



Budget, Audit & Finance Committee Meeting Minutes
Monday, August 21, 2017 – 1:00 P.M.
Northwest Arctic Borough Assembly Chambers – Kotzebue, AK

CALL TO ORDER

Madam Chair Lucy Nelson called the meeting to order at 1:02 P.M

INVOCATION

Member Hannah Loon provided the invocation.

SAFETY MOMENT

Member Carr extended her condolences to Member Walter and Maggie Sampson and also Bobby Sampson and others who have recently lost their loved ones.

Member Loon cautioned berry pickers to be aware of recent sighting of bears in the surrounding area and to be sure and take water, Personal Flotation Device's and extra clothes and rope, matches and Ziploc bags.

ROLL CALL

Budget, Audit and Finance Committee Members Present:

Lucy Nelson Dood Carr Tanya Ballot

Budget, Audit and Finance Committee Members Absent:

Elmer Armstrong Jr.

Other Members Present

Hannah Loon Austin Swan Carl Weisner Walter Sampson
Nathan Hadley Jr. Larry Westlake Sr. Hannah Loon

Introduction of Staff and Guests

Clement Richards Matt Mead Helena Hildreth Stella Atoruk
Patrick Savok Noah Naylor Angie Sturm Fritz Westlake
Paulette Schuerch Nate Kotch Noah Naylor Dicki Moto
Stephanie Joannides Shield Downey Jr., Elder Representative (telephonic)

A quorum was present to conduct business.

APPROVAL OF AGENDA

Mayor Richards requested to add Uniform Grant Administrative Requirements memo as a handout. He also requested Ordinance 17-12 to Item I Introduction of Ordinances.

Member Ballot motioned to approve the agenda as amended. By unanimous consent of the committee the August 21, 2017 agenda was approved as amended.

APPROVAL OF PREVIOUS MINUTES

Budget, Audit and Finance Minutes of July 24, 2017

Member Carr motioned, Member Ballot seconded to approve the BAF meeting minutes of July 24, 2017 as presented. By unanimous consent the July 24, 2017 BAF meeting minutes were approved.

COMMUNICATIONS AND APPEARANCES

1. Financial and Investment Report – Ms. Angie Sturm

Ms. Angie Sturm, Finance Director, presented the Financial and Investment report for the month ending July 31, 2017. Ms. Sturm also highlighted the general fund expenditures and major activity in the general fund and revenue account. Ms. Sturm briefly reviewed the Uniform Grant Administrative Requirements memo which the Borough is required to establish procurement guidelines by December 26, 2017.

PUBLIC HEARINGS, ENACTMENT OF ORDINANCES & EMERGENCY ORDINANCES

1. **Ordinance 17-09** *an ordinance of the Northwest Arctic Borough Assembly establishing the FY18 Village Improvement Fund Budget.*

Mayor Richards recommend do pass so that we have started our villages trips to get the commissioners selected in the villages.

Mr. Nate Kotch and Ms. Paulette Schuerch provided a summary and overview on the meetings so far in the villages with the Village Improvement Fund.

Member Carr thanked the staff for a very thorough report on the community meetings in the villages.

Member Loon also expressed her appreciation for their work thus far in the villages in regards to this fund.

A recommendation was made by the full concurrence of the committee for further discussion at the Work Session meeting and enactment of Ordinance 17-09 by the full

assembly.

INTRODUCTION OF ORDINANCES

1. **Ordinance 17-12** an ordinance of the Northwest Arctic Borough Assembly amending chapter 6.16 of the Borough Code to increase the administrative approval threshold for contracts.

Madam Chair Nelson requested to table Ordinance 17-12 to the Work Session Meeting.

Mayor Richards recommend do pass. By full concurrence of the committee, Ordinance 17-12 was tabled to the work session meeting for further discussion and action.

**A ten minute break was taken at 2:03 pm
The meeting reconvened at 2:12 pm**

RESOLUTIONS

1. **Resolution 17-29** *a resolution of the Northwest Arctic Borough Assembly adding Nathan Kotch, Chuck Greene, Carl Weisner and Chris Hatch as authorized signatories for Borough checks.*

Madam Chair Nelson asked if these are the final signatories on the account and Ms. Sturm replied these are additions to the original ones. Madam Chair Nelson recommended that we have a minimum of six check signers. She recommended to table Resolution 17-29 to the Work Session.

By full concurrence of the committee, Resolution 17-29 was tabled to the Work Session meeting for further discussion and action by the full assembly.

2. **Resolution 17-30** *a resolution of the Northwest Arctic Borough Assembly approving a cost-share agreement with AVEC to assist with construction of a fence around Noorvik's 23 KW Utility Solar-PV array, and for related purposes.*

Mayor Richards recommend do pass. By full concurrence of the committee, Resolution 17-30 was approved for passage by the full assembly.

3. **Resolution 17-34** *a resolution of the Northwest Arctic Borough Assembly to approve a professional services agreement amendment with Paulette Schuerch.*

Mayor Richards recommend do pass. By full concurrence of the committee, Resolution 17-34 was approved for passage by the full assembly.

COMMITTEE COMMENTS

Member Carr expressed her appreciation for the discussions we had today.

AUDIENCE COMMENTS

No audience comments

ADJOURNMENT

With no other business to discuss, the meeting adjourned at 2:22 P.M.