



**City of Saxman
City Council Regular Meeting
May 15, 2024
5:30 PM**

MINUTES

Call to Order

Mayor Seludo called the meeting to order at 5:39pm.

Prayer

Invocation by Council Member Woody Watson.

Roll Call/Quorum

PRESENT

Mayor Frank Seludo
Vice Mayor Billy Joe Thomas
Council Member Woody Watson
Council Member Norman Natkong Sr.
Council Member Rick Makua
Council Member Gabe Blair

NOT PRESENT

Council Member Denny Blair

ALSO PRESENT

Marissa Medford, City Administrator

Public Comments

There were no public comments.

Consideration of the Agenda

There was a motion made to use the agenda as a guide.

Motion made by Council Member Woody Watson. Seconded by Council Member Rick Makua.

Voting Yea: Council Member Woody Watson, Council Member Norman Natkong Sr., Council Member Rick Makua, Council Member Gabe Blair, Vice Mayor Billy Joe Thomas, Mayor Frank Seludo.

All in favor.

None oppose.

Motion passes.

Consent Agenda: *Matters listed under the consent agenda are routine and will be enacted by one motion and one vote. There will be no separate discussion on these items. If the Mayor or council member requests discussion, that item will be removed from the consent calendar and will be considered under "Unfinished Business".*

There was a motion made to approve the Consent Agenda items 1-10.

Motion made by Vice Mayor Billy Joe Thomas. Seconded by Council Member Rick Makua.

All in favor.

None oppose.

Motion passes.

- 1. Approval of March 14, 2024 Totem and Tourism Committee Meeting Minutes**
Background: Meeting minutes presented for Council approval.
Discussion: Item approved in consent agenda.
- 2. Approval of March 14, 2024 Finance Committee Meeting Minutes**
Background: Meeting minutes presented for Council approval.
Discussion: Item approved in consent agenda.
- 3. Approval of March 20, 2024 Totem and Tourism Committee Meeting Minutes**
Background: Meeting minutes presented for Council approval.
Discussion: Item approved in consent agenda.
- 4. Approval of March 20, 2024 City Council Regular Meeting Minutes**
Background: Meeting minutes presented for Council approval.
Discussion: Item approved in consent agenda.
- 5. Approval of March 28, 2024 Totem and Tourism Committee Meeting Minutes**
Background: Meeting minutes presented for Council approval.
Discussion: Item approved in consent agenda.
- 6. Approval of April 10, 2024 Building and Ordinance Committee Meeting Minutes**
Background: Meeting minutes presented for Council approval.
Discussion: Item approved in consent agenda.
- 7. Approval of April 11, 2024 Totem and Tourism Committee Meeting Minutes**
Background: Meeting minutes presented for Council approval.
Discussion: Item approved in consent agenda.
- 8. Approval of April 11, 2024 Finance Committee Meeting Minutes**
Background: Meeting minutes presented for Council approval.
Discussion: Item approved in consent agenda.
- 9. Approval of April 17, 2024 City Council Regular Meeting Minutes**
Background: Meeting minutes presented for Council approval.

Discussion: Item approved in consent agenda.

10. Approval of April 23, 2024 Totem and Tourism Committee Meeting Minutes

Background: Meeting minutes presented for Council approval.

Discussion: Item approved in consent agenda.

Unfinished Business

11. Ordinance #24-01 FY24 Budget Modification #1

Background: Second reading and adoption of Ordinance #24-01 FY24 Budget Modification #1.

Discussion: The City Administrator reviewed the FY24 Budget Mod with Council.

There was a motion made to accept the second reading and adoption of Ordinance #24-01 FY24 Budget Modification #1.

Motion made by Vice Mayor Billy Joe Thomas. Seconded by Council Member Rick Makua.

Mayor Seludo called for a roll call vote.

Voting Yea: Council Member Woody Watson, Council Member Norman Natkong Sr., Council Member Rick Makua, Council Member Gabe Blair, Vice Mayor Billy Joe Thomas, Mayor Frank Seludo.

All in favor.

None oppose.

Motion passes.

Staff Reports

There was a motion made to accept all staff reports.

Motion made by Council Member Rick Makua. Seconded by Vice Mayor Billy Joe Thomas.

All in favor.

None oppose.

Motion passes.

12. Mayor's Report to Council

Background: The Mayor will verbally report.

Discussion: Mayor Seludo spoke about the AHFC LFHI project. RFP is up on the Borough website. Lots are being cleared and a little bit of rock still needs to be hammered out. Surveyor has been out to mark the property lines. Met with OVS President Joe Williams today. Council will need to discuss the Fire/EMS contract.

13. City Administrator's Report to Council

Background: City Administrator Report presented for Council review and discussion.

Discussion: The City Administrator submitted a written report and is working closely with Ketchikan Gateway Borough and S.E. Conference on the 2024 PIDP Grant. Also

working closely with Ketchikan Gateway Borough and Alaska Housing Finance Corporation on the LFHI project. Grant Agreement with AHFC fully executed. MOA with Ketchikan Gateway Borough created, approved, and fully executed. RFP created, approved, and posted on May 10, 2024. Currently open for bids until June 4, 2024 at 3:00pm.

Pre-Proposal Site Visit scheduled on May 22, 2024 at 2:00pm for any potential bidders to take a look at the five proposed lots.

Lot consolidation in the works.

Capital Title and Escrow is working on Title Reports for all lots that may be utilized for the AHFC LFHI grant.

Alpine Real Estate is working on a Brokers Opinion of Value for all lots that may be utilized for the AHFC LFHI grant.

GT Land Surveying set all missing property corners and flagged all property lines for Lot 9A and Lots 11 and 12.

P&T Construction started site development on Lot 9A.

Accounting meetings with Teuscher Walpole.

City of Saxman's SAM.gov registration hadn't been active since July 2022 and there was a duplicate UEI number assigned preventing registration renewal. Duplicate UEI number was removed and registration renewed.

LC Refrigeration Project with OVS for walk-in refrigerator and freezer units.

Public Works completing State of Alaska Fire Marshall corrections at SCC.

Monthly invoicing and tracking system for tourism seems to be working out well and the feedback has been positive.

14. Water Operator's Report to Council

Background: Water Operator Report presented for Council review and discussion.

Discussion: The Water Operator submitted a written report. Mayor Seludo reported that Sarah from ARWA is assisting with leak detection. Public Works and Sarah have been pressure testing the water lines. Sarah does not recommend to dig any water lines just yet.

Next Meeting Dates

15. Set Late-May & June 2024 Council Meetings

Background: Discuss and approve late-May and June 2024 calendar for Council meetings.

Discussion: City Council Special Meeting on Tuesday, May 21st at 4:00pm. City Council Work Session on Tuesday, May 21st at 4:30pm.

City Council Special Meeting on Wednesday, May 22nd at 4:00pm. Totems and Tourism Meeting on Wednesday, May 22nd at 4:30pm.

Finance Committee Meeting on Thursday, June 13th at 4:30pm.

Regular City Council Meeting on Monday, June 24th at 5:30pm.

Council/Mayor Comments

There were no Council comments.

Adjournment

There was a motion made to adjourn the meeting.

Motion made by Council Member Woody Watson. Seconded by Council Member Rick Makua.

All in favor.

None oppose.

Motion passes.

Meeting adjourned at 6:43pm.

Frank H. Seludo, Mayor

Marissa Medford, City Administrator