



MUNICIPALITY OF SKAGWAY, ALASKA
REGULAR ASSEMBLY MEETING

May 16, 2024
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1. **Call to Order:**

Mayor Bass called the meeting to order at 7:00 p.m.

Mayor Bass acknowledged that the Assembly is gathered on the traditional land of the Chilkoot Tlingit people.

The pledge of allegiance was recited.

Mayor Bass read the preamble of the Alaska State Constitution.

2. **Roll Call:**

Present: Mayor: Sam Bass **Assembly Members:** Alex Weddell, Deb Potter, Orion Hanson, Dan Henry, Kate Kolodi

Absent: **Assembly Members:** Jay Burnham (excused)

3. **Approval of Minutes:**

A. April 18, 2024

Motion/Second: Henry/Weddell

To approve the April 18, 2024, minutes.

The Motion passed by roll call vote, 5 yes, 0 no, 1 absent.

4. **Approval of Agenda:**

Main Motion/Second: Henry/Weddell

To approve the agenda.

Secondary Motion/Second: Henry/Hanson to move item 10H under new business before item 10A.

Mayor Bass indicated that the item needs to be moved because if items 10 C and D are approved, it may change the nomination and approval process for the Clinic Board, and he would like to see this nomination go forward before that happens.

The Secondary Motion passed by roll call vote, 5 yes, 0 no, 1 absent.

The Motion passed by roll call vote, 5 yes, 0 no, 1 absent.

5. **Board of Equalization**

A. Consideration of Taxpayer Request to Appeal

Motion/Second: Henry/Potter to recess as the regular Assembly and reconvene as the Board of Equalization.

The Motion passed by roll call vote, 5 yes, 0 no, 1 absent.

Mayor Bass indicated that the Board of Equalization needs to consider two requests from taxpayers who missed the deadline to file appeals with the assessor.

Motion/Second: Hanson/Potter to allow the assessor to consider the appeal for Bryan Taylor.

Assemblymember Potter indicated that the letter from Mr. Taylor states that he was unable to submit a timely appeal due to working long days on the new ore dock project.

The Motion passed by roll call vote, 5 yes, 0 no, 1 absent.

Motion/Second: Hanson/Kolodi to approve the request from Jill Cox, from Hunz & Hunz, that she has shown to the satisfaction of the board that they were unable to appeal and that their appeal is approved to be submitted to the assessor.

The Motion passed by roll call vote, 5 yes, 0 no, 1 absent.

Motion/Second: Henry/Hanson to adjourn from the Board of Equalization and reconvene as the regular Assembly.

Motion passed by roll call vote, 5 yes, 0 no, 1 absent.

6. Reports of Officials and Committees:

A. Mayor's Report:

Mayor Bass indicated that:

- He congratulates all the graduating seniors.
The new dock is operational and has hosted two ships. The ability to host the largest vessels in the cruise ship fleet will pay dividends to the community for years to come.

B. Assembly Committee Reports:

Motion/Second: Hanson/Weddell to excuse Assemblymember Jay Burnham's absence from this Assembly meeting.

Mayor Bass indicated that Assemblymember Jay Burnham is attending his son's high school graduation.

The Motion passed by roll call vote, 5 yes, 0 no, 1 absent.

Assemblymember Hanson indicated that there is a check run dated May 16, 2024, in the amount of \$6,857,036.98.

Motion/Second: Hanson/Henry to approve the check run.

The Motion passed by roll call vote, 5 yes, 0 no, 1 absent.

Assemblymember Hanson indicated that the Finance Committee met on May 15, 2024, and:

- Reviewed the request for an opening ceremony for the Ore dock. The committee did not make a recommendation on the amount but would like to see it come from the port fund.
- Reviewed awarding the Cy Coyne unawarded applicants \$750.00 each; Finance recommends making this one-time award based on the merit of two applicants who did not receive an award.

Assemblymember Weddell indicated that the Civic Affairs Committee met on May 14, 2024, and discussed the teleconferencing policy for the Assembly and the Historic District Commission and recommended ordinance amendments for a future agenda.

Assemblymember Henry indicated that the Health, Education and Welfare Committee met and reviewed the draft resolution amending the personnel policy regarding paid family leave benefits and did not recommend any changes. That resolution will be on the agenda for the first meeting in June.

Assemblymember Hanson indicated that the resolutions relating to utility rates on the agenda tonight have all been reviewed by the Public Works Committee.

Assemblymember Potter indicated that the Public Safety Committee met on May 8, 2024, and reviewed parking on 5th Avenue; they recommended changing the two-hour parking on the north and south sides of the street to 20-minute parking.

C. **Treasurer's Report:**

D. **Manager's Report:**

Mayor Bass indicated that Manager Ryan is also attending the graduation and will join the meeting later. The manager's written report is included in the packet.

7. **Communications to the Assembly:**

A. **Correspondence:**

Clerk Burnham indicated that there is no correspondence other than the requests to the Board of Equalization.

B. **Hear Citizens Present**

Tom Silva indicated his thanks to Manager Ryan and to staff for completing the Ore Redevelopment Project.

8. **Ordinances, Resolutions, & Proclamations:**

- A. Introduction of Ordinance No. 24-03: Amending Title 3 re: Dahl Memorial Clinic Department and Board of Directors

Motion/Second: Henry/Weddell for first reading of Ordinance No. 24-03.

The Motion passed by roll call vote, 5 yes, 0 no, 1 absent.

- B. Public Hearing and Adoption of Ordinance No. 24-02R: Amending the FY24 Budget to Account for a School Budget Adjustment

Motion/Second: Henry/ Potter for public hearing and adoption of Ordinance No. 24-02.

Public Hearing

The Public Hearing closed with no comments.

The Motion passed by roll call vote, 5 yes, 0 no, 1 absent.

- C. Public Hearing and Adoption of Resolution No. 24-07R: Amending Solid Waste Disposal Rates

[Clerk's Note: There is a pending motion to adopt Resolution No. 24-07R from the April 4, 2024, meeting and the Public Hearing was closed.]

Assemblymember Hanson indicated that utility rates have been heavily subsidized for decades. A new rate study could be requested after new infrastructure data from the transfer station and composter has been established.

Assemblymember Potter indicated that a April 24, 2024, memo from staff explains why these rate increases are necessary.

The Motion passed by roll call vote, 5 yes, 0 no, 1 absent.

- D. Public Hearing and Adoption of Resolution No. 24-08R: Amending Water Utility Rates

[Clerk's Note: There is a pending motion to adopt Resolution No. 24-08R from the April 4, 2024, meeting and the Public Hearing was closed.]

The Motion passed by roll call vote, 5 yes, 0 no, 1 absent.

- E. Public Hearing and Adoption of Resolution No. 24-09R: Amending Wastewater Utility Rates

[Clerk's Note: There is a pending motion to adopt Resolution No. 24-09R from the April 4, 2024, meeting and the Public Hearing was closed.]

The Motion passed by roll call vote, 5 yes, 0 no, 1 absent.

- F. Public Hearing and Adoption of Resolution No. 24-17R: Updating Rules of Conduct for the Skagway Public Library and Repealing Resolution No. 04-03R.

Motion/Second: Henry/Weddell for public hearing and adoption of Resolution 24-17R.

Public Hearing

The Public Hearing closed with no comments.

The Motion passed by roll call vote, 5 yes, 0 no, 1 absent.

G. Public Hearing and Adoption of Resolution No. 24-18R: Repealing Resolution No. 23-27R

Motion/Second: Henry/Hanson for public hearing and adoption of Resolution No. 24-18R.

Assemblymember Weddell indicated that Resolution No. 23-27R was cited as a reason HRSA was finding the clinic out of compliance and that is why this came forward to repeal it.

The Motion passed by roll call vote, 5 yes, 0 no, 1 absent.

H. Mayoral Proclamation: Declaring Skagway's 2024 Pride Festival

Mayor Bass read his proclamation in full:

WHEREAS: The Municipality of Skagway adopted Resolution 17-16R, affirming its commitment to welcoming all people to the community, including but not limited to: persons of all nations, race, ethnicity, religious beliefs, socioeconomic classes, political leanings, abilities, physical limitations, gender identities, and sexual orientation; and to fostering diversity, equality, justice, and respect for all; and

WHEREAS: June is recognized worldwide as PRIDE month; a time for the LGBTQIA+ community to advocate for equal rights and benefits, and is an affirmation of self and community; and

WHEREAS: PRIDE celebrations continue a longstanding tradition of raising awareness about the ongoing challenges faced by the LGBTQIA+ community, improving the attitudes of society, and encouraging inclusiveness; and

WHEREAS: A PRIDE festival is an event that promotes LGBTQIA+ dignity, equal rights, self-affirmation; and

WHEREAS: A grassroots group of Skagway citizens has produced a yearly PRIDE event since 2019, with a mission, "To show support for LGBTQIA+ people with a fabulous and fun community celebration that spreads awareness through love and acceptance"; and

WHEREAS: The Skagway PRIDE event has grown every year, and the producers wish to allow artisans and vendors to show and offer for sale items appropriate to the theme of the festival.

NOW, THEREFORE, I, Samuel Bass, Mayor of the Municipality of Skagway, do hereby proclaim the "2024 PRIDE Festival" as Saturday, June 1, 2024.

9. **Unfinished Business:**

10. **New Business:**

H. Appointment to the Dahl Memorial Clinic Board of Directors

Motion/Second: Hanson/Henry to approve the appointment of Sharon Dennis to the STC seat on the Dahl Memorial Clinic Board of Directors.

Mayor Bass indicated that the Skagway Traditional Council has shown support for this nomination.

The Motion passed by roll call vote, 5 yes, 0 no, 1 absent.

A. Consideration of Woadie's South East Seafood LLC; Restaurant / Eating Place Seasonal Renewal Application #6073

Motion/Second: Potter/Hanson to protest the renewal of application #6073.

The Motion failed by roll call vote, 0 yes, 5 no, 1 absent.

B. Direction to Staff Regarding Proposed Haines-Skagway Trail

Motion/Second: Kolodi/Henry to direct staff to include the proposed Haines-Skagway trail system in the Interior Trails Project scope of work.

Assemblymember Kolodi indicated that this has been discussed at the Parks and Recreation Committee. Interior Trails is already doing some assessment work and she would like to see this potential trail added to that.

Manager Ryan indicated that the proposals from Interior Trails does not have a cost to prepare them. Once received, the proposal can be considered during budgeting by the Assembly.

The Motion passed by roll call vote, 5 yes, 0 no, 1 absent.

C. Approval of Dahl Memorial Clinic Board Bylaws

Main Motion/Second: Weddell/Potter to approve the Dahl Memorial Clinic Board Bylaws.

Mayor Bass invited the Executive Director of the clinic to answer any questions.

Albert Wall, Dahl Memorial Clinic Executive Director, indicated that this document was originally drafted by the borough attorney and has had some minor edits. The bylaws designate the function of the board, rules to follow, how board members are appointed and how long their terms are, establishing committees, how the meetings will be governed, and how the bylaws can be amended by the board. Removal of board members will still require a coordinated effort between the board and the Assembly, and there will still be a seat reserved for the Skagway Traditional Council. The hiring of the Executive Director is done by the borough manager and at least 2 board members and requires a coordinated effort for termination. Director Wall further indicated that his intent is to reduce the need for additional municipal funding over the years, with the goal of no longer needing financial assistance from the municipality.

Secondary Motion/Second: Potter/Kolodi to amend Section 5: Membership, (C) Term, to read, “The term of membership shall be three years with a maximum of two consecutive terms, and until a successor takes office, except that a member appointed to fill a vacancy shall serve for the unexpired term. After a year out of office the member shall be eligible to hold another three-year term.”

Assemblymember Hanson indicated that it could be beneficial to have members who serve longer than six years and it could be difficult to find members for 11 seats in a small town.

Assemblymember Potter indicated that term limits encourage the members to act as mentors and pass along institutional knowledge.

Albert Wall, Dahl Memorial Clinic Executive Director, indicated that he is not looking for a hardline term limit as presented in the amendment; rather a sabbatical year after serving two terms.

Assemblymember Henry indicated that he agrees that it can be difficult to seat members in a small community and the institutional knowledge that is gained from serving multiple terms is invaluable.

Assemblymember Kolodi indicated that when a board member serves for a long period of time it is easy to develop a sense of ownership. A sabbatical year is a compromise that also allows the community an opportunity to see the good or bad value of a member on the board.

The Secondary Motion failed by roll call vote, 2 yes, 3 no, 1 absent; with Assemblymembers Hanson, Weddell, and Henry dissenting.

The Main Motion passed by roll call vote, 5 yes, 0 no, 1 absent.

- D. Approval of Co-Applicant Agreement Between the Municipality of Skagway, Alaska and the Dahl Memorial Clinic

Main Motion/Second: Potter/Henry for approval of the co-applicant agreement between the Municipality of Skagway and the Dahl Memorial Clinic.

Secondary Motion/Second: Weddell/ Hanson to amend the co-applicant agreement to add section 6(G), “Board members shall be defended and indemnified by the Municipality in any action against the board, or against individual board members, except as to claims against the board or members for fraud or criminal actions.”

Albert Wall, Dahl Memorial Clinic Executive Director, indicated that the attorney reviewed the language of this amendment.

The Secondary Motion passed by roll call vote, 5 yes, 0 no, 1 absent.

The Main Motion passed by roll call vote, 5 yes, 0 no, 1 absent.

- E. Approval of Funding for Official Opening Ceremony for New Floating Dock

Motion/Second: Potter/Henry to approve an amount up to \$25,000 for an official opening ceremony for the new floating dock.

Mayor Bass indicated that he would like to have some direction from the Assembly about what is an appropriate celebration for the new dock that will bring revenue to the community for many years to come.

Assemblymember Hanson indicated that the funds should be taken from the port fund.

The Motion passed by roll call vote, 5 yes, 0 no, 1 absent.

F. Consideration of Request for Dyea Board Membership Boundary Map

Motion/Second: Hanson/Weddell for approval of the Dyea Community Advisory Board membership map.

Assemblymember Hanson indicated that the board is required to have three property owner members and this map can clearly define the area the board is advising about and who can qualify for a property owner seat.

Bruce Weber, Chair of Dyea Community Advisory Board, indicated that the map is based on drainages. The southeast boundary is basically the AB trailhead.

Clerk Burnham indicated that the approval of the map would provide direction to staff to develop an ordinance to codify the boundaries. That ordinance would then need to be approved by the Assembly.

Manager Ryan indicated that he has some apprehensions regarding the possible implications that this is defining what Dyea is.

Mayor Bass indicated that his understanding is that the map only applies to the Dyea board membership and does not define Dyea as a whole.

The Motion passed by roll call vote, 5 yes, 0 no, 1 absent.

G. Providing Each Unawarded Cy Coyne Applicant \$750

Motion/Second: Hanson/Potter to award the unawarded applicants \$750 for the 2024 Cy Coyne scholarship.

Assemblymember Hanson indicated that all four applicants were very close, and it was a difficult decision. This would be only for the 2024 application year and is intended to follow the requirements of the application that the student provide transcripts so the money can be distributed for the second year of college.

The Motion passed by roll call vote, 5 yes, 0 no, 1 absent.

I. Consideration of Rescheduling of the July 5, 2024, Assembly Meeting

Clerk Burnham indicated that the first meeting in July lands on a holiday and per code is now scheduled for Friday, July 5, 2024. Staff is proposing that the date be changed, possibly to Monday, July 8, 2024.

Mayor Bass declared a five-minute recess.

Motion/Second: Henry/Potter to reschedule the July 5, 2024 Assembly meeting to Tuesday, July 9, 2024, at 7:00 p.m.

The motion passed by roll call vote, 5 yes, 0 no, 0 absent.

11. Mayor and Assembly Discussion Items:

The Mayor and Assembly discussed the lost lake cabin.

12. Executive Session

13. Adjournment:

Motion/Second: Henry/Weddell to adjourn at 8:54 p.m.

With no objections from the Assembly, Mayor Bass adjourned the meeting.

ATTEST:

Sam Bass, Mayor

Steve Burnham Jr., Borough Clerk

(SEAL)