



**City of Saxman
Regular Meeting
April 19, 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. March 21, 2023 Special Meeting Minutes
Background: Meeting Minutes presented for Council's Approval.
2. March 15, 2023 Regular Meeting Minutes
Background: Meeting Minutes for Review and Approval.
3. March 30, 2023 Special Meeting Minutes
Background: Meeting Minutes for Review and Approval.
4. April 06, 2023 Building and Ordinance Committee Meeting Minutes
Background: Meeting Minutes for Review and Approval.
5. April 11, 2023 Totem and Tourism Committee Meeting Minutes
Background: Meeting Minutes for Review and Approval.
6. April 13, 2023 Finance Meeting Minutes
Background: Meeting Minutes for Review and Approval.
7. April 13, 2023 Finance Meeting Recommendations
Background: Finance Meeting Recommendations for the Council's Review and Approval.

Old Business

New Business

8. School House Property
Background: Cape Fox will make an offer on the school house and property to the Council. Moved from Building and Ordinance Meeting on April 06, 2023, to the Regular Meeting for further discussion.
9. Moving City of Saxman Office to CFC Building

Background: Cape Fox representative will further discuss the proposal of moving the City of Saxman offices over to the CFC Building. Resuming discussion from the Regular Council Meeting on March 15, 2023. Has since been moved from Building and Ordinance Meeting on April 06, 2023, to the Regular Meeting for further discussion.

10. Wood-Mizer

Background: Mayor Seludo will present the topic of the "Wood-Mizer" to the Council. Moved from Building and Ordinance Meeting on April 06, 2023, to the Regular Meeting for further discussion.

11. Cash Call for CDC Start Up

Background: The CDC is requesting funding from the City of Saxman for start-up funds in the amount of \$40,000 for two years totaling \$80,000.

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

12. Water Operator Report

Background: Water Operator verbally reports the status of the Water Plant for the month of April.

[13.](#) Saxman VPSO Public Safety Report

Background: Public Safety Report for the period of February 16 through April 13, 2023, for the Council's Review.

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.*

14. Potential Litigation and Litigation Strategy

Background: Presentation of a Potential Litigation and Litigation Strategy for the Council's Review and Approval.

[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.

Next Meeting Dates:

[16.](#) May Calendar

Background: Presentation of the May Calendar for next month's meeting dates.

Council/Mayor Comments

Adjournment



**City of Saxman
Special Meeting
March 21, 2023
4:00 PM**

MINUTES

Call to Order *Recessed meeting from 3/09/2023*

The recess from March 09, 2023, at 6:45 PM is resumed and the meeting was called to order at 4:30 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
Council Member Gabriella Blair.

Also Present:

Brianna Berg - Deputy Clerk
Lori Richmond - City Administrator
Anna Laffrey - Ketchikan Daily News

Public Comments

There were no public comments.

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.*

1. Personnel Discussion

Background: The Council will hold a discussion in regards of a personnel concern.

Discussion from 3.09.2023:

Mayor Seludo provided the City Administrator the option for her to be present during public session for this discussion. Lori requested that the executive session be done publicly. The Council addressed an issue regarding concerns with the City

Administrator and that there must be a discussion held to move forward to a final decision in accommodating the outcome.

The Council allowed Lori Richmond to speak to the Council in regards of these concerns. The Council then requested to excuse her to allow the Council to discuss further at 5:37 PM.

Vice Mayor Thomas allowed Lori Richmond to return to the meeting discussion to inform her that the Council has decided to recess this meeting to March 21, 2023, at 5:30 PM for further discussion where a decision will be made.

Discussion from 3.21.2023:

This Agenda item was discussed upon in public session. No executive session was taken place during the meeting on 3.21.2023.

Lori Richmond provided the Council with a written report for review and requested to speak prior to any further action.

She requested that the Council consider other options besides releasing her from her duties. Her options presented included suspension for a week without pay, probation for three or six months, or the Council considering her to stay on as the City Clerk rather than the City Admin and would be willing to take the appropriate pay difference. She also mentioned that she has high hopes that herself and the Mayor can work through issues if Council grants.

Mayor Seludo provided a copy of an email with the city attorney in regards of possible options/motions the Council can take in regards of this matter. This was also presented to the Council at the previous recessed meeting on 3.09.2023.

Council Comments/Discussion:

Councilor Watson questioned the written report from L. Richmond in regards of a testimony on her behalf if needed. The Council did not wish to choose to accept a testimony.

Councilor Makua: Considering everything we been through I feel that L. Richmond is fulfilling her duties as the City Administrator. I do not think we should dismiss her as should keep her here and put her on probation. I do not think this warrants getting rid of someone so important to our city. I think that a 90 day probation would be proficient, a pay decrease if necessary, or accept her options with no pay for a week. If the council would consider this and would like to make that motion I will entertain the consideration into a motion.

Councilor Makua called for a motion to consider a 90 day probation, pay decrease, or a week with no pay for the City Administrator, Lori Richmond, Mayor Seludo called or a second vote. Motion dies with a lack of a second.

A motion was made to move to terminate the employment of the City Clerk/Administrator and that the City pay her the compensation due as of 3.31.2023 including the value of any accrued annual or sick leave.

Mayor Seludo called for any other discussion.

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

ROLL CALL:

Voting Yea: Mayor Frank Seludo, Vice Mayor Thomas, Councilor D. Blair, Councilor Natkong SR, Councilor Watson and Councilor G. Blair.

Voting Nay: Councilor Makua.

Motion Passes.

A motion was made to pay the City Clerk/Administrator L. Richmond out until the end of this payroll period (March 31, 2023) for the City Administrator Salary and to include the value of any accrued annual sick or vacation leave.

Motion made by Council Member Makua, 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

Roll Call:

Voting Yea: Mayor Seludo, Vice Mayor Thomas, Councilor Makua, Councilor D. Blair, Councilor Natkong SR, Councilor Watson, Councilor G. Blair.

Motion Passes.

Council/Mayor Comments

Adjournment

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

Motion made by Council Member Makua, 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

Meeting adjourned at 4:52 PM.

Frank H. Seludo, Mayor

Brianna Berg, Deputy Clerk



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



**City of Saxman
City Council Special Meeting
March 30, 2023
4:30 PM**

MINUTES

Call to Order

The meeting was called to order at 4:38 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 Norman Natkong Sr.
Council Member Woody Watson
Council Member Gabriella Blair

ABSENT

Council Member Denny Blair

Public Comments

Ryan Neller requested to speak for public comment to inform the Council of his background and of his purpose of attending the meeting. He mentioned that he is eager to understand community decision making around tourism and the impact tourism has on local community culture, live impacts and manage tourism in terms of community development. He would like to gain perspective on the voices of the people in Saxman and has completed a few interviews. He will be writing a report and return in December to hand the report in person. He also requested that he be invited to attend the next Totem and Tourism Committee Meeting on April 11, 2023 for a presentation.

Mayor Seludo requested that he reach out to the Administrative Staff whereas they will ensure he can attend and present at the next Totem and Tourism Committee Meeting on April 11, 2023.

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.*

The Council requested that the City Clerk position be held as public open discussion and the City Administrator be held in Executive Session following the City Clerk discussion.

1. City Clerk/Administrator Position

Background: The Council will discuss the options for the City Clerk/Administrator Position.

City Clerk Position Discussion:

The Deputy Clerk will be filling in as the interim City Clerk temporarily until the City Council fills the position. The Council requested that the City Clerk job description duties and listed wages be updated for posting the application. For the meantime, the Council requested to have the Deputy Clerk fill in as the interim City Clerk temporarily and to enroll in online Robert's Rules training. The Council agreed to increase the Deputy Clerk's current hourly wage to compensate for the additional duties that will incur. They will start on the low end and can increase if needed based on job workload.

There was a motion made to increase the Deputy Clerk's hourly wage to by \$5.00 for a hourly wage of \$28.00 temporarily while she is the interim City Clerk. Pay can be considered and presented for increase based on job workload. The pay increase will be back dated to the last Council Meeting that was held on the 15th of March.

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

The Mayor called for Roll Call Vote:

Voting Yea: 6

Voting Nay: 0

Abstain: 1

Motion Passed.

Council Comments:

Councilor Watson: I agree with implementing an increased temporary pay while the Deputy Clerk fills in for the City Clerk position. This will be until we fill the position.

Councilor Natkong: I agree with Councilor Watson. That plan sounds appropriate.

Councilor G. Blair: I am on board with that. I would like to make sure she can handle all the Council Meetings duties. She requested that Mayor Seludo reach out to AML to see if there are any training opportunities for Robert's Rules online. This can be brought to the Regular Meeting.

Vice Mayor Thomas: We need to update the wage for the City Clerk prior to posting the job application.

City Administrator Position Discussion:

A motion was made to enter into executive session.

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

Motion Passed.

Executive Session Began at 5:17 PM.

A motion was made to come out of Executive Session by Mayor Seludo.

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

Motion Passed.

Executive Session Ended at 5:57 PM.

A motion was made to authorize following up with the City's Attorney and to move forward as discussed.

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

Motion Passed.

The Council requested that the City Administrator Job be posted as soon as possible with an updated salary of \$70,000 - \$85,000 depending on experience. The application will be posted for 60 days.

Mayor Seludo will fill in as the Interim City Administrator until a new administrator is appointed by a hiring committee which will be discussed at the next Regular Meeting on April 19, 2023. The wage increase will take effect starting April 1, 2023.

Council/Mayor Comments

Councilor G. Blair: It felt good to take care of this and for the position to be posted.

Councilor Watson: I am glad we got this done. It was something we had to do. I would like to thank Brianna for all the work she has done. It does take a lot.

Councilor Natkong: Good meeting. I would like to thank the attorney for attending.

Councilor Makua: Thank you all for coming and thank you for all staying.

Mayor Seludo: Thank you all for coming.

Adjournment

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

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

The meeting adjourned at 5:55 PM.

Frank H. Seludo, Mayor

Brianna Berg, Interim City Clerk



**City of Saxman
Building and Ordinance Committee
Meeting Joint Mtg
April 06, 2023
2:00 PM**

Item 4.

MINUTES

Call to Order

Mayor Seludo called the meeting to order at 2:01 PM.

Roll Call

PRESENT

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

City Clerk: Brianna Berg

ALSO present:

Organized Village of Saxman

President Joe Williams

Trudi Swink

Charles Denny

Richard Shields SR

Crista Thomas

Valena Johnson - Administrative Assistant

Charlie White - Tribal Administrator

Cape Fox

Clifford Blair

Tim Lewis

Public

Sylvia Banie

Public Comment

Sylvia Banie spoke for Public Comment and mentioned that she feels our Schoolhouse is history and does not believe it should be sold of history. She feels that the Schoolhouse should go back to the Tribe. Ms. Banie also requested that the City of Saxman put out meeting notices in more public spots and give more time for notice.

Tim Lewis spoke for Public Comment to inform Ms. Banie that Cape Fox does not plan on getting rid of the Schoolhouse if they were to purchase it. They would turn it into a museum with contract activities including a tour depot to continue funding the upkeep of the building. The plan and intentions would be to utilize the Schoolhouse in showcase for what it is.

President Joe Williams with the Organized Village of Saxman mentioned that he feels like this meeting is not set up for a joint meeting as he felt more part of the audience. He also would like more time and discussion on this matter. He feels that the City of Saxman should keep the Schoolhouse because they are government and Cape Fox is a business. President Williams also mentioned that the Schoolhouse land was originally intended for the Tribe and due to start up issues back when the City of Saxman was in full operation at the time and obtained the land. He feels like if the Schoolhouse property goes to anyone it should be the Tribe.

Trudi Swink (OVS Member) spoke for Public Comment and mentioned that this meeting did not specify who the joint meeting is for and which committee is having a joint meeting. She mentioned that it is hard to get the three entities together in one meeting so at this point we should just hear each other out and have the meeting. As a Tribal Citizen she mentioned that she is all for helping the City of Saxman as it in return helps out the tribal citizens and brings in more revenue to the City of Saxman which helps us as a Tribal Citizen. We need to stick to dates and move forward and have this discussion.

Mayor Seludo decided that we continue the meeting and hear each other out. This will help start the process of deciding on these agenda items.

Consideration of the Agenda

Motion made to approve the consideration of the agenda. Motion declared passed.

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

Old Business

1. School House Property

Background: Cape Fox will make an offer on the school house and property to the Council.

President Williams with the Organized Village of Saxman mentioned that he feels that the Schoolhouse property should be conveyed to the Tribe. This can make a tribal headquarters which comes in federal money meaning building upgrades and property upgrades can be in process. Repairs are needed for the Schoolhouse - the maintenance has not been kept up with due to funding issues. This could solve that

concern. The foundation and roof are the main concerns at the moment for the Schoolhouse.

He also mentioned that at this time there is no rental agreement between OVS and the City of Saxman whereas they wanted to do upgrades/repairs but did not due to this issue.

Tim Lewis mentioned that if they were to purchase the Schoolhouse they would not tear the building down and that they are aware of the repairs needed. If this were to follow through this would give a grant opportunity for grant funding and tour company profits which in the long run benefit all three entities. There is no estimated time for the repairs for the Schoolhouse but he mentioned he could look further into this and report back.

Charlie White (OVS Administrator) mentioned that if they had the Schoolhouse conveyed to them they could expand programs that deal with expanding/planning such as roads. He also mentioned that OVS is in the process of becoming their own tribe separating from T&H. This meaning they would become their own federally recognized tribe allowing new doors to open and opportunities. They estimate this to take place by June. This also means that they can make spending decisions without authorization from another entity. This also brings more access to federal funding directly to OVS.

The land selling policy does need to be further reviewed by the City of Saxman Council and the terms that go along with it.

2. Moving City of Saxman Office to CFC Building

Background: Cape Fox representative will further discuss the proposal of moving the City of Saxman offices over to the CFC Building. Resuming discussion from the Regular Council Meeting on March 15, 2023.

Tim Lewis and Clifford Blair with Cape Fox verbally presented the offer of moving the City of Saxman Office to the CFC Building for the Councils & Other Entity Members present to be briefed on.

Further discussion was held between the Council Members during this joint meeting.

Clifford Blair formally requested that the City of Saxman put Moving City of Saxman Offices to CFC Building & the CDC Cash Call on their agenda for their next Regular Council Meeting on April 19, 2023. He also requested that the Organized Village of Saxman do the same.

Clifford Blair requesting that the City of Saxman and Organized Village of Saxman provide funding to the CDC for start-up funds in the amount of \$40,000 for two years. This will help get the CDC up and running. Mayor Seludo mentioned that a cash call would have to be presented at the next Regular Council Meeting on April 19, 2023, as long as he can get in contact with the designated person in charge of that.

New Business

3. Wood-Mizer

Background: Mayor Seludo will present the topic of the "Wood-Mizer" to the Council.

President Williams with the Organized Village of Saxman is requesting an area of property from the City of Saxman to keep this Wood-Mizer. This Wood-Mizer is beneficial in regards of Totem Poles. You can use this to cut all excess wood from poles. The area of land would need to be suitable for loud noises for continued periods

of time. He mentioned that the Wood-Mizer has been ordered and has an estimated arrival time for mid December. He is requested that this area of property be setup with a pad in place for storing this Wood-Mizer; a wood covering would be built that would be weatherproof.

Drawings with be presented for the pad.

Mayor Seludo mentioned that this be discussed further at the next Regular Council Meeting on April 19, 2023, or will keep in the committee level for further discussion.

Council Comments

No Council Comments.

Adjournment

The meeting was adjourned at 4:17 PM by Mayor Seludo.

Frank H. Seludo, Mayor

Brianna Berg, Deputy Clerk



**City of Saxman
Totem and Tourism Committee
Meeting
April 11, 2023
4:30 PM**

Item 5.

MINUTES

Call to Order

Mayor Seludo called the meeting to order at 4:40 PM.

Roll Call

PRESENT

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

ABSENT

Committee Member Denny Blair
Committee Member Gabriella Blair

Also Present:

City Clerk: Brianna Berg

Public Comment

Ryan Naylor attended for Public Comment to present a power point to the Council in regards of research he has conducted in regards of Community Development. Mayor Seludo allowed him 15 minutes.

Consideration of the Agenda

Motion made to approve the consideration of the agenda. Motion declared passed.

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

Old Business

1. Oyster Pole Art Creation Agreement

Background: Discussion and Review of the Art Creation Agreement.

Mayor Seludo verbally reported the status of this agenda item to the Council. He mentioned that he is waiting to hear back from the assort yard in regards of getting the pole over to Jon Rowan to carve. One will be going to Jon Rowan and one will be coming to Saxman for Nathan Jackson.

The cost of shipping the logs will be \$1,800 to the designated locations. This will come out of the grant funds from the Borough and Mayor Seludo will check with the carvers to make sure the agreed upon prices are the same therefore leaving the City with money to pay for the shipping out of that fund.

Mayor Seludo will report to the Borough in regards of the current status.

There was a recommendation made to continue as we are with the Totem Poles and Carvers for the Oyster Pole and the Chief Ebbits Pole.

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

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

Motion Passes.

New Business

Moved to Public Comment.

2. Presentation from Ryan Naylor

Background: Ryan Naylor, a Ph.D. student from Pennsylvania State University, has been conducting research in Petersburg, Wrangell, and Ketchikan from May 2022 to January 2023. Mr. Naylor lived in Ketchikan Gateway Borough from October 4th to December 20th exploring how residents in the borough, the city, and Saxman, perceive the impacts of tourism. More specifically, Mr. Naylor is exploring 1) how tourism impacts the local culture of the community, 2) how tourism integrates into existing livelihoods, and 3) how the community can manipulate tourism to ensure appropriate forms of community development. He is repeating this process in Petersburg and Wrangell to understand how differences in cruise tourism volume influence each community and identify community- and region-specific patterns. Mr. Naylor is trying to ensure his research can inform local decision-making. He set up advisory boards composed of local residents and has now returned for a community engagement trip to ensure accuracy and explores ways to give back to the community.

Moved to public comment.

Council Comments

Councilor Watson: I am glad to see this happening and to see this getting worked on.

Vice Mayor Thomas: I would like to thank you all for the hard work. We are getting a lot done.

Councilor Natkong: I would like to thank you the staff for this good meeting. I am glad to see we are coming along with the totem poles.

Councilor Makua: I would like to thank you all for the good work and thank the staff that you have left. I appreciate the work.

Mayor Seludo: I would like to thank you all for showing up as we are working through the bugs. We will get through this and thank you all for showing up.

Adjournment

There was a motion to adjourn at 5:24 PM.

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

Motion Passed.

Frank H. Seludo, Mayor

Brianna Berg, Deputy Clerk



**City of Saxman
Finance Meeting
April 13, 2023
4:00 PM**

MINUTES

Call to Order

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

Roll Call

PRESENT

Mayor Frank Seludo
Vice Mayor Billy Joe Thomas - Telephonically
Committee Member Woody Watson
Committee Member Norman Natkong Sr.

ABSENT

Committee Member Rick Makua
Committee Member Denny Blair
Committee Member Gabriella Blair

Public Comments

There were no public comments.

FY23 Financials

There was a recommendation made to bring the presented financials to the next Regular Council Meeting on April 19, 2023, for approval.

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

1. January General Fund Financials
Background: Presentation of the General Fund Financials.
2. January Water and Sewer Financials
Background: Presentation of the Water and Sewer Financials.
3. January Seaport Financials
Background: Presentation of the Seaport Financials.
4. January Cash Accounts
Background: Presentation of the Cash Accounts.
5. February Cash Accounts

Background: Presentation of the Cash Accounts.

6. February Seaport Financials

Background: Presentation of the Seaport Financials.

7. February Water and Sewer Financials

Background: Presentation of the Water and Sewer Financials.

8. February General Fund Financials

Background: Presentation of the General Fund Financials.

Adjournment

Mayor Seludo adjourned the meeting at 6:51 PM.

Frank H. Seludo, Mayor

Brianna Berg, Deputy Clerk



**City of Saxman
Finance
April 13, 2023
4:00 PM**

Item 7.

RECOMMENDATIONS

1. There was a recommendation made to bring the presented financials to the next Regular Council Meeting on April 19, 2023, for approval.
Motion made by Committee Member Watson, Seconded by Committee Member Natkong Sr..
Voting Yea: Mayor Seludo, Vice Mayor Thomas, Committee Member Watson, Committee Member Natkong Sr.



KETCHIKAN GATEWAY BOROUGH
 ASSESSMENT DEPARTMENT
 1900 FIRST AVENUE, SUITE 219
 KETCHIKAN ALASKA 99901

PHONE 907-228-6640
 FAX 907-228-6655
 EMAIL assessment@kgbak.us

Owner and Account Data

Owner Name	CITY OF SAXMAN	Parcel Number	852140089000
Owner 2		Customer No	606318
Location	S TONGASS HWY 2706/2714	Deed Ref	PAT 1035992
Mail Address	RT 2 BOX 1 - SAXMAN KETCHIKAN, AK 99901	Ref Date	-1254009600000
		Prop Use	PUBLIC

Legal Description: U.S. SURVEY 920, KETCHIKAN RECORDING DISTRICT, FIRST JUDICIAL DISTRICT, STATE OF ALASKA.

Legal description shown is per assessment records and should not be used for other purposes.

Current Assessed and Exempt Value

EXEMPTION TYPE	LAND VALUES	IMPROVEMENT VALUES	TOTAL VALUES
Appraised	0	0	0
Exemption 1 CitSax	0	0	0
Exemption 2 None	0	0	0
Exemption 3 None	0	0	0
Total Exemption	0	0	0
TOTAL ASSESSED			0

Assessed Values History

Year	Apr Land	Apr Imps	Total Apr Value	Total Exempt	Total Asd	Owner 1
2023	\$160,000	\$442,400	\$602,400	\$602,400	\$0	CITY OF SAXMAN
2022	\$160,000	\$442,400	\$602,400	\$602,400	\$0	CITY OF SAXMAN
2021	\$160,000	\$457,800	\$617,800	\$617,800	\$0	CITY OF SAXMAN
2020	\$160,000	\$457,800	\$617,800	\$617,800	\$0	CITY OF SAXMAN
2019	\$160,000	\$457,800	\$617,800	\$617,800	\$0	CITY OF SAXMAN

Land Data

Land Sq Ft	42,689	Land Acres	0.98	Water Frontage	0	Zoning Type	CG
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Main Structure Data

Bldg Type	Public/Community Purpose	Bedrooms	0	Bsmnt Area	0	Garage1 SF	2,698
Year Built	1940	Bathrooms	0	Bsmnt Finish	0	Garage2 SF	0
No Units	0					Garage3 SF	0
Total Area	3,076						



Enter Map Title...
 Web Print: 04/03/2023

This map is a user generated static output from an internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

Saxman VPSO Public Safety Report

Date: 02/16/2023 – 04/13/2023

(INCIDENTS)

Law Enforcement 122 Fire 0 EMS 2 SAR 0

Total = 124 Incidents.

Summary:

Provided regular public appearances for school bus safety at Totem Park for AM and PM routes. Additional public appearances for basketball games at the community center gym, public safety presentation at the elementary school, and Saxman community Easter egg hunt. Assisted residents with shoveling snow from driveways and clearing snow off vehicles at both Sr. Centers and Eagle and Killer Whale Ave. Provided emergency disaster relief to the City of Craig. Responded to a critical incident in Kake via charter plane. Completed instructor certification in Control Tactics. Assisted ADF&G with a wolf study on Dog Salmon Rd. and surrounding area.

Ideas for raising EMS and fire response fees

1. Commercial EMS/fire response fees
2. EMS/fire fees collected from each household
3. Property tax
4. Increase Sales Tax
5. Other options???

May 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	1	2	3	4	5	6
7	8	9 Building and Ordinance Committee Meeting 4:00 PM Totem & Tourism Committee Meeting to follow	10	11 Finance Meeting 4:00 PM	12	13
14	15	16	17 Regular Council Meeting 5:30 PM	18	19	20
21	22	23	24	25	26	27
28	29 Memorial Day	30	31	1	2	3