



Northwest Arctic Borough

SERVING THE COMMUNITIES OF:

Ambler Buckland Candle Deering Kivalina Kiana
Kobuk Kotzebue Noatak Noorvik Selawik Shungnak

**Northwest Arctic Borough Assembly
Budget, Audit & Finance Committee Meeting Minutes**
Tuesday, June 23, 2014 – 9:00 A.M.
Northwest Arctic Borough Assembly Chambers – Kotzebue, AK

CALL TO ORDER

Madam Chair Lucy Nelson called the meeting to order at 9:06A.M.

INVOCATION

Mr. Miles Cleveland provided the invocation.

ROLL CALL

Budget, Audit and Finance Committee Members Present:

Miles Cleveland Sr. *Patrick Savok* Lucy Nelson Carl Weisner

Assembly Members Present:

Nathan Hadley Jr. Hendy Ballot Sr. Larry Westlake Sr. Vern Cleveland Sr.

Introduction of Staff and Guests

Reggie Joule	Judy Hassinger	Matt Mead	Nina Lie
Noah Naylor	Martha Henry	Christine Hess	Mary Hyatt
Fred Smith	Winona Hawley	Brenden Ryan	Stella Atoruk

A quorum was present to conduct business.

APPROVAL OF AGENDA

Agenda presented for June 23, 2014 for approval. Mayor mentioned that during the work session there may be one additional resolution in regards to the RFP that have been out.

Mr. Miles Cleveland moved, seconded by Mr. Carl Weisner to adopt the agenda. Motion carried unanimously by roll call.

APPROVAL OF PREVIOUS MINUTES

Minutes of May 27, 2014 Budget, Audit and Finance presented for approval.

Mr. Carl Weisner motioned, Mr. Miles Cleveland seconded to approve the minutes as presented. Motion passed unanimously by roll call.

COMMUNICATIONS AND APPEARANCES

None presented.

FINANCIAL REPORT

Judy Hassinger presented report ending on May 31, 2014; which at nine-two percent through the fiscal year, all departments under that percentage with exception of Chukchi Library and GO Bond. Judy gave a summary of the report. Madam Chair raised her concern regarding the fund balance of the contingency reserve amount at the previous meeting. Madam Chair verified the Teck Revenue budget and billable amount; what will the next month reflect? Also in regards to the indirect cost recovery amount; why is it below projections. Member Weisner raised his concern regarding the donation amount made out to Reginald Joule; was that to Reginald Joule III or the Mayor? Madam Chair raised her concern regarding the accounting and audit amount; have there been any progress with the treasurer or positions that have been announced? Member Vern Cleveland verified if Borough funds the VPO's in the villages; can something be done about them being hired because felons are hired by the cities.

PUBLIC HEARINGS, ENACTMENT OF ORDINANCES & EMERGENCY ORDINANCES

1. **Ordinance 14-02** *an ordinance of the Northwest Arctic Borough Assembly to approve a professional services agreement with Zender Environmental for a CIAP-Funded Composting Toilet Project, and for related purposes.*

Fred Smith provided a summary of this two year contract which will go into the next fiscal year.

Mr. Miles Cleveland recommend do pass.

INTRODUCTION OF ORDINANCES

None presented.

RESOLUTIONS

1. **Resolution 14-15** *a resolution of the Northwest Arctic Borough Assembly authorizing a contract for legal services and for related purposes.*

Member Westlake verified the third party consultant fee; where will it be on the budget?

Mr. Miles Cleveland recommend do pass.

2. **Resolution 14-16** *a resolution of the Northwest Arctic Borough Assembly authorizing a contract for services with Judith A. Hassinger as the Borough Treasurer and for related purposes.*

Madam Chair raised her concern regarding the coverage of the Finance Department.

Mr. Miles Cleveland recommend do pass.

3. **Resolution 14-18am01** *a resolution of the Northwest Arctic Borough Assembly authorizing 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.*

Member Miles Cleveland verified what parcels this will be located at the Kobuk Area.

Mr. Carl Weisner recommend do pass.

4. **Resolution 14-22** *a resolution of the Northwest Arctic Borough Assembly to approve continuation of a Coastal Impact Assistance Program (CIAP) Sub-grant Agreement with the City of Kotzebue to restore North Tent City and for related purposes.*

Member Ballot raised his concern regarding personal belongings at the tent frames; have all people been contacted to remove the items? Is Borough working with City of Kotzebue on the planning process; is there going to be anything done this summer? Member Westlake raised his concern regarding the sanitation part of this process.

Mr. Carl Weisner recommend do pass.

5. **Resolution 14-23** *a resolution of the Northwest Arctic Borough Assembly authorizing continuation of services with Network Business Systems for maintenance and technical support for the Borough's computer equipment, software, and server, and for related purposes.*

Madam Chair raised her concern regarding the copier being down at times; how often do they provide services. Although that is covered through Xerox contract not NBS.

Mr. Miles Cleveland recommend do pass.

6. **Resolution 14-24** *a resolution of the Northwest Arctic Borough Assembly to approve a professional services agreement with KeyBanc Capital Markets for financial advising services and for related purposes.*

Mr. Miles Cleveland recommend do pass.

7. **Resolution 14-25** *a resolution of the Northwest Arctic Borough Assembly authorizing a professional services agreement with Glenn Gray and Associates to assist the Planning Department, and for related purposes.*

Member Vern Cleveland verified OCS acronym; which is Outer Continental of Shelf.

Mr. Carl Weisner recommend do pass.

8. **Resolution 14-26** *a resolution of the Northwest Arctic Borough Assembly to approve the extension of a professional services agreement with GPS, Inc. to perform a community profile mapping project in cooperation with DCRA, and for related purposes.*

Member Weisner raised his concern regarding the timeline of the maps.

Mr. Carl Weisner recommend do pass.

9. **Resolution 14-28** *a resolution of the Northwest Arctic Borough Assembly to approve the purchase of housing supplies for a two-bedroom house in Noorvik for the VPSO Program and for related purposes.*

Member Vern Cleveland verified at where the house will be at; is there a lot, although the Public Safety Building will be remodeled. Member Weisner raised his concern as to who owns the land and building. Member Vern Cleveland requested verification of the land of the building.

Mr. Miles Cleveland recommend do pass.

10. **Resolution 14-29** *a resolution of the Northwest Arctic Borough Assembly authorizing an agreement with NANA Regional Corporation for Title Nine Monitoring Services and for related purposes.*

Member Vern Cleveland verified if this is with Purcell Security; requested to abstain voting for the regular meeting since he will be working for Purcell.

Mr. Miles Cleveland recommend do pass.

11. **Resolution 14-30** *a resolution of the Northwest Arctic Borough Assembly accepting Alaska State Legislative Capital Grant Funds for fiscal year 2015.*

Member Vern Cleveland verified the funds for Kobuk House repairs; won't that be taken care of by FEMA? Are the funds reimbursable or is this a one-time thing? Member Ballot raised his concern regarding the borough wide maintenance repair and equipment; is there a list of what needs to be done in a borough wide operation? Member Vern Cleveland verified the timeline of the funds; he mentioned that he can provide a long list for Noorvik. Madam Chair requested information for Deering Library and Search and Rescue support, are they are facility repairs or what? Member Ballot raised his concern regarding recovery efforts for some villages, will some of the funds be used for that also; which Mayor have mentioned it will be for that also. Madam Chair requested additional detailed information for each item on this resolution.

Mr. Miles Cleveland recommend do pass.

OTHER BUSINESS

No other business presented.

COMMITTEE COMMENTS

Member Vern Cleveland raised his concern regarding the gym opening for the Noorvik; need the gym open for Public Safety, or the kids. They been contacting the school but not able to have any progress.

AUDIENCE COMMENTS

No audience comments presented.

ADJOURNMENT

With no other business to discuss, the meeting adjourned at 10:18 A.M.

Mr. Miles Cleveland motioned to adjourn.