Responsibilities-Discussion.

Derek Haviland-Lie moved, and Johnson Greene seconded to approve the Amend Agenda as noted.

**Motion Passed by Voice Vote.**

## **VII. Adoption of the Minutes**

**a) March 21, 2024**

**b) April 4, 2024**

Ernie Norton moved, and Johnson Greene seconded to approve as a block the March 21, 2024 and April 4, 2024 Minutes.

**Motion passed By Voice Vote.**

## **VIII Update on Water Treatment Plant-PSA, Baffle Instillation Filters**

The following legal proceeding regarding Update Water Treatment Plant-PSA, Baffle Installation Filters, all comments can be found on recording at the City Hall.

## **IX. Citizens Comments**

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

## **X. Correspondence**

**a) C.O.K 2024 Denali Commission Funding Opportunity Application-Cape Blossom Road and Port Project-Phase II**

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

## **XI. Unfinished Business**

**a) Maniilaq EMS Contract**

**b) Representative Thomas Baker- Funding Update Swan Lake Loop and Update Legislative Report**

**c) Planning Commission Resolution 24-03:CAIN Building Recommendations**

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

**XII. New Business**

- a) **ORDINANCE NO. 24-03: A NON-CODE ORDINANCE OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE APPROVING THE SALE OF A PORTION OF CITY-OWNED REAL PROPERTY LOCATED WITHIN LOT 10, BLOCK 13, USS 2863 TO THE NATIVE VILLAGE OF KOTZEBUE (“NVK”) FOR THE FAIRMARKET VALUE OF ONE HUNDRED AND SEVENTY THOUSAND DOLLARS AND NO CENTS (\$170,000).**

Mayor Chase Introduced Ordinance 24-03, after the introduction, Mayor Chase reported that May 2, 2024 will be the First Public Hearing for Ordinance 24-03.

Derek Haviland-Lie moved, and Ernest Norton seconded to approve the introduction of Ordinance 24-03.

The Roll Call Vote

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

**Motion Passed.**

- b) **RESOLUTION 24-25: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE ACCEPTING THE BDO BID TO PROVIDE AUDITING SERVICES FOR THE CALENDAR YEARS 2023, 2024, 2025 AND 2026.**

Johson Greene Moved and Ernest Norton seconded to approve Resolution 24-25.

The Roll Call Vote

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

**Motion Passed.**

- c) **RESOLUTION 24-26: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE DESIGNATING THE MAYOR AS THE CITY OF KOTZEBUE REPRESENTATIVE TO SIGN STATE REVOLVING FUND DOCUMENTS.**

Ernest Norton moved and Johson Greene seconded to approve Resolution 24-26.

The Roll Call Vote

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

**Motion Passed.**

- d) **COUNCIL/ADMIN ROLES AND RESPONSIBILITIES- Discussion**

The following legal proceeding regarding Council/Admin Roles and Responsibilities, all comments can be found on recording at the City Hall.

Mayor Chase requested a ten-minute break, off the record at 7:07pm.  
Back on record at 7:17pm.

**XIII. Manager's Report**

- a) City Manager
- b) Holland & Hart
- c) The Mulder Company
- d) Joe Evans City Attorney
- e) Finance Director **(Need to vote to accept & approve Finance Report)**

Joshua Hadley moved, and Derek Haviland-Lie moved to accept and approve the Finance Director Report and Finance Report.

The Roll Call Vote

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

**Motion Passed.**

- f) Public Works **(Need to vote to approve Public Works Report)**

Joshua Hadley moved, and Ernest Norton moved to accept and approve the Public Works Report.

The Roll Call Vote

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

**Motion Passed.**

- Public Works Water

- g) Police Department
- h) Fire Department
- i) Parks & Recreation
- j) Package Store
- k) Public Relations/Personnel Office
- l) City Planner

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

**XIV. Council Members Comments**

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

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

**XV. 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 9:08pm.  
The meeting reconvened in open session at 10:24pm.

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

**XVI. Adjournment**

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

**Adjourn at 10: 25pm.**

Accepted By:

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

\_\_\_\_\_  
Date

Respectfully Submitted By:

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