



Budget, Audit & Finance Committee Meeting Minutes
January 21, 2019 – 1:30 P.M.
Northwest Arctic Borough Assembly Chambers – Kotzebue, AK

CALL TO ORDER

Madam Chair Dood Carr called the meeting to order at 1:30 P.M

INVOCATION/MOMENT OF SILENCE

Member Loon provided the invocation.

SAFETY MOMENT

Mr. Silvano Viveiros, VIF Coordinator expressed the importance of filing a trip plan; getting cold out. Critical to notify your Search & Rescue Coordinator of any plans, something to think about.

ROLL CALL

Budget, Audit and Finance Committee Members Present:

Dood Carr	Sandy Shroyer Beaver	Miles Cleveland Sr.	Walter Sampson
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Other Members Present

Elmer Armstrong Jr.	Reggie Joule III	Kirk Oviok Jr.	Hannah Loon
Larry Westlake Sr.	Nathan Hadley Jr.	Austin Swan Sr.	

Introduction of Staff and Guests

Lucy S. Nelson	Matt Mead	Angie Sturm	Arianna Nelson
Nate Kotch	Martha Whiting	Chuck Greene	Liz Cravahlo
Silvano Viveiros	Samantha Schaeffer	Stella Atoruk	Nelda Swan
Ingemar Mathiasson	Laura Orenga de Gaffory		

A quorum was present to conduct business.

APPROVAL OF AGENDA

Agenda presented for approval for January 21, 2019. Mayor Nelson request to add Resolution 19-04.

Member Sampson motioned, Member Cleveland seconded to approve the agenda as amended. By unanimous consent of the committee the agenda was approved as amended.

APPROVAL OF PREVIOUS MINUTES

Budget, Audit and Finance Minutes of December 17, 2018.

Member Sampson motioned, Member Shroyer Beaver seconded to approve the BAF meeting minutes of December 17, 2018 as presented, passed unanimously.

COMMUNICATION AND APPEARANCES

December 2018 Financials – Angie Sturm

Mrs. Sturm provided summary of financials; she apologizes for not submitting the credit card detail from July through today. Madam Chair Carr requests electronic copies sent. Assembly member Loon raised concern of bond debt service, is that for this year? She requests clarification of local contribution to education. Member Sampson verified if we consider Teck's funding to District separate or is it included on the allocation. He also raised concern of the Kivalina Road funding source; is there another source possibly for at end of the road. In an event of the School not fully funding, and the road is done; is there plans for an infrastructure for the community to go to. Vice Chair Westlake mentioned it have been discussed although haven't planned yet at the Joint Maintenance Construction Committee.

PUBLIC HEARINGS, ENACTMENT OF ORDINANCES & EMERGENCY ORDINANCES

1. **Ordinance 18-13** *an ordinance of the Northwest Arctic Borough Assembly amending Title Two of the Borough Code to set the base salary of the Mayor.*

Mayor Nelson mentioned this have been discussed in Executive Session during first reading; second reading to accomplish the ordinance.

Member Sampson motion to enact Ordinance 18-13, seconded by Member Shroyer Beaver; passed unanimously.

2. **Ordinance 18-04am02** *an ordinance of the Northwest Arctic Borough Assembly approving and adopting an amended line-item budget for Fiscal Year 2019.*

Mayor Nelson mentioned budget haven't increased, Mrs. Sturm provided a summary of Ordinance 18-04am02. Assembly Member Westlake raised concern of Public Safety Equipment monies; are we going to use up before winter, what is the intent of that line item. He verified if by bid process. Assembly Member Armstrong verified if snow machines for all eleven villages. Assembly Member Loon raised concern of Inupiaq Language Commission, wasn't there an Elders conference scheduled soon.

Madam Chair Carr verified with Legal, when Mayor's contribute that is up to Mayors although if BAF wants to out of our budget; do we act on any other request up to \$25K. Assembly Member Loon mentioned there is a Youth/Elders conference in December or January; is that another matter? Madam Chair Carr verified with Elder Westlake regarding attending the conference regardless of where from for youth.

Member Sampson motion to enact Ordinance 18-04am02 as presented, seconded

by Member Shroyer Beaver. Motion passed unanimously.

3. **Ordinance 18-14** *an ordinance of the Northwest Arctic Borough Assembly amending Section 6.16.350 of the Borough Code to increase the credit card limit for the Borough Clerks.*

Mayor Nelson summarize Ordinance 18-14; clerks scramble to process travel. Assembly Member Armstrong raised concern if that is sufficient with upcoming travel.

Member Sampson motion approve Ordinance 18-14, seconded by Member Cleveland. Motion passed unanimously.

INTRODUCTION OF ORDINANCES

None presented.

RESOLUTIONS

1. **Resolution 19-01** *a resolution of the Northwest Arctic Borough Assembly approving a professional services agreement with McClintock Land Associates for consulting, mapping, and surveying services related to the Borough's Municipal Land Entitlement, and for related purposes.*

Siikauraq, Planning Director provided a summary of Resolution 19-01; contract should have been renewed in June. Assembly Member Westlake raised concern of what area he is working on this year. Member Sampson expressed it's critical to ensure the land selection had made total to 258K acres which are spread out; until surveyed we can't receive title. Siikauraq added the monies have been budgeted.

Member Sampson motion to approve Resolution 19-01, seconded by Member Cleveland; motion passed unanimously. Madam Chair Carr suggest the surveyor be available to residents. Member Sampson requests an update of activities.

2. **Resolution 19-02** *a resolution of the Northwest Arctic Borough Assembly approving the purchase of Firefighting Equipment and for related purposes.*

Mayor Nelson summarize Resolution 19-02. Madam Chair Carr verified if for all eleven villages including Kotzebue. Member Sampson mentioned in the past we purchased equipment although had trouble with storage; encourage Administration to find for all that is purchased.

Member Sampson motion to approve Resolution 19-02, seconded by Member Cleveland; motion passed unanimously.

3. **Resolution 19-03** *a resolution of the Northwest Arctic Borough Assembly approving Village Improvement Fund Applications from Ambler and Kotzebue.*

Mayor Nelson request Mr. Viveiros to summarize Resolution 19-03. Mr. Mathiasson also provided a summary of the Ambler application. Assembly Member Loon verified with Mr. Mathiasson if he has the engineer position to measure energy rating on led lights. She raised concern of how we are doing to energy saving with other communities.

Assembly Member Armstrong verified of \$45K for study. Since you know led and installing heat pumps; why not use that study? He raised concern of a report from Mr. Mathiasson. Member Sampson verified funding source being grant monies. Second, because these are built through NIHA; will you have an agreement. Lastly, being a funding source for installation of homes; how do we work on liability issue? Even to Mr. Mathiasson's contributes, it reflects to this governance as he in kind his time to Ambler.

Assembly Member Loon request clarification; contributing to Ambler is good although would be good for all the villages and an update of progress. Assembly Member Armstrong raised concern of speeding up the process of getting the communities the monies from VIF, there is \$28M in the books. Mayor reminds the Assembly they set the code, Mr. Jonathon King has done a study of the operation.

Member Shroyer Beaver believes VIF did their due diligence; although she would like a success rate. Unfortunately, don't have Ingemar in every community; if we know what worked and didn't. We ought to support the efforts of the community. Assembly Member Westlake verified if these already came to the Assembly, suggests being on its own resolution. Member Westlake verified with Legal it there is a problem with all on one; Clerk Atoruk informed the committee it's under tab five.

Assembly President Hadley clarified Assembly has one resolution to motion to enact Village Improvement Commission's resolution which are approved individually. Member Sampson echoes Assembly Member's Westlake's comments, unsure of VIC role. Madam Chair Carr verified once this is approved then approves all three applications.

Member Sampson raised concern of the process of this, how the villages will get the monies. So, the villages relinquish their authority to the Assembly? Member Shroyer Beaver mentioned this is for Kotzebue like what Ingemar is doing with Ambler.

Member Shroyer Beaver point of order; request no side bar conversations, can't hear.

Member Shroyer Beaver motion to approve Resolution 19-03, no objection passed unanimously. Madam Chair remind all that Kotzebue is a village; Assembly Member Armstrong mentioned can recommend do pass. Madam Chair verified with legal; if no second then? Legal mentioned if no objection, is acceptable.

Madam Chair commends Borough moving forward with energy efforts to improve quality of life in the Region. Mayor Nelson mentioned there has been a lot of discussion at the VIF Commission stated several Kotzebue Projects coming forward. Although this Radio Station is Regional; every village has the same opportunity. Member Loon thank Mr. Viveiros for presentation, she requests simplified resolutions next time.

4. **Resolution 19-04** *a resolution of the Northwest Arctic Borough Assembly confirming the Mayor's appointments to the Northwest Arctic Borough Planning Commission.*

Mayor Nelson summarize Resolution 19-04; meeting have been canceled in Kiana due to lack of quorum.

Member Shroyer Beaver motion to approve Resolution 19-04, seconded by Member Sampson; motion passed unanimously.

5. **Resolution 19-05** *a resolution of the Northwest Arctic Borough Assembly certifying that the Municipality did suffer significant effects during the Program base year from Fisheries Business Activities that occurred within the Kotzebue-Northern Fisheries Management Area 12.*

Mrs. Sturm summarized Resolution 19-05, although insignificant amount with the hope in the future the amount will increase. Member Shroyer Beaver verified the year; is it 2017 or 2018?

Member Cleveland motion to approve Resolution 19-05, with no objection passed unanimously.

OTHER BUSINESS

Mayor Nelson provided a hand out of the North Slope Agenda; one day meeting, they don't hold work session which can eliminate duplicate process of how we hold our meetings. Member Sampson suggests we think of what is brought forward. Member Shroyer Beaver echoes comments regarding duplicating, possibly just have a work session. She doesn't agree with setting a time limit and in person, gladly have them call in. Madam Chair Carr defer some issues to Attorney and possibly discuss during the Retreat. Assembly Member Westlake raised concern of sticking with the agenda.

Legal Mead provided a summary of the code for BAF; Madam Chair request to keep for ample time comments or questions.

EXECUTIVE SESSION

No executive session needed.

COMMITTEE COMMENTS

Member Sampson thank you for good meeting, good discussions and certainly should consider since we are going to discuss same issues unless we work out.

Member Cleveland no comment.

Member Shroyer Beaver no comment.

Member Armstrong no comment.

Assembly Member Swan mentioned he attended VIC meeting; intense and do a good job handling application. No worries of what they do.

Assembly Member Oviok thank you for BAF Committee, mentioned the work session works good for him; also, for North Slope Borough.

President Hadley no comment.

Vice President Westlake no comment.

Assembly Member Loon believes North Slope Borough Assembly is unique, we all are; we are a sharing community with our hearts. Appreciate the partnership with NWALT, the resources take care of us. Thankful for PILT. Each community is unique in own ways.

Youth Representative no comment.

Elder Representative Swan wishes all a Happy New Year, hope you have a good year.

Madam Chair Carr thank Assembly for attending BAF meeting; thank Mayor for staff bringing issues. Thank Clerk.

AUDIENCE COMMENTS

No comment presented.

ADJOURNMENT

With no other business to discuss, Member Shroyer Beaver motion; seconded by Member Sampson for the meeting to be adjourned at 3:03 PM