



ORGANIZED VILLAGE OF SAXMAN

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**ORGANIZED VILLAGE OF SAXMAN DRAFT
REGULAR MEETING AGENDA - DECEMBER 3, 2024 AT 6:00 PM**

A. CALL TO ORDER

The meeting was called to order by Vice President Caryl Williams 6:08 P.M in the Tribal Office meeting room. Zoom capability was available.

B. PRAYER

Opening prayer was given by Secretary Nora DeWitt.

C. ROLL CALL:

CODE: E=Excused; UE=Unexcused; P=Present; Z=Zoom

President Joe Williams Jr.	Z	Secretary Nora DeWitt	P
Vice President Caryl Williams	P	Treasurer Charles (Chuck Denny)	P
Councilmember vacant		Councilmember Mike DeWitt	P
Councilmember Trudi Swink	Z	Youth Advisor Amos Gray	UE

OTHERS PRESENT: Tribal Administrator Amy DeTienne, Consultant Will Ware, and Building Supervisor Rick Makua.

D. PUBLIC COMMENTS

Harvey Shields thanked the Council for the food vouchers and stated it was good to know that this was available to help people. He explained he shaved his head in support of victims of breast cancer. He acknowledged giving the food cards to the community is a lot of work.

E. CONSIDERATION OF THE AGENDA

Motion/Second N.DeWitt and M.DeWitt to accept the agenda. N.DeWitt explained the items added in the revised budget needs to have Council authorization to pay. Council agreed this needs to be discussed in executive session and then action can be taken under item #L. Unfinished Business. Question called. All in favor, motion carried.

E.1. Vacant Council Position Appointment (Exhibit #E.1)

Deferred as applicants were not present at the meeting.

E.2. Oath of Office to newly appointed Council Member Deferred

Action to excused President Williams from the meeting

President Williams asked to be excused for personal reasons. Council offered words of condolence and excused him from the meeting.

F. APPROVAL OF MINUTES

F.1. September 16, 2024

F.2. October 8, 2024

F.3. October 24, 2024

F.4. November 4, 2024

F.5. November 18, 2024

F.6. November 21, 2024

The minutes of 10/24/2024 (Exhibit F.3) and 11/21/2024 (Exhibit F.6) was included in the packet. The minutes were all deferred to next meeting.

G. STAFF REPORTS

G.1. Will Ware Consultant's Report – William Ware

W.Ware advised OVS needs a grant writer so not reliant on the BIA for compact funding. One task given was to determine when the 638 funds can transferred from Tlingit & Haida (T&H). He explained he was not able to obtain the financial information as the finance person is on leave, but he did have some approximate numbers. He explained the 105L funding is a part of the Indian Education Act and the BIA will fund all facilities used at fair market value. This would be for all facilities that we run our programs out of. The first step is to get an appraiser (recommends we use T&H's appraiser) to value OVS facilities. Tribal Administrator Amy DeTienne reported she met with Brian and will get the letter of intent sent to her as it is a generic letter that can be submitted and this process is about a year out. W.Ware reported he discussed programs with T&H and they suggested OVS consider keeping certain programs and leaving some with T&H. T&H suggested letting them keep the ICWA Program, the Scholarship Program and General Assistance. The ICWA Program would receive about \$29,000 and this is not enough to meet the obligation needs for Saxman. With the Scholarship Program T&H fund all students who apply and Saxman will not receive enough funding to meet the need. He explained a big complaint Communities have when they decide to take over their programs is the funding is not enough for the general assistance program and usually only lasts three months. He noted these are options for the Tribal Council to consider. He commented that OVS has many goals that are achievable. He completed his report by remarking it has been a privilege to serve Saxman.

N.DeWitt asked if he can obtain the information on how much funds OVS has used per program to help determine what our service delivery numbers are.

M.DeWitt asked what the programs are that we take advantage of with Tlingit & Haida Regional Housing Authority (THRHA). He mentioned the various needs in the community and wanted to know what was available. W.Ware stated he can contact THRHA Director Jackie Pata if desired.

W.Ware suggested he take A.DeTienne to Juneau and introduce her to CCTHITA programs. He also suggested a trip to Craig as this is a small tribe that is successfully administering their own 638 programs. He felt that this would be beneficial.

Motion/Second M.DeWitt and N.DeWitt to accept W.Ware's report. All in favor, motion carried.

G.2. CCTHITA Social Worker's Report – Jackie Johnson

J.Johnson was not present but her written report (Exhibit #G.2) was in the packet.

Motion/Second M.DeWitt and N.DeWitt to accept the written report. All in favor, motion carried.

G.3. Maintenance Supervisor's Report – Rick Makua written report

R.Makua distributed his report (Exhibit #G.3). Discussion ensued on deferring his report to the next meeting. Consideration was asked to hear from R.Makua on what his needs are for his department from now to December 31, 2024. He stated there are electrical needs for the building, a generator, an ATV

with plow and sander. One ATV was priced at \$11,000 and a better one for \$22,111.57. He reported his people is currently working with the City of Saxman on the water. These needs were discussed. It was explained the Finance Committee put \$20,000 in the budget for repairs to the stairs. R.Makua explained the needed repairs was more than just the stairs, it also needs repair to the porch and bell tower. He estimated the cost at \$60,000. R.Makua reported he purchased 15 bags of salt and has 3 bags of snow melt on hand.

G.4. Finance Report – Bookkeeper Amy DeTienne

The ARPA Profit & Loss Report January through November was included in the packets (Exhibit G.4 #1). A.DeTienne reported all of the expenses have been included in this report except for the rental car and hotel expense for the Provider's Conference. The Other report included in the packet is the Profit & Loss for Admin January through November (Exhibit G.4 #2). This includes the rental revenue for 2779 Bear Clan and fee for the Social Services Office paid by CCTHITA.

Motion/Second N.DeWitt and M.DeWitt to accept the ARPA January-November financial report (Exhibit F.4#1) and the Admin financial report on rental income January-November (Exhibit G.4 #2). All in favor, motion carried.

G.5. Tribal Administrator's Report – Amy DeTienne

Tribal Administrator A.DeTienne asked if there were any questions on her report (Exhibit G.5). There were no questions. Two Councilmembers complimented Amy on her report being done well and appreciated it being an easy read.

Motion/Second N.DeWitt and M.DeWitt to accept the Tribal Administrator's Report. All in favor, motion carried.

G.6. Tribal Administrative Assistant's Report – Vacant

G.7. President's Report - Joe Williams Jr.

Defer to next meeting.

H. OLD BUSINESS

H.1. Alaska Village Initiatives (AVI) Outreach Worker Red Bradley – Food Distribution Program on Indian Reservations (FDPIR) Regrant of USFS Money

BACKGROUND: Update on grant submittal for 2025 funds. Final print out of expenses on the food grant, submittal of grant reports, and has funds been received,

A.DeTienne stated she hasn't received any information from Red Bradley and he will contact us after the new year.

In the newspaper there was an article regarding the submission of the Forest Service Food Grant and it stated there was a deadline of last Tuesday. A.DeTienne stated she would ask them while she was in Anchorage.

H.2. Food Card Adjustments

BACKGROUND: The Committee met and will meet one more time to prepare a written report of findings so adjustments can be approved by the Council.

It was decided the Food Card Committee would be meeting on Thursday, December 5th at 10 am. and present for approval at the Council meeting on Monday, December 16th.

H.3. Broadband Negotiation Planning Session

BACKGROUND: There was a negotiation workshop held July 26th and had to be rescheduled as not all of the parties could attend. Council may want to reschedule to meet.

W.Ware recommended OVS hires an attorney and recommended Sonosky & Chambers law firm.

Council concurred to set a date to meet after January 2025.

H.4. Land Purchase (Corpuz Property adjacent to Kushnick's)

BACKGROUND: Update on this purchase.

A.DeTienne stated she will ask the Bureau of Indian Affairs about this while she is in Anchorage.

H.5. Retrocession from CCTHITA

BACKGROUND: Update on this project.

It was reported there was miscommunication with the BIA and they thought OVS wanted the 638 programs to go back to the BIA to manage and not CCTHITA. In communicating with Jolene John this was explained and the timeline started on the date of when they received our application. Then the BIA has one year from this date to create the compact. But OVS can start the 105L application. This was discussed and it appears OVS has to stay with CCTHITA for another year as our funding request was made in 2024 and they have one year to complete this process. Concern was expressed about the need to plan wage expenses for 2025. The Finance Committee needs to look at all sources of funds and see how the wages can be split to determine staffing for 2025.

H.6. Schoolhouse Agreement

BACKGROUND: Has the agreement been signed and has the check been given to the City.

A.DeTienne stated the agreement (Exhibit H.6) was in the packet because it needed signatures and then she can release payment to the City of Saxman.

H.7. Job Openings Tribal Administrative Assistant and IGAP Coordinator

BACKGROUND: Report on the status of these two positions.

A.DeTienne stated there are two applicants. She hired a temporary worker to help with inventories and office arrangements. She stated there is one applicant for the Tribal Assistant position and this person has experience with previously being an administrative assistant and experience with tribal government. A.DeTienne stated the assistant position would be for 20 hours a week. The involvement of the Executive Council in interviewing and hiring of these positions was discussed and the plan was to contact the Committee when ready to hire for these positions. On the 19th this will be addressed.

H.8. Resolution ARPA Budget Modifications 2024

BACKGROUND: The Finance Committee met on the ARPA budget revisions and the modifications are presented for Council's approval.

Defer until after executive session

H.9. Website/Network Project – Jason and Russel Karney

BACKGROUND: Update of this Project.

They will be doing a presentation on the 14th.

H.10. FY2023 Audit Update

BACKGROUND: An update on the 2023 audit.

A.DeTienne stated she will meet with the auditor while in Anchorage. Then upon her return she will get any additional information the Auditor may need. There was a deadline for getting the single audit to the Feds and this has passed. She said the auditor understood and can help with the justification of why this was not done. She stated there is a meeting set up for the 9th on zoom and the auditor is willing to write letters on our behalf.

H.11. IGAP Grant Update

BACKGROUND: September 30, 2024 is the ending date of this grant an update is needed.

Also an update on FY2025 grant application.

A.DeTienne stated meeting with IGAP is one of the meetings she will have tomorrow. She stated OVS needs to get listed in the ASP System so the money can be requested. She will work on this when she returns.

H.12. Wolf Street Home Purchase

BACKGROUND: Update on the purchase of this home and property.

A.DeTienne stated she got a text from President Williams asking her to request another \$100,000 from the ARPA grant to purchase this home/property. OVS offered \$150,000 and they were not willing to accept this. This was discussed and the Finance Committee met on the ARPA funds and the budget modification was done and all the funds have been budgeted.

Motion/Second T.Swink and N.DeWitt to put a bid in for \$250,000 for the Wolf Sreet home.

ROLL CALL VOTE TAKEN AS FOLLOWS: YES VOTE: None; NO VOTE: C.Denny, M.DeWitt, T.Swink, N.DeWitt; Motion fails.

H.13. Cash Call For Daanaa Saati (CDC) Board

BACKGROUND: needs to approve.

N.DeWitt stated she and T.Swink need to work on the report the Council requested. Council agreed to defer to next meeting

H.14. Catering Expense for Funeral

BACKGROUND: The Council approved the catering expense for Charlie White's funeral and the invoices needs to be presented (Exhibiit H.14).

Motion/Second N.DeWitt and M.DeWitt to pay total bill of \$715.80 out of ARPA. All in favor, motion carried.

I. NEW BUSINESS

I.1. Appointment of Indian Education Association (IEA) Committee Representative

BACKGROUND: The previous representative resigned from the Council and needs to be replaced.

Defer item to the next meeting on December 16th.

I.2. Schoolhouse Building Repair Request for the City of Saxman

BACKGROUND: The stairs on the Schoolhouse needs to be replaced and the process to request a credit to our rent needs to be started with the City.

This is deferred to December 16th.

I.3. Extra Duty Pay

BACKGROUND: In the budget modification extra duty pay is included for staff and Council. This is due to extra duty and hazardous duty pay for employees and Council.

This will be discussed during executive session.

J. COUNCIL COMMITTEE REPORTS

J.1. Finance Committee Meeting Minutes - defer

Meeting Recessed

With no objections Chair C.Williams recessed the meeting to allow for the executive session at 8:22pm.

K. EXECUTIVE SESSION

With no objection Chair C.Williams called the meeting back to order.

Extend the time to end the meeting

Motion/Second C.Denny and M.DeWitt to extend the meeting until the business is done. All in favor, motion carried.

L. UNFINISHED BUSINESS

Motion/Second N.DeWitt and M.DeWitt to approve the budget modification Resolution #2024-12-275 and authorize payment for the following added expenses:

\$ 100.00	Stipend to youth advisor
\$2,750.00	Extra duty pay of \$250 X 11 months for one employee
\$1,200.00	Extra duty pay of \$250 X 12 months for one employee
500.00	Extra duty pay for 12 months for one employee
250.00	Extra Duty for one temporary employee
300.00	Extra duty pay for one Council youth advisor
1,600.00	Extra duty pay for one Councilmember for 8 months X \$200
4,800.00	Extra duty pay of \$200 X 12 months for two Councilmembers
8,400.00	Extra duty pay of \$350 X 12 months for two Councilmembers
3,000.00	Extra duty pay of \$250 X 12 months for one Councilmember
\$1,000.00	Authorization to increase wages to employee appointed as Tribal Administrator \$1000 in addition to regular wage paid as Bookkeeper
67,500.00	Extra food card to Tribal Citizens households \$750 X 90 households for end of the year
2,000.00	Joint Gathering with City of Saxman and OVS Councilmembers
5,000.00	Salt and sand for roads
15,000.00	Computer/program purchases
20,000.00	Stairs, porch & bell repair to Tribal Office Building

ROLL CALL VOTE TAKEN AS FOLLOWS: YES VOTE: T.Swink, Chuck Denny, M.DeWitt, N.DeWitt; NO VOTE: none; ABSTAINING VOTE: none; Motion passes.

M. NEXT MEETING DATES

December 16th - Second monthly meeting

December 5th - Food Card Committee meeting

December 19th Finance Committee meeting

December 20th Christmas Joint Session with City of Saxman – December 20,2024

N. PRESIDENT AND COUNCIL'S COMMENTS


T.Swink thanked everyone for working diligently for the Tribe, making sure these meeting happen and appreciates the help given to tribal citizens.

No other comments.

O. ADJOURNMENT

Motion/Second Chuck Denny and M.DeWitt to adjourn the meeting. All in favor, motion carried. The meeting adjourned at 9:15 pm.

Submitted by Nora DeWitt: 

Signed by President Joe Williams Jr.:  Date: 12/16/24