

**ORGANIZED VILLAGE OF SAXMAN  
REGULAR MEETING – APRIL 8, 2024**

**CALL TO ORDER**

This meeting was called to order by Vice President Charles Denny at 4:32 PM (zoom capability is available).

**PRAYER** – Opening Prayer was given by Nora DeWitt.

**ROLL CALL/QUORUM**

Roll Call was taken as follows:

**COUNCIL MEMBERS PRESENT:** President Joe Williams (via zoom at 4:34 pm), Vice President Charles (Chuck) Denny, Treasurer Trudi Swink, Secretary Carrie (Wallace) Denny (arrived at 4:49 pm), Council Members Caryl Williams, Claudia Boyd and Nora DeWitt.

**COUNCIL MEMBERS ABSENT/EXCUSED:** none

**OTHERS PRESENT:** Administrative Assistant Layla Kelly, Tribal Administrator Charlie White, and Bookkeeper Amy DeTienne.

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

**PUBLIC COMMENTS**

Tribal Citizen Carol Skulta informed the Council she was accused of theft of her mother's food card and explained how this occurred. She was upset because this was discussed by staff of the City of Saxman and OVS. She asked the Council to address this matter with staff.

**1 NAVIGATOR INTRODUCTION**

Britta Alander introduced herself as the new Saxman Community Navigator hired by CCTHITA (Central Council Tlingit Haida Indian Tribes of Alaska) and she delivered gifts that were left at the meeting CCTHITA held at Ted Ferry Center. She reported she has been able to connect with Saxman elders regarding utilities and home repairs and would be soliciting youth for employment services this weekend. She stated she was looking forward to meeting with the Council every other meeting.

**CONSIDERATION OF THE AGENDA**

Motion/Second Nora DeWitt and Claudia Boyd to accept the agenda with the following additions: Old Business Item 13a. Approval of the Budget; 13b School House Agreement; 13c Wood Mizer; and Executive Session regarding President and Vice President's Stipends. All in favor, motion carried.

**APPROVAL OF MINUTES**

**2 FEBRUARY 8, 2024 MINUTES:** (in packets)

Motion/Second Nora DeWitt and Claudia Boyd to approve the minutes of February 8, 2024.

Council Member Caryl Williams noted on the original minutes on page 6, "even after we subdivide it will stay under city property until otherwise" and then right under Charlie's BLM

comment add into Mayor Seludo's response. Council Member Nora DeWitt stated felt that the name of the building should be in the minutes; correct this under the agenda item Administrator Charlie White. The work should be "if" in the middle of the page; provide the borough description of the lot number; and to add the words Respectfully Submitted by Layla Kelly. These changes are to be made. Question called, all in favor, motion carried.

### **3 MARCH 4, 2024 REGULAR MEETING MINUTES: (in packets)**

Motion/Second Nora DeWitt and Claudia Boyd to accept the minutes of March 4, 2024. The following corrections were requested: On page 10 about ¾ of the page down the "should be changed to shouldn't. Council Member Nora DeWitt with consensus from Claudia Boyd to pull this motion to have the corrections made and the signage placed at the bottom of the minutes and then bring this back to the Council for approval. Motion was retracted.

### **4 FEBRUARY 5, 2024 REGULAR MEETING MINUTES: (in packet)**

Motion/Second Nora DeWitt and Claudia Boyd to approve the minutes of February 5, 2024 with corrections as follows: On page 20 fix the word tight to the word right. On page 21 at the top where it says Trudi – question/- need vote after discussion instead of before. Then on page 23 there is no vote there either. Motion was retracted and these are to be brought back to the Council for approval.

## **STAFF REPORTS**

### **5 TRIBAL ADMINISTRATOR REPORT (in packets)**

Motion/Second Joe Williams and Carrie Denny to accept the Administrator's report. Charlie White, Tribal Administrator, added that staff is looking at closing the books in April to prepare for the audit but at this time they don't know when the audit is scheduled. The auditor told him it maybe in July. C.White stated the travel to Anchorage was more than he thought it would be as he met with EPA about the water and sanitation lines and they might cover these expenses. He stated they usually have funds available a year in advance. He believed this should be on the IRR road priority list. He felt there was multiple grant opportunities and felt the Council should meet on the strategic plan and develop the goals and objectives for the future staff, Council and administrators. He also noted he needed to sit down with the President and Mayor to discuss the details of the water and sanitation lines.

### **6 ADMINISTRATIVE ASSISTANT REPORT (in packets)**

Motion/Second Joe Williams and Nora DeWitt to accept the Administrative Assistant's Lala Kelly's report. Council expressed concern regarding the need for previous minutes to be brought back with the corrections done and the need to get the minutes caught up. Tribal Administrator Charlie White was directed to write a letter to the City of Saxman and request access to their zoom program to retrieve OVS recording of the minutes.

### **7 PRESIDENT'S REPORT (in packets was the President's Trip Report April 1-12, 2024)**

Motion/Second Nora DeWitt and Claudia Boyd to accept President Joe Williams report. All in favor, motion carried.

## **8 SOCIAL SERVICES REPORT   Defer**

## **9 HEALTH CARE REPORT   Defer**

## **10 TRAVEL REPORTS**

President Williams and Tribal Administrator Charlie White provided individual reports on their attendance at the Alaska Grant Symposium and Alaska Infrastructure Development Symposium.

## **OLD BUSINESS**

### **11 TRADITIONAL FOODS GRANT REPORT**

Chuck Denny reported he went to E.C. Phillips and purchased three 500 pound totes of fish, which was 500 pounds of king salmon, 500 pounds of coho, and 300 pounds of red snapper. His helpers were Tom Denny, Richard Fingers, Tracy Mahi, Flo McGilton and Layla Kelly. He said they set up tables and a scale to use in dividing up the fish. They divided 1300 pounds of fish between 144 homes. This was further discussed and it was thought the funds could be obligated at May 31<sup>st</sup> and would be an approved expense.

Joe Williams reported having problems with getting the proper measurements for the compressor order. The Council discussed the purchase of the freezer and how the funds were going to be obligated. A finance report on this project would be provided at the next meeting.

### **12 WOOD MIZER REPORT**

President Joe Williams reported the wood mizer was ordered and paid for in full. He explained \$50,000 was Forest Service funds and \$50,000 from the Denali Commission. He stated the funds were guaranteed and the Tribe can go ahead with the purchase. He stated the two that will be trained on the wood mizer is Billy Joe Thomas and Kelly White. Bookkeeper Amy DeTienne stated the funds used to pay for the wood mizer was ARPA funds and when the other funds are received this will pay back ARPA. Council Members advised they previously requested the documents and had not received them.

### **13a APPROVAL OF BUDGET (in packets)**

Bookkeeper Amy DeTienne stated a budget meeting was held on March 26<sup>th</sup> and the document presented is from that meeting.

Motion/Second Carrie Denny and Nora DeWitt to accept Resolution #2024-02-263, the 2024 budget. President Joe Williams asked to place in the budget funds to provide an honorarium and funds to provide for a party for the senior graduates. It was decided to use TERO funds to pay these expenses. All in favor, motion carried.

Motion/Second Nora DeWitt and Claudia Boyd to extend the continuing resolution to April 8, 2024. All in favor, motion carried.

### **13b SCHOOL HOUSE RENTAL AGREEMENT**

Background notes stated in the previous meeting President Joe Williams and Tribal Administrator Charlie White was given a directive to contact Mayor Frank Seludo about a letter of forgiveness regarding the rent of the Schoolhouse.

**13c WOODMIZER** Previously discussed.

**EXECUTIVE SESSION** The meeting was recessed to allow for the executive session to address the following:

- Schoolhouse Rental Agreement
- Tribal Administrator's Carry Over Contract (in packets)

The meeting was called back to order.

Motion/Second Nora DeWitt and Claudia Boyd to extend the Tribal Administrator's Contract for Charlie White to December 31, 2024. C.White stated. All in favor, motion carried.

### **NEW BUSINESS**

#### **15 YES (YOUTH EMPLOYMENT SERVICES) PROGRAM (in packets)**

CCTHITA Employment & Training Services reach out to OVS to see if the Tribe would like to participate in this program. Council discussed this and concern over insurance and wage liability was raised. It was explained wages and insurance would be covered by CCTHITA.

#### **16 OFFERING FINANCE WORKSHOP**

Bookkeeper Amy DeTienne stated she was available if the Council wanted to have a workshop or she would be willing to schedule on an individual basis.

#### **17 PRESIDENT'S & VICE PRESIDENT'S STIPEND PAY**

Background: To consider paying President Joe Williams his stipend regardless of whether he attends the two meeting per month. This request is due to his working outside of the meetings on behalf of the Tribe to make up for the lack of missed meetings or being late. Vice President Charles Denny also requested that in such circumstances the Vice has to step in for the President or Chair the meetings he should be paid for it.

**EXECUTIVE SESSION:** The Chair recessed the meeting to allow for an executive session regarding this. The meeting was called back to order by the Chair.

#### **18 SAMPLE BALLOT AND ELECTION (in packets)**

Nora DeWitt explained she would like to have a clear understanding of what the expectations of the election judges were. These expectations were they needed to be a tribal member, have knowledge of who resides in Saxman, and eligible to vote. She explained there needed to be two judges at the election table and two judges to go to the homes with absentee ballots. Council offered corrections to the sample ballot.

Motion/Second Nora DeWitt and Claudia Boyd to establish these qualification for the election judges: 1. Tribal member; 2. Knowledge of Saxman Tribal Members; 3. No immediate family relation to any of the candidates; 4. Be an eligible voter; 5. At least two of the judges have a driver's license. Questioned called, all in favor.

#### **19 CDC \$40,000**

Motion/Second Trudi Swink and Nora DeWitt to transfer the \$40,000 to CDC from ARPA funding. Council discussed this and it was thought to wait on this payment until there is activity showing progress of activity. Roll call vote taken as follows: YES VOTE: Trudi Swink, Carrie Denny and Claudia Boyd; NO VOTE: Joe Williams, Nora DeWitt, Caryl Williams and Chair Chuck Denny (voted to break the tie vote); Motion failed.

#### **20 HEAT PUMP GRANT PROGRAM (in packets)**

**BACKGROUND:** States the City of Ketchikan and the Borough are going to pool funds for a proposed Heat Pump Grant Program for disadvantaged long term renters.

A response is due by the end of the month and will need a resolution from OVS. Charlie White stated he is waiting to hear back on moving forward with this grant application

Motion/Second Joe Williams and Nora DeWitt to proceed with OVS applying for the Heat Pump Grant and not have the City or the Ketchikan Gateway Borough do it. Charlie White stated the grant is for \$10,000. Question called and roll call vote taken as follows: YES VOTE: Joe Williams, Carrie Denny, Nora DeWitt, Claudia Boyd and Caryl Williams; NO VOTE: Trudi Swink; ABSTAINING VOTE: None; Motion passed.

#### **21 TRIBAL MEMBER REQUEST**

**BACKGROUND:** President Joe Williams was contacted by Joyce Makua and she asked for financial assistance to pay her property taxes.

Motion/Second Joe Williams and Caryl Williams to pay the full amount of \$1426.78. Council discussed what funds would pay this. Also the time line of having to pay this per the Borough. It was felt that if this is done for one it would have to be extended to all of those that are delinquent with Borough taxes. Question called and roll call vote taken as follows: YES VOTE: NONE; NO VOTE: Joe Williams, Trudi Swink, Carrie Denny, Nora DeWitt, Claudia Boyd and Caryl Williams; ABSTAINING VOTE: None; Motion failed.

#### **EXECUTIVE SESSION**

Motion/Second Nora DeWitt and Claudia Boyd to go into executive session. All in favor, motion carried. The meeting was called back to order at 9:15 pm.

Motion/Second Nora DeWitt and Claudia Boyd to have Tribal Administrator Charlie White draft a policy addressing the complaint that was brought up under Public Comments. The policy will require the complaint or concern to be in writing of via email. The matter is to be deliberated and resolved by the Tribal Administrator. Complaints are only to be discussed between the

Tribal Administrator and Finance (due to confidentiality). The policy will require permission from the original food card recipient to allow someone else to pick up the cards. Question called. All in favor, motion carried.

Motion/Second Nora DeWitt and Caryl Williams to allow the President's stipend to be paid if he is traveling on business or excused. All in favor, motion carried.

Motion/Second Nora DeWitt and Caryl Williams to direct President Joe Williams to advise our consultants from Far North Strategies to provide the strategic plan as soon as possible. All in favor, motion carried.

Motion/Second Nora DeWitt and Caryl Williams to have the wood mizer grant offer documents be provided to the Council. All in favor, motion carried.

**UNFINISHED BUSINESS** None

**NEXT MEETING DATE(S)**

April 29, 2024 at 6:00 pm.

**COUNCIL/PRESIDENT COMMENTS**

**President Joe Williams** thanked Vice President Chuck Denny for all the work he and his workers did to distribute the fish. He stated he heard from many they appreciated the fish.

**Vice President Chuck Denny** thanked everyone for showing up for the meeting and good to get this done.

**Council Member Caryl Williams** explained in reading parts of the old minutes helps to refresh one's mind so it would be good to have the minutes done. She asked to have the policies so the committee can work on them.

**Tribal Administrator Charlie White** stated it is his birthday on Thursday and that he planned to take the day off both Thursday and Friday.

**ADJOURNMENT**

Motion/Second Nora DeWitt and Claudia Boyd to adjourn the meeting. All in favor, motion carried. The meeting ended at 9:27 pm.

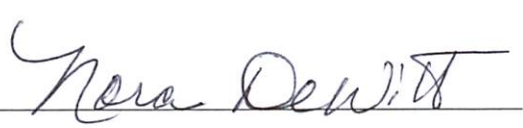
Minutes Prepared and Submitted By: Nora DeWitt

Notes Provided By: Nora DeWitt and Layla Kelly

Signed by:

  
President Joe Williams Jr.

Date of Meeting: August 5, 2024

  
Council Approved

Handouts: *Maintenance Report by Rick Makua*

*State & Community Energy Program list of funds per community*