



**City of Saxman  
Special Meeting  
November 24, 2021  
5:30 PM**

## **AGENDA**

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**Call to Order**

**Prayer**

**Roll Call/Quorum**

**Public Comments**

**Workshop**

### **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. September 04, 2021 Special Meeting Minutes  
Background: Meeting Minutes presented for approval.
2. September 15, 2021 Regular Meeting Minutes  
Background: Meeting Minutes presented for approval.
3. 11.11.2021 Finance Committee Minutes  
Background: Meeting minutes presented for approval.
4. 11.11.2021 Finance Committee Recommendations  
Background: Recommendations for approval.
5. 11.09.2021 Building and Ordinance Committee Minutes  
Background: Meeting minutes presented for approval.
6. 11.9.2021 Special Meeting Minutes  
Background: Minutes presented for approval.
7. Nominations for the CDC Board  
Background: While in Anchorage for a Strategic Planning session to form a community development corporation the Organized Village of Saxman, Cape Fox Corporation, and the City of Saxman decided that the board would consist of 3 members appointed by the respective organizations. Mayor Seludo, Councilor Blair and Administrator Richmond were nominated from the City of Saxman. A motion is in order to approve these nominations.
8. Water Operator Report  
Background: The Water Plant Operator presented the water operator report for the month of October.

## Old Business

## New Business

### 9. Resolution Number 11.20.2021.12 Authority to Apply

Background: The Administrator is working on the Community Development Block Grant (CDBG) application and a requirement of the grant is a resolution giving the Administrator the ability to submit the grant on the Council's behalf. That is the Resolution that is for consideration today. Additionally, the City must hold a public hearing on the project that is being submitted to give the public an opportunity to comment on the good of the project for the entire community. The Administrator asks the Council to set a date for a public hearing that is prior to the end of November.

Possible Motions:

1. "I make a motion to approve Resolution 11.2021.12 Authority to Apply and request a public hearing be set for November \_\_\_\_, 2021."

**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

## Executive Session

## Next Meeting Dates:

City Council Meeting:

Building and Ordinance Meeting:

Seaport Meeting:

Public Safety Planning Meeting:

Finance Meeting:

Tourism Master Planning Meeting:

Totem and Tourism Meeting:

Additional Meetings:

## Council/Mayor Comments

## Adjournment



City of Saxman  
Special Meeting  
September 04, 2021  
12:00 PM

## MINUTES

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### Call to Order

the Mayor called the meeting to order at 12:15 PM

### Prayer

### Roll Call/Quorum

### Public Comments

No public Comments

### New Business

1. Seaport Lease Approval

Background: The Mayor would like to present a request for approval for a Seaport Lease.

The Mayor presented the topic of Cape Fox requesting a new location for the grocery store

Tim Lewis from CF gave a report on the collaborative effort of Cape Fox and a grocery store corporation called Three Bears Alaska.

Meetings with Three Bears Alaska proved successful in the planning of revenue forecasts.

Three Bears Alaska has to ability to do a hardware store and a sporting goods store

*A motion is made to give Cape Fox the authorization to negotiate a lease on the Cities behalf for a lease of the Saxman Warehouse. Unanimous approval via roll call vote.*

*Motion made by Council Member Thomas, Seconded by Council Member Blair.*

*Voting Yea: Mayor Seludo, Council Member Thomas, Council Member Blair, Council Member Natkong, Council Member Watson, Council Member Daniels*

*Voting Abstaining: Council Member Makua*

2. Emergency Ordinance

Background: Due to the recent uptake in the Delta Variant and CoVid19 positive cases in the community the Council should consider extending the Emergency Ordinance previously in place.

*A motion was made to extend the Emergency Ordinance regarding Notice and as a non-permanent 60 day Ordinance. Motion Passed.*

*Motion made by Council Member Daniels, Seconded by Council Member Watson.*

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

Daniels

3. Council Retreat

Background: OVS is inviting the City Council along with the Cape Fox Board to Anchorage for a Master Planning session.

*A motion was made to accept the Organized Village of Saxman invitation to go on retreat Sept 30, Oct 1,2,3. Motion Passed.*

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

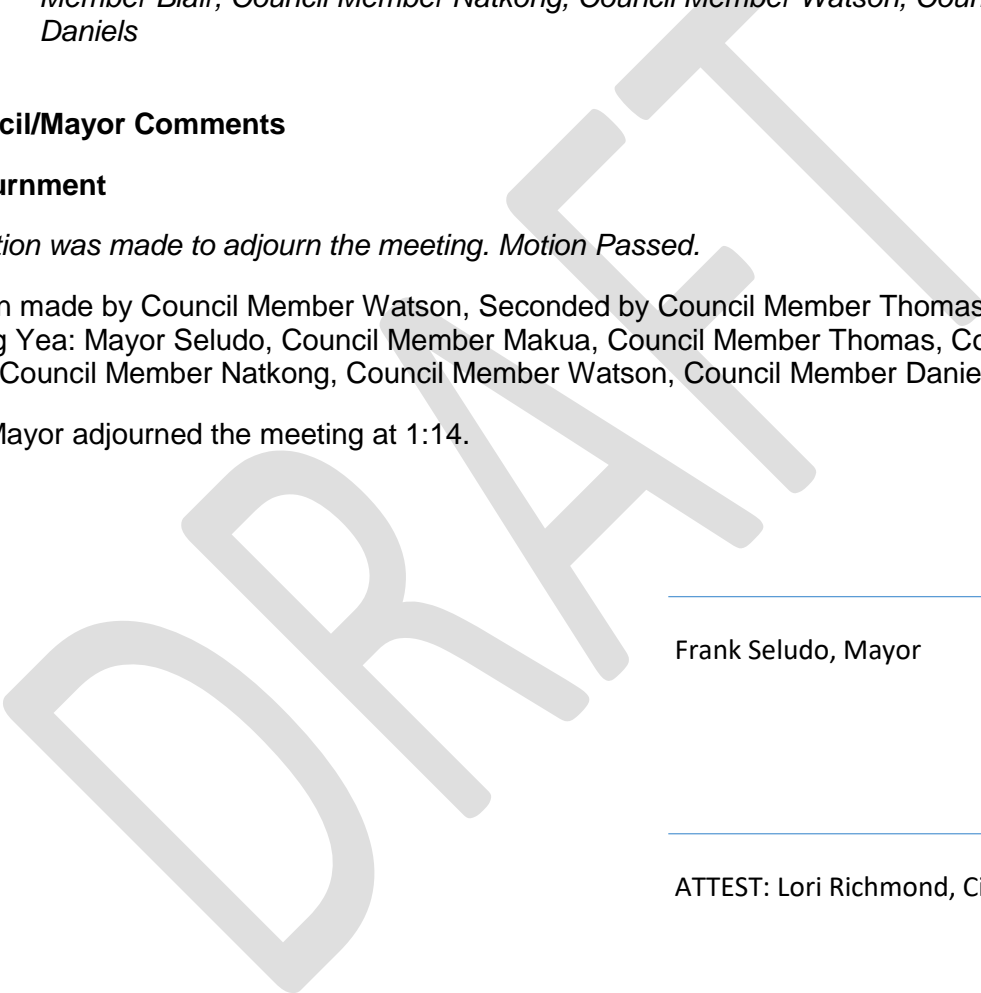
**Council/Mayor Comments**

**Adjournment**

*A motion was made to adjourn the meeting. Motion Passed.*

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, Council Member Watson, Council Member Daniels

The Mayor adjourned the meeting at 1:14.



\_\_\_\_\_  
Frank Seludo, Mayor

\_\_\_\_\_  
ATTEST: Lori Richmond, City Clerk



City of Saxman  
Regular Meeting  
September 15, 2021  
5:30 PM

## MINUTES

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### Call to Order

The meeting was called to order at 5:38 PM.

### Prayer

Invocation by Councilor Watson.

### Roll Call/Quorum

#### PRESENT

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

### Public Comments

No Public Comment

### Consideration of the Agenda

*A motion was made to accept the agenda as presented. Motion Passed.*

*Motion made by Council Member Watson, Seconded by Council Member Natkong.*

*Voting Yea: Mayor Seludo, Council Member Thomas, Council Member Makua, Council Member Blair, Council Member Natkong, Council Member Watson, Council Member Daniels*

### Consideration of the Agenda

1. Joint Proclamation for Chief Hoage

Background: The City of Saxman, City of Ketchikan and Ketchikan Gateway Borough would like to honor the service of Chief Hoage. During the Public Health Emergency Chief Hoage was instrumental in the City of Saxman's ability to protect and serve it's residents. He went above and beyond in both time and effort. He will be greatly missed but the Mayor, Council and staff wish him well in his next chapter.

Councilor Thomas read the Resolution recognizing Chief Hoage and his service to the community.

Chief Hoage gave a final report on the status of the Public Health Care Emergency.

**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. Motion Passed.*

*Motion made by Council Member Makua, Seconded by Council Member Daniels.*

*Voting Yea: Mayor Seludo, Council Member Thomas, Council Member Makua, Council Member Blair, Council Member Natkong, Council Member Watson, Council Member Daniels*

2. August 18th 2021 Regular Meeting-Minutes

Background: August minutes presented for approval.

3. Administrator Report

Background: The City Administrator review of the last 30 days for the Council's pleasure.

## Old Business

## New Business

4. Resolution #09.2021.06 naming election judges and appointing a Canvass Board.

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 5, 2021 and establishing an effective date.

*A motion was made to approve Resolution # 09.2021.06 Election Judge and Canvass Board. Motion Passed.*

*Motion made by Council Member Thomas, Seconded by Council Member Daniels.*

*Voting Yea: Mayor Seludo, Council Member Thomas, Council Member Makua, Council Member Blair, Council Member Natkong, Council Member Watson, Council Member Daniels*

**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

## Executive Session

## Next Meeting Dates:

5. October calendar for review

Background: Move Certifying Election to the following Monday

Add October 13th for Totem and Tourism Meeting 4:00 PM

## Council/Mayor Comments

Councilor Makua asked when our next Totem and Tourism meeting. He is concerned about the maintenance of the Totems in Totem Park. Mayor Seludo explained that he and the President of OVS are arranging an expert to inspect and give a report.

**Adjournment**

*A motion was made to adjourn the meeting. Motion Passed.*

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

The meeting was adjourned at 6:27 PM.

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Frank Seludo, Mayor

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ATTEST: Lori Richmond, City Clerk



**City of Saxman  
Finance  
November 11, 2021  
4:00 PM**

Item 3.

## **MINUTES**

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### **Call to Order**

The meeting called to order by Mayor Seludo at 16:37.

### **Roll Call**

#### **PRESENT**

Mayor Frank Seludo  
Vice Mayor Billy Joe Thomas  
Committee Member Woody Watson  
Committee Member Denny Blair

#### **ABSENT**

Committee Member Gabriella Daniels  
Committee Member Norman Natkong  
Committee Member Rick Makua

### **Public Comments**

There were no public comments.

### **FY22 Financials**

*A motion was made to recommend to the City Council approving October Financials. Motion Passed.*

Motion made by Committee Member Watson, Seconded by Vice Mayor Thomas.  
Voting Yea: Mayor Seludo, Vice Mayor Thomas, Committee Member Watson, Committee Member Blair.

1. October General Fund Financials

Background: Presentation of the General Fund financials

Kayleigh Slagle present the October General Fund Financials.

2. October Water and Sewer Financials

Background: Presentation of the Water and Sewer Fund financials

Kayleigh Slagle presented the October Water and Sewer Fund Financials.

3. October Seaport Financials



Background: Presentation of the Seaport financials

Kayleigh Slagle presented the October Seaport Financials

4. October Seaport Balance Sheet

Background: Presentation of the Seaport balance sheet

Kayleigh Slagle presented the October Seaport Balance Sheet.

5. October Cash Accounts

Background: Statement of Cash Accounts

Kayleigh Slagle presented the statement of the October Cash Accounts.

### **Adjournment**

*A motion was made to adjourn. Motion Passed.*

Motion made by Mayor Seludo, Seconded by Vice Mayor Thomas. Voting Yea: Mayor Seludo, Vice Mayor Thomas, Committee Member Watson, Committee Member Blair

Meeting adjourned at 5:31 PM.

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Frank Seludo, Mayor

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ATTEST: Lori Richmond, City Clerk



**City of Saxman  
Finance  
November 11, 2021  
4:00 PM**

Item 4.

## **Recommendations**

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1. Approve October's Financials

### **FY22 Financials**

*A motion was made to recommend to the City Council approving October Financials.  
Motion Passed.*

Motion made by Committee Member Watson, Seconded by Vice Mayor Thomas.  
Voting Yea: Mayor Seludo, Vice Mayor Thomas, Committee Member Watson, Committee Member Blair.



Item 5.

**City of Saxman  
Building and Ordinance Committee  
Meeting  
November 09, 2021  
4:00 PM**

## MINUTES

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### Call to Order

Mayor Seludo called the meeting to order at 4:08 PM.

### Roll Call

#### PRESENT

Mayor Frank Seludo  
Vice Mayor Billy Joe Thomas Telephonically  
Committee Member Denny Blair  
Committee Member Woody Watson  
Committee Member Norman Natkong  
Committee Member Rick Makua

#### ABSENT

Committee Member Gabriella Daniels

### Public Comment

There was no public comment.

### Consideration of the Agenda

*A motion was made to approve the agenda as presented. Motion passed.*

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

Motion Passes at 4:10 pm

### Old Business

#### 1. Fire Chief Consult for Public Safety Buildings

Background: City Council requested a meeting with the Fire Chief to discuss location of future public safety building.

*\*\* Clerks Note: discussion was had prior to a motion being made*

Steve Rydeen was present through Zoom for the meeting.

Where to put the fire department's training center in Seaport was discussed.

Where to put the new public safety building was discussed.

Fire Station Public Safety Building location - Lori @ 4:31 pm - masterplan new bus dropoff area if we move over the topography is better suited. Both streets not in way of tourism bus drop off.

Any questions for Steve - asked by Frank @ 4:33 pm.

Steve asked to meet with the Mayor and the City Administrator to look at sites that may be workable and then bring this back to the committee at the next Building and Ordinance Meeting? When Steve gets back from Arizona.

Mayor thanks Chief Rydeen for calling in. - call ended 4:48 pm

2. Discuss location for the new city shop.

Background: Continue discussion on the location for the new shop.

*\*\* Clerks Note: discussion was had prior to a motion being made*

We need some input and direction on where to put and find the money. We will run out of places once we move the City's property out of Seaport.

Kayleigh Slagle approved the City Administrator's numbers.

Discussion was had on a location for the new city shop,

### **New Business**

The City Administrator reported that the subject of passed due bills being added to people's water bills will return to committee when the draft ordinance is ready.

3. Citizen Concern

Background: The council decided in the last regular meeting to discuss a residence public comment in committee.

Mayor has gotten complaints about people's yards. Specifically Franks sister's yard. Citizen concern.

Vice Mayor Thomas requested more information on the complaint.

Mayor Seludo explained all the possessions in the yard that are considered as junk by the complaint.

The Vice Mayor thinks that yard was not too bad.

Citizen wants to sell her house and thinks the area with the "junk" will decrease her home value. Wants council to urge residents to clean up their yard.

Committee Member Blair asked if there is anything we can do to tell people to clean their yards?

The City Administrator stated that there are no ordinances for this. We do not want to tackle our residents by telling them what to do with their own yard.

Vice Mayor Thomas stated that we are not a gated community. Yes, our community should stay clean. Do a little tour of the village then have some discussion for community standards that need enforcing. We have a citizen complaint so we need to address the issue, right?

Needs to be kind of loose -not a gated community. Our city needs standards though.

Community Standards Committee - establish one? Asked the City Administrator.

Have further talks about it.

Committee Member Makua mentioned we could put something on our monthly Newsletter where any concerns can be mailed back to the City where we can address in our monthly Building and Ordinance meetings.

**Council Comments**

**Adjournment**

*A motion was made to adjourn the meeting at 5:17 PM. Motion Passed.*

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

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Frank Seludo, Mayor

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ATTEST: Lori Richmond, City Clerk



**City of Saxman  
Special Meeting  
November 09, 2021  
5:00 PM**

Item 6.

## **MINUTES**

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### **Call to Order**

Mayor Seludo called the meeting to order at 5:17 PM.

### **Prayer**

### **Roll Call/Quorum**

### **Public Comments**

No Public Comments

### **New Business**

1. Revenue Relief Grant Application

Background: This grant was appropriated by the state for communities that were disproportionately affected by CoVid-19.

The City Administrator presented the Revenue Relief Grant Application to the council.

*A motion is made to approve the Revenue Relief Grant Application.*

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

*Voting Yea: Mayor Seludo, Council Member Thomas, Council Member Blair, Council Member Natkong, Council Member Makua*

*Voting Abstaining:*

Motion passes 5:20 pm.

### **Council/Mayor Comments**

### **Adjournment**

*A motion was made to adjourn the meeting. Motion Passed.*

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

The Mayor adjourned the meeting at 5:21 PM.

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Frank Seludo, Mayor

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ATTEST: Lori Richmond, City Clerk

# City of Saxman

## RESOLUTION NUMBER 11.2021.12

### A Resolution of the City of Saxman authorizing application and administration of the Community Development Block Grant for the purpose of a Public Safety Building.

A RESOLUTION of the (Council) of the City of Saxman authorizing participation in the Community Development Block Grant Program.

WHEREAS, the Council of the City of Saxman wishes to provide a Public Safety Building for use in the community; and

WHEREAS, this entity is an applicant for a grant in the amount of \$402,090.00 from the Alaska Department of Commerce, Community, and Economic Development (hereinafter "Department"), under the CDBG program;

NOW, THEREFORE, BE IT RESOLVED THAT the City Administrator, Lori Richmond, of the City of Saxman is hereby authorized to negotiate and execute any and all documents required for granting and managing funds on behalf of this organization.

The (Name and Title) City Administrator, Lori Richmond is also authorized to execute subsequent amendments to said grant agreement to provide for adjustments to the project within the scope of services or tasks, based upon the needs of the project.

PASSED AND APPROVED BY THE Saxman City Council on November 17, 2021.

**IN WITNESS THERETO:**

By: \_\_\_\_\_  
Signature

Attest: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

By: \_\_\_\_\_  
Signature

Attest: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

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Title

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