



**Saxman  
Regular Meeting  
December 16, 2020  
5:30 PM**

## AGENDA

---

### Call to Order

### Prayer

### Roll Call/Quorum

### Public Comments

1. Background: The office has been contacted several times about the need for Karen Huffs property to have a sewer line replaced. Her daughter wanted the council to see the attached documents. The repair has been done.

### 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".*

2. Background: Meeting minutes to be approved.
3. Administrator and Water Plant Operator reports

### Old Business

### New Business

4. Background: The Building and Ordinance Committee is recommending an amendment to the Ordinance on free rentals in the Tribal house, Community Center and Gym. This amendment would allow Alcoholics Anonymous, Narcotics Anonymous, Al-Anon and other like substance recovery groups to also qualify for free rentals.

Staff Recommended Action: "I make a motion to set Amended Ordinance #20-15 for Public Hearing at the next regularly scheduled meeting"

5. Background: the Finance Committee is recommending a Budget Modification to account for unforeseen appropriations.

Staff Recommended Actions: "I make a motion to set FY21 Budget Modification #1 for public hearing at the next Regular Meeting"

**Background:** Corvis design is working on the rough draft for the Harbor Concept and they wanted to hear that these 2 designs were approved to move forward on.

**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:**

City Council Meeting: 1/20/21 5:30 PM  
Building and Ordinance Meeting: 1/12/21 4:00 PM  
Seaport Meeting: 1/21/21 4:00 PM  
Public Safety Planning Meeting: 1/12/21 5:00 PM  
Finance Meeting: 1/14/21 5:00 PM

Tourism Master Planning Meeting:  
Totem and Tourism Meeting:  
Additional Meetings: CARES Act Meeting 1/14/21 4:00 PM

**Council/Mayor Comments****Adjournment**

November 5, 2020

To the City of Saxman Administrator and Mr. Mayor and City Council Members,

RE: John & Karen Huff Sewer Pipe Issues: Please place this letter and documents on the agenda and for the record for the next Council Meeting to discuss a solution.

Since December 2019 I have had a sewer backup problem in my home for a total of 4 times including today. Currently, both upstairs and downstairs bathrooms are unusable, and my husband and I have had to use small buckets which is not convenient for 2 Elders.

I called the City of Saxman for assistance in December and a person from the city came to my home and observed the sewage in my basement and left and I did not hear back from him. I called the City of Saxman and was told if the problem was inside the house it is my issue. According to Schmolck's email this sewage issue is outside the home and I was told there is a cracked pipe which is causing the backup. Please note Schmolck's 12/9/2019 email NOTES added by tech Ian W., that there is "serious damage to the pipe" outside the home, which is where it starts. I attempted to attend a City Council meeting in September 16, 2020 to address this issue, but the council meeting was canceled. I was informed by the City Administrator, the night of the canceled City Council meeting, she would address this with the City Council to come up with a solution, and she responded with the attached letters to Patti Green. I was also informed by Schmolck if this cracked pipe is not taken care of the problem will continue. After the sewage has been cleaned up it only takes up to a week before backing up into the bathrooms/basement floors again.

To date we have paid \$2,130.49 to Schmolck to come in and check this sewer issue and cleanup and according to Schmolck they can continue to come cleanup but that is not going to take care of the problem and we now need to inform the City of Saxman regarding this problem. We pay our monthly bill for water and sewer to the City of Saxman and have not received a note, letter or call to address this issue. We are asking that the City of Saxman reimburse the full amount of \$2, 130.49 and fix the broken pipe so this sewage problem does not continue. We are Elder's and on a fixed income and this problem is putting a hardship on our finances as it is costly and according to Schmolck the cost of fixing the broken sewer pipe will be much more costly. Attached are receipts and an email from Schmalck Plumbing since this sewer issue began.

We are Elders and we need help! This is not sanitary, and we are afraid of catching some germs from backup even though we clean up. I use Lysol or whatever disinfectant I have in the home, but this is tiring. I am 80 years old and John is 81 and John is on oxygen 24 hours a day. We cannot continue to use buckets!

I am looking for a reply and it would be much appreciated. I would like my daughter, Shannon Kelly, (907-617-5267) and Patti Green, T&H Family caseworker, (907-228-6984) to be included in any meetings/calls regarding resolution to this serious and ongoing sewer concern.

Thank you,

Karen & John Huff  
2360 CoHo—Saxman  
907-225-5909

HAMILTONS  
HAVE FIXED  
PIPE.

**Patti Green**

---

**From:** Patti Green  
**Sent:** Friday, November 6, 2020 2:41 PM  
**To:** Shannon Kelly  
**Subject:** RE: HUFF SEWER PIPE ISSUES

Hi Shannon,

Please give me a call.

Patti Green  
 907-228-6984

**From:** Shannon Kelly <shankelly64@gmail.com>  
**Sent:** Thursday, November 5, 2020 7:36 PM  
**To:** Patti Green <pgreen@cchita-nsn.gov>  
**Subject:** Fwd: HUFF SEWER PIPE ISSUES

Sorry here you go!

----- Forwarded message -----

**From:** Dispatcher <[Dispatcher@schmolckmechanical.com](mailto:Dispatcher@schmolckmechanical.com)>  
**Date:** Thu, Nov 5, 2020 at 12:57 PM  
**Subject:** HUFF SEWER PIPE ISSUES  
**To:** [shankelly64@gmail.com](mailto:shankelly64@gmail.com) <[shankelly64@gmail.com](mailto:shankelly64@gmail.com)>

Hi Shannon, so above are the 3 invoices for the sewer calls we did for your parents. Below is an additional note from the 1<sup>st</sup> time we were called. We changed our system a bit since then, so the notes for the next 2 calls, that are very brief, are with the invoices above. The note below is the most important in my opinion because that's when we made sure to let them know there was some damage found.

Notes added by tech Ian W. on 12/9/2019 4:48:51 PM

Used the camera to assess situation. Use the big Auger. Was able to partially clear the line. Put the camera back down again and could see the rest of the obstruction. Ran and got the Jetter to use to finish clearing the obstruction. Ran the camera back down and was able to see the start of some serious damage to the pipe and explained what was found to the home owner. Hopefully clearing this line the way that we have will allow them to use it until spring. And then they can start thinking about digging up the line to get it replaced. Cleaned up area. Gathered up tools.

That's all I've got so I hope it helps! Regards, Mike



P.O. Box 8756  
949 STEDMAN STREET  
KETCHIKAN, AK 99901  
(907 225-6648 P / (907) 225-8575 F

**INVOICE**

Invoice Number: L210127-IN  
Invoice Date: 12/9/2019  
Order Number: L049754  
Order Date: 12/9/2019  
Customer No: 01-0030749

**Bill To:**

HUFF, JOHN & KAREN  
2360 COHO ROAD (SAXMAN)  
KETCHIKAN, AK 99901

**Ship To:**

HUFF, JOHN & KAREN  
2360 COHO ROAD (SAXMAN)  
JOHN 225-5909  
KETCHIKAN, AK 99901

SALESPERSON	P.O. NUMBER	REQUISITIONER	SHIPPED VIA	TERMS
KRC				CASH CUSTOMER

COMMENTS: WO#L049754

Item Number	Unit	Ordered	Shipped	Back Ordered	Price	Amount
/KTNSVCQPR Quote/Pay Request/Progress						1,130.49
/KTNSVCCAM Inspection Camera						0.00
/KTNSVCLGAUG Large Auger						0.00
/KTNSVCJET Jetter Charge						0.00
*						

JOHN 225-5909, 2360 COHO ROAD (SAXMAN), CALLED SAYING HIS SEWER IS CLOGGED AND HAS BEEN FOR AWHILE. HAS HAD SE PLUMBING THERE SEVERAL TIMES, BUT KEEPS CLOGGING BACK UP. HE'S REQUESTING A TECH TO BRING OUR CAMERA TO LOOK INTO PIPING AND TAKE LARGE AUGER TO ATTEMPT UNCLOGGING. mo

12/9 Dispatch/Diagnosis Fee; Drain Stop Up to 4" & Up to 150 FT; Sewer line locate with camera; Hydrojet Through Clean Out or Man Hole.

15% RESTOCKING CHARGE ON ALL RETURNED MERCHANDISE  
NO MERCHANDISE RETURNED AFTER 45 DAYS.  
ALL RETURNS MUST BE IN GOOD CONDITION AND IN ORIGINAL  
PACKAGE. NO RETURNS ON SPECIAL ORDERS. ALL CLAIMS  
AND RETURNED GOODS MUST BE ACCOMPANIED BY THIS BILL.

PAYMENT TYPE: Check

RECEIVED BY N/A

Net Invoice:	1,130.49
Less Discount:	0.00
Freight:	0.00
Sales Tax:	0.00
Invoice Total:	1,130.49
Less Deposit:	1,130.49
Invoice Balance:	0.00

Cash Tended:	1,130.49
Change:	0.00

Schmolck Mechanical Contractors, Inc.  
110 Jarvis Street  
P.O. Box 3084  
Sitka, AK 99835  
(907)747-3142



INVOICE NUMBER: 0002836-IN  
INVOICE DATE: 9/25/2020  
SALESPERSON: KRC  
CUSTOMER NO: 01-0030749  
JOB NUMBER: L052392

INVOICE

Sold To:  
HUFF, JOHN & KAREN  
2360 COHO ROAD (SAXMAN)  
PO BOX 9104  
Ketchikan, AK 99901

Ship To:  
JOHN & KAREN HUFF  
2360 COHO ROAD  
JOHN 225-5909  
Ketchikan AK 99901

CONTACT:

JOB DESC:SEWER BACKING UP  
COMMENT:

TERMS:Cash Customer

---

ORIGINAL CONTRACT AMOUNT:	0.00
TAXABLE AMOUNT:	0.00
NON-TAXABLE AMOUNT:	630.00
AMOUNT BILLED THIS INVOICE:	630.00
INVOICE TOTAL:	<u>630.00</u>



Schmolck Mechanical Contractors, Inc.  
949 Stedman Street  
P.O. Box 8756  
Ketchikan, AK 99901  
(907) 225-6648



INVOICE NUMBER: 0003226-IN  
INVOICE DATE: 10/23/2020  
SALESPERSON: KRC  
CUSTOMER NO: 01-0030749  
JOB NUMBER: L052750

INVOICE

Sold To:  
HUFF, JOHN & KAREN  
2360 COHO ROAD (SAXMAN)  
PO BOX 9104  
Ketchikan, AK 99901

Ship To:  
JOHN & KAREN HUFF  
2360 COHO ROAD  
JOHN 225-5909  
Ketchikan AK 99901

CONTACT:

JOB DESC:SEWER LINE BREAK-FLOODING  
COMMENT:

TERMS:Cash Customer

---

ORIGINAL CONTRACT AMOUNT:	0.00
TAXABLE AMOUNT:	0.00
NON-TAXABLE AMOUNT:	370.00
AMOUNT BILLED THIS INVOICE:	370.00
INVOICE TOTAL:	<u>370.00</u>



INVOICE DETAIL

JOB DESC:SEWER LINE BREAK-FLOODING

INVOICE NUMBER: 0003226-IN

INVOICE DATE: 10/23/2020

JOB NUMBER: L052750

COST CODE	TYPE	DATE	DESCRIPTION	U/M	UNITS	BILL AMOUNT
			Large Auger			45.00
SV-PLBG-KTN	L	10/16/2020	White I PE: 10/17/2020	HR	2.500	325.00
			JOHN 225-5909, 2360 COHO ROAD (SAXMAN), SEWER LINE BREAK-FLOODING THE BASEMENT. NEEDS SOMEONE SOONER THAN LATER. BEN SAID IT WOULD BE OVERTIME. bgj			
			10/15 MRS. HUFF SAID SHE'LL WAIT UNTIL FRIDAY MORNING, SO SHE DOESN'T HAVE TO PAY OVERTIME. mo			
			10/16 Used the big auger and cleared the line. Tested system and it's good at this time.			

Labor SUBTOTAL: 325.00

NET INVOICE: 370.00



**Mike Ohmer**

*Dispatcher*

p: (907) 225-6648

a: 949 Stedman Street  
Ketchikan, AK 99901

e: [dispatcher@schmolckmechanical.com](mailto:dispatcher@schmolckmechanical.com)

**Patti Green**

---

**From:** cityclerksaxman@kpunet.net  
**Sent:** Monday, September 28, 2020 1:03 PM  
**To:** Patti Green  
**Cc:** Frank Seludo; Roxann Byron  
**Subject:** RE: Advocating for Elders

Patti:

I am not sure where to start as a response to this email.

The nasty comment about your satisfaction with the way I run City Hall is out of line. If there is a resident that has a specific complaint I would love to take comments and criticism in my office, just call Roxann and make an appointment. Better yet, they can tell me when they are picking up Round 3 grant checks.

As far as "Elders", as long as the Mayor and City Council endow me to take care of the needs of the City this office will not discriminate against any resident. This office will offer the best support it can to the single mothers, the young married couple, the minors working a job so the house hold can eat, the father trying to make ends meet, the boy looking for his first job, children and so forth. Further, this office will not discriminate based on cultural affiliation or skin color.

This office will also NOT evict a family with small children so as to have ANOTHER office in a city that is struggling with over-crowding in the home. It is laughable that at the same time you are complaining to me about not meeting a resident's needs, OVS is making a family homeless.

As far as the plumbing in Ms. Huffs home:

I will, for a moment, take it on faith that Ms. Huff wants me to discuss this situation with you. When she came to City Hall, prior to the council meeting last Wednesday, her and I had a discussion about her home sewer issues. As I am sure she can tell you, the Mayor was there (I was sitting directly across from him) and there were several council members in the room.

At the time she could not remember which plumber she had used so I asked her to call the office in the morning and leave the name with Roxann so Josh could follow up with the plumber.

I understand that homeowners would like to not have to pay to maintain their homes, but the City of Saxman has neither time, resources or money to make repairs to a homeowners personal property. It does occur to me, however, that OVS or Tlingit and Haida might.

Yes, I did ask Roxann to call you, so you wouldn't feel ignored by this office. However, I still have not heard the name of the plumber Ms. Huff used.

Sincerely,

Lori Richmond  
City Administrator  
City Clerk



Office: 907-225-4166 ext.3  
 Cell: 907-617-7722  
 Fax: 907-225-6450

Email: cityclerksaxman@kpunet.net

City Hall: 2841 S. Tongass Hwy, Saxman  
 Mailing Address: Route 2 Box 1 Ketchikan, AK 99901

**From:** Patti Green <pgreen@ccthita-nsn.gov>  
**Sent:** Thursday, September 24, 2020 11:44 AM  
**To:** cityclerksaxman@kpunet.net  
**Subject:** Advocating for Elders

Hi Lori,

I received a call from Roxanne on 9/16/2020 informing me that you asked her to call me in response to my call for concerns of Elder's calling and not getting a reply from the City of Saxman regarding sewage and water issues.

Roxanne said she was familiar with the "complaints" of the two Elder's I called about and she stated, as the Elders have informed me is stated to them too, "if it's inside the home it is their responsibility." Roxanne informed me the "grounds people" are the persons to address the Elder's issues, but they are very busy and have a lot of other work to do. I asked Roxanne how long it takes the grounds people to go to Elder's homes and check out the Elder's concern. She said she didn't know. According to Elders they have called 2-5 months and not getting a response. I asked if the grounds people leave a note when they show up or write a letter to the Elder reporting their findings. Roxanne said, that is an Administrator question, and I asked her to please have you call me.

I have not heard back so I am sending this email.

Sewage backing up in a residents home at the cost of \$1,300.00 to fix is not their responsibility. Because the Elder has not received a return call or notice from grounds people, Schmolck and plumbers were called and Schmolck informed the Elder the next time sewage backup into the home happens to call the City of Saxman, which indicates it is the City's responsibility.

I spoke to one of the Elder's the day after the City Council meeting on 9/17 and unfortunately she did not stay to address her issue with the council, but she informed me that she spoke to you and you informed her that you would let the City council know about her concerns and hopefully they would be able to come up with a solution.

Did you follow though and address this with the Council? If so, what solution they came up with?

Raw sewage entering an Elder's home should be a priority over other jobs in the village. I spoke with the Elder and was told of the hardship to get up and down the stairs twice a day to check and make sure the sewage is not backing up into the home again. It is my understanding that there are other residents that have called or not called due to knowing they will not receive a call back from the City of Saxman and/or be told it is their responsibility and that it has been within the last two years that the Elders feel they have not been recognized and/or needs met when calling upon the City of Saxman.

I sincerely hope for a reply and a good outcome regarding Elder's concerns. FYI, I did speak to my supervisor about this situation and she informed me it is within the purview of my job as Family caseworker for the Organized Village of Saxman to advocate for our Elders

Thank you for the time and attention to this matter. I hope to hear from you soon.

Respectfully,

Patti Green

Patti Green, Family Caseworker/ICWA Tribal Representative  
Tribal Family & Youth Services • Saxman Field Staff  
Central Council of the Tlingit and Haida Indian Tribes of Alaska  
Rt. 2, Box 2 • Ketchikan, Alaska 99901  
Toll Free: 800.344.1432 • Direct: 907. 228-6984 • Fax: 907.228-6987  
[pgreen@ccthita-nsn.gov](mailto:pgreen@ccthita-nsn.gov); [www.ccthita-nsn.gov](http://www.ccthita-nsn.gov) • [facebook.com/ccthita](https://www.facebook.com/ccthita) • [flickr.com/ccthita](https://www.flickr.com/photos/ccthita)

*Our Mission Preserving our sovereignty, enhancing our economic and cultural resources, and promoting self-sufficiency and self-governance for our citizens through collaboration, service, and advocacy.*

CONFIDENTIALITY NOTICE: This electronic mail message may contain confidential and/or privileged information. This message, including any attachments, is intended solely for the use of the individual or entity named above. If the reader of this e-mail message is not the intended recipient, you are hereby notified that any review, disclosure, copying or distribution of this communication is expressly prohibited. If you are not the intended recipient, please immediately notify the sender by reply e-mail and delete the original message.

**Patti Green**

---

**From:** cityclerksaxman@kpunet.net  
**Sent:** Tuesday, September 29, 2020 1:41 PM  
**To:** Patti Green  
**Cc:** Frank Seludo  
**Subject:** Ms. Huffs sewer complaint



IMG\_2188.jpeg



IMG\_2189.jpeg

Please find attached pictures of the 2 manholes that are down the line from Ms. Huffs house. They are both free flowing and not backed up. As it seems you are advocating for Ms. Huff can you please share this information.

Respectfully,

Lori Richmond  
City Administrator  
City Clerk



Office: 907-225-4166 ext.3  
Cell: 907-617-7722  
Fax: 907-225-6450

Email: [cityclerksaxman@kpunet.net](mailto:cityclerksaxman@kpunet.net)

City Hall: 2841 S. Tongass Hwy, Saxman  
Mailing Address: Route 2 Box 1 Ketchikan, AK 99901









**Saxman  
Special Meeting  
October 09, 2020  
5:30 PM**

## MINUTES

---

### Call to Order

Mayor Seludo called the meeting to order at 5:35 PM

### Prayer

Invocation by Councilor Watson.

### Roll Call/Quorum

Council Present:

City Clerk: Lori Richmond

Mayor Frank Seludo

Vice Mayor Billy Joe Thomas

Woodrow Watson

Rick Makua

Gabriella Daniels

Denny Blair

Norman Natkong Sr.

### 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.

No Action is needed by the Council

The City Clerk administered the oath of office to Councilor Gabe Daniels and Councilor Woodrow Watson and submitted their signed copy into record.

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.

*Action: "I make a motion to appoint \_\_\_\_\_ Mayor for the 2020-2021 term."*

Councilor Seludo was chosen as Mayor.

Councilor Thomas was chosen as Vice-Mayor.

3. Check Signer Resolution

Background: A resolution naming and recording the signatures of the council and finance clerk for check signing and managing financial accounts owned by the City.

Action: "I make a motion to approve Resolution 08.2020.06 recognizing the check signers for the 2020-2021 term"

*A motion was made to approve resolution 08.2020.06. Motion Passed.*

#### 4. Organized Village of Saxman CUP

Background: The Organized Village of Saxman has applied for a Conditional Use Permit (CUP) for properties known as 2707 Bear Clan Street and 2779 Bear Clan Street. There has been mixed response from the public and staff would like to know if the Council would like to make an opinion in the form of a resolution to support or not support the CUP.

Action: A council member may make a motion to support or not support the Conditional Use Permit for Properties known as 2779 and 2707 Bear Clan Street.

*M/B. J. Thomas 2/R, Makua to as the Mayor to make a directive to staff to draft a Resolution stating the Council's opinion to not support the CUP on 2707 Bear Clan.*

Councilor Thomas asks to address the 2 CUP applications seperatly.

2707 Bear Clan Street Discussion:

Councilor Watson: This was brought to us before when Henery wanted to put a trailer on that property and the Council denied that request. Councilor Watson states he would vote no.

Councilor Daniels: What exactly is Saxman's effect on these applications? The Clerk stated the commission is likely to follow what the Council asks but it is up to the Planning Commission.

Councilor Makua: The IRA and Council has normally worked together, and they are under a time constraint. I don't like the fact that the IRA didn't come to the council and work with us. We are going to need their help and they are going to need our help. That land is worth money and 3 years from now will be worth more. Housing on top would be good too. I would like to see this council and the IRA should work together. Maybe the Mayor and the IRA President nshould talk this over.

Mayor Seludo: I attended the meeting on Monday and told them [the IRA] I would like to work with the IRA Council. It is easier to get business done through a Committee process.

Councilor Thomas: What would be the thoughts on tabling the first issue until we can reach out to them and discuss the uses.

Mayor Seludo: I did send a letter to the planning commission to postpone their decision until the Saxman City Council can put more time into the decision.

Trudi Swink, recognized by the Mayor: I have been getting a lot of phone calls and messages from the community about turning a residential lot into a commercial lot and kicking out a family who had been there 6 years. There are 2 different types of money the US Treasury CARES Act grant and another amount the Tribe gets to go to the community for grants. Nora Dewitt told her, [Trudi Swink] they will turn the residence into an office space. For years we have been making this building [Saxman Community

Center] an Emergency Response Shelter. Ms. Swink states she has also talked to the EOC and they said that the IRA has not consulted with them. Ms. Swink states "Please do not support this. We need the homes." Ms. Swink states the next IRA meeting is Nov 2 at 6:00 PM. She suggested that the community needs to go to tell the IRA what the community needs. She also states that so far she has 18 signatures against turning both lots into an EOC.

Councilor Daniels: It's been in since August, I don't want to table it and drag it out longer.

The Mayor calls for a vote.

*Motion Passed.*

*Unanimous Vote.*

*M/B. J. Thomas 2/R, Makua to as the Mayor to make a directive to staff to draft a Resolution stating the Council's opinion to not support the CUP on 2779 Bear Clan.*

2779 Bear Clan Discussion:

Councilor Makua: Can we put conditions on the CUP?

The Clerk responded: Yes, but I don't know which ones

Councilor Thomas: This is the same property we voted on 6 years ago when we turned this down to change to commercial. A Family had a home for the next 6 years because we turned this down.

Councilor Watson: I like the idea to work with OVS but I don't like whats happening here and it should stay residential.

Mayor: Just some more information, OVS Council are working on plans but they are fluid. If we get an increase in COVID cases OVS would use the house to help isolate.

Trudi Swink recognized by the Mayor: The EOC states there is a plan in place in the KGB if I get sick. I can move to a hotel room at Cape Fox.

Mayor Called for the vote.

*Motion Passed.*

*Unanimous Vote.*

## **Council/Mayor Comments**

### **Adjournment**

The Mayor adjourned the meeting at 6:24 PM.

---

Frank Seludo, Mayor



**Saxman  
Special Meeting  
October 12, 2020  
5:30 PM**

Item 2.

## **MINUTES**

---

### **Call to Order**

The meeting was called to order at 5:43 PM by Mayor Seludo.

### **Prayer**

Invocation by W. Watson.

### **Roll Call/Quorum**

#### **PRESENT**

Mayor Frank Seludo  
Councilor Member Denny Blair  
Councilor Member Norman Natkong  
Councilor Member Woody Watson

Councilor Gabe Daniels

#### **ABSENT**

Council Member Rick Makua  
Council Member Billy Joe Thomas

### **Public Comments**

No public comments

### **New Business**

#### **1. Remote Sales Tax Ordinance #20-11**

*Background: There was a public hearing scheduled to hear comments and vote on a new remote sales tax ordinance. That public hearing had to be rescheduled. When the city lawyer reviewed the remote sales tax he and the borough finance office found inconsistencies that needed re-vision. Staff is asking the council to consider the Remote Sales Tax ordinance along with a revision of the Sales Tax Code in the Saxman City Ordinance.*

The action after discussion would be:

Action: *"I make a motion to set a Public Hearing for the amendment to the City of Saxman Ordinance concerning the Sales Tax Code."*

Action against the would be direction to staff on changes the council would like to make.

Mayor Seludo asked staff to explain the Remote Sales Tax Ordinance. Discussion for clarification.

The following motion was made: *"I make a motion to set a Public Hearing for the amendment to the City of Saxman Ordinance concerning the Sales Tax Code."*

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

Motion Declared Carried

2. Sales Tax Ordinance Amendment #20-12

*Background: An Amendment to City of Saxman Sales Tax code that adopts the borough code by reference to make them harmonious with each other.*

*Action: "I make a motion to set a public hearing for Ordinance #20-12"*

Action against the would be direction to staff on changes the council would like to make

The following motion was made by Gabe Daniels: *"I make a motion to set a public hearing for Ordinance #20-12".*

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

Motion Declared Carried

**Council/Mayor Comments**

Gabe: This was exciting to see, will be good for the city. Norman: Will be good for the city to have sales tax. Mayor: Thanks everybody

**Adjournment**

Motion to adjourn 1754

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

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



**Saxman  
Building and Ordinance Committee  
Meeting  
October 13, 2020  
4:00 PM**

## MINUTES

---

### Call to Order

The Mayor called the meeting to order at 5:06 PM.

### Roll Call

#### PRESENT

Mayor Frank Seludo  
Committee Member Woody Watson  
Committee Member Rick Makua  
Committee Member Norman Natkong

#### ABSENT

Vice Mayor Billy Joe Thomas  
Committee Member Denny Blair  
Committee Member Gabe Daniels

### Public Comment

No Public Comment

### Consideration of the Agenda

A motion to accept the agenda as presented. Motion Passed.

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

### Old Business

#### Old Business

1. Free Rental for NA/AA meetings and programs

*Background: There was a request from a local coordinator for Narcotics Anonymous to use the Community Center to host meetings. Free rentals are a part of the COS Ordinance so if the council approves of this use use being rent free there would need to be an Ordinance Amendment. A sample is included.*

Staff Motion Recommendation: "I move to recommend to amend the free rental ordinance to include Alcoholics Anonymous and Narcotic Anonymous and the associate groups such as Alanon."

Presentation: Mayor states this came up when the NA/AA local meeting coordinator stopped by and asked if he could use the community center for NA/AA groups.

Councilor Watson: This gentleman is \*\*\* I brought him in because he was excited about getting a group started in Saxman.

*The Mayor requested staff amend the ordinance for free rentals and return it to the committee for review.*

## 2. Land Sale Workshop

*Background: The City has no current procedures or policies for how to sell land that the city owns. The Council requested a Work Session so they could start the process of defining a clear procedure for selling Saxman owned property.*

Staff Suggested Action: Start by identifying a process for selling property, allow the Clerk to compile the recommendations and bring back to this committee.

The selling or trading of land was discussed.

Joe Williams made a presentation for land exchange. The request was considered.

The land purchase ordinance was considered.

The consideration of the Council is changing "under" to a non-coded ordinance, the benchmark amount and "conveying" land to the tribe so only Natives can purchase.

The Mayor states that he is considering suggesting changing the benchmark amount by increasing it by \$25,000.00.

Councilor Watson said he could go to \$75,000.00 but wants the other councils opinion.

Clerk suggested appraising Mr. Williams's suggested property trade however, Mr. Williams is suggesting that the City just trade square foot by square foot. He opined that an appraisal would "muddy" the waters and would be expensive. Joe Williams states: "If the council goes with an appraisal then my interest will become less and less."

The biggest issue was access to the property and a rock he needed to get moved or demolished to access his property for the surveyor. "Once you start building the breakwater the property will be prime property." Joe Williams stated he tried to sell it and couldn't get any offers.

*Councilor Watson, Councilor Natkong, Mayor asked staff to amend the ordinance and bring back to the B&O committee changing the \$50,000 to \$75,000 for the benchmark.*

**Council Comments**

**Adjournment**

The Mayor adjourned the meeting at 5:21 PM.

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

---

Frank Seludo, Mayor

---

Lori Richmond, City Clerk





Item 2.

**Saxman  
Building and Ordinance Committee  
Meeting  
October 13, 2020  
4:00 PM**

## MINUTES

---

### Call to Order

The Mayor called the meeting to order at 5:06 PM.

### Roll Call

#### PRESENT

Mayor Frank Seludo  
Committee Member Woody Watson  
Committee Member Rick Makua  
Committee Member Norman Natkong

#### ABSENT

Vice Mayor Billy Joe Thomas  
Committee Member Denny Blair  
Committee Member Gabe Daniels

### Public Comment

No Public Comment

### Consideration of the Agenda

A motion to accept the agenda as presented. Motion Passed.

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

### Old Business

### Old Business

1. Free Rental for NA/AA meetings and programs

*Background: There was a request from a local coordinator for Narcotics Anonymous to use the Community Center to host meetings. Free rentals are a part of the COS Ordinance so if the council approves of this use use being rent free there would need to be an Ordinance Amendment. A sample is included.*

Staff Motion Recommendation: "I move to recommend to amend the free rental ordinance to include Alcoholics Anonymous and Narcotic Anonymous and the associate groups such as Alanon."

Presentation: Mayor states this came up when the NA/AA local meeting coordinator stopped by and asked if he could use the community center for NA/AA groups.

Councilor Watson: This gentleman is \*\*\* I brought him in because he was excited about getting a group started in Saxman.

*The Mayor requested staff amend the ordinance for free rentals and return it to the committee for review.*

## 2. Land Sale Workshop

*Background: The City has no current procedures or policies for how to sell land that the city owns. The Council requested a Work Session so they could start the process of defining a clear procedure for selling Saxman owned property.*

Staff Suggested Action: Start by identifying a process for selling property, allow the Clerk to compile the recommendations and bring back to this committee.

The selling or trading of land was discussed.

Joe Williams made a presentation for land exchange. The request was considered.

The land purchase ordinance was considered.

The consideration of the Council is changing "under" to a non-coded ordinance, the benchmark amount and "conveying" land to the tribe so only Natives can purchase.

The Mayor states that he is considering suggesting changing the benchmark amount by increasing it by \$25,000.00.

Councilor Watson said he could go to \$75,000.00 but wants the other councils opinion.

Clerk suggested appraising Mr. Williams's suggested property trade however, Mr. Williams is suggesting that the City just trade square foot by square foot. He opined that an appraisal would "muddy" the waters and would be expensive. Joe Williams states: "If the council goes with an appraisal then my interest will become less and less."

The biggest issue was access to the property and a rock he needed to get moved or demolished to access his property for the surveyor. "Once you start building the breakwater the property will be prime property." Joe Williams stated he tried to sell it and couldn't get any offers.

*Councilor Watson, Councilor Natkong, Mayor asked staff to amend the ordinance and bring back to the B&O committee changing the \$50,000 to \$75,000 for the bench mark.*

**Council Comments**

**Adjournment**

The Mayor adjourned the meeting at 5:21 PM.

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

---

Frank Seludo, Mayor

---

Lori Richmond, City Clerk



**Saxman  
Regular Meeting  
November 18, 2020  
5:30 PM**

Item 2.

## **MINUTES**

---

### **Call to Order**

Meeting called to order by Mayor Seludo at 5:44 PM

The City Clerk is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

Meeting ID: 960 1205 4667

Passcode: 7nAWY1

Dial by your location

+1 253 215 8782 US (Tacoma)

Meeting ID: 960 1205 4667

Passcode: 560059

### **Prayer**

Invocation by W. 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

Council Member Woody Watson

#### **ABSENT**

Council Member Gabriella Daniels

### **Public Comments**

None

### **Consideration of the Agenda**

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

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

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

**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".*

## Old Business

### 1. CARES Act Financials

Background: The City Administrator would like to give the Council an update on the CARES Act Fund account. There should be some direction about how much to grant for December.

Action would be: "I make a motion to make the amount of December's Utility/Rent/Mortgage grant \_\_\_\_\_"

The Administrator presented the CARES Act financials

### 2. October Financials

Background: Due to the recent increase in CoVid-19 cases the Finance Committee meeting was postponed. The City Administer is presenting the financials for the Council's review.

Action would be: "I make a motion to accept Octobers Financial Statements"

The Administer presented Octobers financials.

*A motion was made to accept the October financials. Motion Carried.*

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, Council Member Watson

## New Business

### 3. Emergency Ordinance #20-13

Background: Emergency Ordinances are valid for 60 days. With the uptick of CoVid-19 cases in the area a new Emergency Ordinance should be signed. Because this is a non-coded ordinance for a short period of time a separate Public Hearing need not be set.

Action would be: "I make a motion to approve Emergency Ordinance #20-13 an extension to the Emergency Ordinance #20-12."

*A motion was made to approve Emergency Ordinance #20-13 an extension to Emergency Ordinance #20-12. Motion Carried.*

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

**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

Background: City Administrator report to the Council.

### **Executive Session**

#### **Next Meeting Dates:**

City Council Meeting: 12.16.2020 5:30 PM  
 Building and Ordinance Meeting: 12.08.2020 4:00 PM  
 Seaport Meeting: 12.17.2020 4:00 PM  
 Public Safety Planning Meeting: 12.08.2020 5:00 PM  
 Finance Meeting: 12.10.2020 5:00 PM  
 Tourism Master Planning Meeting:  
 Totem and Tourism Meeting:  
 Additional Meetings:

Special Meeting Date: Executive Session 4:00 PM November 23 2020 Upstairs Community Center

### **Council/Mayor Comments**

Councillor Thomas : I will have video up and running for next meeting

Councillor Blair: Good Meeting

Councillor Watson: Good Meeting. Thanks staff for taking care of all of this.

Councillor Makua: Good meeting. Thank you staff.

Councillor Natkong: Good meeting, I learned a lot about the computer.

Mayor Seludo: I would like to thank everyone for joining. We are in trying times. Stay Healthy

### **Adjournment**

A motion was made to adjourn. Motion Carried.

Meeting adjourned at 6:02 PM

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

---

Frank Seludo, Mayor

---

Lori Richmond, City Clerk

December 2020

## Water Report

### WATER PLANT

During this last month, we have experienced heavy rains in which caused slides in many parts of southeast Alaska. These heavy rains have increased the need for flushing the reservoir and also caused modifications to the SOP. Ditches, one by one are getting cleared out by hand to increase flow and keep water off the roads which in turn will be less ice. Shut offs have been found that were not previously documented and future curb stops will be found and documented as well and plans made to document corporate stops and upgrade to curb stops.

### SEAPORT

Seaport organization is slowly taking shape, few projects pending. Have identified some leaks in the main warehouse in the rafters and will make corrective action.

### MISC.

Continued drain and ditch clearing and continued pmcs of the city and other areas under saxman control.

Water Operator

Josh Tyler



Administrator's Report  
December 14, 2020  
Reporting on November

City Council:

These are unprecedented times. The office has been in and out of Level 3 plan and it can change from day to day. At level 3 the public is not exposed to City Hall, telework is strongly suggested, and there should only be 50% of the employees in the office. At times we have made sure that we were all distanced at 6 feet when we all had to be present in the office.

CARES Act spending continues. The office is trying hard to reconcile the budget with actual spending so we don't end up with any money that didn't go to a good use.

The flooring in the City Hall offices is almost complete. We are waiting on more materials to finish the Grant and Accounting offices.

The CARES Act grant assistant job title will end December 31. Roxann Byron has submitted her intent to retire in February. I believe the best way to handle this is to hire a part time Finance Clerk with finance background and split the Office Manager position into 2 part-time positions. Crystal will take over the duties of Office Manager. The Finance Clerk will be posted as per our personnel manual.

We continue to look for opportunity to increase revenue and save dollars.

Seaport lighting is finished. The power gate is up. The pin pad should be completed soon,

I have been in the office on a more regular schedule again. Lily is home schooling from the office.

The door to door food cards were successful and OVS is giving the City another disbursement for food cards.

Coats for Kids offered coats for free curtesy of Cape Fox. Roxann did a lot on this project to make is a success.

Thank you for your time.

Respectfully,

Lori Richmond

City Administrator/City Clerk



City of Saxman  
Ordinance #20-15

An amendment to Ordinance # 7.2014.49 amending the free rental policy to include Alcoholic Anonymous, Narcotics Anonymous, and AI-Anon.

**BE IT ENACTED BY THE CITY OF SAXMAN, ALASKA AS FOLLOWS:**

Section 1. Classification: This is a codified Ordinance

Section 2. Enactment:

**3.40.010 City building rental policy.**

(a) The City Council for the City of Saxman, Alaska, approves and enforces the building rental rates established for all City buildings with the exception of those identified as “pay-exempt.”

(b) The City of Saxman, Alaska approves the following provisions to the “pay-exempt” building rentals (providing availability);

(1) Memorial and funeral services for those born and raised in Saxman or direct descendants of Saxman residents.

(2) The ANB/ANS Camp 15, use of schoolhouse for meetings as needed, Saxman Community Center and Tribal House as needed.

(3) Cape Fox Dancers, for the use of practice, meetings, fund raisers at selected buildings, of Old School House, Tribal House or Community Hall, with a 20 percent fee of the funds raised to be given to the City of Saxman.

(4) A 40-day or one-year memorial party chosen by the family will have a one-day or a three-day party. The days go as follows for a three-day party: Day one – set; two, three, four – party; day five – clean up.

(5) Night watch permitted at Tribal House.

(6) To celebrate elders achieving age 75 or older for a birthday party.

(7) No overnight will be allowed in the Community Hall (youth programs will be considered providing the City receives a request in writing and the instructor is certified and will be the responsible party).

(8) Monthly social gatherings sponsored by ANB/ANS, Tlingit and Haida Community Council, or Cape Fox Dancers in Saxman.

(9) For the Saxman Head Start Graduation Ceremony (annually).

(10) For weekly meetings of Alcoholics Anonymous, Narcotics Anonymous, or Al-Anon and other such addiction organizations.

(c) The building rental cleaning deposit shall not be waived for parties listed this section unless superseded by the Mayor. All other building rentals will be subject to the City’s rental deposit.

(d) All paperwork must be completed and the building rental fee and/or deposit must be paid for in advance to the office staff. [Ord. 07-2014-49 (9/21/16); Ord. 07-2014-49 (6/23/13); Ord. 04-2010-31].

Section 3. Effective Date: This Ordinance is effective upon adoption.

Date Introduced: December 16, 2020

Public Hearing:

Passed and approved by the City of Saxman, Alaska this      day of      2020.

DRAFT

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

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

**CITY OF SAXMAN - GENERAL Fund  
FY21 Budget Mod Draft #1**

<u>Account #</u>	<u>Account Description</u>	<u>FY21 Final Budget</u>	<u>FY21 Budget Mod</u>	<u>Change</u>
<b>GENERAL FUND</b>				
01.00.00.4200	Operating Revenue-State of AK	(80,961.94)	(80,961.94)	-
01.00.00.4300	Fisheries Business Tax	(1,700.00)	(1,700.00)	-
01.00.00.4500	Sales Tax Revenue	(100,000.00)	(100,000.00)	-
01.00.00.4601	Misc. Office Revenue	(10,000.00)	(25,000.00)	(15,000.00)
01.00.00.4620	TourismAnnualFee CFC	(16,000.00)	(16,000.00)	-
01.00.00.4621	TourismRevenue CFC	(18,082.00)	(18,082.00)	-
01.00.00.4700	Head Start Lease	(2,800.00)	(2,800.00)	-
01.00.00.4701	Dockside Land Lease	(5,633.88)	(5,633.88)	-
	Transfer from Seaport	-	(34,708.24)	(34,708.24)
	Loan Proceeds	(190,000.00)	(220,280.53)	(30,280.53)
01.00.00.4801	Unbudgeted Reserves	0.00	0.00	-
01.00.00.5005	YE PERS Expense	8,976.00	7,128.00	(1,848.00)
01.00.00.5301	Office Supplies	1,000.00	1,000.00	-
01.00.00.5302	Copier Service	1,000.00	1,000.00	-
01.00.00.5310	Postage	900.00	900.00	-
01.00.00.5313	Bank Charges	700.00	1,100.00	400.00
01.00.00.5460	Computer Support	500.00	500.00	-
01.00.00.5515	Telephone	540.00	1,173.60	633.60
01.00.00.5720	Advertising	500.00	500.00	-
01.00.00.5740	Dues/Fees	570.00	595.00	25.00
01.00.00.5742	Subscriptions & Publications	190.00	190.00	-
01.00.00.5745	Business Development/Meals	500.00	500.00	-
01.00.00.5801	Accounting/Audit	20,000.00	20,000.00	-
01.00.00.5820	Legal Services	1,500.00	1,500.00	-
01.00.00.5825	Contract Services	1,000.00	5,427.19	4,427.19
01.00.00.6015	Alaska Municipal League	845.00	845.00	-
01.00.00.7001	Loan Fees	-	5,615.00	5,615.00
01.00.00.7010	Interest Expense	1,200.00	1,200.00	-
01.00.00.7800	Operating Transfer Out	22,800.00	38,523.24	15,723.24
	Transfer to Seaport	4,000.00	-	(4,000.00)
	Transfer to W&S	-	18,695.75	18,695.75
01.00.00.9100	General Fixed Assets	-	25,456.55	25,456.55
<b>DEPUTY CLERK</b>				
01.03.00.5001	Wages - Deputy Clerk	-	14,029.20	14,029.20
01.03.00.5010	PayrollTaxes	-	1,213.53	1,213.53
<b>CITY ADMINISTRATOR</b>				
01.04.00.4001	Reimbursed Wages/Benefits	-	(10,974.60)	(10,974.60)
01.04.00.4002	Reimbursed Travel/PerDiem	-	-	-
01.04.00.5001	Wages - City Clerk	67,200.00	75,600.00	8,400.00
01.04.00.5005	PERS Expense	14,784.00	16,632.00	1,848.00
01.04.00.5010	PayrollTaxes	5,812.80	6,539.40	726.60
01.04.00.5015	Insurance/Health/Life	12,486.96	13,443.72	956.76
01.04.00.5020	Workmen's Compensation	537.60	333.94	(203.66)
01.04.00.5301	Office Supplies	500.00	500.00	-
01.04.00.5460	City Clerk Computer Support	500.00	500.00	-
01.04.00.5515	Telephone	972.00	1,450.00	478.00
01.04.00.5630	General Liability Ins.	2,263.97	1,979.06	(284.91)
01.04.00.5740	Dues/Fees	805.00	886.00	81.00
01.04.00.6010	Travel/Transportation	-	-	-

**CITY OF SAXMAN - GENERAL Fund  
FY21 Budget Mod Draft #1**

<u>Account #</u>	<u>Account Description</u>	<u>FY21 Final Budget</u>	<u>FY21 Budget Mod</u>	<u>Change</u>
01.04.00.6011	Travel/Per Diem	-	-	-
01.04.00.6040	Registration	-	-	-
<b>PUBLIC WORKS</b>				
01.05.00.5002	Temporary Hire	-	-	-
01.05.00.5010	PayrollTaxes	-	-	-
01.05.00.5015	Insurance/Health/Life	12,486.96	6,721.86	(5,765.10)
01.05.00.5020	Workmen's Compensation	-	-	-
01.05.00.5301	Office Supplies	75.00	75.00	-
01.05.00.5460	Pub. Works Computer Support	500.00	500.00	-
01.05.00.5505	GroundsEquipment	500.00	500.00	-
01.05.00.5506	GroundsSupplies	700.00	700.00	-
01.05.00.5513	COS: Street Lights	9,828.00	9,828.00	-
01.05.00.5515	Telephone	876.00	876.00	-
01.05.00.5525	Landfill	200.00	200.00	-
01.05.00.5630	General Liability Ins.	70.00	70.00	-
01.05.00.5740	Dues/Fees	50.00	50.00	-
01.05.00.5800	Towing Fees	500.00	500.00	-
01.05.00.6040	Registration	10.00	10.00	-
01.05.00.7001	Vehicle Operation -Flat Bed	1,700.00	1,700.00	-
01.05.00.7002	Vehicle Maintenance-Flat Bed	1,500.00	1,500.00	-
01.05.00.7003	Vehicle Insurance-Flatbed	1,000.00	1,298.00	298.00
<b>ROADS</b>				
01.06.00.5210	Road Maintenance	2,000.00	2,000.00	-
01.06.00.5212	Snow Plow/Sander Maint.	1,000.00	1,000.00	-
01.06.00.5506	Equipment Insurance	300.00	267.00	(33.00)
01.06.00.6000	Road Supplies	3,500.00	3,500.00	-
01.06.00.7071	Loader Expenses	1,500.00	1,500.00	-
<b>MAYOR</b>				
01.07.00.5001	Wages - Mayor	6,000.00	6,000.00	-
01.07.00.5005	PERS Expense	990.00	990.00	-
01.07.00.5010	PayrollTaxes	459.00	459.00	-
01.07.00.5020	Workmen's Compensation	45.00	29.40	(15.60)
01.07.00.5630	General Liability Ins.	240.00	174.24	(65.76)
01.07.00.5740	Dues/Fees	50.00	50.00	-
01.07.00.6010	Travel/Transportation	-	-	-
01.07.00.6011	Travel/Per Diem	-	-	-
01.07.00.6019	AML Mayor's Association	50.00	50.00	-
01.07.00.6040	Registration	-	-	-
<b>COUNCIL</b>				
01.09.00.5001	Wages - Council Stipends	9,000.00	9,000.00	-
01.09.00.5005	PERS Expense	250.00	250.00	-
01.09.00.5010	PayrollTaxes	688.50	688.50	-
01.09.00.5020	Workmen's Compensation	45.00	34.30	(10.70)
01.09.00.5515	Telephone	144.00	144.00	-
01.09.00.5630	General Liability Ins.	240.00	203.28	(36.72)
01.09.00.5730	ElectionCosts	600.00	600.00	-
01.09.00.5740	Dues/Fees	175.00	175.00	-
01.09.00.5745	Business Development/Meals	500.00	500.00	-
01.09.00.5900	Retreat Expense	200.00	200.00	-
01.09.00.6010	Travel/Transportation	-	-	-
01.09.00.6011	Travel/Per Diem	-	-	-
<b>FINANCE</b>				

**CITY OF SAXMAN - GENERAL Fund  
FY21 Budget Mod Draft #1**

Account #	Account Description	FY21	FY21	Change
		Final Budget	Budget Mod	
01.13.00.4002	Reimbursed Travel/Per Diem	-	-	-
01.13.00.5001	Wages	-	11,691.00	11,691.00
01.13.00.5010	PayrollTaxes	-	1,011.27	1,011.27
01.13.00.5015	Insurance/Health/Life	12,486.96	8,962.48	(3,524.48)
01.13.00.5020	Workman's Compensation	-	-	-
01.13.00.5301	Office Supplies	500.00	500.00	-
01.13.00.5460	ComputerSupport	500.00	500.00	-
01.13.00.5515	Telephone	1,344.00	1,920.00	576.00
01.13.00.5630	General Liability Ins.	-	-	-
01.13.00.5720	Advertising	150.00	150.00	-
01.13.00.5740	Dues/Fees	95.00	95.00	-
01.13.00.5825	Contract Services	72,000.00	72,000.00	-
01.13.00.6010	Travel/Transportation	-	-	-
01.13.00.6011	Travel/Per Diem	-	-	-
<b>GRANTS</b>				
01.14.00.4002	Reimbursed Travel/Per Diem	-	(11,813.92)	(11,813.92)
01.14.00.5001	Wages	24,960.00	29,671.00	4,711.00
01.14.00.5010	PayrollTaxes	2,159.04	2,566.54	407.50
01.14.00.5301	Office Supplies	500.00	500.00	-
01.14.00.5515	Telephone	720.00	720.00	-
01.14.00.5740	Dues/Fees	540.00	540.00	-
01.14.00.5825	Contract Services	-	-	-
01.14.00.6010	Travel/Transportation	-	-	-
01.14.00.6011	Travel - Per Diem	-	-	-
<b>VPSO</b>				
01.15.00.5301	Office Supplies	500.00	500.00	-
01.15.00.5515	Telephone	1,800.00	1,800.00	-
01.15.00.7001	VPSO Fuel	1,700.00	1,700.00	-
01.15.00.7002	Vehicle Maintenance	750.00	750.00	-
01.15.00.7003	VPSO Boat Fuel	500.00	500.00	-
01.15.00.7102	Boat Repairs	500.00	500.00	-
<b>OLD CITY HALL</b>				
01.20.00.4309	Office Landfill	(300.00)	(300.00)	-
01.20.00.5549	City Hall Maint.	500.00	500.00	-
01.20.00.5550	General Maintenance	1,500.00	1,500.00	-
01.20.00.5551	Furnace Maintenance	350.00	350.00	-
01.20.00.5610	Property/Contents Insurance	1,700.00	1,900.39	200.39
<b>COMMUNITY/CITY HALL</b>				
01.22.00.4001	Reimbursed Wages/Benefits	-	(2,938.98)	(2,938.98)
01.22.00.4301	Rental Revenue	(15,000.00)	(15,000.00)	-
01.22.00.4400	Vending Machines	(1,750.00)	(100.00)	1,650.00
01.22.00.5001	Wages	6,000.00	10,705.00	4,705.00
01.22.00.5010	Payroll Taxes	519.00	925.98	406.98
01.22.00.5020	Workman's Comp	500.00	401.00	(99.00)
01.22.00.5206	Sprinkler Maintenance	498.00	498.00	-
01.22.00.5313	Bank Charges	250.00	250.00	-
01.22.00.5460	Computer Support	500.00	500.00	-
01.22.00.5510	Utilities	12,000.00	12,000.00	-
01.22.00.5515	Telephone	1,416.00	1,416.00	-
01.22.00.5520	Oil	19,000.00	15,000.00	(4,000.00)

**CITY OF SAXMAN - GENERAL Fund  
FY21 Budget Mod Draft #1**

Account #	Account Description	FY21		
		Final Budget	Budget Mod	Change
01.22.00.5525	Landfill	250.00	250.00	-
01.22.00.5528	Water & Sewer Fees	5,748.00	5,748.00	-
01.22.00.5530	Operating Supplies	2,500.00	2,500.00	-
01.22.00.5550	General Maintenance	6,724.03	6,724.03	-
01.22.00.5551	Furnace Maintenance	1,000.00	2,000.00	1,000.00
01.22.00.5574	Licenses/Fees	190.00	190.00	-
01.22.00.5610	Property/Contents Insurance	24,000.00	26,938.09	2,938.09
01.22.00.5630	General Liability Insurance	170.00	145.20	(24.80)
01.22.00.5740	Dues/Fees	150.00	150.00	-
<b>TRIBAL HOUSE</b>				-
01.24.00.4301	Rental income	(1,500.00)	-	1,500.00
01.24.00.5510	Utilities	7,500.00	7,500.00	-
01.24.00.5520	Oil	6,500.00	6,500.00	-
01.24.00.5525	Landfill	125.00	125.00	-
01.24.00.5528	Water & Sewer Fees	5,748.00	5,748.00	-
01.24.00.5530	Operating Supplies	1,000.00	1,000.00	-
01.24.00.5550	Tribal House Maintenance	2,000.00	2,000.00	-
01.24.00.5551	Furnace Maintenance	800.00	800.00	-
01.24.00.5610	Property/Contents Insurance	5,200.00	6,018.74	818.74
<b>OUTSIDE BATHROOMS</b>				-
01.25.00.5510	Utilities	3,000.00	3,000.00	-
01.25.00.5530	Operating Supplies	1,500.00	1,500.00	-
01.25.00.5550	General Maintenance	400.00	400.00	-
01.25.00.5610	Property/Contents Insurance	700.00	791.91	91.91
<b>CARVING CENTER</b>				-
01.26.00.4301	Rental Income	(400.00)	(400.00)	-
01.26.00.5510	Utilities	5,000.00	5,000.00	-
01.26.00.5525	Landfill	25.00	25.00	-
01.26.00.5528	Water & Sewer Fees	5,748.00	5,748.00	-
01.26.00.5530	Operating Supplies	200.00	200.00	-
01.26.00.5550	General Maintenance	2,500.00	2,500.00	-
01.26.00.5610	Property/Contents Insurance	1,900.00	2,140.58	240.58
<b>PUBLIC SAFETY BLDG</b>				-
01.27.00.5510	Utilities	1,200.00	1,200.00	-
01.27.00.5520	Oil	2,500.00	2,500.00	-
01.27.00.5525	Landfill	150.00	150.00	-
01.27.00.5528	Water and Sewer	1,512.00	1,512.00	-
01.27.00.5550	General Maintenance	1,000.00	1,000.00	-
01.27.00.5551	Furnace Maintenance	200.00	200.00	-
01.27.00.5610	Property/Contents Insurance	850.00	836.13	(13.87)
<b>THHP DUPLEX</b>				-
01.28.00.4301	Rental Income	(22,500.00)	(19,350.00)	3,150.00
01.28.00.5510	Utilities	250.00	250.00	-
01.28.00.5525	Landfill	100.00	100.00	-
01.28.00.5550	General Maintenance	500.00	500.00	-
01.28.00.5610	Property Insurance	1,700.00	1,964.71	264.71
01.28.00.5720	Advertising	125.00	125.00	-
<b>AHFC DUPLEX</b>				-
01.29.00.4309	Landfill Revenue	(300.00)	(300.00)	-
01.29.00.4301	Rental Income	(29,820.00)	(29,820.00)	-

**CITY OF SAXMAN - GENERAL Fund  
FY21 Budget Mod Draft #1**

<u>Account #</u>	<u>Account Description</u>	<u>FY21 Final Budget</u>	<u>FY21 Budget Mod</u>	<u>Change</u>
01.29.00.5510	Utilities	250.00	250.00	-
01.29.00.5550	General Maintenance	1,500.00	1,500.00	-
01.29.00.5610	Property Insurance	1,650.00	1,869.24	219.24
01.29.00.5720	Advertising	125.00	125.00	-
<b>INDEPENDENT TOURS</b>				-
01.32.00.4001	Park Permit Revenue	(3,300.00)	(3,300.00)	-
01.32.00.4002	Headcount Fees Park	(38,275.20)	(38,275.20)	-
01.32.00.4004	Headcount Fees Buggie Tours	(9,000.00)	(9,000.00)	-
01.32.00.4015	Map Revenue	-	-	-
01.32.00.4025	Park Fees	(9,440.80)	(9,440.80)	-
01.32.00.5209	Shed Maintenance	250.00	250.00	-
01.32.00.5301	Office Supplies	800.00	800.00	-
01.32.00.5313	Square Processing Fees	100.00	100.00	-
01.32.00.5700	Totem restoration	7,500.00	7,500.00	-
01.32.00.5720	Advertising	700.00	700.00	-
<b>STVFD</b>				-
01.34.00.5350	Fire Truck Insurance	3,800.00	3,800.00	-
01.34.00.5402	Fire Engine Maintenance	1,000.00	1,000.00	-
	Fuel	500.00	500.00	-
	Safety Vehicle Insurance	500.00	500.00	-
01.34.00.5510	Utilities	650.00	650.00	-
01.34.00.5515	Telephone	460.00	460.00	-
01.34.00.5520	Oil	2,500.00	2,500.00	-
01.34.00.5550	General Maintenance	300.00	300.00	-
01.34.00.5551	Furnace Maintenance	150.00	150.00	-
01.34.00.5610	Property/Contents Ins.	360.00	412.04	52.04
01.34.00.5825	EMS Services	36,000.00	27,000.00	(9,000.00)
01.34.00.6040	Vehicle Registration	10.00	10.00	-

**CITY OF SAXMAN - GENERAL Fund  
FY21 Budget Mod Draft #1**

Account #	Account Description	FY21	FY21	Change
		Final Budget	Budget Mod	
	GENERAL FUND	(425,177.82)	(505,166.59)	(79,988.77)
	CITY CLERK	-	-	-
	CITY ADMINISTRATOR	-	(10,974.60)	(10,974.60)
	FINANCE	-	-	-
	GRANTS	-	(11,813.92)	(11,813.92)
	OLD CITY HALL	(300.00)	(300.00)	-
	COMMUNITY HALL	(16,750.00)	(18,038.98)	(1,288.98)
	TRIBAL HOUSE	(1,500.00)	-	1,500.00
	CARVING CENTER	(400.00)	(400.00)	-
	THHP DUPLEX	(22,500.00)	(19,350.00)	3,150.00
	AHFC DUPLEX	(30,120.00)	(30,120.00)	-
	INDEPENDENT TOURS	(60,016.00)	(60,016.00)	-
	<b>TOTAL REVENUES</b>	<b>(556,763.82)</b>	<b>(656,180.09)</b>	<b>(99,416.27)</b>
	<b>EXPENSES</b>			
	GENERAL FUND	66,721.00	131,849.33	65,128.33
	CITY CLERK	-	15,242.73	15,242.73
	CITY ADMINISTRATOR	105,862.33	117,864.12	12,001.79
	PUBLIC WORKS	29,995.96	24,528.86	(5,467.10)
	ROADS	8,300.00	8,267.00	(33.00)
	MAYOR	7,834.00	7,752.64	(81.36)
	COUNCIL	11,842.50	11,795.08	(47.42)
	FINANCE	87,075.96	96,829.75	9,753.79
	GRANTS	28,879.04	33,997.54	5,118.50
	VPSO	5,750.00	5,750.00	-
	OLD CITY HALL	4,050.00	4,250.39	200.39
	COMMUNITY/CITY HALL	81,415.03	86,341.30	4,926.27
	TRIBAL HOUSE	28,873.00	29,691.74	818.74
	OUTSIDE BATHROOMS	5,600.00	5,691.91	91.91
	CARVING CENTER	15,373.00	15,613.58	240.58
	PUBLIC SAFETY	7,412.00	7,398.13	(13.87)
	THHP DUPLEX	2,675.00	2,939.71	264.71
	AHFC DUPLEX	3,525.00	3,744.24	219.24
	INDEPENDENT TOURS	9,350.00	9,350.00	-
	SVFD	46,230.00	37,282.04	(8,947.96)
	<b>TOTAL EXPENSES</b>	<b>556,763.82</b>	<b>656,180.09</b>	<b>99,416.27</b>
	<b>** Net Profit (Loss)</b>	<b>-</b>	<b>(0.00)</b>	<b>(0.00)</b>

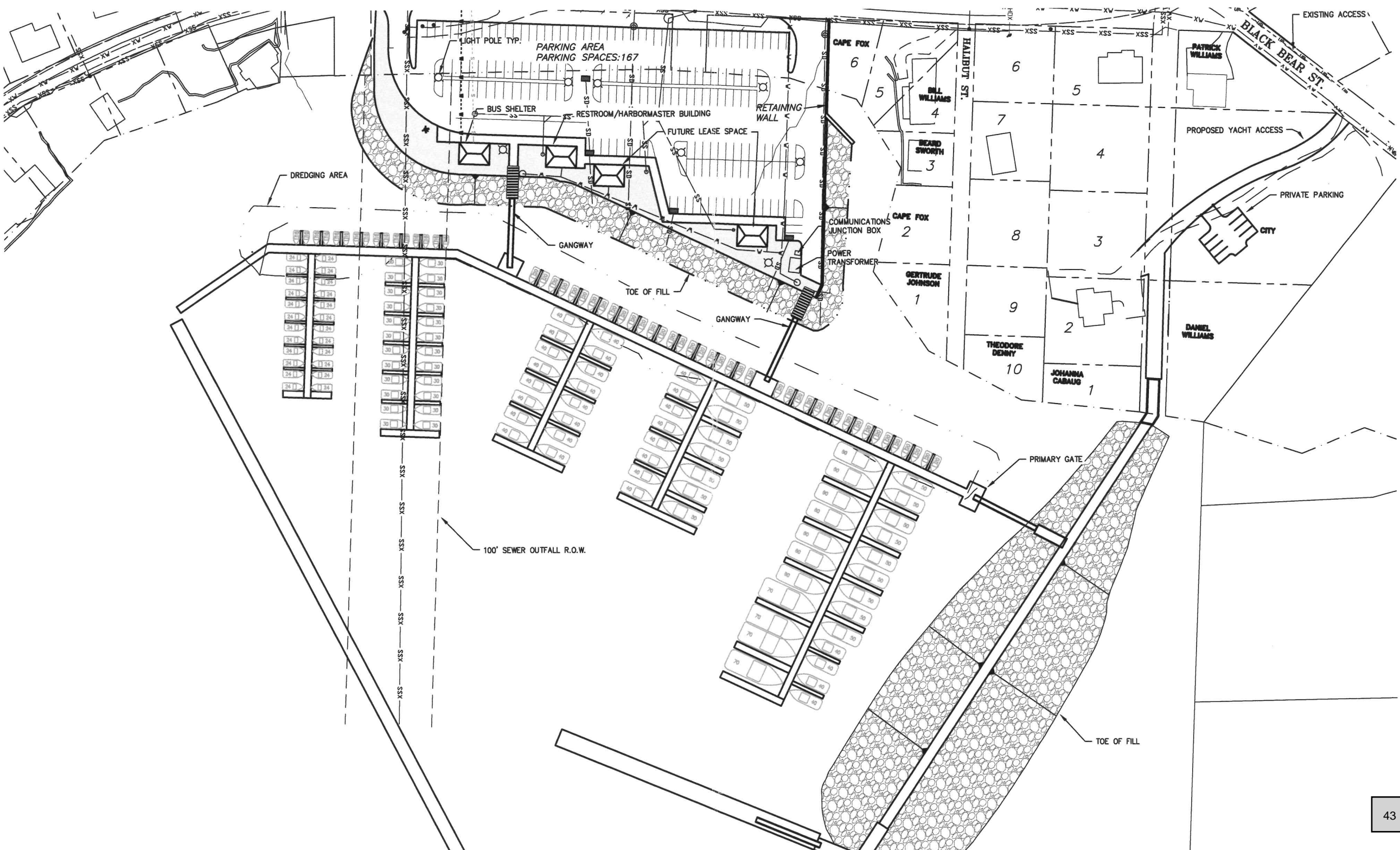


**CITY OF SAXMAN  
WATER AND SEWER  
FY21 Budget Mod Draft #1**

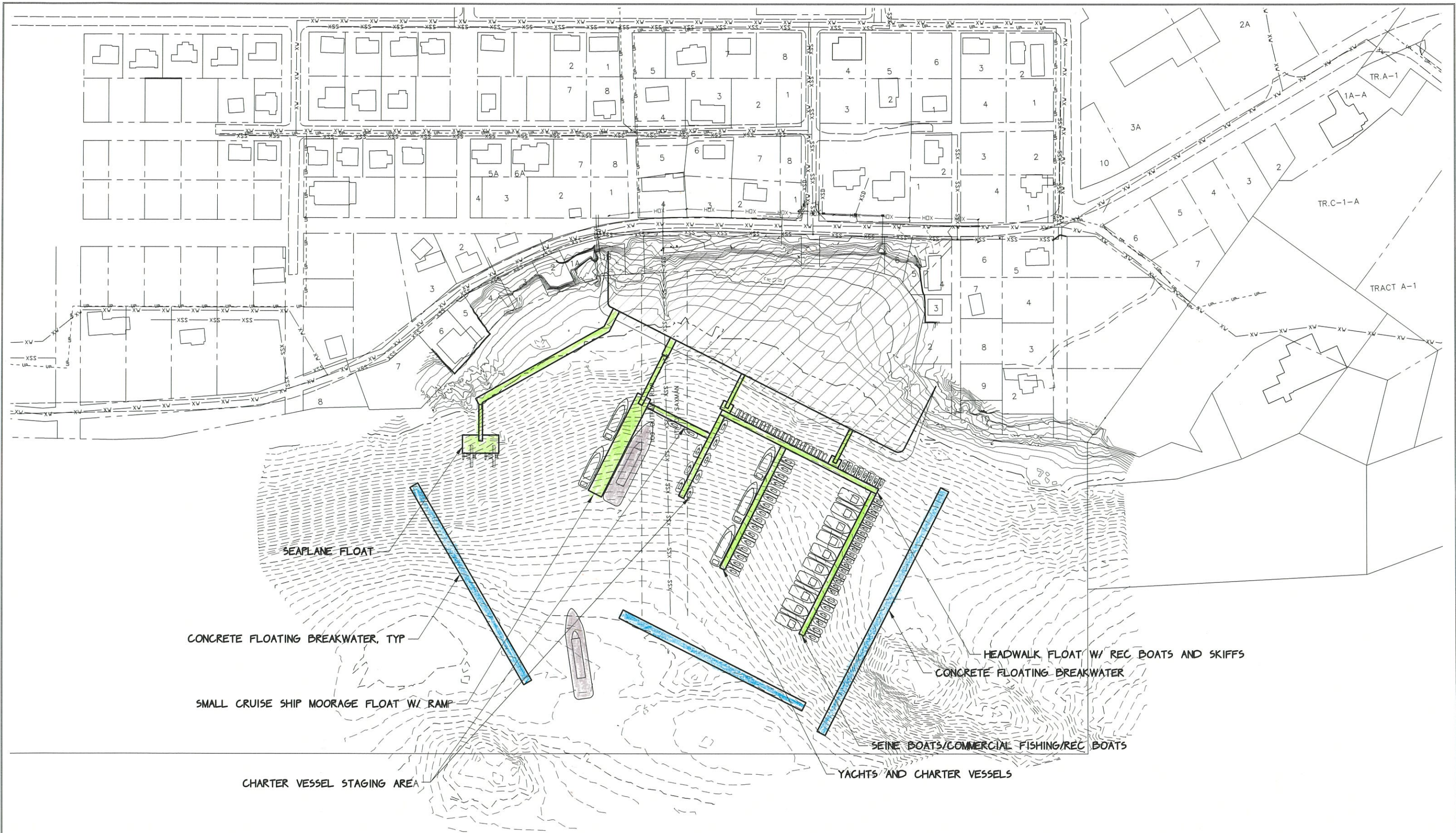
Account #	Account Description	FY21 FINAL	FY21 Budget Mod	Change
<b>Revenue:</b>				
10.00.00.4001	Reimbursed Wages/Benefits	-	(7,055.10)	(7,055.10)
10.00.00.4201	Water Service Charges	(141,600.00)	(141,600.00)	-
10.00.00.4202	Sewer Service Charges	(116,163.00)	(116,163.00)	-
10.00.00.4203	Shut Off Fees	(650.00)	(650.00)	-
10.00.00.4205	NSF Fees	(150.00)	(150.00)	-
10.00.00.4206	Late Fees	(500.00)	(500.00)	-
10.00.00.4207	Reconnect Fees	(150.00)	(150.00)	-
10.00.00.4410	Interest Income	(40.00)	(40.00)	-
	Transfer from GF	-	(18,695.75)	(18,695.75)
10.00.00.4770	Sale of Assets	-	-	-
	<b>* Total Revenue</b>	<b>(259,253.00)</b>	<b>(285,003.85)</b>	<b>(25,750.85)</b>
<b>Expenditures:</b>				
10.00.00.5001	Wages - Water & Sewer Operator	50,349.24	55,749.24	5,400.00
10.00.00.5005	PERS	11,076.83	12,264.83	1,188.00
10.00.00.5010	Payroll Taxes	4,274.76	4,741.86	467.10
10.00.00.5015	Insurance/Health/Life	12,486.96	13,443.72	956.76
10.00.00.5020	Workmen's Compensation	3,040.21	2,582.00	(458.21)
10.00.00.5201	Chemicals	10,000.00	10,000.00	-
10.00.00.5202	Water Testing Services	1,700.00	1,700.00	-
10.00.00.5203	Water Rights Service Fee	50.00	50.00	-
10.00.00.5204	Water Testing Supplies	250.00	250.00	-
10.00.00.5207	Water Plant Maintenance	5,000.00	5,000.00	-
10.00.00.5208	Booster Station Maint.	100.00	100.00	-
10.00.00.5211	Water System Maintenance	10,000.00	10,000.00	-
10.00.00.5213	Sewer System Maint.	2,000.00	2,000.00	-
	FY19 KGB Fees	68,544.00	68,544.00	-
10.00.00.5301	Office Supplies	500.00	500.00	-
10.00.00.5310	Postage	500.00	500.00	-
10.00.00.5313	Bank Charges	4,500.00	5,500.00	1,000.00
10.00.00.5345	Senior Exempt Service	4,536.00	4,536.00	-
10.00.00.5460	Computer Support	500.00	500.00	-
10.00.00.5510	Utilities	4,500.00	4,500.00	-
10.00.00.5511	Electricity-Booster Station	1,500.00	1,500.00	-
10.00.00.5515	Telephone	1,740.00	1,740.00	-
10.00.00.5520	Oil	2,000.00	2,000.00	-
10.00.00.5530	Operating Supplies	500.00	500.00	-
10.00.00.5551	Furnace Maintenance	700.00	700.00	-
10.00.00.5610	Property/Contents Insurance	250.00	257.27	7.27
10.00.00.5611	Ins./Property Water Storage	275.00	302.49	27.49
10.00.00.5612	Ins./Property Water Treatment	1,600.00	1,799.89	199.89
10.00.00.5613	Ins. Property-New Water Plant	8,000.00	9,209.39	1,209.39
10.00.00.5630	General Liability Insurance	2,000.00	1,582.82	(417.18)
10.00.00.5702	Licenses/Permits	1,280.00	1,280.00	-
10.00.00.5740	Dues/Fees	750.00	750.00	-
10.00.00.5801	Accounting/Audit	10,000.00	10,000.00	-
10.00.00.5825	Contracted Services	500.00	500.00	-
10.00.00.6010	Transportation/Lodging	-	-	-
10.00.00.6011	Travel - Per Diem	-	-	-
10.00.00.6040	Registration	450.00	450.00	-
10.00.00.7071	Truck Expense - Chevy	2,500.00	2,500.00	-
10.00.00.7073	Truck Insurance - Chevy	800.00	1,552.37	752.37
10.00.00.7074	Truck Maintenance - Chevy	1,500.00	1,500.00	-
	Transfer to Seaport	29,000.00	-	(29,000.00)
	General Fixed Assets	-	44,417.97	44,417.97
10.00.00.7801	Maintenance Reserves/Depreciation	-	-	-
	<b>* Total Expenses</b>	<b>259,253.00</b>	<b>285,003.85</b>	<b>25,750.85</b>
	<b>** Net Profit (Loss)</b>	<b>(0.00)</b>	<b>(0.00)</b>	<b>(0.00)</b>

**Saxman Seaport**  
**FY21 Budget Mod Draft #1**

Account #	Account Description	FY21 FINAL	FY21 Budget Mod	Change
<b>Revenue:</b>				
-----				
4101	Retail Sales/Storage			
4101.01	Outdoor Storage	(38,000.00)	(38,000.00)	-
4101.02	Indoor Storage	(100,000.00)	(100,000.00)	-
4101.03	Moorage	(23,410.00)	(23,410.00)	-
4101.04	Office Space	(2,541.00)	(2,541.00)	-
4104	Forklift	-	-	-
4105	Electricity	(2,400.00)	(8,400.00)	(6,000.00)
4106	Miscellaneous Income	(400.00)	(400.00)	-
4300	Reimbursed Wages/Benefits	-	(11,708.91)	(11,708.91)
4302	Finance Charges	(500.00)	(1,000.00)	(500.00)
4301	Interest-Other	(75.00)	(75.00)	-
4800	Transfer in	(33,000.00)	-	33,000.00
4401	Gain on Sale of Asset	-	-	-
4402	Recovery of Bad Debt	(350.00)	(350.00)	-
4510	Bond Premium	(1,405.80)	(1,405.80)	-
	<b>* Total Revenue</b>	<b>(202,081.80)</b>	<b>(187,290.71)</b>	<b>14,791.09</b>
<b>Expenditures:</b>				
-----				
5201	Public Works Wages	93,405.12	25,870.98	(67,534.14)
5202	Public Works Taxes	8,079.54	2,237.84	(5,841.70)
5203	Public Works PERS	20,549.13	5,691.62	(14,857.51)
5204	Health/Life Insurance	10.00	10.00	-
5211	Finance Wages	-	37,997.72	37,997.72
5212	Finance Payroll Taxes	-	3,286.80	3,286.80
5213	Finance PERS	-	8,359.50	8,359.50
5301	Office Supplies	500.00	500.00	-
5303	Contract Services	500.00	500.00	-
5304	Bank Service Charges	1,000.00	1,000.00	-
5305	Computer Expenses	700.00	700.00	-
5306	Dues & Subscriptions	150.00	150.00	-
5307	Licenses & Permits	-	-	-
5308	Advertising	250.00	250.00	-
5309	Postage	400.00	400.00	-
5401	General Liability Insurance	3,000.00	2,627.52	(372.48)
5402	Worker's Compensation	4,400.00	3,774.94	(625.06)
5403	Property Insurance	11,750.00	13,384.43	1,634.43
5501	Electricity	32,000.00	20,000.00	(12,000.00)
5502	Telephone	2,000.00	2,000.00	-
5503	Fuel	500.00	500.00	-
5600	Safety & Security	250.00	250.00	-
5710	Interest Expense	7,700.00	7,700.00	-
5801	Audit	-	-	-
5901	Operating Supplies-Bldg	500.00	500.00	-
5902	Repairs & Maintenance-Bldg	5,288.01	4,741.12	(546.89)
5903	Dock Repairs	500.00	1,500.00	1,000.00
5904	Equipment Purchases	250.00	250.00	-
5913	Bad Debt	2,000.00	2,000.00	-
6001	Repairs & Maintenance-Eqpt	1,000.00	1,000.00	-
6002	Operating Expense-Eqpt	400.00	400.00	-
7501	Debt Service	5,000.00	5,000.00	-
	Transfer to General Fund		34,708.24	34,708.24
	<b>* Total Expenses</b>	<b>202,081.80</b>	<b>187,290.71</b>	<b>(14,791.09)</b>
	<b>** Net Profit (Loss)</b>	<b>0.00</b>	<b>(0.00)</b>	<b>(0.00)</b>







REVISIONS

REV.	DATE	DESCRIPTION	DWN.	CKD.	APP.



9360 Glacier Highway, Ste. 100  
Juneau, Alaska 99801  
Phone: 907-586-2093  
Fax: 907-586-2099  
www.pndengineers.com

DESIGN: \_\_\_\_\_ CHECKED: JLD  
DRAWN: \_\_\_\_\_ APPROVED: \_\_\_\_\_

SCALE: SCALE IN FEET  
0 100 200 FT.

CONCEPTUAL DESIGN

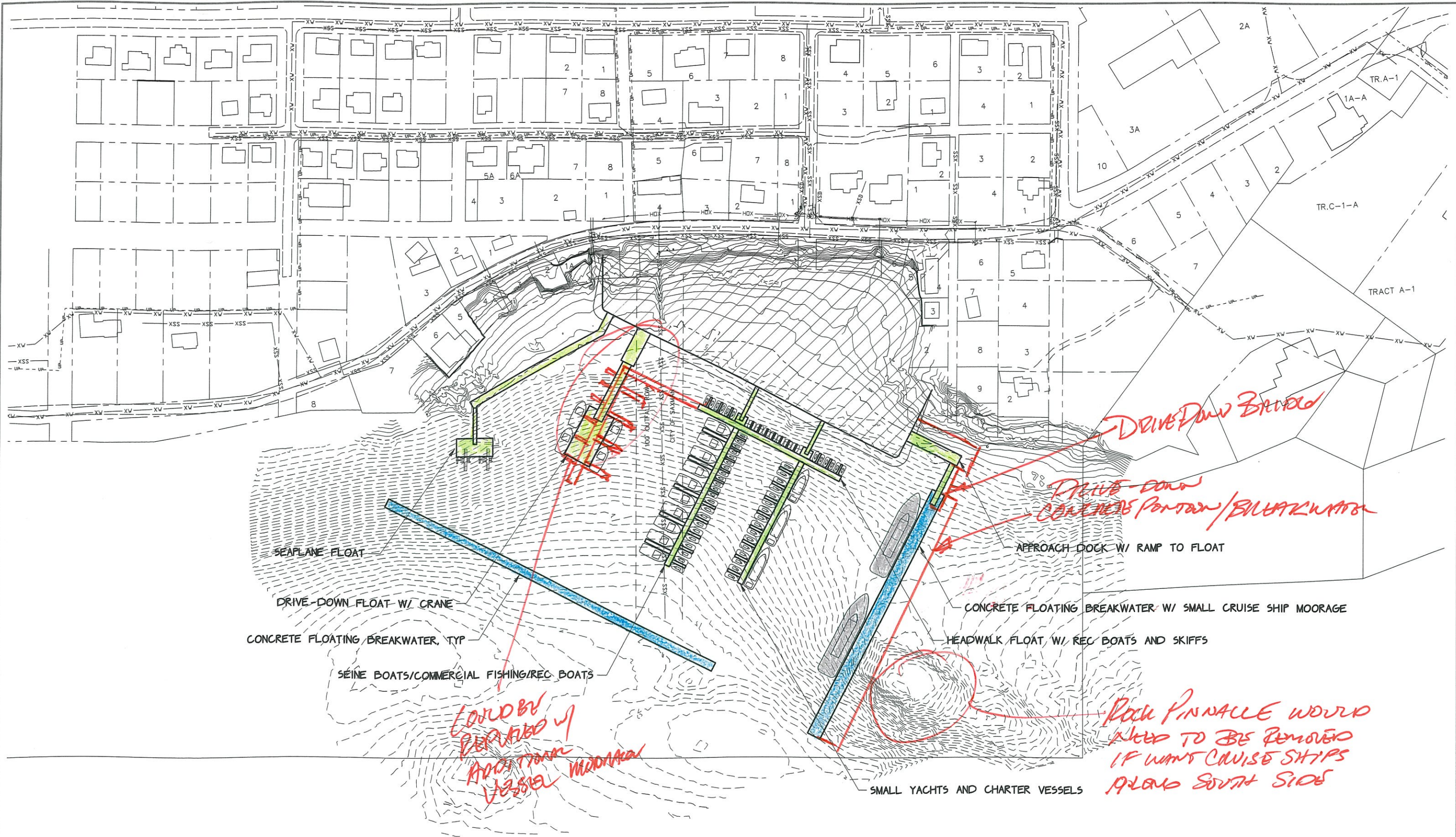
DATE: 09/-/2020

CONCEPT #2

SHEET TITLE:

PND PROJECT NO.: 202063

C.A.N. NO.: AECC250



REVISIONS

REV.	DATE	DESCRIPTION	DWN.	CKD.	APP.



9360 Glacier Highway, Ste. 100  
 Juneau, Alaska 99801  
 Phone: 907-586-2093  
 Fax: 907-586-2099  
 www.pndengineers.com

DESIGN: \_\_\_\_\_ CHECKED: JLD  
 DRAWN: \_\_\_\_\_ APPROVED: \_\_\_\_\_  
 SCALE: SCALE IN FEET  
 0 100 200 FT

**CONCEPTUAL DESIGN**

DATE: 09-/ /2020

*CONCEPT #1A*

SHEET TITLE:  
 PND PROJECT NO: 202063 C.A.N. NO: AECC250