



**City of Saxman
Regular Meeting
October 18, 2023
5:30 PM**

AGENDA

Call to Order

Prayer

Roll Call/Quorum

Public Comments

Consideration of the Agenda

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".*

1. August 21, 2023 Finance Meeting Minutes
Background: Meeting Minutes presented for Council's approval.
2. August 23, 2023 Special Meeting Minutes
Background: Meeting Minutes presented for Council's Approval.
3. September 08, 2023 Seaport Meeting Minutes
Background: Meeting Minutes presented for Council's Approval.
4. September 08, 2023 Special Meeting Minutes
Background: Meeting Minutes presented for Council Approval.
5. September 14, 2023 Finance Meeting Minutes
Background: Meeting Minutes presented for approval.
6. September 15, 2023 Special Meeting Minutes
Background: Meeting Minutes presented for approval.
7. October 06, 2023 Canvass Board Minutes
Background: Meeting Minutes presented for approval.
8. October 09, 2023 Certifying the Election Minutes
Background: Meeting Minutes presented for approval.
9. October 12, 2023 Finance Meeting Minutes
Background: Meeting Minutes presented for approval.
10. October 16, 2023 Oath of Office Meeting Minutes
Background: Meeting Minutes presented for approval.

Old Business

New Business

11. SCC Camera Quote

Background: SCC Camera Quote presented for Council Review.

12. Oath of Office

Background: Oath of Office for Councilor G. Blair. The City Clerk will assist the new Council Members in the "Council Members Oath" and present them with a certificate of Election.

13. Auditor RFP

Background: The Auditor RFP Proposal we received was presented to the council at the October Finance Meeting. There was a recommendation made to bring to the next Regular Council Meeting for approval. The Council should make a motion to approve.

[14.](#) Resolution #10.2023.10

Background: Establishing the City of Saxman's authorized signature and establishing an effective date.

Executive Session

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.*

Unfinished Business

Staff Reports

[15.](#) October Water Operator Report

Background: Water Operator Report will be presented in written report format.

16. Mayor/Interim City Administrator Report

Background: Oral Report by the Mayor/Interim City Administrator.

Next Meeting Dates:

[17.](#) November Calendar

Background: November Calendar presented for Council's Review.

Council/Mayor Comments

Adjournment



**City of Saxman
Finance Meeting
August 21, 2023
4:00 PM**

MINUTES

Call to Order

The meeting was called to order at 17:00 by Mayor Seludo.

Roll Call

PRESENT

Mayor Frank Seludo
Committee Member Woody Watson
Committee Member Rick Makua
Committee Member Norman Natkong Sr.
Committee Member Gabriella Blair

ABSENT

Vice Mayor Billy Joe Thomas
Committee Member Denny Blair

Public Comments

There were no public comments.

FY24 Financials

There was a recommendation made to approve the July Financials as presented.

Motion made by Committee Member Blair, Seconded by Committee Member Watson.
Voting Yea: Committee Member Watson, Committee Member Makua, Committee Member Natkong Sr., Committee Member Blair

Motion Passes.

1. August General Fund Financials
Background: Presentation of August's General Fund Financials.
2. August Water and Sewer Financials
Background: Presentation of August Water and Sewer Financials.
3. July Seaport Financials
Background: Presentation of July's Seaport Financials.
4. July Cash Accounts
Background: Presentation of July Cash Accounts.

New Business

5. Auditor RFP

Background: Presentation of a draft RFP for a new auditor for the Council's review.

The Accountants for the City of Saxman will revise the draft presented and from there the RFP for a new auditor will be sent to the Attorney for further review. At this time no action will be taken.

Adjournment

The meeting was adjourned at 1735.

Frank H. Seludo, Mayor

Brianna Berg, City Clerk



**City of Saxman
Finance
August 21, 2023
4:00 PM**

Item 1.

RECOMMENDATIONS

1. *There was a recommendation made to approve the July Financials as presented.*
Motion made by Committee Member Blair, Seconded by Committee Member Watson.
Voting Yea: Committee Member Watson, Committee Member Makua, Committee Member Natkong Sr., Committee Member Blair



City of Saxman
City Council Special Meeting
August 23, 2023
5:30 PM

MINUTES

Call to Order

The meeting was called to order at 5:41 PM by Mayor Seludo.

Prayer

Innvocation by Councilor Watson.

Roll Call/Quorum

PRESENT

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

Public Comments

There were no public comments.

New Business

1. September Calendar

Background: September Calendar for Council's Review.

Council Reviewed and Approved.

2. Resolution 08-2023-08

Background: A Resolution of the Council of the City of Saxman, Alaska Appointing the Judges and Canvass Board for the Regular Election to be held on October, 2023, and Establishing an Effective Date for Council's Consideration and Adoption.

A motion was made to approve Resolution 08.2023.08 A Resolution of the Council of the City of Saxman, Alaska, appointing the Judges and Canvass Board for the Regular Election to be held on October 3, 2023, and Establishing an Effective Date for Council's Consideration and Adoption.

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

Motion Passes.

3. FY 2025 Capital Projects

Background: The Council shall compile a capital project list and identify respective infrastructure priority capital projects for FY 2025. This request will be for FY 2025 State Funding.

Discussion:

Mayor Seludo mentioned that he spoke to Kacie at the KGB and mentioned that they talked about that they had the fire truck as first priority as last year and maybe this year we change it to Water Lines. Mayor Seludo will talk with Elizabeth with ANTHC to get a rough estimate of how much it would cost as we need to turn our list in by Friday. We would by December to actually adjust and change things.

Vice Mayor Thomas: Is in favor of the water lines over the Fire Truck/Station.

Mayor Seludo: If we can get ahold of Elizabeth with ANTHC and get a rough estimate by Friday since we have to turn it in then. Each community does three and chooses one priority. And we put our three priorities as a community to the state and send everything. This committee decides which one to put as number one. Mayor Seludo mentioned he has a meeting on the 30th to put forth our priority project with the Lobbying Executive Committee at the KGB.

Comments:

Councilor Watson: Prefers the water lines with all the breaks we have been having. Vice Mayor Thomas seconded that.

There was a motion made to go with the water line replacement as the City of Saxman's Request for Fiscal Year 2025 State Funding as our #1 Priority Project.

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

Motion Passes.

There was a motion made to make the New Public Safety Building as our Number Two Priority Project and the Saxman Totem Harbor as our Third Priority Project.

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

Motion Passes.

4. Southeast Conference

Background: The Mayor is requesting the Council's approval to attend the Southeast Conference Annual Meeting. This will be held in Sitka from September 19-21, 2023. The budget for the Mayor's additional travel was not budgeted for two trips and he is requesting that the Council approve this travel as it will go over budget.

Discussion:

Vice Mayor Thomas: I think that it would be good for the Clerk to go with on this training along with Mayor Seludo.

Councilor Watson: I think it is okay for this to go through.

A motion was made for Mayor Seludo and one other staff member to go the SE Annual Conference this September in Sitka.

Motion made by Council Member Blair, Seconded by Council Member Thomas.
Voting Yea: Mayor Seludo, Council Member Makua, Council Member Thomas, 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 Yes: Vice Mayor Thomas, Councilor Makua, Councilor D. Blair, Councilor Natkong, Councilor Watson and Council G. Blair.

Voting No: None.

Motion Passes.

5. KIC - Native American Heritage Month

Background: The Mayor will provide an oral report on this agenda item for the Council's review.

Mayor Seludo mentioned that he received a phone call last week. KIC does not have the money budgeted for Native American Heritage Month. IF they want to do it we would be invited. Basically a free rental for upstairs if the City allowed this.

They were thinking Indian Tacos. And Mayor Seludo mentioned he needed to bring this to Council to see what they decide. It would be one evening. KIC still needs to meet to set a date in November of 2023. They are still trying to plan a date for November use of the SCC upstairs lobby/theater/kitchen area.

Vice Mayor Thomas: Mentioned that we could give it to them under the words the Community of Saxman would give it to them to use for one night.

Councilor Watson: Mentioned that if ANB/ANS approved to be the host for this event - the rental fee could be waived for this event like usual besides the clean up.

Vice Mayor Thomas: He mentioned that he is all for working with KIC. He feels like the City of Saxman and KIC need a better relationship.

Councilor Natkong: Mentioned that he feels like this is a good idea for a relationship to be built with them.

There was a motion made to move forward to work with KIC for Native American Heritage Month.

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

Motion Passes.

6. Auditor RFP

Background: The draft Auditor RFP was first introduced at the Finance Committee Meeting on August 21, 2023, and was reviewed by the Council. It was brought to the Special Meeting for action to be taken.

This was put off from the Finance Meeting on Monday, August 21, 2023. This is a draft from the accountants and we need to send to the lawyer and then bring it back to the next Regular Council Meeting. Mayor Seludo requested that we postpone this.

We can send tonight to the Attorney and have him review. If there are no changes and then we can call a Special Meeting either way. It would have to be on the 8th of September at 5:30 PM.

This RFP To Provide Audit Services for City of Saxman, Alaska, will be sent to the Attorney on August 23, 2023, and will be brought to the Special Meeting scheduled for September 8, 2023 at 5:30 PM.

Council/Mayor Comments

7. Water Operator Report

Background: The Water Plant Operator presents a written report for the month of August.

Discussion:

There was a part that we received and we have to wait for the plant to shut down to install that part. The chlorine reading that was taken August 22, 2023, for the samples read good.

We brought on another person and we are going to clean out the reservoir. We are probably going to rent some equipment to bring some of the stuff down. And up by the old reservoir we still have to do some cleaning up there.

The old reservoir; we got the whole lot cleared of the trees - they started on Monday, They are burning the brush. Took bunch of trees at the top of the hill. Back up water. Valve open for build up. There is a lot of silt there. He had them open it a month ago.

Chlorine not plugged into automatic so when plant shuts down that screen shuts down and keeps pumping. Other machine tells unit when to kick the polymer on. We will be able to wire things back together.

ARWA reimbursed us for Robert Seros training from the Water Provisional Training. Vice Mayor Thomas was thinking we could use this for the training for Southeast Conference.

8. Mayor/Interim City Administrator Report

Background: The Mayor/Interim City Administrator will give a oral report.

Mayor Seludo mentioned that he met with Borough yesterday about the Fire/EMS contract. He has a letter from them which was presented to the Council. Contract ends August 1, 2024. They want to work on it and be done by December/January. It will start next July in the new budget.

Mayor Seludo provided the letter the the council for review.

Mayor Seludo also mentioned that there is a funding opportunity through the CPV funding through the KGB for upgrading our tourism restrooms. KGB has some designs and is working on obtaining more information on how big we would want them, etc. The Clerk is working with the KGB to get this process started and this will be reported back through Committee.

Mayor Seludo also mentioned that we have one more applicant for the Administrator position. Councilor G. Blair questioned whether Mayor Seludo is planning on setting up an interview. Mayor Seludo mentioned that he would like to interview a couple of them.

Councilor G. Blair: Questioned when we can have a meeting to go over the other positions? Do we need to fill any other positions?

Mayor Seludo: Mentioned that Bri took over the Clerk Position and they will be discussing salary/wages soon.

Councilor G. Blair: Mentioned that she was thinking we need a Grant Writer. We should have a personnel meeting to discuss these items.

Vice Mayor Thomas: Questioned what it would take to send one of our own to get training for VPSO? Can we get more information to post this out to the public?

Mayor Seludo: Some of the requirements include passing background and physical test. He will reach out to get more information.

Councilor G. Blair: Asked for an update on the vacant duplex.

Mayor Seludo: If we have no VPSO then he has a person interested in it. The Organized Village of Saxman's President spoke with Mayor Seludo in regards of the concerns of the community. They were thinking of having a workshop.

Councilor G. Blair: Can we add this as a number one priority for the Borough? I think the borough can help us with this? We could reach out to the Boroughs attorney office and talk to them.

Mayor Seludo: Is the council willing to have a workshop with Joe Williams/Organized Village of Saxman in regards of the junk cars/drug activity in our community?

The Council is interested and is waiting on further information when available.

Council/Mayor Comments

Mayor Seludo: Thank you all for coming and showing up. I think this is one of the longer meetings we had.

Vice Mayor Thomas: Thank you all for showing up. Sorry I missed a couple meetings last month. I am glad everyone is voicing their opinions and speaking up. Thank you staff and thank you Mayor Seludo. Thank you all for the work you are doing and keeping this rolling.

Councilor D. Blair: Good Meeting, I feel like we accomplished a lot.

Councilor G. Blair: I feel like we got a lot done. I am glad you're back Bri. The last meeting was different without you.

Councilor Makua: We have best interest of our community and we appreciate it. Thank you Bri and Mayor Seludo.

Councilor Natkong: Good Meeting. Thank you all for showing up and thank you staff for all the hard work.

Councilor Watson: We got a lot done. Thanks, staff, for being here for us.

Adjournment

A motion was made to adjourn.

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

Motion Passes. Meeting adjourned at 6:56 PM.

Frank H. Seludo, Mayor

Brianna Berg, City Clerk



City of Saxman
Seaport
September 08, 2023
5:00 PM

Item 3.

MINUTES

Call to Order

The meeting was called to order at 5:03 PM by Mayor Seludo.

Roll Call/Quorum

PRESENT

Mayor Frank Seludo
Committee Member Rick Makua
Committee Member Denny Blair
Committee Member Woody Watson
Committee Member Norman Natkong Sr.
Committee Member Gabriella Blair

ABSENT

Vice Mayor Billy Joe Thomas

Public Comments

There was no public comment.

Consideration of the Agenda

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

Motion made by Committee Member Watson, Seconded by Committee Member Makua.
Voting Yea: Committee Member Makua, Committee Member Blair, Committee Member Watson,
Committee Member Natkong Sr., Committee Member Blair

Motion Passes.

New Business

1. Response Team

Background: Discussion on establishing a response team of the Saxman Seaport.

Discussion:

Councilor Makua brought this topic up and said we need to figure this out. In regards of who is responsible when it comes to oil spills, etc. We need to find ends for this and make it important to find a response team. Possibly with other entities in Saxman? Items we would need would be absorbent square pads, absorbs oil and floats.

Mayor Seludo: Mentioned he could investigate what the City of Ketchikan has for a policy of this sort. Mayor Seludo will look into this further and report back to Committee.

Old Business

2. Seaport Marina

Background: Discussion on the status of the Seaport Marina.

Mayor Seludo provided an update on the status on the marina and which stalls were given notice to vacate. Now the tenants that were given notice have until the end of September. From there we will work on closing their accounts. He informed the Council that the City's attorney drafted the notice to quit and assisted in this process.

Council Comments

Mayor Seludo requested the Council Comments be done at the next meeting.

Adjournment

There was a motion made to adjourn.

Motion made by Committee Member Watson, Seconded by Committee Member Makua.
Voting Yea: Committee Member Makua, Committee Member Blair, Committee Member Watson, Committee Member Natkong Sr., Committee Member Blair

Motion Passes. Meeting adjourned at 515 PM.

Frank H. Seludo, Mayor

Brianna Berg, City Clerk



City of Saxman
City Council Special Meeting
September 08, 2023
5:30 PM

MINUTES

Call to Order

The meeting was called to order at 530 PM by Mayor Seludo.

Prayer

Innvocation by Councilor Watson.

Roll Call/Quorum

PRESENT

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

ABSENT

Council Member Billy Joe Thomas

ALSO PRESENT:

Sam Stockbridge with KDN.

Heather M., Accounting Assistant with Teuscher Walpole LLC

Mike B., Accountant with Teuscher Walpole LLC.

Public Comments

There were no public comments.

New Business

1. Auditor RFP

Background: Presentation of the Auditor RFP reviewed by the City's Attorney.

The Auditor RFP was presented to the Council for review and consideration to post based on the dates listed in the RFP.

There was a motion made to move forward with the Auditor RFP.

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

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

Motion Passes.

Council/Mayor Comments

No Council Comments.

Adjournment

There was a motion made to adjourn.

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

Motion Passes. Meeting adjourned at 5:58 PM.

Frank H. Seludo, Mayor

Brianna Berg, City Clerk



City of Saxman
Finance Meeting
September 14, 2023
4:00 PM

Item 5.

MINUTES

Call to Order

The meeting was called to order 4:05 PM by Mayor Seludo.

Roll Call

PRESENT

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

ABSENT

Committee Member Denny Blair
Committee Member Gabriella Blair

Public Comments

There were no public comments.

FY24 Financials

A recommendation was made to pass the August Water and Sewer Financials as presented.

Motion made by Committee Member Watson, Seconded by Committee Member Makua.
Voting Yea: Vice Mayor Thomas, Committee Member Watson, Committee Member Makua,
Committee Member Natkong Sr.

1. August General Fund Financials

Background: Presentation of August's General Fund Financials.

Heather M., with the accounting firm presented the August General Fund Financials.

Discussion:

Councilor Makua: Did the City of Saxman put anything in newspaper about the VPSO?

Mayor: I will talk to Jason with Tlingit and Haida to see if we can put something in our newsletter or go door to door.

Councilor Makua: If we create a flyer I will send them out.

Old School House Discussion

Mayor Seludo: Councilor Makua mentioned that the Old School House needs some items to prepare for winter. He requested that the Mayor give him direction on whether

to purchase these items and have the City of Saxman reimburse OVS or for Councilor Makua to generate a list of what he needs and to have the City of Saxman purchase it. Mayor Seludo mentioned that Councilor Makua should bring a list to the City of Saxman staff whereas we will purchase the items and we may end up going over budget on the plywood that is needed to winterize down there.

There was mention that the City Clerk travel/transportation & City Admin & Mayor will end up going over until we have a budget modification for necessary training. There was mention of Mayor Seludo attending the Southeast Conference in Sitka in September with the City Clerk as approved by the Council during this meeting. Mayor Seludo will also be attending the AML Winter Conference in December with one other person. Vice Mayor Thomas mentioned that he would like to attend this training.

There was a recess taken at 4:27 PM and the meeting resumed at 4:35 PM per Mayor Seludo.

Further Discussion:

There was mention from Heather M., that there is no oil line under 34. Fire Department for the oil fuel tank. There is an invoice from Delta Western for the tank that is for this building but was booked under Public Safety for the meantime. She will ensure the line item is added back and investigate the reason for it not showing up as it has been there previously and is required to be there.

A recommendation was made to pass the August General Fund Financials as presented.

Motion made by Vice Mayor Thomas, Seconded by Committee Member Makua.
Voting Yea: Vice Mayor Thomas, Committee Member Watson, Committee Member Makua, Committee Member Natkong Sr.

2. August Water and Sewer Financials

Background: Presentation of August Water and Sewer Financials.

Heather M., with the accounting firm presented the August Water and Sewer Financials.

A recommendation was made to pass the August Water and Sewer Financials as presented.

Motion made by Committee Member Watson, Seconded by Committee Member Makua.

Voting Yea: Vice Mayor Thomas, Committee Member Watson, Committee Member Makua, Committee Member Natkong Sr.

3. August Cash Accounts

Background: Presentation of August Cash Accounts.

Heather M., with the accounting firm presented the August Cash Accounts Financials.

4. August Seaport Financials

Background: Presentation of August Seaport Financials.

Heather M., with the accounting firm presented the August Seaport Financials.

A recommendation was made to pass the August Seaport Financials as presented.

Motion made by Committee Member Watson, Seconded by Committee Member Makua.

Voting Yea: Vice Mayor Thomas, Committee Member Watson, Committee Member Makua, Committee Member Natkong Sr.

Adjournment

There was a motion to adjourn the meeting.

Motion made by Vice Mayor Thomas, Seconded by Committee Member Makua.

Voting Yea: Vice Mayor Thomas, Committee Member Watson, Committee Member Makua, Committee Member Natkong Sr.

Motion Passes. Meeting adjourned at 5:04 PM.

Frank H. Seludo, Mayor

Brianna Berg, City Clerk



**City of Saxman
Finance
September 14, 2023
4:00 PM**

RECOMMENDATIONS

1. *A recommendation was made to pass the August General Fund Financials as presented.*
Motion made by Vice Mayor Thomas, Seconded by Committee Member Makua.
Voting Yea: Vice Mayor Thomas, Committee Member Watson, Committee Member Makua, Committee Member Natkong Sr.

2. *A recommendation was made to pass the August Water and Sewer Financials as presented.*
Motion made by Committee Member Watson, Seconded by Committee Member Makua.
Voting Yea: Vice Mayor Thomas, Committee Member Watson, Committee Member Makua, Committee Member Natkong Sr.

3. *A recommendation was made to pass the August Seaport Financials as presented.*
Motion made by Committee Member Watson, Seconded by Committee Member Makua.
Voting Yea: Vice Mayor Thomas, Committee Member Watson, Committee Member Makua, Committee Member Natkong Sr.



**City of Saxman
City Council Special Meeting
September 15, 2023
5:30 PM**

Item 6.

MINUTES

Call to Order

The meeting was called to order at 5:36 PM by Mayor Seludo.

Prayer

Innvocation by Councilor Watson.

Roll Call/Quorum

PRESENT

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

ABSENT

Council Member Rick Makua

Public Comments

There were no public comments.

New Business

1. October Calendar

Background: October Calendar with Council Meeting Dates for the Council's Review.

Mayor Seludo mentioned he should be out of town once for a Doctors Appointment.

Vice Mayor Thomas mentioned he should not be traveling in October.

2. September Water Operator Report

Background: The Water Operator will present a written report for the Water Plant.

A written report was presented to the Council from Robert Sero - the Water Plant Operator.

Discussion:

Mayor Seludo mentioned that the power outages are still an issue. When the power turns back on the chlorine pump keeps pumping so the operators have to deal with it manually. They have been working with Dave Reed.

Mayor Seludo mentioned that there is a Wastewater Treatment Training in Juneau at the end of October. He plans on sending Robert.

Vice Mayor Thomas: Mentioned that we need to see how much it is going to cost to see how much it will be to send them both. (R. Shields SR & R. Sero)

Mayor Seludo: He needs R. Shields SR to stay because it is a week long training event. We will send R. Sero.

There was a motion made to accept agenda item 2.

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

Motion Passes.

3. FY2025 State Capital Projects

Background: Presentation of the minutes from the from the Lobbying Executive Committee from August 30, 2023. The Council should adopt the community priority list as recommended by the Lobbying Executive Committee.

Discussion:

Vice Mayor Thomas: The one we wanted to add for the lobby event at the Ketchikan Gateway Borough; we got the vote we wanted to get voted on for our community project.

In this past this has been adopted through a resolution. The Council will adopt through a motion.

There was a motion made to adopt joint projects;

1. Ketchikan Airport Ferry Improvements

New Small Passenger Vessel

Oral Freeman Major Refurbishment

2. Park Avenue and Harris St. Road, Sewer & Water

3. Saxman Water Line Replacement

for the Ketchikan Gateway Borough, City of Ketchikan and City of Saxman.

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

Motion Passes.

4. Letter of Support for Cape Fox Corporation

Background: Cape Fox Corporation is requesting that the City of Saxman sign a letter of support in regards for conveyance.

Discussion:

Mayor Seludo: Mentioned that he was elected to Cape Fox Board last weekend. Frank wanted to mention that because of the letter of support; financially he doesn't believe there is a conflict of interest; that would be up to the Vice Mayor to determine whether or not he has a conflict of interest.

Vice Mayor Thomas: We can have the Mayor abstain from this vote and do this amongst ourselves.

Vice Mayor Thomas read the letter of support to the Council as presented. The letter summed up is requesting support for building a road around George Inlet Cannery to Mahoney Lake to finish off the island. It would create easier access to Mahoney Lake. They are only asking for the vote of confidence. They are trying to get support from us.

There was a motion made to put the City of Saxman's letterhead on the Letter of Support request from Cape Fox Corporation and to support Cape Fox Corporation.

The Vice Mayor called for a Roll Call Vote.

Roll Call Vote:

Voting Yes: Vice Mayor Thomas, Councilor D. Blair, Councilor Natkong, Councilor Watson and Councilor G. Blair

Voting No: Mayor Seludo as he is abstaining.

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

Motion Passes.

Executive Session Procedure: *Motion is made stating the subject matter to be discussed and then voted upon. If adopted, executive session is held. If necessary, action is taken in public session following the executive session. If there is more than one executive session topic, each topic will be handled separate from the other.*

There was no need for Executive Session as the property owner contacted the City of Saxman and paid their due balance and will turn in their Sewer application that they received in the mail to establish their account. This occurred on September 14, 2023.

5. 2301 South Tongass Highway Property

Background: Discussion on the due balance of this property for their sewer bill & new owners. Requesting that the Council direct the administrative staff on the next steps.

No further discussion needed for this agenda item as it was sorted out hours before the meeting.

Council/Mayor Comments

Adjournment

There was a motion made to adjourn the meeting.

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

Motion Passed. Meeting adjourned at 6:02 PM

Frank H. Seludo, Mayor



**City of Saxman
Canvass Board
October 06, 2023
5:30 PM**

MINUTES

Call to Order

The meeting was called to order at 5:53 PM by Mayor Seludo.

Prayer

Innvocation by Councilor Watson.

Roll Call/Quorum

PRESENT

Mayor Frank Seludo
Council Member Denny Blair
Council Member Norman Natkong Sr.
Council Member Woody Watson
Council Member Gabriella Blair - Telephonically

ABSENT

Council Member Rick Makua
Council Member Billy Joe Thomas

Public Comments

There were no public comments.

New Business

1. Canvass of Ballots

Background: The Clerk will present the Canvass of Ballots report and the absentee, special needs and questioned ballots.

The Council will not accept the two challenged as they are not marked. That was the two ballots that were brought over from the regular ballot cast and were not accepted as they were not marked. All present council received and agreed.

The two questioned ballots were presented by the Clerk. The Council reviewed the two questioned ballots and accepted their ballot count votes. The first ballot had Seat#4 Gabriella Blair marked and was added to her final count. And the second ballot had Seat#2 Woodrow Watson and Seat#4 Gabe Blair marked and was added to the final count.

The final count concludes as;

Woodrow Watson: 44

Gabriella Blair: 37

Write-ins remain the same as listed.

Council Comments:

Councilor G. Blair: She wanted to get the message out that all votes count.

A motion was made to accept the ballot counts from the presented.

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

Motion Passes.

2. Election Officials Report

Background: Attached is the Election Official's Report for the Canvass Board's Review.

A motion was made to accept the Election Officials Report.

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

Motion Passes.

Council/Mayor Comments

Councilor G. Blair: Where do the final numbers get sent to? The Clerk answered that they get sent to the Ketchikan Daily News and Radio Station.

Councilor Natkong: Good meeting. I am glad we all got this sorted out. Congratulations to Gabe and Woody.

Councilor Watson: Good meeting. Congratulations to Gabe. Thank you staff and thank you election judges.

Councilor D. Blair: Good meeting. I want to second the comment Councilor G. Blair made stating that all votes matter. Thank you staff. Congratulations to Gabe and Woody.

Mayor Seludo: Thank you all coming. Good meeting. Congratulations Woody and Gabe. Thank you staff. I am going to start workshop for our project priority list soon. Look out for a text message list. That's all I have.

Adjournment

A motion was made to adjourn the meeting.

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

Motion Passes. Meeting adjourned at 6:11 PM.

Frank H. Seludo, Mayor



**City of Saxman
Certifying the Election
October 09, 2023
5:30 PM**

Item 8.

MINUTES

Call to Order

The meeting was called to order at 5:40 PM by Mayor Seludo.

Prayer

Innvocation by Councilor Watson.

Roll Call/Quorum

PRESENT

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

Public Comments

There were no public comments.

New Business

1. Resolution Declaring and Certifying the results of the October 3, 2023, Election

Background: The Clerk presents the City Council with the ballot report from the Canvass Board Meeting.

Staff Recommended Action: "I move to approve Resolution resolving that the Election was held according to Saxman Municipal Code and the results deeming that "" elected to the Saxman City Council for three years are valid and that the Clerk should issue a certificate of election as appropriate."

A motion was made to approve Resolution #10.2023.09 resolving that the Election was held according to Saxman Municipal Code and the results deeming that Woodrow Watson and Gabriella Blair be elected to the Saxman City Council for three years are valid and that the Clerk should issue a certificate of election as appropriate.

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

Motion Passes.

2. Approval of Canvass Board Minutes

Background: The minutes from the Canvass Board Meeting on October 6, 2023, for review and approval.

Possible Motions: "I make a motion to approve the minutes of the Canvass Board from October 6th, 2023."

A motion was made to approve the minutes of the Canvass Board from October 6th, 2023.

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

Motion Passes.

Council/Mayor Comments

Councilor G. Blair: This was a very productive and fast meeting. Thank you staff.

Councilor D. Blair: Good Meeting. Thank you staff for all the work you do.

Councilor Watson: Glad we got this part done. Thank you staff for being here.

Councilor Natkong: Good Meeting. I am glad to see all are doing well.

Vice Mayor Thomas: On to the next year. Thank you staff for a good election.

Mayor Seludo: Thank you all for showing up. I am gone the 20th for a doctor's appointment.
Vice Mayor Thomas can Chair the Regular Meeting on October 18th at 5:30 PM.

Councilor Makua: Thank you Mr. Mayor and staff for showing up.

Adjournment

A motion was made to adjourn the meeting.

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

Motion Passes. Meeting adjourned at 5:49 PM.

Frank H. Seludo, Mayor

Brianna Berg, City Clerk



**City of Saxman
Finance Meeting
October 12, 2023
4:00 PM**

MINUTES

Call to Order

The meeting was called to order at 4:13 PM by Mayor Seludo.

Roll Call

PRESENT

Mayor Frank Seludo
Committee Member Woody Watson
Committee Member Denny Blair
Committee Member Norman Natkong Sr.

Also Present

Mike Beach

Heather Marvel

Taking Minutes:

Brianna Berg - City Clerk

ABSENT

Vice Mayor Billy Joe Thomas
Committee Member Rick Makua
Committee Member Gabriella Blair

Public Comments

There were no public comments.

New Business

1. Auditor RFP Proposal

Background: Presentation of an RFP Proposal received from a potential Auditor.

The City Clerk and the Accountants gave insight on the RFP Proposal we received.

Discussion:

The Clerk mentioned that we are in a tough spot and have only received this one proposal. At this point we are going to be late for our audit and will have to request an extension. This RFP proposal is over our budget for the fiscal year and will have to be included in our budget modification. We can go with this auditor RFP proposal this year to get our audit complete and see if we would like to stick with this firm or continue to

search. This audit would be done no later than March 30, 2024 according to the RFP Proposal.

This RFP would put us \$10,000 over budget according to Heather M. with the accounting firm.

The Mayor called for comments/questions/recommendations;

A recommendation was made to move ahead with the Auditor RFP Proposal and to bring to the next Regular Council Meeting on October 18, 2023, for approval.

Motion made by Committee Member Watson, Seconded by Committee Member Blair.
Voting Yea: Committee Member Watson, Committee Member Blair, Committee Member Natkong Sr.

The other present Council Members D. Blair and Councilor Natkong were both okay with this recommendation.

FY24 Financials

There was a recommendation to pass the September Financials as presented.

Motion made by Committee Member Watson, Seconded by Committee Member Blair.
Voting Yea: Committee Member Watson, Committee Member Blair, Committee Member Natkong Sr.

Discussion:

Mayor Seludo questioned whether or not the Council would like Mike B, one of the accountants for the City of Saxman, to work on a presentation for what he discussed in terms of the Northrim Bank meeting they had on October 9, 2023. This would be brought back to inform the Council. Possibly the bank can come and be apart of the presentation as well. Mayor Seludo requested that Mike B., look into our Loan Agreement terms and to reach out to Dana C., with Northrim Bank for further questions.

2. September General Fund Financials

Background: Presentation of the General Fund Financials.

Heather M., one of the accounts for the City of Saxman presented the General Fund Financials.

Discussion:

There was note made by the City Clerk of a few concerning areas for looking into on the first page of the General Fund; which include

W/S Late Fees in Revenue

Rental Revenue

Health/Life Insurance

Registration

Retirement of Debt

Mayor Seludo mentioned that in the near future there may not be any revenue for the Dockside Lease due to the building moving to their own property.

3. September Water and Sewer Financials

Background: Presentation of the Water and Sewer Financials.

Heather M., one of the accounts for the City of Saxman presented the Water and Sewer Financials.

4. September Cash Accounts

Background: Presentation of the Cash Accounts.

Heather M., one of the accounts for the City of Saxman presented the Cash Accounts Financials.

5. September Seaport Financials

Background: Presentation of the Seaport Financials.

Heather M., one of the accounts for the City of Saxman presented the Seaport Financials.

Discussion:

Mayor Seludo questioned whether the Council wished for the staff and Mayor & Accountants to speak with our Attorney in regards of Seaport?

There was discussion on the meeting details from the meeting with Northrim Bank on October 9, 2023 for the Councils input. There will be more information provided through a presentation with Mike B., in the near future.

Adjournment

The Mayor adjourned the meeting at 5:42 PM.

Frank H. Seludo, Mayor

Brianna Berg, City Clerk



**City of Saxman
Finance
October 12, 2023
4:00 PM**

RECOMMENDATIONS

1. *A recommendation was made to move ahead with the Auditor RFP Proposal and to bring to the next Regular Council Meeting on October 18, 2023, for approval.*
Motion made by Committee Member Watson, Seconded by Committee Member Blair.
Voting Yea: Committee Member Watson, Committee Member Blair, Committee Member Natkong Sr.
2. *There was a recommendation to pass the September Financials as presented.*
Motion made by Committee Member Watson, Seconded by Committee Member Blair.
Voting Yea: Committee Member Watson, Committee Member Blair, Committee Member Natkong Sr.



City of Saxman
Oath of Office
October 16, 2023
5:30 PM

Item 10.

MINUTES

Call to Order

The meeting was called to order at 5:46 PM by Mayor Seludo.

Prayer

Invocation by Councilor Watson.

Roll Call/Quorum

PRESENT

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

ABSENT

Council Member Gabriella Blair

Public Comments

There were no public comments.

New Business

1. Swearing in of New Council Members

Background: The City Clerk will assist the new Council Members in the "Council Members Oath" and present them with a certificate of Election.

The City Clerk read the Council Member Oath to Councilor Watson (Seat #2) and had him repeat the statement with his right hand up. Councilor Watson received his certificate of Election signed by the Mayor.

Councilor G. Blair who was re-elected for her Seat #4 was absent and will have her Oath of Office conducted at the next Regular Meeting on October 18, 2023 at 5:30 PM.

2. Mayor Appointment

Background: The Council will first voice announce nominations and then a secret vote will take place. The City Clerk will assist in the tabulation of votes. Yearly appointment of Mayor & Vice Mayor through secret ballot.

Action: "I make a motion to appoint _____ Mayor for the 2023-2024 Term."

There was a motion made to appoint Frank Seludo as Mayor for the 2023-2024 term.

The Chair called for any other nominations and further discussion. Seeing none he questioned whether the Council would like to have this vote as unanimous consent. The Council agreed with that.

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

Motion Passes.

There was a motion made to nominate Billy Joe (William) Thomas as Vice Mayor for the 2023-2024 term.

The Chair called for any further nominations and discussion. Seeing none he questioned whether the Council would like to have this vote as unanimous consent. The Council agreed with that.

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

Motion Passes.

Council/Mayor Comments

Councilor Watson: Congratulations to Mayor Seludo and Vice Mayor Thomas. I hope we have another good year again. Thank you.

Councilor D. Blair: This was a good quick meeting. Congratulations to Councilor Watson, Mayor Seludo and Vice Mayor Thomas.

Councilor Natkong SR: Good Meeting. Congratulations to both of you and to Councilor Watson and G. Blair.

Vice Mayor Thomas: It has been a good few years. I think that we are on the right path. I don't know the last time that the City of Saxman Council has been unified like this. I think it is a good thing. Thank you. Congratulations Councilor Watson.

Councilor Makua: Congratulations to Mayor Seludo and Vice Mayor Thomas. You both did a good job last time and I appreciate everything you all are doing. I know it is not a easy job. I APPRECIATE it really.

Mayor Seludo: Congratulations to Councilor Watson, Councilor G. Blair and Vice Mayor Thomas. I appreciate everyone showing up when we need you. I think it is going to be a great year as we plug forward on trying to find a City Administrator. That is my ultimate goal so we can keep moving forward. I am confident that we will find the right person. It will just take time. That is all I have.

Also, I would like to get together with the Council to go over our Capital/Priority Project list that we have from 2019-2020 and mark off what has been done, what needs to be done and to add any other needed items. We can meet for a half of a day or so and go around the City. He also mentioned that he had a meeting with Northrim Bank on October 9th, 2023, with our accountant Mike B. He mentioned that Northrim talked about possibly switching all our of accounts into one

account to build interest. Mike B. is going to put together a presentation for the Council for further consideration.

Adjournment

There was a motion made to adjourn the meeting.

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

Motion Passed. Meeting adjourned at 6:01 PM.

Frank H. Seludo, Mayor

Brianna Berg, City Clerk

City of Saxman
Resolution #10.2023.10

A resolution of the Council of the City of Saxman, Alaska establishing the city of Saxman’s authorized signature and establishing and effective date.

WHEREAS, in order for the City of Saxman to conduct the people’s business it must recognize those who are authorized to sign financial documents or conduct on-line financial business on behalf of the City of Saxman; and,

WHEREAS, the City of Saxman authorizes any two (2) council members to sign City of Saxman & Seaport checks, time certificates of deposits, or transfer of funds and other documents drawn on behalf of the City of Saxman’s funds deposited with First Bank, Northrim Bank, or with any other bank or Savings and Loan association doing business with the City of Saxman and Saxman Seaport; and

WHEREAS it is also recognized that the City Clerk, Brianna Berg, will need to be the First Bank, Northrim Bank, Online Banking Account Administrator as the City Clerk is responsible for all Business/ACH services involving City of Saxman and Saxman Seaport enrolled accounts.

THEREFORE, BE IT RESOLVED, the following list of City of Saxman council members and City Clerk names and signatures shall be filed with the signature cards at the banks and Savings and Loan associates that do business with the City of Saxman and Saxman Seaport.

Effective Date: This resolution is effective upon adoption

Passed and Approved by the Saxman City Council on this 18th day of October 2023.

Frank H. Seludo

Richard Makua

Gabiella Blair

Woodrow Watson

William J. Thomas

Norman Natkong, Sr

Denny Blair

ATTEST:

Brianna Berg, City Clerk

Saxman Water Report October
2023

The month of October has been very successful in the reprogramming of Panel View and Honeywell, with help from Dave Reed and ANTHC we were able to get our screens back online. Although there are still a few bugs to work out in some of the systems we have been getting more accurate and more consistent readings. The last time I talked to Tanner Cote an ANTHC electrician he said Dave Reed, himself and ANTHC have been discussing the possibility of upgrading/replacing the Panel View, Honeywell system we have now instead of keep putting out fires in the system we have now as they said we have achieved and exceeded the life expectancy of the system we have now which was 7 to 10 years.

Also, for the month of October we drained out the Reservoir on the 7th-8th for cleaning and rented an excavator to get all the silt and rocks out and up onto the bank clearing the bottom down to the bedrock and in doing so we gained more raw water volume at the reservoir which made a noticeable difference in the clarity of our water source.

Well to sum up the month of October things have been going good were gaining ground on our computer programming obstacles.

Water Operator, Robert Sero 10/12/23

November 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
5	6	7	8	9 Finance Committee Meeting 4:00 PM	10 Veterans Day (observed)	11 Veterans Day
12	13	14 Building and Ordinance Committee Meeting 4:00 PM with Totem and Tourism to follow	15 Regular Council Meeting 5:30 PM	16	17	18
19	20	21	22	23 Thanksgiving Day - Office Closed	24	25
26	27	28	29	30	1	2