



**City of Saxman
Regular Meeting
March 15, 2023
5:30 PM**

MINUTES

Call to Order

Mayor Seludo called the meeting to order at 5:37 PM.

Prayer

Invocation by President Joe Williams.

Roll Call/Quorum

PRESENT

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

Public Comments

Workshop

Remove off agenda per Mayor Seludo.

Consideration of the Agenda

A motion was made to accept the agenda as a Guide. Motion Passed.

Motion made by Council Member Thomas, Seconded by Council Member Makua.
Voting Yea: Mayor Seludo, Council Member Thomas, Council Member Makua, Council Member Blair, Council Member Natkong Sr., Council Member Watson, Council Member Blair

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".*

A motion was made to approve the Consent Agenda items 1,2,5,6 & 7. Items 3 and 4 were requested to move to Unfinished Business while changes are made. Motion Passed.

Motion made by Council Member Thomas, Seconded by Council Member Watson.
Voting Yea: Mayor Seludo, Council Member Thomas, Council Member Makua, Council Member Blair, Council Member Natkong Sr., Council Member Watson, Council Member Blair

1. Special Meeting Minutes March 3, 2023
Background: Meeting minutes for review and approval
2. February 15, 2023 Regular Meeting Minutes
Background: Meeting Minutes Presented for the Council's Approval.
3. March 09, 2023 Finance Committee Meeting Minutes
Background: Council Meeting Minutes Presented for Council's Approval.
Council requested that the Clerk edit out the financials that we did not have for the February Finance Meeting and pull out #3 and #4 from the consent agenda and move to Unfinished Business.
The Accounting RFP can be taken care of under New Business #8 as that is a separate agenda item.
4. March 09, 2023 Finance Committee Meeting Recommendations
Background: Recommendations presented for Council's Approval.
5. March 14, 2023 Totem and Tourism Committee Meeting
Background: Presented for the Council's Approval.
6. March 14, 2023 Building and Ordinance Committee Meeting Minutes
Background: Meeting Minutes for the Council's Approval
7. Ketchikan Gateway Borough request for letters of support for priority 2023 projects
Background: The KGB managers office is requesting the City of Saxman City Council support their 2023 priority projects as named in each letter.

Old Business

New Business

8. Introduction to Accounting Firm
Background: The Accounting Firm of Teuscher-Walpole LLC will present an engagement letter and introduce themselves. They are available for questions and clarification of duties and cost.
There was a motion made to accept the contract with the Accounting Firm of Teuscher-Walpole LLC. Motion Passed.
Motion made by Council Member Makua, Seconded by Council Member Watson.
Voting Yea: Mayor Seludo, Council Member Thomas, Council Member Makua, Council Member Blair, Council Member Natkong Sr., Council Member Watson, Council Member Blair
The Mayor Called for a Roll Call Vote
Roll Call Vote:
Voting Yea: 7
Voting No: 0

9. Resolution #03.2023.02 Promoting Apprenticeship in Saxman

Background: A Resolution confirming the Council's commitment to provide job training and economic security in Saxman by sponsoring and supporting apprenticeship programs where possible.

Possible Motions: "I make a motion to approve Resolution #03.2023.02, a resolution committing to supporting apprenticeship in construction projects in Saxman."

There was a motion made to approve Resolution #03.2023.02, a resolution committing to supporting apprenticeship in construction projects in Saxman. Motion Passed.

Motion made by Council Member Thomas, Seconded by Council Member Makua.
Voting Yea: Mayor Seludo, Council Member Thomas, Council Member Makua, Council Member Blair, Council Member Natkong Sr., Council Member Watson, Council Member Blair

10. Resolution #03.2023.03 Mitigating Climate Change

Background: Resolution for committing to mitigating climate change impacts.

Possible Motion: "I make a motion to approve Resolution #03.2023.03, a resolution committing to developing ways to mitigate the effects of climate change and environmental injustice."

There was a motion made to approve Resolution #03.2023.03, a resolution committing to developing ways to mitigate the effects of climate change and environmental injustice. Motion Passes.

Motion made by Council Member Thomas, Seconded by Council Member Makua.
Voting Yea: Mayor Seludo, Council Member Thomas, Council Member Makua, Council Member Blair, Council Member Natkong Sr., Council Member Watson, Council Member Blair

11. Resolution #03.2023.04 Procuring American Products for Construction Projects

Background: Resolution for committing to a procurement policy that supports the "Buy American" Act.

Possible Motion: "I make a motion to approve Resolution #03.2023.04, Procuring American Products for Construction Projects."

There was a motion made to approve Resolution #03.2023.04, Procuring American Products for Construction Projects. Motion Passed.

Motion made by Council Member Thomas, Seconded by Council Member Blair.
Voting Yea: Mayor Seludo, Council Member Thomas, Council Member Makua, Council Member Blair, Council Member Natkong Sr., Council Member Watson, Council Member Blair

12. Cape Fox Tours Proposed Projects

Background: Discussion of a new parking lot schematic presented by Cape Fox Tours. Cape Fox Tours will also present for Council approval a design for signage throughout the park during the tour season.

Cape Fox Tours presented the proposed projects and mentioned that the display panels would be the story from the pamphlet given out during the tour season. The displays should be up by the end of April. The City Administrator requested that CFT add Tlingit Language Signs with the displays as this has been on the City's list.

There was a motion made to use the signage throughout the park during the tour season and to approve the new parking lot schematic presented by Cape Fox Tours.

Motion made by Council Member Makua, Seconded by Council Member Thomas.
Voting Yea: Mayor Seludo, Council Member Thomas, Council Member Makua, Council Member Blair, Council Member Natkong Sr., Council Member Watson, Council Member Blair

The Mayor Called for a Roll Call Vote

Roll Call Vote:

Voting Yea: 7

Voting No: 0

Motion Passed.

Public Hearings: *After the reading of each draft Ordinance the Mayor will ask for comments from the public. After public comments are closed by the Mayor motions may be made.*

13. Ordinance #23-01 An Ordinance of the City of Saxman Approving a Lease of a Portion of Saxman Seaport to Three Bears Inc For a Term of Up to Ninety Nine Years.

Background: This non-coded ordinance memorializes the lease agreement between Three Bears LLC and the City of Saxman. The Council set this Ordinance for Public Hearing on March 3, 2023 and the Mayor will hear public comment on it.

Possible Motion: "I make a motion to approve Ordinance #23-01 as a non-coded ordinance"

Joan on behalf of Three Bears Alaska attended via Zoom. Public Hearing was moved up in between agenda items #8 and #9 per Mayor Seludo.

Mayor Seludo opened the floor for public hearing/comment at 6:00 PM.

Discussion:

Vice Mayor Thomas: Requested that Joan on behalf of Three Bears Alaska research the impact that will take forth with the City's Water useage. What impact it will have on our water system? More information on the water quality and water usage and requested that she provide the information back to the City Council whereas they will include the information as an agenda item at the upcoming Regular City Council Meeting.

The Mayor called for furtherdiscussion.

Public Hearing/Comments on Ordinance #23-01 was closed at 6:10 PM.

There was a motion made to approve Ordinance #23-01 as a non-coded ordinance.

Motion made by Council Member Watson, Seconded by Council Member Makua.
Voting Yea: Mayor Seludo, Council Member Thomas, Council Member Makua, Council Member Blair, Council Member Natkong Sr., Council Member Watson, Council Member Blair

The Mayor Called for a Roll Call Vote.

Roll Call Vote:

Voting Yea: 7

Voting Nay: 0

Motion Passed.

Unfinished Business

#18 Moving City to Cape Fox Building.

Tim Lewis spoke in regards of this matter. He proposed the idea of the City of Saxman Office to moved to the Old Cape Fox Corporate Building whereas Cape Fox will implement their innovation hub here at the City Hall in Saxman. He also mentioned that Cape Fox would like to purchase the Old School House.

Comments:

Vice Mayor Thomas: Requested that the Council talk with Tim Lewis and President Williams on this matter further before moving forward.

The Council requested to put this aside and move to another meeting for full Council review.

#19 - Agenda Items 3 and 4.

Mayor Seludo requested that agenda items under the Consent Agenda #3 and #4 be moved to unfinished business because at that time we were switching accounting firms and did not have the appropriate financials to present as it appeared on the agenda.

#20 - Boat Launch

The City Administrator Lori Richmond requested that Mayor Seludo add "Boat Launch" to unfinished business.

She gave a verbal report explaining that the state has seen the proposal for the boat launch DOT grant. If we let them run the grant there is a concern that Three Bears Alaska's traffic lining up with the store access with the store, a 25% match wave is being requested. They want confirmation on whether they can get 25% match although the agreement does not show that we need a match. A report to DOT needs to be completed by the end of the week.

Discussion:

Vice Mayor Thomas: Is the ferry also used as the boat launch still an idea? The dock could also be used as a boat launch? The ferry is small so it could launch a boat.

Councilor Makua: Requested this topic be moved to the next Building and Ordinance Meeting for further discussion. Can we get Southeast Conference to attend via Zoom for the meeting, Alaska Fish & Game, DOT.

Mayor Seludo mentioned he will talk to a representative at Three Bears Alaska to look into the match funding.

This will be moved to the next Building and Ordinance Committee meeting for further discussion and Mayor Seludo will look into the agreement in the meantime.

Staff Reports

The City Administrator provided the Council with a paper report where she verbally ran through the report.

There was a motion made to accept the staff reports. Motion Passed.

Motion made by Council Member Makua, Seconded by Council Member Thomas.
Voting Yea: Mayor Seludo, Council Member Thomas, Council Member Makua, Council Member Blair, Council Member Natkong Sr., Council Member Watson, Council Member Blair

14. Water Operator Report

Background: Water Operator verbally reports the status of the water plant for the month of March.

The City Administrator, Lori Richmond verbally presented the Water Operator Report. She explained that the tank has been completely full the past 30 days. There has been no concern about the tank being empty.

Executive Session

Mayor Seludo requested that President Williams stay for the Executive Session.

Executive Session began at 7:12 PM for the EMS Service Fees by Mayor Seludo.

Executive Session ended at 7:48 PM by Mayor Seludo.

15. EMS and Fire Fees

Background: The EMS contract will expire in the next 12 months. Currently the City subsidizes the EMS contract fee of \$30,000.00. The South Tongass Service Area has made it clear that they will be looking for an increase in the amount the City of Saxman pays for the EMS and fire service. The Council needs to consider how it will fund this increase.

The Council decided to bring this back to another meeting and keep this as a priority.

Next Meeting Dates:

16. Council Orientation

Background: Staff is requesting Council to decide a date for Council Orientation.

The Administrative Staff will contact AML to see if there is an upcoming training opportunity for the council.

17. April Calendar

Background: Meeting dates presented for Council's Review.

Meeting dates reviewed and approved by Council as presented.

Council/Mayor Comments

Councilor G. Blair: It was exciting to see the lease get done. I would like to add Spring Clean Up to the next Building and Ordinance Meeting for discussion.

Councilor Watson: Good Meeting. We got a lot accomplished. Thank you staff.

Councilor D. Blair: Good Meeting. I am exciting about getting everything done with Three Bears.

Councilor Natkong: Good Meeting.

Councilor Makua: Good Meeting. This was a real informative meeting. I appreciate the Mayor and the administrative staff for their hard work. And I would like to thank the Vice Mayor as well.

Vice Mayor Thomas: I am glad we are getting things done. I would like to thank the council for the time and input for this meeting.

Mayor Seludo: Thank you all for showing up.

Adjournment

There was a motion made to adjourn the meeting. Motion Passed.

Motion made by Council Member Thomas, Seconded by Council Member Makua.

Voting Yea: Mayor Seludo, Council Member Thomas, Council Member Makua, Council Member Blair, Council Member Natkong Sr., Council Member Watson, Council Member Blair

Meeting adjourned at 7:52 PM.

Frank H. Seludo, Mayor

Brianna Berg, Interim City Clerk