

**ORGANIZED VILLAGE OF SAXMAN
REGULAR MEETING – JANUARY 22, 2024**

CALL TO ORDER

This meeting was called to order by President Joe Williams at 5:06 PM. (Zoom capability available).

PRAYER – Invocation given by President Joe Williams.

ROLL CALL/QUORUM

Roll Call was taken as follows:

COUNCIL MEMBERS PRESENT: President Joe Williams, Vice President Charles (Chuck) Denny, Treasurer Trudi Swink (via zoom), Secretary Carrie (Wallace) Denny (via zoom but zoom stopped working – Lost access to the meeting and was not able to return to the meeting after this.), Council Members Caryl Williams and Nora DeWitt.

COUNCIL MEMBERS ABSENT/EXCUSED: Claudia Boyd (excused)

OTHERS PRESENT: Bookkeeper Amy DeTienne, Bianna Berg City Clerk for the City of Saxman (filling in for the Tribal Assistant taking minutes).

A quorum was declared present and the meeting continued per the agenda.

PUBLIC COMMENTS None

CONSIDERATION OF THE AGENDA

Motion/Seconded Chuck Denny and Caryl Williams to approve the agenda. The following Items were added: Zoom policy for Tribal Council meetings (consideration given to clarify if Councilmembers are in town they must be physical present at the meeting and if they are out of town they can attend via zoom); Add an internal policy that required the Tribal Administrative Assistant to present the meeting minutes for the same meeting date at the end of each meeting for approval (this would alleviate the problem with getting minutes timely); Cell phone allowance for Councilmembers and staff; Consideration for a resolution to assist the City of Saxman in looking for funds for the water main in Saxman; all of these items will be under New Business. Another agenda item Personnel (to address President and Vice President roles); this will be placed under Executive Session.

ROLL CALL VOTE TAKEN AS FOLLOWS: YES VOTE: Joe Williams, Chuck Denny, Trudi Swink, Carrie Denny, Caryl Williams and Nora DeWitt; NO VOTE: None; ABSTAINING VOTE: None; Motion passes.

APPROVAL OF MINUTES

1 DECEMBER 11, 2023

Motion/Second Chuck Denny and Caryl Williams to approve the minutes presented from the December 11, 2023 regular Council meeting. ROLL CALL VOTE TAKEN AS FOLLOWS: YES VOTE: Joe Williams, Chuck Denny, Trudi Swink, Carrie Denny, Caryl Williams and Nora DeWitt; NO VOTE: None; ABSTAINING VOTE: None; Motion passes.

STAFF REPORTS

2 ADMINISTRATIVE REPORT None as the Tribal Administrator was not present at the meeting.

3 MAINTENANCE REPORT

Rick Makua's report was not in the packet and the Council did not have the opportunity to review it. President Joe Williams asked the Council to individually read the report.

Councilmember Trudi Swink and Chuck Denny were not able to read the report as it was not attached to their meeting agenda packet.

The following was discussed:

- To work on ensuring staff reports are in the Council's packets timely;
- Concern regarding the Maintenance Supervisor needing adequate tools to do his tasks;
- Clarification OVS does maintenance on the rental on Bear Clan Street, janitorial work on the old Schoolhouse and the City of Saxman is responsible for the maintenance on the old Schoolhouse as OVS rents from them;
- It was suggested the City of Saxman reimburse OVS for any maintenance that OVS is required to do;
- President Joe Williams stated the first year OVS was not charged rent and general maintenance was done by OVS;
- It was mentioned that in a previous maintenance report the Council approved the report and there was miscommunication/confusion on what the approval of the report meant and there were items listed in the report that were requested and staff thought this mean they were authorized to purchase;
- It was explained only the report was approved and if there is expenditures these are handled separately as a roll call vote is required. Clarification was requested to be given to staff so that this would not occur in the future.

Motion/Second Caryl Williams and Chuck Denny to accept the Maintenance Report by Rick Makua. ROLL CALL VOTE TAKEN AS FOLLOWS: YES VOTE: Joe Williams, Chuck Denny, Caryl Williams, Carrie Denny and Nora DeWitt; NO VOTE: None; ABSTAINING VOTE: Trudi Swink; Motion passes.

OLD BUSINESS

4 P&T CONSTRUCTION QUOTE

President Williams explained the Council has already approved the purchase of the Wood Mizer. This quote is for a pad to place the Wood Mizer on. The City of Saxman has agreed to allow OVS to store the Wood Mizer on land located on Dog Salmon Road. Funding depends on if grant funds are acquired for this expense. The initial \$1,000 deposit made on the Wood Mizer was discussed and Council wanted to know if this was going to be reimbursed as they did not ship it as they agreed.

Motion/Second Caryl Williams and Nora DeWitt to approve P&T's estimate. ROLL CALL VOTE TAKEN AS FOLLOWS: YES VOTE: None; NO VOTE: Chuck Denny, Caryl Williams, Nora DeWitt, Trudi Swink and Carrie Denny; ABSTAINING VOTE: None; Motion failed.

Further discussion occurred as follows:

- The need to have three bids per our financial policy;
- Does the \$1,000 deposit pertain to this;
- How is tours going to be involved with this? President Joe Williams stated yes this would be a part of the repayment and they will be giving OVS \$5 per person. At present the City of Saxman receives \$3 per visitor;
- Should an agreement be in place regarding this with Cape Fox Tours and/or the City of Saxman;
- If the approval for the pad is needed before the Wood Mizer arrives Council needs to discuss;
- Tours discussion is separate from the P&T estimate;
- Need to confirm the funding from the Forest Service and how it is going to be used;
- Timeline on when the Wood mizer will arrive and what the plans are for this;
- Establish a Committee to have a workshop on this project.

President Joe Williams appointed a Committee of three to address the Wood mizer purchase and pad. This Committee will consist of Councilmember Nora DeWitt, Vice President Chuck Denny and President Joe Williams. It was noted any Councilmembers may attend when the meetings is called.

5 MICROSOFT & QUICKBOOKS TRAINING FOR STAFF

This item will be discussed in Executive Session.

6 PATH ACADEMY

Motion/Second Chuck Denny and Caryl Williams to approve the Path Academy Training. ROLL CALL VOTE TAKEN AS FOLLOWS: YES VOTE: None; NO VOTE: Chuck Denny, Trudi Swink, Nora DeWitt and Caryl Williams; ABSTAINING VOTE: None; Motion failed.

7 FIRST AID EQUIPMENT Deferred to the next meeting.

8 FINAL VERSION OF NEW LETTERHEAD

Motion/Second Chuck Denny and Caryl Williams to approve the final version of OVS new letterhead. ROLL CALL VOTE TAKEN AS FOLLOWS: YES VOTE: Chuck Denny, Trudi Swink, Caryl Williams and Nora DeWitt; ABSTAINING VOTE: None: Motion passes.

9 COMMUNITY DINNER

BACKGROUND: There was a request to have a discussion on reintroducing a community dinner or potluck for everyone in the community.

Motion/Second Chuck Denny and Nora DeWitt to approve the community dinner. ROLL CALL VOTE TAKEN AS FOLLOWS: YES VOTE: None; NO VOTE: Chuck Denny, Trudi Swink, Nora DeWitt and Caryl Williams; ABSTAINING VOTE: None; Motion fails.

Council commented in the past community dinners and potlucks fell to the local ANB/ANS Camp and OVS should have only special purpose dinners (i.e. information dinners like one for the retrocession from CCTHITA, election candidate forums, and the like). Concern was expressed over the current work load of OVS staff and this may create an overload.

10 BRINGING IN YOUTH & ELDERS

Motion/Second Caryl Williams and Chuck Denny to bring in a youth and elder with a stipend for attending the meetings with the age dropped to 15 years old. All in favor, motion carried.

The meeting recessed at 6:33 pm due to zoom technical issues. Zoom came back up and Councilmember Trudi Swink was able to reconnect, but Councilmember Carrie Denny could not reconnect for the remainder of the meeting.

11 TRAVEL ALASKA FORUM ON THE ENVIRONMENT

BACKGROUND: Requesting Council's approval to attend the Alaska Forum on the Environment in Anchorage, AK on the 4th to the 10th. Requesting to attend would be the President, Councilmember Claudia Boys and staff member Florence McGilton (to get her foot in the door to possibly take over as EPA Coordinator when she applies). Council needs to approve per diems, travel/transportation, lodging and any associating conference fees. See action taken after the executive session.

12 TRAVEL EXECUTIVE COUNCIL WINTER SESSION

Motion/Second Caryl Williams and Chuck Denny to approve travel to Washington D.C. for the Executive Council's winter session February 10-16th, 2024 for President Joe Williams and Tribal Administrator Charlie White and pay for travel/transportation, lodging, and any other associating conference fees.

Motion/Second Caryl Williams and Chuck Denny to approve an additional day of expenses so that President Joe Williams and Tribal Administrator Charlie White can meet with the Economic Development Department. ROLL CALL VOTE TAKEN AS FOLLOWS ON THE AMENDMENT: YES VOTE: Chuck Denny, Trudi Swink, Nora DeWitt, and Caryl Williams; NO VOTE: None; ABSTAINING VOTE: None; Motion passes.

ROLL CALL VOTE TAKEN AS FOLLOWS ON THE MAIN MOTION: YES VOTE: Chuck Denny, Trudi Swink, Nora DeWitt, and Caryl Williams; NO VOTE: None; ABSTAINING VOTE: None; Motion passes.

13 TRAVEL 2024 TRIBAL CLEAN ENERGY SUMMIT

BACKGROUND: Requesting Council's approval to attend the 2024 Clean Energy Summit on February 26-29th, 2024. Those attending would be President Joe Williams, Vice President Chuck Denny, Tribal Administrator Charlie White and any other Councilmember that would like to join.

Motion/Second Chuck Denny and Nora DeWitt to approve this travel. ROLL CALL VOTE TAKEN AS FOLLOWS ON THE MAIN MOTION: YES VOTE: Chuck Denny, Nora DeWitt, and Caryl Williams; NO VOTE: Trudi Swink; ABSTAINING VOTE: None; Motion passes. It was noted this expense would come out of Small Tribes Funds.

14 TRAVEL FEMA TRAINING This was deferred to Executive Session.

BACKGROUND: Requesting Council approval to attend the FEMA training in Anniston, Alabama on March 9th-16th, 2024.

Attending would be Tribal Administrative Assistant Layla Kelly, Councilmember Claudia Boyd and Caryl Williams and Florence McGilton. CDP training is fully funded for State and Local Governments, Tribal Governments and territorial emergency responders and staff. This would include airfare, meals and lodging. This will be discussed in executive session

15 TRAVEL RES 2024

BACKGROUND: Requesting Council's approval to attend the RES 2024 Conference in Las Vegas, Nevada on March 10th-15th, 2024. Those attending would be President Joe Williams, Vice President Chuck Denny and Tribal Administrator Charlie White. Council should approve per diems, travel/transportation, lodging and any associating conference fees.

Motion/Second Chuck Denny and Nora DeWitt to approve the Travel for RES 2024. ROLL CALL VOTE TAKEN AS FOLLOWS: YES VOTE: Joe Williams, Chuck Denny, Nora DeWitt and Caryl Williams; NO VOTE: Trudi Swink; ABSTAINING VOTE: None; Motion passes. Chuck Denny stated he would not be able to attend this conference as he has a Cape Fox Board meeting at that time.

16 TRAVEL 2024 TRIBAL SELF GOVERNANCE CONFERENCE

Motion/Second Nora DeWitt and Caryl Williams to send the full Council and Tribal Administrator to the 2024 Tribal Self Governance Conference in Chandler, Arizona on April 14th-19th and to pay out of Small Tribes Funds. ROLL CALL VOTE TAKEN AS FOLLOWS: YES VOTE: Chuck Denny, Trudi Swink, Nora DeWitt, Caryl Williams; NO VOTE: None; ABSTAINING VOTE: None; Motion passes. President Joe Williams requested the Council to inform the Tribal Administrative Assistant if they are planning to attend.

17 TULALIP RESORT INVOICE Deferred to Executive Session.

EXECUTIVE SESSION

Motion/Second Chuck Denny and Caryl Williams to recess the meeting to allow for this executive session. All in favor, motion carried. Motion/Seconded Trudi Swink and Nora DeWitt to come out of executive session at 9:49 pm. All In favor, motion carried

MICROSOFT TRAINING: Motion/Second Caryl Williams and Chuck Denny to table Microsoft training indefinitely. All in favor, motion carried.

ALASKA FORUM ON ENVIRONMENTAL TRAINING: Motion/Second Nora DeWitt and Caryl Williams to approve the attendance of President Joe Williams, Councilmember Claudia Boyd and Administrative Assistant Layla Kelly to attend the Alaska Forum on Environmental Training on the 4th through the 10th and IGAP Funding will be used as it is budgeted. ROLL CALL VOTE TAKEN AS FOLLOWS: YES VOTE: Chuck Denny, Trudi Swink, Nora DeWitt and Caryl Williams; NO VOTE: None; ABSTAINING VOTE: None; Motion passes.

FEMA TRAINING: Motion/Second Nora DeWitt and Chuck Denny to approve FEMA training and send Tribal Administrative Assistant Layla Kelly, Councilmember Claudia Boyd and Caryl Williams and Florence McGilton only if FEMA is picking up the total training expense. ROLL CALL VOTE TAKEN AS FOLLOWS: YES VOTE: Chuck Denny, Nora DeWitt, Trudi Swink and Caryl Williams; NO VOTE: None; ABSTAINING VOTE: None; Motion passes.

STRATEGIC PLANNING RETREAT INVOICE: Motion/Second Nora DeWitt and Chuck Denny to approve the expense for the strategic planning retreat in the amount of \$36,324.12. ROLL CALL VOTE TAKEN AS FOLLOWS: YES VOTE: Chuck Denny, Nora DeWitt, Trudi Swink and Caryl Williams; NO VOTE: None; ABSTAINING VOTE: None; Motion passes.

FOOD COORDINATOR: Motion/Second Nora DeWitt and Trudi Swink to authorize and appoint President Joe Williams and Vice President Chuck Denny as a part of their duties to be the Food Coordinator for the RuralCap Food Grant and the contract be presented at our next regular meeting. ROLL CALL VOTE TAKEN AS FOLLOWS: YES VOTE: Trudi Swink, Nora DeWitt, and Caryl Williams; NO VOTE: None; ABSTAINING VOTE: Joe Williams and Chuck Denny. Motion passes.

POLICY ON ZOOM FOR COUNCIL MEETINGS: This was a request to establish a policy if Councilmembers are out of town you can zoom into meeting but if you are in town you cannot use zoom but must attend the Council meetings. This was referred to the Tribal Administrator and to be brought to the next meeting. Councilmember Nora DeWitt stated the previous Council developed a Media Policy and suggested the Administrative Staff look this up and bring it back to the next meeting.

MINUTES TO APPROVE AT THE END OF EACH MEETING: Deferred to the Tribal Administrator to have him draft a policy which requires that the meeting minutes for the scheduled meetings be presented at the end of each meeting for approval by the Council.

CELL PHONE STIPEND FOR EACH COUNCILMEMBER AND EACH STAFF

MEMBER: Motion/Second Caryl Williams and Chuck Denny to provide a partial reimbursement for the monthly cell phone bill for Council and staff. ROLL CALL VOTE TAKEN AS FOLLOWS: YES VOTE: None; NO VOTE; Chuck Denny, Caryl Williams, Nora DeWitt and Trudi Swink; ABSTAINING VOTE: None; Motion fails.

RESOLUTION FOR WATER MAIN IN SAXMAN: Motion/Second Chuck Denny and Nora DeWitt to draft a resolution to support gathering funds for the water main in the City of Saxman. Both the motion maker and the second agreed to rescind this motion until there is something in writing presented. This is deferred to the next meeting.

UNFINISHED BUSINESS None

NEXT MEETING DATE(S) February 5th OVS regular meeting. President Joe Williams will be gone and so will Claudia but Chuck Denny can Chair the meeting and there will still be a quorum. He stated they can attend via zoom.

Meeting with Amy DeTienne on Wednesday the 11th.

COUNCIL/PRESIDENT'S COMMENTS

Councilmember Caryl Williams stated this was a good but difficult meeting. Felt this was a good start to get organized and have a better understanding of finances.

Vice President Chuck Denny stated it was a good meeting and went longer than the usual regular meeting. He felt this needed to be taken care of before the next regular meeting as there was travel involved and important decisions had to be made. He thanked staff for all the paperwork getting to Council ahead of time and for accounting taking care of all the numbers.

President Joe Williams stated his appreciation for everyone coming to the meeting. He stated there are differences but these differences are what make us stronger. He stated we do miss Claudia and pray that she gets well soon.

ADJOURNMENT

Motion/Second Chuck Denny and Nora DeWitt to adjourn the meeting. All in favor, motion carried. The meeting adjourned at 10:05 pm.

Minutes Prepared & Submitted By: Nora DeWitt
Nora DeWitt

Notes Provided By: Nora DeWitt, Brianna Berg and Layla Kelly

Signed by: Joe Williams Jr. Date of Meeting: August 05, 2024
President Joe Williams Jr. Council Approved