



MUNICIPALITY OF SKAGWAY, ALASKA  
REGULAR ASSEMBLY MEETING

October 19, 2023  
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1. **Call to Order:**

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

The pledge of allegiance was recited.

2. **Roll Call:**

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

**Absent:**

3. **Approval of Minutes:**

- A. September 14, 2023 Special
- B. September 21, 2023 Assembly

**Motion/Second: Potter/Burnham**

To approve the September 14, 2023 Special meeting and September 21, 2023 Assembly minutes.

The Motion passed by roll call vote, 6 yes, 0 no, 0 absent.

4. **Approval of Agenda:**

**Motion/Second: Potter/Burnham**

To approve the agenda.

The Motion passed by roll call vote, 6 yes, 0 no, 0 absent.

5. **Reports of Officials and Committees:**

A. **Mayor's Report:**

Mayor Bass indicated that:

- He is humbled to be serving as Mayor of this community.
- The Assembly standing committee assignments are in the packet and available online.
- Deb Potter has agreed to serve as Vice-Mayor.
- The Assembly has reviewed the manager's budget for 2024 and will receive the complete budget in November. At that time, the Assembly will own the budget and adjust as they deem appropriate.

B. **Assembly Committee Reports:**

A. **Assemblymember Jay Burnham:**

**Motion/Second: Burnham/Hanson** to approve the check run in the amount of \$9,596,465.64.

**Assemblymember Burnham** indicated that over \$8 million was paid to Pacific Pile and Marine for the ore dock redevelopment project.

Motion passed by roll call vote, 6 yes, 0 no, 0 absent.

**Assemblymember Burnham** indicated that Finance met on October 17, 2023, and did the following:

- Approved four community funding grant applications.
- Recommend Assembly approval of the FY22 Audited Financials.
- Recommends Assembly approval of Ore Peninsula Redevelopment Project Change Order No. 1.
- Reviewed 2023 travel costs for newly elected officer training and Alaska Municipal League conference.
  - Finance recommends the Assembly direct staff to cover the cost of the three newly elected officials and three new board chairs to Anchorage for training from the remaining funds in the existing budget.

**Assemblymember Weddell** indicated that Civic Affairs met on October 10, 2023 and reviewed Resolution No. 23-30R Expressing Intent to dispose of Block 95 and 102 Known as the Garden City RV Park. There are some recommended amendments for the consideration of the Assembly.

C. **Treasurer's Report:**

D. **Manager's Report:**

**Manager Ryan** indicated that:

- An evacuation plan was developed because of the rockslides on Dyea Road.
- He is asking that the Assembly give direction on the Garden City RV Park before the end of the year.

6. **Communications to the Assembly:**

A. **Correspondence:**

Correspondence was received from:

- Jan Wrentmore re: Bears and Garbage

B. **Hear Citizens Present**

**Lisa Mandeville** commented regarding the costs of temporary locum providers and full-time providers.

**Tom Silva** indicated his concern for the lack of savings plan for the Municipality in the event of another natural disaster.

**Jan Wrentmore** expressed concerns regarding garbage removal during bear season.

**John Walsh, Borough Lobbyist**, introduced himself to the newly elected. The Legislature will start January 16 and he looks forward to advancing the Municipality's projects.

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

- A. **Public Hearing, and Adoption of Resolution No. 23-30R: Expressing Intent to Dispose of Blocks 95 and 102, Known as the Garden City RV Park**

[Clerk's Note: there is an active motion on the table to adopt Resolution No. 23-30R from the August 17, 2023 Assembly meeting.]

**Secondary Motion/Second: Weddell/Potter** to amend 23-30R by replacing it with 7A.1 Proposed Amendment from Civic Affairs.

**The Secondary Motion passed by roll call vote, 6 yes, 0 no, 0 absent.**

#### **Public Hearing**

The Public Hearing closed with no comments.

**Assemblymember Weddell** indicated that following the Civic Affairs meeting she reviewed "first time home buyers" as defined by the Housing Urban Development (HUD) and she found it to be too broad for the intent here.

**Assemblymember Hanson** indicated his agreement that if the HUD definition is for a property owner who has not bought a home in the last three years, it is too broad for his original intent with that addition. Additionally, corner lots are typically appraised for \$10,000 more than interior lots, so the first-time home buyer properties should be interior lots to keep the price down. He also does not support the Municipality building housing.

**Assemblymember Weddell** indicated that the main intent of the resolution is to give staff direction to create a timeline and budget for this phased approach.

**Assemblymember Henry** indicated that the Assembly needs to address the housing need sooner rather than later.

**Assemblymember Potter** indicated that the Municipality would need to have housing options to get critical positions filled.

**Assemblymember Burnham** indicated that he agrees that the intent of the resolution should be that it is being reserved for housing. This is a start to giving the manager direction and can be modified later if needed.

**Secondary Motion/Second: Weddell/Burnham** to amend 23-30R to strike "Housing Urban Development (HUD)."

**The Secondary Motion passed by roll call vote, 6 yes, 0 no, 0 absent.**

**Secondary Motion/Second: Hanson/Potter** to amend 23-30R to change fourth bullet to read "two (2) lots" instead of "four (4) lots."

**Assemblymember Hanson** indicated that his recommendation would be to make the two northwest lots available for lottery and the two southwest and bordering 16th Avenue and Main Street reserved for a future municipal project.

**The Secondary Motion passed by roll call vote, 4 yes, 3 no, 0 absent; with Assemblymembers Kolodi, Weddell, and Henry dissenting and Mayor Bass breaking the tie by voting yes.**

**Secondary Motion/Second: Potter/Weddell** to amend 23-30R bullet six to subdivide to eight (8) lots for the purpose of multi-family units and single units and two (2) units for a possible future MOS Project.

**The Secondary Motion passed by roll call vote, 6 yes, 0 no, 0 absent.**

**Secondary Motion/Second: Potter/Hanson** to postpone 23-30R until reviewed by Public Works.

**The Secondary Motion passed by roll call vote, 4 yes, 2 no, 0 absent; with Assemblymembers Burnham and Weddell dissenting.**

**8. Unfinished Business:**

**9. New Business:**

- A. Confirmation of Recreation Director Appointment

**Motion/Second: Burnham/Potter** to confirm the appointment of Jason Verhaeghe as Recreation Director.

**The Motion passed by roll call vote, 6 yes, 0 no, 0 absent.**

- B. Approval of Ore Peninsula Redevelopment Project Change Order No. 1

**Main Motion/Second: Weddell/Henry** to approve the Ore Peninsula Redevelopment Project Change Order No. 1 in the amount of \$37,675.12.

**Secondary Motion/Second: Weddell/Hanson** to amend the motion for the correct amount of \$125,280.49.

**The Secondary Motion passed by roll call vote, 6 yes, 0 no, 0 absent.**

**Assemblymember Hanson** indicated that this is partially for a fuel line tie in modification that was requested by Petro Marine, who will pay for that line item.

**The Main Motion passed by roll call vote, 6 yes, 0 no, 0 absent.**

- C. Discussion and Direction re: Impounded Vehicle Storage Location

**Motion/Second: Hanson/Potter** to approve the manager's request to make a portion of the 5-acre Klondike Highway site for an impound location per Manager Ryan's memo including the costs to Capital Towing of Whitehorse.

**Manager Ryan** indicated that there are 45 abandoned vehicles in town, and this would be a temporary impound lot.

**Police Chief Reddick** indicated that the vehicles have been tagged and owners have not responded to efforts to contact them. The process to obtain an abandoned vehicle title that allows for destruction is to impound the vehicles for 30 days. They will be sending out a public announcement prior to the tow company moving the vehicles.

**Motion passed by roll call vote, 6 yes, 0 no, 0 absent.**

D. Consideration of 2023 Travel to NEO Training and AML Conference

**Motion/Second: Potter/Henry** to approve the travel and training budget line up to \$19,242.00.

**The Motion passed by roll call vote, 6 yes, 0 no, 0 absent.**

E. Approval of FY22 Audited Financials

**Motion/Second: Burnham/Henry** to approve the FY22 Audited Financials.

**The Motion passed by roll call vote, 6 yes, 0 no, 0 absent.**

10. **Mayor and Assembly Discussion Items:**

A. Bears and Trash

**The Mayor and Assembly** discussed bears and trash.

**The Mayor and Assembly** discussed correspondence regarding forgiveness of a failure to pay a property tax penalty. **Clerk Burnham** advised that after consulting with the Borough Treasurer, the proper process would be to deal with the request internally.

**Assemblymember Burnham** indicated that he would like Civic Affairs to discuss the feasibility of allowing all available Assemblymembers to attend Alaska Municipal League every fall. **Assemblymember Weddell** indicated that she would address it on the next Civic Affairs agenda.

**The Mayor and Assembly** discussed manager direction regarding the garden city RV Park.

11. **Executive Session:**

12. **Adjournment:**

**Motion/Second: Hanson/Weddell** to adjourn at 9:43 p.m.

**The Motion passed by roll call vote, 6 yes, 0 no, 0 absent.**

ATTEST:

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Sam Bass, Mayor

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Steve Burnham Jr., Borough Clerk  
(SEAL)