

**Regular City Council Meeting  
City Council Chambers  
September 19, 2023 @ 5PM  
Approved Minutes**

1. Call to Order- Mayor Abel called meeting to order at 504pm
2. Pledge of Allegiance-done
3. Roll Call- Mayor Abel Razzo-present, Councilwoman Cassandra Johnson present, Councilman Chris Masters Jr. Present, Councilwoman Karen Nanouk via teleconference at 715PM, Vice Mayor Kira Eckenweiler excused, Councilman Perry Burress in at 528pm via teleconference, Councilman Shyler Johnson present via teleconference.  
Staff: City Administrator Kelsi Ivanoff and City Clerk Marie Katchatag
4. Approval of Agenda- addition to E. Other items- some information. Abel made a motion to approve with unanimous consent.
5. Approval of Meeting Minutes- Chris makes motion to approve meeting minutes, Cassandra seconds and motion carries.
  - a. Regular Council Meeting, August 8, 2023
6. Public Comments- None in chambers or teleconference
7. Department Reports-Cassandra makes motion to approve reports, seconded by Chris. All for approval, motion carries
  - a. Public Safety Report
    1. Police Chief
    2. Fire Chief- not here, they're still looking for folks. The site has been secured but repairs need to be made, the door is ragged which Sonny asked about. Kelsi reached out to Sonny to install CCTV cameras in the fire dept so it can be monitored 24/7 through PD. Adding the temperature with monitoring so we don't lose trucks. All fire systems are operational.
  - b. Public Works Directors Report- CCTV system for dump/baler should be installed by the end of October. Building needs to be cleaned before winter, wireless bridge needs to be ordered to send footage to PD. Truck maintenance, add section where they check off oil, visual inspection, mileage number, who's operating what vehicle at the time on spreadsheet. Will be good to keep up with problems as arise before they become catastrophic. Regular maintenance is done, unsure how it gets shared with everyone, Kelsi will ask Alice. Council members are encouraged to talk to Alice, our new public works clerk, to see how things are going and what needs need to be met. Henry is going to manually pump covenant lift station until parts arrive. Information about wasn't posted to the public as we don't need them to conserve water or flushing at this time. Would be good for public works to maintain their own Facebook page, Kelsi will check but Henry is very good about running everything by her. Abel asked if we had road markers for the guys to use when doing repairs on roads, which we should have.
  - c. Administration Staff Report- Approved with unanimous consent.
    1. City Manager's Report
    2. City Clerk's Report
    3. Financial Report
  - d. Committee Reports- Approved with unanimous consent.

## 8. Old Business

- a. Ordinance 2023-06 Adding Chapter 9.20, Alcohol Delivery Site- Continuation from last meeting, We do have to vote a second time to adopt. Changes made from original and having distilled spirits limits to what the state has set. The proposed schedule to be open is Tuesday-Saturday from 3pm-7pm. **Motion to adopt Ordinance 2023-06** made by Perry and seconded by Cassandra. Roll Call vote: Abel aye, Cassandra aye, Chris aye, Karen absent, Kira excused, Perry aye, Shyler nay. 4 votes for with 1 against, 2 absent, motion to adopt ordinance 2023-06 carries.

- b. Ordinance 2023-07 Amending Chapter 13.08 Baler Facility and Solid Waste Landfill, Section 13.08.230 Establishment of Rates. There is one motion to adopt Ordinance 2023-07 and another motion to adopt the establishment of rates. We didn't have furniture, large home appliances with and without freon and to charge if they didn't remove batteries or other hazmat items from vehicles beforehand. We will not be charging to remove larger items from community for spring clean-up, it'll give more incentive for people to clean their yards. There is an \$88 pick-up charge if people would like larger items to be removed.

**Motion to adopt Ordinance 2023-07** as state above by Abel, seconded by Shyler.

Roll call vote: Abel aye, Cassandra aye, Chris Nay, Karen absent, Kira excused, Perry aye, Shyler aye. 4 votes for with 1 against, 2 absent, motion carries.

**Motion to establish new solid waste rates effective October 1, 2023**, made by Abel and seconded by Perry. Roll Call vote: Abel aye, Cassandra aye, Chris nay, Karen absent, Kira excused, Perry aye, Shyler aye. 4 votes for with 1 vote against 2 absent. Motion carries.

- c. Ordinance 2023-08 Amending Chapter 13.04 Water and Sewer System, Section 13.04.240 Rate Schedule- **Motion to adopt Ordinance 2023-08** made by Abel seconded by Shyler. Roll call vote: Abel aye, Cassandra aye, Chris aye, Karen absent, Kira excused, Perry aye, Shyler aye. 5 votes for with 0 against, 2 absent, motion carries.

**Motion to establish new water and sewer rate to be effective October 1, 2023**, made by Abel and seconded by Chris. Roll Call Vote: Abel aye, Cassandra aye, Chris aye, Karen absent, Kira excused, Perry aye, Shyler aye. 5 votes for with 0 against, 2 absent, motion carries.

We reorganized how we'd bill entities, moving to charge large commercial based on the amount of water they used in a month. NSSP used 91,000 gallons in a month and were charged a total of \$1600. This'll help the entities to be more water conscious. We will be sending new rates out through a PSA to all of them. Will we be installing meters or have them, do it? We can give 60 days to implement it, for water meter to be installed. If they don't have meters, we can negotiate with them an agreement on how they will be billed. BSSD and NSHC have an agreement with us already. Kelsi will look in the code book to see if there is anything on the meters. Chris suggested getting ultrasonic meters to clamp onto water boxes so no installation needs to be done. May cost more per unit but lower in installation costs.

## 9. New Business

- a. Upcoming Elections-We have one seat open which is a one-year term, if you haven't turned in petitions deadline is Friday.

b. Property Sales

- i. Library- We have one interested buyer willing to pay \$43,000 for building and leasing land it's currently on. The buyer will be liable for it. The fuel tank needs to be replaced. All books and materials in library are being catalogued and to be moved by Councilwoman Cassandra. She is taking photos of everything in the building for reference. Totes can be stored in old PD upstairs. Abel said the church is willing to donate 500 books to the city for community usage. Chris is opposed to sale as it's the closest thing we have to a livable space.
- ii. Four Plex- Notice of auction went out, NSHC is very interested in buying building and leasing land, they sent someone here to inspect it. Letter to vacate building were sent out, tenants should be out by Nov. 30<sup>th</sup>. There hasn't been any feedback about the sale from tenants.
- iii. T60 Baler- This is the one we have and can't use currently, no stipulations on how we purchased it. We are looking to sell it to someone who can use it. We need to make room in the building for new baler coming in, unsure when it'll arrive the state is working on it to get it here. No objections to negotiate.

c. Resolutions

- i. 2023-04: Monofill in the Event of an Emergency- given the current storm season, this'll give us a way to store them (not in landfill) in case of an emergency. We can work with UNC on getting a spot for it. Chris makes motion to adopt resolution 2023-04, seconded by Cassandra. Roll Call Vote: Abel aye, Cassandra aye, Chris aye, Karen absent, Kira excused, Perry aye, Shyler aye. 5 votes for 0 against, 2 absent, motion carries.
- ii. 2023-05: AMLJIA Payment Contract- insurance bill, paid half the sum, AMLJIA requires a resolution to enter a contract on paying it off. They want to make sure we're letting our residents know that we're paying it off, which was put forward by the admin committee. Roll Call Vote: Abel aye, Cassandra aye, Chris aye, Karen absent, Kira excused, Perry aye, Shyler aye. 5 for with 0 against, 2 absent, Resolution carries.
- iii. 2023-06: Recognizing Samanthah Towarak- BSSD is closing all libraries throughout region due to funding, Samanthah has been working on her own time throughout the summer to recatalog everything in library with new software she found so the library here can continue to be open for the students use. She will hopefully have it opened by the end of the month. Abel was talking to Kelsi about how we can recognize her for going above and beyond for our students. Put forward from admin committee. Roll Call Vote: Abel aye, Cassandra aye, Chris aye, Karen absent, Kira excused, Perry aye, Shyler aye. 5 votes for with 0 against, 2 absent, resolution carries.
- iv. 2023-07: Incorporating Transferring Ownership of Hillside Road to the State in the Community Transportation Plan- Representative Foster's office has been in contact with Kelsi about transferring the ownership of the road. This has been talked about for a long time with Kawerak. The state would be responsible for maintaining and plowing roads outside of town. Process is that we'd have to get this worded into our community transportation plan, that we'd like to transfer ownership to the state. Kawerak has our long-term transportation plan. This resolution shows that we support putting into our plan. Abel would like to know

what the long-term consequences are if the state doesn't have appropriate fund to fix/maintain the road. We'd have to vote to hand it over to them. The idea behind this is that DOT has the proper equipment and personnel to maintain it. Abel makes motion to adopt resolution 2023-07, seconded by Chris. Abel has questions about this. Roll Call Vote: Abel aye, Cassandra aye, Chris aye, Karen absent, Kira excused Perry aye, Shyler aye. 5 votes for with 0 against, 2 absent, resolution carries.

- d. Ordinance 2023-09: Amending Section 4.08.050 Sales Tax, Exemptions- To clean up some of the language which is garbled. We're still going to give our elders who live in Unalakleet the tax exemption. The changes to be made would be for the elders who do not live in Unalakleet. Chris is all right with this, we don't see too many elders from out-of-town shops here, he doesn't think that it would make a huge difference to our tax income, Shyler is okay with this also. We grew up to respect all elders. Tax exemptions include major sales. Kelsi doesn't think there is a way to track online sales unless it goes through AML. Would it be possible to word it to where any elder would obtain the discount regardless of residency. Tax code says all sales, retail(includes property), rentals, and services . Friendly amendment to admin committee, amending the language to all elders 65 and older would be extended the tax exemption by Abel. Abels opinion, we need to take a good look at this, examine our tax code to see how it effects larges sales like a house or vehicle. Ordinance will be discussed in the admin committee to review tax code. Motion will be carried into the next admin committee meeting.
- e. Other Items:
  - i. FEMA, projects open tank farm road debris removal, tank farm road, seawall, and power's creek road. Kelsi is working to get Dike road to fall into it as well. The deadline to extend tank farm debris removal is Friday. Kelsi's opinion is we can be done with that one, I think we can use the equipment hours for the landfill or roads. Debris on shoulders of roads. We had that open because they reimbursed for the immediate removal of debris, it was extended in March to access after snowfall. We can use it to create a couple of jobs for residents to do the debris removal by hand, deadline to apply would be Thursday. We'd pay out of pocket then get reimbursed from FEMA, unsure how long the reimbursement would take. We're able to sublet this work to other entities.
  - ii. Having a second clean-up day without prizes, fall clean up, gives people an exemption on picking up large things as an incentive. Donation in exchange for cleaning up the hill by the landfill. \$1/bag for people to pick up on the hill.
  - iii. We're having community wellness day next week.
10. Correspondence- Email was sent from Kawerak for a workshop for council members and training city staff for training on different topics, looking to November to do it, how long it'll take depends on how many topics you want to do. This will be in person at the office.
11. Executive Session – Finance, Personnel, confidential letter sent to Kelsi for the city council, mayor, and administrator to review. Motion to move into executive session by Cassandra and seconded by Shyler with unanimous consent. MEETING RESUMED AT 737PM.
12. Public Comments-none in chambers or teleconference.

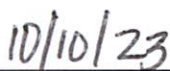
13. Council Comments- Chris: asked if motion for library passed and it did with a 3-2 vote. With the sale of the library there is a possibility of a pot shop opening. We need to discuss regulations regarding weed established before this takes effect, it would be nice to have our own set of rules regarding weed. We can also put an excise tax on marijuana.
14. Next Tentative Meeting Date
  1. Committees – October 3-5, 2023, approved.
  2. Regular Council Meeting – October 10, 2023 @ 4pm approved
15. Adjournment- Motion to adjourn made by Chris, seconded by Cassandra with unanimous consent at 742pm.



SIGNED: Abel Razzo, Mayor



ATTEST: Marie Katchatag, City Clerk



Approval Date

