



MUNICIPALITY OF SKAGWAY, ALASKA  
REGULAR ASSEMBLY MEETING

November 2, 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. October 5, 2023 Assembly

**Motion/Second: Potter/Henry**

To approve the October 5, 2023 Assembly minutes.

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

4. **Approval of Agenda:**

**Motion/Second: Henry/Potter**

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:

- Citizens present will be at the standing podium to allow for better connection between the presenter and the Assembly.
- His philosophy behind appointing board and commission volunteers is to allow as many eligible people to serve as possible. This does have the effect of minimizing re-appointments, but the value of allowing more people to participate in their government will outweigh concerns regarding longevity or loss of board experience.

B. **Assembly Committee Reports:**

A. **Assemblymember Jay Burnham:**

**Motion/Second: Burnham/Hanson** to approve the check run.

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

Assemblymember Burnham indicated that Finance met on November 1, 2023, and did the following:

- Approved a community funding grant application to Skagway Childcare Council in the amount of \$25,000.

- Reviewed Ordinance No. 23-24: Providing for the Establishment and Adoption of the Budget for the Fiscal Year 2024
- Reviewed Resolution No. 23-32R: Amending Port of Skagway Tariff No. 3

**Assemblymember Hanson** indicated that Public Works has an upcoming meeting on Monday, November 6 at 5:00 p.m.

**C. Treasurer's Report:**

**D. Manager's Report:**

**Manager Ryan** indicated that:

- His written report is in the packet.
- There will be some pile driving happening tomorrow, so there will be some noise.

**6. Communications to the Assembly:**

**A. Correspondence:**

**B. Hear Citizens Present**

**Rose Perdue, Anika Thole, and Finley Verhaeghe, Representing the Fourth and Fifth Grade Class** expressed their support of the extra funding request above the cap for the school, and their support for building a swimming pool.

**Mary Thole** indicated her appreciation of the Assembly's willingness to fund the school, and her support for building a community swimming pool.

**Annie Matsov** expressed her appreciation for Public Works wrapping the old city hall in Tyvek for protection in the winter months. She would like to see the return of the ad hoc committee that addressed the preservation planning of that structure.

**Lisa Mandeville** indicated that she would like to serve another term on the Clinic Board.

**Ryan Mandeville** indicated his concern regarding the clinic board recommendations for appointment.

**Charity Pomeroy** expressed her interest in being moved from an alternate seat on the Skagway Visitor Advisory Board to a full seat.

**Elle McManus** indicated her appreciation to the Assembly for funding the school.

**Melinda Munson** indicated that she would like the Mayor to consider allowing citizens to speak without signing up because sometimes she does not know she wants to speak until she hears what someone else has to say.

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

- A. First Reading and Introduction of Ordinance No. 23-24: Providing for the Establishment and Adoption of the Budget for the Fiscal Year 2024**

**Motion/Second: Henry/Hanson** for the first reading and introduction of Ordinance No. 23-24.

**Assemblymember Hanson** indicated that he would like to see some budgeting for a capital project involving the incinerator.

**Manager Ryan** indicated that the changes made since the work session include removing the building of a cabin from capital projects because the Dyea Community Advisory Board suggested that there are volunteers who would build it, and an increase in the bond payment.

**Assemblymember Kolodi** indicated that she supports the capital projects that involve meeting ADA requirements.

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

**B. Public Hearing and Adoption of Resolution 23-32R: Amending Port of Skagway Tariff No. 3**

**Motion/Second: Henry/Potter** to adopt Resolution No. 23-32R.

**Assemblymember Hanson** indicated that these changes were discussed by the Ports and Harbors Advisory Board. One of the recommended changes that did not make it into this resolution is waiving the requirement of fishermen to have a business license and file sales tax returns. They are regulated by the state and already have licenses and fees to pay, and they may decide not to come to Skagway if we require more of them.

**Public Hearing**

The Public Hearing closed with no comments.

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

**8. Unfinished Business:**

**9. New Business:**

A. Confirmation of Assembly Assignments: Ex-Officios, Boards, & Liaisons

**Motion/Second: Potter/Weddell** for the approval of Assembly assignments: ex-officios, boards, and liaisons.

**Assemblymember Henry** indicated that he does not understand why there is an Assemblymember appointed to Ports and Harbors Advisory Board as a voting member. Other members of that board as well as the public may view the Assemblymember's vote as having more weight.

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

B. Confirmation of Appointments to Boards, Commissions, and Committees

**Main Motion/Second: Henry/Potter** to approve the list of Mayoral appointments to boards, commissions, and committees.

**Assemblymember Weddell** indicated that there are four terms ending on the Skagway Visitor Advisory Board and only two appointments, and added that not everyone realized that their terms were ending and missed the communication from the mayor requesting their response.

**Secondary Motion/Second: Weddell/Burnham** to postpone the confirmation of appointments for the Skagway Visitor Advisory Board to allow for the current seat holders to respond.

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

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

C. Appointments to the Dahl Memorial Clinic Board of Directors

**Motion/Second: Potter/Henry** for the appointment of Joel Jorgensen with a term ending 2026, Janilyn Heger with a term ending 2026, Kilipaki Harris with a term ending 2025, and William Lockette as alternate with a term ending 2025 to the Dahl Memorial Clinic Board of Directors.

**Primary Amendment/Second: Potter/Henry** to amend the main motion to add “and postpone the appointment of Scott Raia term ending 2026 until the Clerk’s department has received official confirmation of his interest in serving.”

**Assemblymember Hanson** indicated that he has concerns about losing the current leadership of the Clinic Board and he would like more time to consider.

**Secondary Motion/Second: Hanson/Weddell** to postpone all Dahl Memorial Clinic Board of Director appointments until the next regularly scheduled Assembly meeting.

**Secondary Motion passed by roll call vote, 5 yes, 1 no, 0 absent; with Assemblymember Henry dissenting.**

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

11. **Executive Session:**

- A. Subjects that Tend to Prejudice the Reputation and Character of Any Person, Provided the Person May Request a Public Discussion: Borough Clerk Evaluation

**Motion/Second: Potter/Henry** to adjourn as the Assembly and reconvene in executive session to discuss subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion: Borough Clerk Evaluation; with the Clerk and mayor in attendance.

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

**Executive Session lasted from 8:42 p.m. to 9:10 p.m.**

**Motion/Second: Henry/Hanson** to provide a two-step increase to Borough Clerk Steven Burnham Jr.

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

12. **Adjournment:**

**Motion/Second: Henry/Hanson** to adjourn at 9:10 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)