



**City of Saxman
Finance Committee Meeting
March 14, 2024
4:00 PM**

MINUTES

Call to Order

Mayor Frank Seludo called the meeting to order at 4:28 pm.

Roll Call

PRESENT

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

ABSENT

Council Member Rick Makua

ALSO PRESENT

Marissa Medford, City Administrator

Public Comments

There were no public comments.

FY24 Financials

There was a recommendation made to pass the February Financials as presented.

Motion made by Council Member Woody Watson. Seconded by Vice Mayor Billy Joe Thomas.

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

All in favor.

None oppose.

Motion passes.

1. Sweep Accounts PowerPoint

Background: Mike Beach from Teuscher Walpole, LLC emailed the PowerPoint for the Sweep Accounts and associated changes to the Northrim Bank Accounts for review and discussion.

Discussion: Mayor Seludo verbally reviewed the Northrim Sweep Accounts PowerPoint with City Council.

Council Member Gabe Blair recalls there was one specific aspect that was a bit of a hold up the last time the Northrim Sweep Accounts were presented and she believes it was regarding the positive pay.

Council would like to know what it will take to transition over to this. Mayor Seludo indicated that he would need to reach out to Northrim to get this answered for Council. He will have an answer by Wednesday, March 20th.

2. February General Fund Financials

Background: Mike Beach and Jimmie Kinder from Teuscher Walpole, LLC emailed the General Fund Financials for review and discussion.

Discussion: The budget target percentage for 8 months should be at 66.67% or less.

Mayor Seludo mentioned that Fund 03 City Clerk will only have half a month. Every month we go without a City Clerk, we will have money available. 5301-Office Supplies is over budget. It was noted that the previous City Clerk ordered office supplies right before she resigned. A laptop and docking station will be included in this fund. Will also need to add two computer monitors.

Mayor Seludo explained that Fund 04 City Administrator will go over budget in 5301-Office Supplies with the order of the laptop and docking station.

Fund 05 Public Works is where Mayor Seludo wants to add the two seasonal hires. We will have to purchase a new sander for the water truck. The sander will need to be priced out and added to FY25 budget.

Fund 06 Roads budget is on track. Mayor Seludo noted that there are many potholes on Eagle Avenue that are really bad and will need to be fixed during Spring when the weather is nicer.

Fund 13 Finance 5825-Contracted Services are currently over \$39,000 due to being short-staffed and the assistance provided from Teuscher Walpole, LLC for the audit. 5001-Wages, 5005-PERS Expense, and 5010-Payroll Taxes will also continue to increase as the Finance Clerk officially became Full-Time and started benefits.

Fund 24 Tribal Hall Mayor Seludo noted that we made it through Winter without anything severe happening.

Fund 29 AHFC Duplex Mayor Seludo noted that this is where the previous City Administrator was residing and necessitated a significant amount of work after move out causing the budget overspend in 5550-General Maintenance.

Fund 34 Fire Department Mayor Seludo will be having Vincent Heating Solutions install a heat pump and he will follow up on that.

3. February Cash Accounts

Background: Mike Beach and Jimmie Kinder from Teuscher Walpole, LLC emailed the Cash Accounts for review and discussion.

Discussion: No questions from Council on February Cash Accounts.

4. February Water and Sewer Financials

Background: Mike Beach and Jimmie Kinder from Teuscher Walpole, LLC emailed the Water and Sewer Financials for review and discussion.

Discussion: City Administrator reported that the Finance Clerk has been pulling account credits and applying those toward customer invoices to decrease our total liabilities. We won't be accepting payments from customers until their account credits have been fully applied in order to avoid increasing our total liabilities.

5. February Seaport Financials

Background: Mike Beach and Jimmie Kinder from Teuscher Walpole, LLC emailed the Seaport Financials for review and discussion.

Discussion: No questions from Council on February Seaport Financials.

New Business

6. Bobcat Excavator Options

Background: Discussion on lease vs. purchase options of Bobcat Excavator. Mayor Seludo will verbally report more information on this for the Council to review and consider.

Discussion: Council Member Gabe Blair asked Mayor Seludo what his thoughts are regarding Pros and Cons for purchasing vs. leasing the Bobcat Excavator. Mayor Seludo went over all the money the City would be able to save on various projects that we have had to contract out for because we didn't have the necessary equipment. There are plenty of projects the Bobcat Excavator could be used for right away. We will be looking into adding the funds to the FY25 Public Works budget.

Vice Mayor Billy Joe Thomas, Council Member Denny Blair and Council Member Woody Watson think the lease option is the best way to go. They also noted that the City can also decide to purchase the Bobcat Excavator down the road if necessary.

Vice Mayor Billy Joe Thomas questioned if it would be possible to put two separate line items in the budget between Public Works and Roads for the Bobcat Excavator.

There was a motion made to lease the Bobcat Excavator and purchase the trailer adding on that the Council gives the Mayor and the City Administrator the power to exercise which option to go with. Motion made by Vice Mayor Billy Joe Thomas. Seconded by Council Member Gabe Blair.

Mayor Seludo called for a roll call vote.

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

All in favor.

None oppose.

Motion passes.

7. Alder Tree Removal T&H (Original Senior Housing)

Background: Discussion regarding Public Works cutting down Alder trees at 2708 Halibut St.

Discussion: City Administrator was contacted by T&H Senior Housing regarding Public Works cutting down Alder trees due to safety concerns for the residents. Mayor Seludo mentioned that we could include it in the FY25 Public Works budget and do it in July. Mayor Seludo indicated that it would be nice to rent the manlift for the entire month of

July and take care of all the places around Saxman that need it. City Council agreed with Mayor Seludo to authorize it for FY25 Public Works budget.

There was a motion made to add tree removal for T&H Senior Housing to the FY25 budget.

Motion made by Vice Mayor Billy Joe Thomas. Seconded by Council Member Denny Blair.

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

All in favor.

None oppose.

Motion passes.

Council Comments

Council Member Gabe Blair: Wasn't sure about the Bobcat excavator at first but looking forward to all of the projects and what we can do with it.

Vice Mayor Billy Joe Thomas: City is moving along, which is great. Excited to see what is happening with the totem poles. Looking forward to what we can get done with the Bobcat.

Council Member Denny Blair: Thank you to everyone.

Council Member Woody Watson: Thank you to everyone.

Council Member Norman Natkong Sr.: Thank you to everyone.

Mayor Frank Seludo: Would like to thank everyone for showing up.

Adjournment

There was a motion made to adjourn the meeting.

Motion made by Council Member Gabe Blair. Seconded by Council Member Denny Blair.

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

All in favor.

None oppose.

Motion passes.

Meeting adjourned at 5:45pm.

Frank H. Seludo, Mayor

ldr

Marissa Medford, City Administrator



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RECOMMENDATIONS

1. *There was a recommendation made to pass the February Financials as presented.*

Motion made by Council Member Woody Watson. Seconded by Vice Mayor Billy Joe Thomas.

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