# **NWAB Mtg Packet**

# Assemby August

August 21-22, 2023

# Agenda

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# Northwest Arctic Borough Assembly BAF/Work Session Monday, August 21, 2023 – 1:00 P.M. Assembly Chambers – Kotzebue, AK

AGENDA

**TAB1** 

**TAB 7** 

**TAB 8** 

- A. CALL TO ORDER
- **B. INVOCATION/MOMENT OF SILENCE**
- C. SAFETY MOMENT
- D. ROLL CALL
  - Introduction of Staff and Guests
- E. APPROVAL OF AGENDA

F.	СС	OMMUNICATIONS AND APPEARANCES	TAB 3
	1.	Financials ending July 31, 2023	

- G. PUBLIC HEARINGS, ENACTMENT OF ORDINANCES & EMERGENCY **ORDINANCES TAB 4 TAB 6**
- H. INTRODUCTION OF ORDINANCES
- I. RESOLUTIONS
  - 1. <u>Resolution 23-46</u> a resolution of the Northwest Arctic Borough Assembly approving an Assembly donation under the FY24 budget for the Chukchi Consortium Library.
  - 2. <u>Resolution 23-47</u> a resolution of the Northwest Arctic Borough Assembly to approve the FY2024-2029 Public Safety Department Strategic Plan, and for related purposes.
- J. OTHER BUSINESS
- **K. EXECUTIVE SESSION**
- L. AUDIENCE COMMENTS
- **M. ASSEMBLY COMMENTS**
- **N. MAYOR'S COMMENTS**
- **O. ADJOURNMENT**



	AGENDA	
Α.	CALL TO ORDER	
в.	INVOCATION/MOMENT OF SILENCE	
С.	SAFETY MOMENT	
D.	ROLL CALL/MEMBER EXCUSAL	
	1. Introduction of Staff and Guests	
Е.	APPROVAL OF AGENDA	TAB 1
F.	APPROVAL OF PREVIOUS MEETING MINUTES	TAB 2
	1. July 25, 2023 Regular Meeting Minutes	
G.	COMMUNICATIONS AND APPEARANCES	
	1. Ambler Access Project Update, Jeff San Juan	
	2. NANA Resource Update, Lance Miller	
н.	BOARDS, COMMISSIONS & COMMITTEES	TAB 3
	1. Budget, Audit & Finance	
	2. Financial Report, Angie Sturm	
I.	PUBLIC HEARINGS, ENACTMENT OF ORDINANCES & EMERGEN	
	ORDINANCES	TAB 4
	ASSEMBLY REPORTS	TAB 8
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	INTRODUCTION OF ORDINANCES	TAB 6
N.	RESOLUTIONS	TAB 7
	1. <u>Resolution 23-46</u> a resolution of the Northwest Arctic Borough As	-
	approving an Assembly donation under the FY24 budget for the C	hukchi
	Consortium Library.	
	2. <u>Resolution 23-47</u> a resolution of the Northwest Arctic Borough As	-
	to approve the FY2024-2029 Public Safety Department Strategic F	Plan, and
_	for related purposes.	
	OTHER BUSINESS	TAB 8
	EXECUTIVE SESSION	
-	AUDIENCE COMMENTS	
R.	ASSEMBLY COMMENTS	

T. ADJOURNMENT

S. MAYOR'S COMMENTS



Northwest Arctic Borough Assembly Regular Meeting Minutes Tuesday, July 25, 2023 – 9:00 A.M. Assembly Chambers – Kotzebue, AK

#### CALL TO ORDER

President Hadley called the meeting to order at 9:00 A.M.

# INVOCATION/MOMENT OF SILENCE

Member Cleveland provided an invocation.

# SAFETY MOMENT

No safety moment presented.

# ROLL CALL/MEMBER EXCUSAL

Assembly Members pres	<u>sent at the time of roll</u>	call:	
Austin Swan Sr.	Dood Lincoln Carr	Walter Sampson	Reid Magdanz
Miles Cleveland Sr.	Hannah Loon	Delores Barr	Tanya Ballot
Sandy Shroyer Beaver	Nathan Hadley Jr.		

Excused Elmer Armstrong Jr.

Introduction of Staff and Guests

Dickie Moto Sr.Richard CamilleriShayne SchaefferClay NordlumLenora WardGreta Schuerch

Angie Sturm Elizabeth Ferguson Saima Chase Clara Jones Desiree Hagen Stella Atoruk

A quorum is present to conduct business. Member Lincoln Carr motion to excuse Member Armstrong, seconded by Member Sampson; motion passed unanimously.

# APPROVAL OF AGENDA

Agenda presented for approval for July 25, 2023, Member Sampson request to add Resolution 23-45.

Member Sampson motioned to approve as amended; Member Lincoln Carr seconded; passed unanimously by roll call vote.

# APPROVAL OF PREVIOUS MEETING MINUTES

June 26, 2023, regular meeting minutes presented for approval. Member Sampson motion to approve, seconded by Member Cleveland; passed unanimously by roll call vote.

# COMMUNICATION AND APPEARANCE

No communication and appearance presented.

# **BOARDS, COMMISSIONS & COMMITTEES**

The Budget, Audit and Finance Chair Lincoln provided a summary of the meeting held the previous day. Thankful the whole Assembly was able to attend, help move forward together.

Finance Treasurer Sturm provided a summary of financials ending June 30, 2023.

# PUBLIC HEARING, ENACTMENT OF ORDINANCES & EMERGENCY ORDINANCES

1. <u>Ordinance 23-05</u> an ordinance of the Northwest Arctic Borough Assembly approving a Joint Grant Application and funding commitment to U.S. Department of Energy Office of Clean Energy Demonstrations funding opportunity announcement number DE-FOA-0002970, and for related purposes.

Mayor Moto summarized Ordinance 23-05, recommend do pass. Member Sampson motioned to adopt for second and final reading Ordinance 23-05, seconded by Member Magdanz; motion carried by roll call vote.

# ASSEMBLY REPORTS

Member Loon mentioned she attended the Public Safety Summit here in Kotzebue, which was to be held in Shungnak, happy there were quite a few people. Thank you.

Member Lincoln Carr thanked Mayor Moto for holding the Safety Summit, thankful staff were able to coordinate. Well attended by different organizations, thank you Mayor.

Member Sampson mentioned it was a good session. He encourages this body and administration to look at grassroot planning which means start planning process from the community. People need to go to the communities to do proper planning to address public safety. Thank you.

President Hadley raised concern of raising drug problem, hopefully we can add that item to future safety summits; spread the news to all the villages on precaution of drugs. He also attended VIC meeting telephonic, their work session went well into the night. Just returned from Greenland; ICC Leadership, food security is main concern. Would like the young generation to step up.

Member Carr remembered during the summit the Alaska State Troopers made a presentation and award to Trooper Garcia; congratulated to him and family. She also mentioned Alaska tips which is an app to report confidential tips.

# **MAYOR'S REPORT**

Mayor Moto mentioned staff have been busy keeping up with Public Safety on VPSO hire process. Working on warm storages, got a MOA signed for Selawik; Deerstone did an assessment.

Member Sampson reminded the Assembly that the reports are behind tab five to read.

Public Services Director Jones provided a summary of recent activities; assisting City of Ambler on finances to get FY24 budget to State along with road erosions. Member Sampson asked what is bird treaty act report, what is that in reference to?

Public Safety Administrator Chase provided a summary of department activities. Currently awaiting three candidates for clearance and three on staff. Recently lost the VPSO Coordinator Warner. The Coast Guard is here for a few weeks, off for couple weeks then here until end of October. New fire equipment is being shipped to villages with ARPA funding.

Member Sampson thinks the VPSO Programs needs additional attention; periodically we lose people from those positions. We've got a problem to fix; people are dying today. If we can't fix the problem, then possibly contract out to someone else short-term while administration plan a process to address the issue.

Planning Director Nordlum mentioned just had a joint meeting with City of Kotzebue, Native Village of Kotzebue, KIC and NANA about Cape Blossom Port Plans, finishing phase one this week. For phase two, they need to seek additional funding for an economic feasibility study, which hasn't been done before this. Finalizing the maps for the village house numbers.

President Hadley learned that the VPSO hiring process is time consuming, think this body need to work on.

# TIME & PLACE OF NEXT MEETING

August 21-22, 2023, for work session and regular meeting next month.

# INTRODUCTION OF ORDINANCES

None presented.

# RESOLUTIONS

1. <u>Resolution 23-36</u> a resolution of the Northwest Arctic Borough Assembly approving a Village Improvement Fund Application from the City of Buckland for an equipment maintenance, parts, and labor project.

Mayor Moto summarized Resolution 23-36, recommend do pass.

Member Sampson motion to approve Resolution 23-36, seconded by Member Lincoln Carr; President Hadley abstain stating since he is from Buckland, passed by majority.

 <u>Resolution 23-37</u> a resolution of the Northwest Arctic Borough Assembly approving a Village Improvement Fund Application from the City of Kobuk for a Helical Pier Foundation and Accessories Project for a new community building.
 Mayor Moto summarized Resolution 23-37, recommend do pass.

Member Lincoln Carr motion to approve Resolution 23-37, seconded by Member Cleveland; motion carried unanimously by roll call vote.

 <u>Resolution 23-38</u> a resolution of the Northwest Arctic Borough Assembly approving a Village Improvement Fund Application from the City of Kobuk for a Community Buildings Supplemental Labor and Material Funding Project.
 Mayor Moto summarized Resolution 23-38, recommend do pass.

# Member Sampson motion to approve Resolution 23-38, seconded by Member Swan; motion carried unanimously by roll call vote.

4. <u>Resolution 23-39</u> a resolution of the Northwest Arctic Borough Assembly approving a Village Improvement Fund Application from the City of Kotzebue for the Emergency Response and Planning Project.

Mayor Moto summarized Resolution 23-39, recommend do pass.

Member Sampson motion to approve Resolution 23-39, seconded by Member Lincoln Carr; motion carried unanimously by roll call vote.

- <u>Resolution 23-40</u> a resolution of the Northwest Arctic Borough Assembly approving a Village Improvement Fund Application from the Kivalina IRA Council for the Landfill Cleanup and Waste Backhaul Project.
   Mayor Moto summarized Resolution 23-40, recommend do pass.
   Member Swan motion to approve Resolution 23-40, seconded by Member Lincoln Carr; motion carried unanimously by roll call vote.
- 6. <u>Resolution 23-41</u> a resolution of the Northwest Arctic Borough Assembly approving an agreement with the Alaska Department of Transportation and Public Facilities for Airport Vegetation Clearing, and for related purposes.

Mayor Moto summarized Resolution 23-41, recommend do pass. Member Lincoln Carr asked who will be working? At the local level?

# Member Sampson motion to approve Resolution 23-41, seconded by Member Loon; motion carried unanimously by roll call vote.

 <u>Resolution 23-42</u> a resolution of the Northwest Arctic Borough Assembly confirming the Mayor's appointments to the Village Improvement Commission.
 Mayor Moto summarized Resolution 23-42, recommend do pass.
 Member Lincoln Carr motion to approve Resolution 23-42, seconded by Member Cleveland; motion carried unanimously by roll call vote.

8. <u>Resolution 23-43</u> a resolution of the Northwest Arctic Borough Assembly approving a ground lease with the City of Kobuk for Public Safety use, and related purposes.

Mayor Moto summarized Resolution 23-43, recommend do pass.

Member Lincoln Carr motion to approve Resolution 23-43, seconded by Member Barr; motion carried unanimously by roll call vote.

9. <u>Resolution 23-44</u> a resolution of the Northwest Arctic Borough Assembly confirming the appointment of Franklin Greist to the Northwest Arctic Borough Public Safety Commission.

Mayor Moto summarized Resolution 23-44, recommend do pass.

Northwest Arctic Borough Regular Meeting –July 25, 2023

Member Ballot motion to approve Resolution 23-44, seconded by Member Lincoln Carr; motion carried unanimously by roll call vote.

10. <u>Resolution 23-45</u> a resolution of the Northwest Arctic Borough Assembly approving a contract for the Regional Boiler Repair Project with Northern Contractors and Consulting, LLC, in partnership with NANA Regional Corporation, and for related purposes.

Public Services Director Jones summarized Resolution 23-45, recommend do pass. Member Lincoln Carr motion to approve Resolution 23-45 which included Kotzebue, seconded by Member Barr; motion carried unanimously by roll call vote.

#### **OTHER BUSINESS**

None presented.

**EXECUTIVE SESSION** 

No executive session was held.

# AUDIENCE COMMENTS

None presented.

#### ASSEMBLY COMMENTS

Member Magdanz mentioned glad to see more monies going out to the villages through VIF; look forward to finished projects. He has been in Selawik, staying at a multi-building which was funded by VIF; nice place being used to house workers that are there. Happy to tackle long-range planning the next couple days.

Member Sampson thanks the administration for putting together a good meeting. Although some may think we go through the process quickly they have detailed discussions the day before. He raised concern if there is any time there is an interest group that is being interviewed over public radio station, he believes we need to be aware of how things were although at the same time this governance is being interviewed on same discussion, you don't get public perspective, no equity. Remind the public station the Borough fund portion of the station.

Member Barr mentioned good meetings, good discussion at work session which helped deciding on the requests. Hope they keep in mind other funding available such as NANA village economic development. Appreciate all the work being done. Glad villages are benefiting from VIF. Look forward to financial retreat going to. Appreciate the work administration is doing.

Member Loon thanked Mayor and staff for putting packets. Sorry to hear Rick left Borough, was active at summit; wish him well in future endeavors. Thank Assembly for being present, good to see Angie and Miles in person. Look forward to retreat. For awareness of public organization and entities we've been enjoying funds from VIF, in 2027-2029 the funds will decrease drastically. Do budget accordingly and ready for 2029. Thank you. Member Swan thanked the administration and this Assembly for working hard for Kivalina; ever since the first barge they have been busy making a lot of improvements. Thank you. Member Cleveland is thankful to be here, thank you for good meeting.

Member Ballot sends condolences to those that lost loved ones. She expresses her passion and concern/thoughts that we need to reach our young adults; life is worth living. Suicide and hard drugs aren't the answer. Reach out to someone, can call 988 to express your feelings; you need to reach out best as you can. We are here to support you.

Member Lincoln Carr mentioned good meeting; for the listening audience we have BAF and work session day prior. Better understanding as an Assembly although go quickly during regular. Thank the Mayor and office for safety summit and Assembly that were able to attend along with public, residents and State people. VIF has done so much in a short time; appreciate that commission. Set priorities. Donations that are given, never enough but helps. Condolences to those that lost loved ones, like Member Ballot said need to support each other. Be safe and gather subsistence foods.

Member Shroyer Beaver mentioned good meeting, sorry not in person. Sending condolences to those that lost loved ones. Echo Member Lincoln Carr is good to see subsistence activities. Slowly shift to day shift, school around the corner. Thank you.

President Hadley gives condolences to those that lost loved ones. The drug problem is getting hard up here, losing young people and to suicide. Graveyards are growing from suicide and drugs; technology these days we find out what is in town. Encourage and support one another, teach children to use technology the right way. Thank Lenora at KOTZ for the morning shows.

# MAYORS COMMENTS

Mayor Moto thanks the Assembly for a good meeting, working hard; thank you for your continued support. Cuts are coming, trying to get grants. Condolences to those that lost loved ones.

KOTZ Lenora Ward mentioned she was listening when Member Sampson commented regarding asking public comments from local people versus people from outside. Gentle reminder to Borough; first, the work that is done is remarkable, she hears from Saima and Hans although only heard from them. When they ask people to talk about certain subjects, the ones that will talk about come over. If anyone wants to talk on any subject, you can come in anytime. Every business/organization has been invited for half-hour talk shows. You're always welcome to stop by. Thank you for the work you do.

Member Sampson apologizes if he offends you for the statement made, which was based on information provided to Assembly by staff. Thank you.

President Hadley enjoys listening to Desiree's Alaska Public Media stories.

# ADJOURNMENT

Member Sampson motion to adjourn, seconded by Member Ballot at 10:13 A.M.



Northwest Arctic Borough P.O. Box 1110 Kotzebue, Alaska 99752 (907) 442-2500 Fax (907) 442-2930 www.nwabor.org

**DATE:** August 10, 2023

TO: Dickie Moto, Mayor

**FROM:** Fritz Westlake, Director of Community & Economic Development

# SUBJECT: ASSEMBLY DEPARTMENT REPORT THROUGH THE MAYOR

This report is submitted to the Assembly on matters that support daily operations, meetings conducted or attended, planned meetings/travel to inform you of the purpose and provide public information.

# DAILY OPERATIONS REPORT BY PROGRAM:

# COMMUNITY & ECONOMIC DEVELOPMENT COMMISSION – Fritz Westlake

The next scheduled Economic Development Commission (EDC) meeting is currently scheduled for September 1, 2023 in Kotzebue. The commission will continue to work on the "Piġuqtuq Entrepreneurial Inspiration Project". With primary focus on hiring a "Facilitator" who would work with local entrepreneurs.

# FRANK R. FERGUSON MEMORIAL SCHOLARSHIP PROGRAM – Erin Stephens

There were 21 applications for the FRF Scholarship fund, totaling \$34,500.

# SMALL BUSINESS GRANT PROGRAM – Erin Stephens

Three purchases were made for three individual businesses. A laptop was purchased for Nunakins, totaling \$2,512. Tires were purchased for Ferguson Contracting for \$1,512.25. Freight was paid for an industrial refrigerator shipped from Anchorage to Selawik for Zamara's Store for \$1,104.36.

# COMMERCIAL & SUBSISTENCE FISHING GRANT PROGRAMS – Hannah Sheldon

Subsistence Net Program

- A list of eligible applicants for fishing nets was made, then every person was followed up with a call or voicemail to get an either or for a salmon or trout net.
- There were 5 Nets available on hand, we were able to get these out on the first come first serve basis.

- Reached out to Seattle/Washington vendors to get quotes for 20 Salmon nets and 3 trout nets. KIC and Rotmans were also called for quotes.
- All 28 subsistence fishing nets were bought through Jovanovich supply, the first shipment of nets will be sent out on Alaska Cargo ASAP to Kotzebue for distribution.
- Additional supplies are going to be bought to hang the 3 Trout/Whitefish here in Kotzebue as Jovanovich could not provide the needed mesh size.
- All applications are filed and uploaded into W-drive for easy access in the future.
- Stickers are made for all nets being shipped to villages so that we can get them out ASAP when they land.
- 10 Nets were shipped August 8.

# Commercial Fishing Net Program

- Applications and Public Notices were sent out July 3.
- Application intake period opened, and Excel spreadsheet created to manage the qualified applications information.
- Have started passing out Coast Guard safety equipment from the supplies we ordered in previous years to the commercial fisherman.
- Met with Coast Guard Vessel Examiner to determine what supplies we have on hand that is USCG approved, and what can be ordered for the upcoming season. Communication is ongoing on creating a system for next year to pass out the gear that we have.
- 5 Nets are getting shipped on Alaska Air Cargo August 9.

# **GRANTS ADMINISTRATORS REPORT – Erin Stephens**

- Attended an informal meeting with the Small Business Association at ATC, with representatives from NANA, the SBA, and local small businesses.
- Preparations are underway for the VIC Retreat on 8/24-25. The agenda includes an indepth look at VIF policies and procedures, the application process, and the post-award process. Guests from APCM, Denali Commission, and Teck will be joining the retreat. ANTHC has been invited but not confirmed at the time of this report.
- Eva Harvey has been contracted to complete the 2023 VIF annual report. We will work to get her the most recent and accurate information.
- NAB submitted an application to the OCED for "Energy Improvement in Rural or Remote Areas
- Project Title: Solar PV, Battery Storage and Heat Pumps for Northwest Arctic Alaska." The budget for this project is \$68,514,883. This would equip all houses in the region with heat pumps (excluding Kotzebue).

# VIF PROJECT MANAGER REPORT – Hiram Walker

# Ambler:

- Energy Study Ph. 2 & 3 payments were made and will close out project this week.
- Biomass project on hold until summer. Need to connect underground piping and complete the roof.

- Ambler fuel farm is 95% complete with design and permitting.
- Tank farm procurement for three fuel tanks FBO Ambler. Funding through VEI.
- The Ambler Biomass project purchased some tools such as chain saws to start hauling wood for Biomass Boiler before snow is all gone to make it easier to haul.
- Work with project manager on funding to complete Biomass project. Funding through VIF an application was submitted for the next VIC meeting.
- Working with vender on heavy equipment. I will need the city to sign an award agreement.
- Will need an award agreement signed for the biomass before the funding will go to the contractor. The award is for \$76,034.28, ANTHC is the contractor.
- The Biomass project is currently installing remote monitoring equipment.
- Ambler
- City of Ambler got awarded to A25G Rock trucks will be shipped to Ambler next fall.
- The City of Ambler Heavy Equipment project has been purchased and will be shipped next summer.
- Energy Study 2&3 is extending till Spring of 2023 on some late installed heatpumps that will need inspection.
- Ambler fuel tank farm, the contractor is accommodating new fuel tanks with 95% submitted drawings to the city of Ambler.
- Worked with city of Ambler to get 95% drawings for tank farm from contactor.
- Transferred remainder of funds to city of Ambler Energy Efficiency project 3.
- Made invoice payment to consultant for Ambler fuel farm project.
- No activity for May 2023
- The A25G is on it way to Ambler via Drack Construction. The dump truck should be in Ambler the later part of July.
- Waiting on closeout report on Biomass project.
- No activity on any projects for the month of July.

# Buckland:

- Traveled to Buckland in the first part of June to help with gavel mining plan for new projects.
- The city of Buckland was awarded funds for the erosion project and heavy equipment repair. The amount of funding that will be used for repair is \$50,000. I am working with the city to get funding available to start repairs.
- The funding was executed for the heavy equipment repair for the erosion project.
- The city of Buckland has made a purchase of parts for heavy equipment.
- The funding of \$50,000 to get assessment and parts for equipment for erosion revetment is expended and VIF will be holding the remainder of fund tell revetment is completed.
- The city of Buckland has asked for the funding for the equipment repair, labor, shop heating fuel and electricity to get heavy equipment going by spring. The VIF office is working on getting the funding out to the city to get the project moving.
- The city of Buckland Equipment repair project is all most completed of funds and equipment is 90% repaired.
- Funding has been received by the city of Buckland for the Equipment repair and mechanic is repairing equipment.

- No activity in Feb. 23
- The city of Buckland is preparing for close out of Equipment repair project.
- Closed out Equipment repair project.
- The rock revetment is not in progress currently. There is no access to gravel. This is being worked on.
- City of Buckland is drawing down on the Equipment Maintenance project given to the city in July of 23.

# Deering:

- Ipnatchiaq Electric made the first payment to contactor for Ph. 3 of Electric grid.
- I will be closing out the on demand hot water heaters project with Deering IRA.
- No activity currently on all projects.
- Ipnatchiaq Electric will postpone Ph. 3 of project till next summer it got too late in the year to start on project.
- No changes in Ph. 3 Ipnatchiaq Electric contactor will be done this summer.
- No activity in Feb. 23
- Ipnatchiaq Electric ph.3 project is back on track with the repair of heave equipment need for the project to move on. The company has put an extension for a Title 9 and has a new timeline for the later part of July.
- No activity at this time April 2023.
- Contractor has postponed the project tell July 10th 2023 for Ipnatchiaq Electric.
- Contractor will start project for Ipnatchiaq Electric when housing becomes available at the later part of July.
- Contractor for Ipnatchiaq Electric has started Ph. 3 of the electric.

# <u>Kiana:</u>

- Kiana Manganese removal project will continue the next construction season.
- Kiana Community building is complete and is ready for close out.
- Kiana's Opt-In community building renovation had most building materials ordered from vender FBO Kiana.
- The contractor is ready to install water and sewer lines from the mains to the new community building making ready the funding for the part of the project. The amount is \$73K+ for 60 feet of water and sewer line.
- The contractor is in Kiana to start work on the old community building, Opt.-In project.
- Made funding draw down for Opt-In Kiana to pay labor for renovation of old city of Kiana community building.
- Opt-In has a construction supervisor and has gone out to Kiana and will start the project as soon and the construction material get out to Kiana
- The contractor is in Kiana to start work on the old community building, Opt.-In project
- The Opt-In project is waiting for the mechanical contactor to come in and work on rough-in of electrical and plumbing inside of building.
- The water and sewer service line hookup on the New Community building is currently being worked on.
- The City of Kiana Manganese filter system project has a superintendent going to Kiana on Sept. 12th to finish up to 95% completion of project

- Kiana Manganese system will be completed in the latter part of November. The contactor is currently tying the backwash tank to the water plant.
- Opt-In Building has the mechanical contactor working on location.
- The City of Kiana is a new Community building. The contactor is working on water and sewer service lines.
- All projects remain in same status for Kiana.
- Opt.-In has paid off contactor. Will continue work with local labor after holidays to complete building.
- No activity in Feb. 23
- No activity in March for projects.
- No activity in in April on Opt-In program.
- No activity due to no contractor available for May 2023.
- No report for the Manganese filter project.
- Opt-in has made an agreement with contractor to complete interior of building.
- No report for the City of Kiana Manganese filer system for the month of July of 23
- Opt-in is still looking for contactors to complete building

# <u>Kivalina</u>

- The Kivalina Dump site cleanup will need reporting turned in. No reports since Oct.
- Received report on Dump site cleanup and will working with contactor that will be organizing site clean cleanup this summer.
- With the nice weather the dump cleanup is coming along well and is on schedule.
- The IRA dump cleanup has received small equipment on the barge to help with cleanup
- The funding for the Kivalina dump cleanup is almost depleted and will be looking for other funding.
- Kivalina dump cleanup is now out of funding and will be looking forward to the closeout of project.
- All projects remain the same status for Kivalina
- Kivalina Dump site cleanup has no activity this mouth of Dec.
- No activity in Feb. 23
- No activity in March for all projects.
- The IRA is getting ready to start Dump cleanup project up in May.
- The landfill cleanup project is going to closed out at this time.
- The IRA of Kivalina has submitted for project draw down of funds to backhaul waste for landfill.

# Kobuk:

- The city's Drain Field will not start until next construction season.
- Worked with Project engineer on construction of Drain field this fall.
- I will need a signed award agreement for the City of Kobuk for the shipment of materials that will have to be airlifted to Kobuk due to low river water. The amount needed is \$162,511.00 to start airlift.
- The new community buildings will not start construction tell next year the city cannot find a contractor to construct buildings.
- No progress has been made on any projects at this time.
- No progress has been made this Feb. 23

- No progress has been made in any of the projects for March.
- Made an award agreement up and sent it to City of Kobuk to get signed.
- Purchase Heavy Equipment for city of Kobuk it will be airlifted to Kobuk.
- Heavy Equipment has been delivered to Kobuk for the city of Kobuk and this will be closed out.
- The city is still waiting on community buildings to be delivered for the city of Kobuk.
- City of Kobuk has closed out the Heavy Equipment project.
- The city has sent proposal to draw down on the shipping of community building.

# Kotzebue:

- KEA Renewable Turbine foundation has been ordered.
- No movement on the KEA renewable Turbine Foundation currently.
- The city of Kotzebue Self-contained Breathing Apparatus Packs has been ordered.
- All projects remain the same in Kotzebue.
- All projects remain the same in Kotzebue for Feb. 23
- All projects have no activity for the month of March.
- No activity in any projects in Kotzebue for April.
- No activity in any projects or programs for May 2023
- The Turbine base plate will be on the 2nd sealift to Kotzebue sometimes this fall.

# <u>Noatak:</u>

- Sent award agreement to Noatak IRA for the Solar and Batter Project and have not gotten it back at this time.
- No activity for Noatak IRA Solar Project due to high water for May 2023.
- The Noatak IRA Solar project is in the construction process at this time and is coming along okey.
- No activity on all projects for the month of July of 23

# Noorvik:

- City of Noorvik Land fill cleanup is meeting with city council on burn unit project moving forward.
- Noorvik IRA has received an award for \$951,607.22. I am in the process of funding execution. The project is Noorvik Road Construction and Maintenance Program.
- The Native Village of Noorvik had all funding to have the A25G dump truck paid to vender and will be FBO Noorvik this summer.
- For the Native Village of Noorvik Road Maintenance program the tribe has requested quotes for all the heavy equipment. The quotes that they have are from June of 2022.
- The native village of Noorvik has put in for an application for updated quotes for the Road Maintenance program and is waiting for funding.
- The Native Village of Noorvik has received funding to purchase, ship and start Road Maintenance program.
- Project management is working on purchasing equipment and shipping for 2023.
- No activity in Feb. 23
- The Tribe is applying for a Title 9 permit for the Road Maintenance program.
- I have not had a monthly report sent in to the VIF office for the month of April on Road Maintenance program.

- No activity for May 2023.
- I will be going out to Noorvik to meet with the new transportation planner.
- I will be meeting with the city of Noorvik to ask to return the remainder of funding for the Dump clean up and for the city to apply with a new application for funding for an incinerator for landfill I will do this at the same time when I meet with the Tribe.
- The city of Kobuk has ask to return the VIF funds remaining in the Landfill clean up.

# <u>Selawik:</u>

- Selawik Home Water and Sewer project is on hold until the City of Selawik can get training on the project from VIF staff.
- Traveled to Selawik end of May to visit the Native Village of Selawik community center the tribe has turned in a new VIF application for completion of community center.
- The home water and sewer will be working on getting a new contractor to complete the project.
- The home water and sewer are still on hold and will be until a plan is work out with the city of Selawik.
- Water and Sewer Rehabilitation is still open with biohazard materials to be sent to Kotzebue to dispose of.
- ANTHC will be the contractor for the Selawik evaluation project. This project was awarded to the city of Selawik for \$75,000 and will be executed when the signed award agreement has been received.
- I will need to go out to Selawik to give project orientation to the city and sign an award agreement on the project for Selawik Safety upgrade of the Multipurpose building. The award is \$250,000.00
- The Native Village of Selawik is soliciting 2 or 3 consultants to do feasibility study for Gravel Access.
- A new city administrator has been hired for the city of Selawik and will need training on Multipurpose Building upgrades project can start the city will set a time for this
- City of Selawik Water and Sewer Evaluation will get stated middle of Sept.
- The Native Village of Selawik is working on RFP for the Gravel Access Study.
- The Native Village of Selawik is soliciting engineering firms to proceed with study.
- The multipurpose Building safety upgrades project had drawing down funding to start upgrades.
- Selawik home water and sewer project had an engineering firm go to Selawik to start the evaluation on project.
- The Selawik evaluation engineering firm all have Co-vid and project is on hold the later.
- All projects remain the same for Selawik
- Selawik Water and Sewer evaluation data collected from engineers' earlier trip to Selawik is being evaluated.
- Selawik IRA is working on soliciting engineering firm to proceed with Gravel Access Study.
- The Selawik Safety upgrade project has got the funding to start the procurement process.
- No activity in Feb. 23
- I will be setting up a meeting with the city of Selawik to discuss the Home Water and Sewer start up the end of March.

- No other activity on any of the other projects.
- I have no activity on any of the projects for the month of April.
- Working with contactor for home water and sewer project start up.
- No monthly report on Selawik Safety upgrade project.
- The Home water and sewer project has started backup.
- The home water and sewer project has started by ordering parts for homes and sending crew to Selawik to mob up project.
- Gravel Access study has been inactive to this point. The IRA will be applying for more funding. No one submitted for work on this project due to not enough to do study.

# <u>Shungnak:</u>

• No open projects or programs currently.

# Regional:

- KOTZ radio Ph. 2 project is ready for closeout after final reporting is sent in.
- NWABSD Inupiaq program is on hold until further notice from the school district.
- KEA Electric Co. has ordered wind turbine base.
- KOTZ has no movement on the project for this month.
- I haven't received a monthly report for at this time.
- Kotz Radio has asked for change in project it was to eliminate the gas generator and in place use an USB unit.
- KEA project is the purchase of Turbine Base for wind generators. The Base's will be in next summer's sealift.
- NWABSD Inupiaq program is on hold and will bring in Inupiaq instructors in Nov.
- NIHA has drawn down funding for the Housing Assessment for all 11 communities.
- No movement on all projects currently.
- VIF purchases continue to provide professional development for instructors. The professional development gathering for Iñupiaq Instructors occurred between November 29 to December 1. The focus was on replacing further English with Iñupiaq in the classroom, using the curriculum's games and activities to support student learning, and using the Iñupiaq language in conversation.
- NIHA is advertising for 23 surveyors and have received job applications. They will work until each household is completed. We are having them work for three weeks; however, if there is a need to continue, that will be done. It is the goal of NIHA to have no less than 70% of each community fill out the survey.
- The NWASD will be scheduling an Inupiaq Instructors Training for April
- No projects reports in for the month of April all projects.
- No activity in the NWABSD Inupiaq program for the month of May 2023.
- NIHA will be late on the monthly report on Housing survey report due to personal change.
- No report for Inupiaq program for the month of July.
- No report for the Housing Survey report for the month of July 23.
- No report for Iñupiaq program for the month of July of 23.

# ENERGY DEPARTMENT - Ingemar Mathiasson

Conferences

• Next ESC conference is in Kotzebue 11th-12th October at Nullagvik

Electric report shows increases, Fuel prices have not been updated yet. Current fuel costs below. Red are increases.

Community	Gasoline \$/G Retail	Stove oil \$/G Retail	Sales Tax included	Util. & AVEC Cost \$ Barge/Air	NWABS Cost \$
				FY2022-FY2023	FY2023-FY2024
Kotzebue KIC and KEA	8.99	9.12	6%	3.71 KEA/ 3.20	4.54/4.7605
Kotzebue Vitus	7.99	7.57	6%		
Kotzebue Crowley	7.80	7.97	6%		
Ambler	14.42	14.42	3%	4.49/11.50	6.07/6.2505
Kobuk	13.91	15.45	3%	N/A	6.07/6.2505
Shungnak	14.03	15.05	2%	5.45 / 11.50	6.07/6.2505
Kiana	7.98	7.73	3%	2.82/4.18	4.71/5.0005
Noorvik	7.21	6.18	4%	2.96/4.63	4.71/5.0005
Selawik	5.68	6.58	6.5%	2.854.52	4.71/5.0005
Buckland	7.65	7.66	6%	2.13-3.547	5.25/5.0005
Deering	5.50	5.20	3%	2.13-4.057	4.71/5.0005
Kivalina	6.52	6.52	2%	2.78/4.18	5.16/5.0005
Noatak	14.49	15.31	6%	8.10/10.75	7.24/10.96

# Fuel prices (tax included on retail) April. 2023 & FY24

NAB Electric rates July 13 2023						
Community	1-750Kwh \$/Kwh with PCE	Tax	1-750 Kwh Actual cost/Kwh with tax	0-750 \$/Kwh No tax	750-up \$/Kwh No tax	Utility Non firm power purchase rate \$/Kwh 1/30/2023
Kotzebue KEA	0.2275	6%	0.24	0.3949	0.3918	N/A
Ambler AVEC	0.2627	3%	0.2705	0.8580	0.7566	0.3949
Kobuk AVEC	0.3305		0.3305	1.0967	0.9912	N/A
Shungnak AVEC	0.3305	2%	0.3371	1.0967	0.9912	0.6138
Kiana AVEC	0.2561		0.2561	0.7254	0.6199	0.2733
Noorvik AVEC	0.2543	4%	0.2645	0.6896	0.5841	0.2507
Selawik AVEC	0.2534	7%	0.2711	0.6719	0.5664	0.2053
Buckland BEC	0.2781		0.2781	0.4900	0.4900	0.2823
DeeringIEC	0.4081		0.4081	0.6747	0.6747	0.3575
Kivalina AVEC	0.2535	2%	0.2586	0.6295	0.5240	0.2442
Noatak AVEC	0.3982	6%	0.4221	1.1644	1.0589	0.6682

AEA REF 14 Community project grant 4 community engineering for Solar battery

- The NAB applied for Engineering of Solar/Battery projects for Selawik, Kiana, Noorvik and Ambler through the Alaska Renewable Energy Fund REF 14 submitted mid. January 2022 at an amount of \$ 590,000.00 and was awarded.
- An RFP was released 15th Dec. with deadline for responses 6th Feb. 2023.
- We completed the RFP process and selected RES/Kuna as the contractor
- This project will provide the needed inkind to leverage Construction funds in 2024-25.
- The 8th-9th June I visited the 4 communities together with the contractors RES and KUNA, we mapped out the possible areas for large solar arrays up to 4 acres and 500Kw.
- The contractors are now following up with AVEC for cost estimates on integration equipment needed to be able to accommodate the incoming Solar power.
- Project scheduled to complete work 31th July 2023.

# New Grant requests

• The Energy Group is currently working on a large DOE OCED Region wide grant proposal.

# Project Description

This project, "Solar PV, Battery Storage and Heat Pumps in Northwest Arctic Alaska," proposes to install 3.35 MW of solar PV and 16.5 MWh of battery storage across all eleven

villages of the northwest Arctic region, displacing an estimated 322,000 gallons of diesel fuel annually. Additionally, this project proposes to install 860 heat pumps, one in every residence in ten villages: Buckland, Deering, Kiana, Kivalina, Kobuk, Noatak, Noorvik, Selawik, and Shungnak. The solar PV, battery energy storage systems (BESS), and heat pumps will be owned and maintained by the federally recognized Alaska Native Tribe in each community, each of which will operate as an independent power producer (IPP) generating renewable power and selling it to the local utility, capturing an estimated \$1.5M in annual revenues. The expected construction cost for the proposed project is \$56,000,000

Our preliminary concept paper was accepted DOE and they wants us to do the full application.

The full application was submitted the 3rd of August and now we wait for DOE to respond, hopefully before the end of the year.

Status of Current projects under way

Selawik Rural Energy Pilot Program (REPP) Grant 100Kw Solar/1Mwh battery. (NEW)

- A grant request to USDA REPP was completed for a 100Kw Solar 1 Mwh Battery for Selawik. For a total cost of \$3,603,240. It requires a 50% inkind.
- This project is aimed at stabilizing the electric grid in Selawik.
- would stop dangerous power outages that endanger the waterlines in Selawik.
- Inkind is available from AVEC @ \$100K and from State of Alaska (AEA) \$ 120K.
- VIF and NANA VEI combined is matching in with 1,216,000.00
- USDA is awarding us this grant with a Federal share of \$1,998,820.00, we have just signed the intent to proceed and waiting for the Grant document, if it shows up, there will be an acceptance resolution in your package

Alaska REF 15 for Selawik (NEW Request has been funded @ 1,134,500.00) We are also pursuing the REF15 grant for additional funding to add another 300Kw of Solar to the project

The Northwest Arctic Borough (NAB) is requesting \$1,134,500 for Phase IV Construction of a high penetration distributed solar PV system for the community of Selawik. Based on Hybrid Optimization for Multiple Energy Resources (HOMER) software modeling and AEA's B/C Ratio model, this system will displace about 27,278 gallons of imported diesel fuel annually and will result in about 193 hours of diesels-off operation, saving the community about \$81,698 during the first year of operation. Lifetime savings for the project are estimated at 681,947 gallons of diesel fuel and \$2,511,674. In addition to reducing the cost of electrical generation, the solar PV system, in conjunction with a related and separately funded project to construct a Battery Energy Storage System, will result in a hybrid solar PV/battery/diesel system, will dramatically increase the efficiency and resilience of the power generation system by providing spinning reserve and significantly reducing brown-outs and black-outs and associated freeze-ups of the community water system. This project will leverage the key learnings from other high penetration systems operating and in development in the Northwest Arctic Borough, including Kotzebue, Deering, Buckland, Shungnak-Kobuk, and Noatak. Upon completion of the project,

this solar PV system will be transferred to ownership as an IPP by the Native Village of Selawik and sell power to the Alaska Village Electric Cooperative, similar to other projects in the region.

# Ambler Fuel farm (updated)

- Ambler City is pursuing a new Fuel farm and have received \$ 180,000.00 for engineering services from the VIF to get to shovel ready status at 95% design spec.
- Full construction of a new fuel farm is likely to be close to \$ 2 Mil.
- This is a collaborative effort together with AVEC.
- Summit Construction has been allowed the Engineering contract.
- Summit personal visited Ambler early November for site evaluation
- Various documents have been produced for 65% design.
- Funding for tanks have been procured from NANA VED
- The tanks were delivered to Ambler in mid September.
- Construction funding have been applied for thru direct appropriations and \$ 1.8 Mil has been assigned to Murkowski's short list. Last we heard we may get approximately \$ 650K. of the needed funds. Waiting for grant agreement.
- AEA has contacted Ambler and would like to contribute the last \$ 614K needed to construct the project. That will fully fund the project and can conceivably be completed by summer 2024.

# Regional Solar PV projects

Shungnak\_Kobuk IPP 223.5 Kw Solar with a 384kWh Battery data collection ongoing

- Link to project; https://initium.agetoenergy.com/login
- User; Shungnak, password; shungnak2021
- This project has received a Microgrid Greater Good Award.
- And also received https://www.energy.gov/communitysolar/sunny-awards-equitablecommunity-solar
- The project now have over \$ 150K in their Energy fund from proceeds of selling electricity to AVEC.



Noatak Solar Battery IPP (updated) 280.6 Kw Solar with a 460Kwh Battery We are wrote a HECG (USDA) proposal for Noatak for 2020-21, to build a 280.6 Kw Solar PV and Battery solution for them. Meetings have been held in Noatak and also with AVEC to facilitate the creation of the Grant proposal.

- Resolutions and support letters have been collected.
- This is a collaborative effort by the Energy Steering Committee.
- A new application to DOE Tribal energy. DOE recently allowed us to apply with a lower in kind of only 10% versus the earlier 50%. The project cost is anticipated at approximately \$ 2.7 Mil.
- We now have approval from FAA to construct the array and is conferencing with AVEC on the technical specifics of the project. FAA approved new site near airport
- RFP was been posted 2/8/2022 with a deadline at 2/28/2022. Two bids were received.
- MOA for IPP creation and working documents between NAB and Noatak is being reviewed.
- The contract was awarded to Alaska Renewable Industries (ANRI).
- Lease agreement with NANA has been signed.
- The project will have an expansion area for an additional 100Kw of Solar in the future.
- Equipment is being ordered.
- Groundwork was begun in October 2022.
- Engineering is 100% complete.
- Fire Marshall approval pending
- Boots on the ground by late April, some delays due to the cold weather and snowloads.
- Equipment is being shipped to the site in Noatak
- I visited the project 12-13th June and connected with Edna at the tribal office to deliver the PPA agreement for signing with AVEC.
- The project tracks fine and they have now started to build the Solar arrays with the battery to be delivered by Lynden Air just after 4th July.
- The project is scheduled to be commissioned in the week of 17th Aug. 2023.
- The community had a ribbon cutting ceremony the 21st July. That was a great success, we took up a lot of Hotdogs and hamburgers and cooked for the whole community for a celebration feast.





# SPECIAL PROJECTS MANAGER REPORT – Chuck Schaeffer

Hired Victor Stalker as my lead carpenter. We since have been pre-fabricating our shelter cabins. We have completed four foundations and floors. We are not pre-fabricating the walls. We have completed about ½ of the walls. These pre-fabricated floors and walls are competed so that when we get them into the field, basically we just attach them together. The walls and ceiling are also painted. The whole idea is to have as much done here so that when we get the cabins in the field, our work will be minimized in adverse conditions.



**Northwest Arctic Borough** 

P.O. Box 1110 Kotzebue, Alaska 99752 (907) 442-2500 Fax (907) 442-2930 www.nwabor.org

**DATE:** August 10, 2023<sup>th</sup>, 2023

TO: Dickie Moto, Mayor

**FROM:** Clay Nordlum, Planning Director

SUBJECT: ASSEMBLY DEPARTMENT REPORT THRU THE MAYOR

This report is submitted to the Assembly on matters that support daily operations, meetings conducted or attended, planned meetings/travel to inform you of the purpose and provide public information.

# DAILY OPERATIONS REPORT BY PROGRAM:

#### **Planning Director - Clay Nordlum**

#### Office and communication:

*RPO:* Final RPO information and packets review and feedback in progress Review of website, documents attached

Cape Blossom Phase 2 and Port Planning meeting July 20, 21<sup>st</sup> was a success with myself being nominated for the borough seat on the Local Cape Blossom Port Committee

Searching for historical Buckland property information for lot dispute

Village house # Maps: McClintock Land Associates and I are working together to gather local input for finalization of village street names and locations

NOAA –Village aerial flyovers for 7 of our communities is being processed, needed for new maps for house number project

Updated Borough website data

Numerous calls for tax information for local homes and village businesses –No property taxes in the borough

Building Permit for fencing installation on 3<sup>rd</sup> St property completed

# Planning Commission:

One Planning Commission seat and a youth representative seat available please assist with nominations

Next meeting scheduled for August 18<sup>th</sup>, 2023

# Planning Administrator – Gem Belamour 1 year of service August 1st

# Office and Communications:

All Staff Meeting with Mayor – July 17, 2023 Planning Commission Meeting – August 18, 2023

# Title 9 Permitting:

Approved Permits:

- > Title 9 Major Use Permit #101-03-23: NIHA Noatak Water & Sewer Extension
- Title 9 Major Use Permit #102-03-23: NIHA Ambler Brook St. & Shungnak Ave. Road Construction
- Title 9 Minor Use Permit #103-03-23: GCI Kivalina-Kotzebue-Deering Fiber Optic Connection and Cable Landing Station Gravel Pad
- Title 9 Conditional Use Permit #104-03-23: Noorvik IRA Middle Cemetery Road Construction
- Title 9 Minor Use Permit #105-03-23: Teck American Incorporated Red Dog Mine Contractor Camp Interior Renovations
- Title 9 Conditional Use Permit #106-03-23: Ambler Metals LL Upper Kobuk Mineral Project
- Title 9 Conditional Use Permit #107-03-23: Valhalla Metals Ambler Mining District Mineral Exploration
- Title 9 Conditional Use Permit #108-03-23: Drake Construction Inc. Noorvik Hotham Peak Gravel Extraction
- Title 9 Major Use Permit #111-03-23: NANA Construction Selawik Village Office Construction
- Title 9 Major Use Permit #112-03-23: NANA Construction Kivalina Village Office Construction
- Title 9 Major Use Permit #113-03-23: NANA Construction Shungnak Village Office Construction
- Title 9 Minor Use Permit #114-03-23: Teck American Incorporated LIK Mineral Exploration
- Title 9 Minor Use Permit #115-03-23: AKDOT&PF Kivalina Temporary Wind Measuring Tower

Pending Permits:

> Title 9 Major Use Permit #110-03-23: OTZ Telephone Village Connect Project

# Trainings:

- Floodplain Management Trainings
  - o Introduction to Flood Insurance from the NFIP

- o Changes to the Floodproofing Certificate Form
- o CRS Webinar Series: FEMA Elevation Certificates
- ➢ FEMA Trainings
  - o NETAP Training: ATC-20 Post Earthquake Safety Evaluation of Buildings
- > Crisis Management and Foresight Planning

Permit #	Permit Type	Permittee	Project Description	Date of Issue	Expires On
101-03-23	Major Use	Northwest Inupiat Housing Authority	Noatak Water and Sewer Main Extension	03/21/23	12/31/24
102-03-23	Major Use	Northwest Inupiat Housing Authority	Ambler Brooke Street and Ambler Avenue Road Completion	03/21/23	12/31/24
103-03-23	Minor Use	GCI Communication Corp	GCI Kivalina-Kotzebue- Deering Fiber Optic Cable Connection and Cable Landing Station Gravel Pad Construction	03/10/23	12/31/23
104-03-23	Conditional Use	Noorvik Native Community	Noorvik Middle Cemetery Road Construction	05/08/23	12/31/25
105-03-23	Minor Use	Teck American Inc.	Red Dog Mine Contractor Camp Interior Renovations	02/15/23	12/31/24
106-03-23	Conditional Use	Ambler Metals LLC	Upper Kobuk Mineral Project	05/08/23	12/31/26
107-03-23	Conditional Use	Valhalla Metals Inc.	Ambler Mining District	05/08/23	12/31/26
108-03-23	Conditional Use	Drake Construction Inc.	Noorvik Hotham Peak Gravel Extraction	05/08/23	12/31/23
109-03-23	Conditional Use	Native Village of Deering	Deering Road Maintenance, Gravel Extraction & Gravel Pad (Amendment of CU Permit #117-03-22)	05/08/23	12/31/26
110-03-23	Conditional Use	OTZ Telephone Cooperative, Inc.	OTZ Telephone Village Connect Project	Federal a	bmission of and State d Approvals
111-03-23	Major Use	NANA Construction	Selawik Village Office Construction	06/23/23	12/31/24
112-03-23	Major Use	NANA Construction	Kivalina Village Office Construction	06/23/23	12/31/24
113-03-23	Major Use	NANA Construction	Shungnak Village Office Construction	06/23/23	12/31/24
114-03-23	Minor Use	Teck American Incorporated	LIK Mineral Exploration	04/20/23	12/31/26
115-03-23	Minor Use	AKDOT	Kivalina Temporary Wind Measuring Tower	07/11/23	12/31/25

Below is a list of Title 9 Permits for FY23:



# **Northwest Arctic Borough**

P.O. Box 1110 Kotzebue, Alaska 99752 (907) 442-2500 Fax (907) 442-2930 www.nwabor.org

**DATE:** August 10, 2023

TO: Dickie Moto, Mayor

**FROM:** Clara Jones, Public Services Director

SUBJECT: DEPARTMENT REPORT TO ASSEMBLY THRU THE MAYOR

Attended the Budget retreat in Anchorage which was very beneficial to attend in all the things we do at the Borough as far as the budgets and programs we administer. Turned in check requests for 4<sup>th</sup> Quarter CUAP expenditures. Did hire paperwork for the Kivalina Road Maintenance project for this year. Dominic did some price quotes for fence material for the NAB 3<sup>rd</sup> Avenue property. Dominic and couple contractors did a day trip to Kivalina to so an assessment for the Kivalina shop renovation for the roof and heater system and was able to turn in a material list to complete both projects with Northern Contractors. List was turned into SBS to do a rush order.

Requested MOA paperwork from DOT to do the Vegetation Projects for a few of the airports we serve. Did some outreach for gravel sources for some of the VPSO projects that are happening in the villages.

Held our weekly teleconference for KVL maintenance project to make sure we are prepared for this year and are on task with the things we need to get done for Kivalina. Started to hold weekly teleconferences for all the VPSO Warm Storage Projects that we administer to make sure we are on task with the grants.

Going over all the grants that the Public Service Department administers in our department.

# STATUS OF PUBLIC SERVICES ACTIVE PROJECTS

Project Name:	Kivalina Heavy Equipment Garage Renovation
Scope:	Renovate heavy equipment garage storage in Kivalina
Funding:	ARPA Funds
Project Phase:	Renovation
Community:	KVL
Manager:	Clara Jones, Public Services Director
Status:	Working with Northern Contractors – Cliff Johnson. Dominic and couple of the contractors went out to Kivalina for a daytrip on July 31 <sup>st</sup> to inspect the building and the heater system for the shop. They generated a list of materials that is needed to complete the job. On August 2 <sup>nd</sup> Dominic submitted a list of materials to order from SBS. Once the material gets in with NAC will get them sent out to Kivalina via Ryan Air. Contractor will repair the roof. The Project will be overseen by Cliff Johnson, who will keep the project on schedule, maintain records, and ensure that the Project is completed on time and on budget. Contractor is responsible for providing all equipment and labor. The Borough will provide materials, lodging, transport, freight, and shipping for materials. The Borough and Contractor will coordinate to arrange for logistics. Specifically, Contractor will perform the following:

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QTY.	DESCRIPTION OF WORK	Crew	TOTAL
0.25	Mobilization	5	\$ 2,325.00
0.20	Build platform, scaffolding, handrails, install safety arrestors	5	\$ 1,860.00
0.50	Remove roofing metal, screws, nails, trim, clean	5	\$ 4,650.00
1.00	Add install layer of 1/2" CDX over entire roof	5	\$ 9,300.00
0.50	Install ice and water shield	5	\$ 4,650.00
0.75	Lay down (install) new metal & trim	5	\$ 6,975.00
0.00	Demobilize	5	\$ -
			\$ -
3.20	Total Man Days for Crew (LABOR ONLY)		\$ -
			\$ -
NOTES		Sub Total	\$ 29,760.00

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Project Name: Scope: Funding: Project Phase: Community: Manager: Status:	Kivalina Stockpiled Aggregate Project associated with Kivalina Evacuation & School Site Access Road for road maintenance. ARPA Fund. Need to put out to bid. Renovation KVL Clara Jones, Public Services Director Dominic is getting price quotes for swing gates.
Project Name: Scope: Funding: Project Phase: Community: Manager: Status:	Kivalina Road Maintenance Project Snow removal, resurfacing, dust control. FY23 General Fund Maintenance KVL Clara Jones, Public Services Director Road maintenance is budgeted for 100K for FY24.
go ov priori sched	Heater Repair Program Inspect, clean, and recalibrate residential boilers and Toyostoves Joint Initiative with NANA Maintenance All Villages Clara Jones, Public Services Director Working with Northern Contractors & Consulting, LLCCliff son. Need to sit down with NAB/ NANA and Northern Contractors to ver the MOA's and agreements for this project. Once signed we will tize which villages to start with, do outreach to set up a plan and start duling the villages to Inspect, clean, and recalibrate residential boilers Foyostoves.

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Project Name: Scope: Funding: Project Phase: Community: Manager:	Main Office Boiler Replacement Replace main office boiler with two new boilers and supply lines ARPA funds. Replacement OTZ Clara Jones, Public Services Director
Status:	08.7.23 Buit new zone valve manifolds for both supply and returns. Added supports to line splices. Installed ball valve to separate system from supply to return. Tied in last lines and circulation pump to water heater. Installed outside cold/hot water faucet and plumbed into system. Removed all old zone valves on south side of building. Started to mud sheetrock and prepare for sanding and paint. Started building NWAB Mechanical book for reference and troubleshooting. 08.8.23 Worked on boiler manual. Cleaned up areas and vacuumed. Finished sanding and painting mechanical room. Hooked up back entrance heater, mayors assistant and closet onto one zone valve. Wired in boiler electrical. Installed new flue and exhaust from boiler to outlet. Added supports to large manifold. Pressure tested system 30 minutes at 60 psi. Mixed TSP for test flush. Flushing whole system one room at a time. Circulate until morning. 08.9.23 Wired in remaining thermostats. Pressure held all night @ 23 psi. Flushed whole system w/ water. Opened all valves and cycled water to flush old glycol. 907 insulation working on pipe wrap.
Project Name: Scope: Funding: Project Phase: Community:	Main Office Carpet Replacement Replace flooring and carpet in offices Purchase and install new carpet. OTZ
Manager:	Dominic Ivanoff, Administrator
Status:	Chip and Richard started installing the flooring. The project is on hold due to the main boiler maintenance project. Once boiler maintenance is completed the flooring will continue.

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Project Name: Scope: Funding: Project Phase: Community: Manager:	Public Safety Warm Storage Construction Construct 20' x 24' warm storage buildings for Search & Rescue/Fire Dept equipment storage in all villages, including electrical meter base, man and garage door access, and oil heater with fuel tank. FY23 General Fund + SOA Grant. Construction All Villages Clara Jones, Public Services Director
Status:	We expanded this project to include WLK, OBU, SHG, ABL, & BKC. We've reached out to each village and identified existing vacant buildings to renovate. We met with LBB and determined a lease agreement would best serve the project due to the 20-year site control requirement. We're waiting for LBB to draft the lease.
Project Name:	Shelter Cabin Construction & Renovation
Description: Scope: Funding:	Construct new shelter cabins and renovate existing shelter cabins \$77K from FY22 General Fund for construction materials \$150K from FY23 General Fund for labor, parts, & supplies
Project Phase:	
Community:	All Villages
Manager:	Clara Jones, Public Service Director
Status:	Materials for 5 new cabins and 5 repairs are on hand. Prefabrication started this spring. Noatak- Kivalina shelter cabin just needs a few more sidings. Chuck Schaeffer and Victor Stalker are busy getting materials ready to tackle another cabin for renovations.
Project Name: Scope: Funding: Project Phase:	Security Camera Installation Project Purchase of cameras, licensing, and POS adaptors from Verkeda ARPA Fund Maintenance
Community: Manager:	OTZ, SHG, ABL, IAN, ORV, WTK, BKC, DRG Dominic Ivanoff, Administrator
Status:	Cameras ordered for VPSO facilities. A virtual private network is needed.

Project Name: Description: Scope: Funding: Project Phase: Community: Manager: Status:	Buckland Kivalina VPSO Warm Storage Construction Construct 16' x 20' warm storage units for VPSO equipment storage in Buckland and Kivalina, including electrical meter base, man and garage door access, and vented oil heater with fuel tank. \$107,500 FY22 General Fund – Encumbered & Lapsed Construction BKC & KVL Chris Hatch, Public Safety Director Got the agreement with City of Buckland on the building. Will move forward with the project.
Project Name: Scope: Funding: Project Phase: Community: Manager: Status:	Kobuk VPSO Warm Storage Construction Construct 16' x 20' warm storage building for VPSO vehicle storage in Kobuk, including electrical meter base, man and garage door access, and vented oil heater with fuel tank. FY23 General Fund. Need to put out to bid. Construction OBU Chris Hatch, Public Safety Director Materials stored in a connex were moved to School property for winter storage. Got site control via a land lease.
Project Name: Scope: Funding: Project Phase: Community: Manager: Status:	Kotzebue VPSO Warm Storage Construction Construct 16' x 20' warm storage building for VPSO program, including electrical meter base, man and garage doors, and vented oil heater with fuel tank. FY23 General Fund Construction OTZ Chris Hatch, Public Safety Director This project postponed until village projects done per Mayor, but I'd like to get it moving by this summer, if possible, to use material.

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Project Name: Scope: Funding: Project Phase: Community: Manager: Status:	VPSO Warm Storage Meter Base Relocation Relocate meter bases on four VPSO warm storage units to meet AVEC code requirements \$15K FY23 General Fund Maintenance Shungnak, Ambler, Kiana, Noatak Chris Hatch, Public Safety Director We'll install a platform starting in Ambler this spring.
Project Name: Scope: Funding: Project Phase: Community: Manager: Status:	VPSO Trilogy Lock Installation Project Purchase and install Trilogy Locks to all VPSO facilities. State VPSO Grant Fund Maintenance OTZ, SHG, ABL, IAN, ORV, WTK, BKC, DRG Dominic Ivanoff, Public Services Administrator Shungnak, Kiana and Deering are complete. Need 3 for Ambler, 2 more for Noatak and will need to do OTZ, ORV and Buckland.
Project Name: Scope: Funding: Project Phase: Community: Manager: Status:	Buckland VPSO Residential Unit Renovation Renovate kitchen and bedroom sections. State VPSO Grant Fund Renovation BKC Chris Hath, Public Safety Director Site control secured. Chip will assess jobsite and plan to resume renovation in-house this spring.
Project Name: Scope: Funding: Project Phase: Community: Manager: Status:	Work Truck Procurement Project Procure flat bed work truck with plow for department use. FY23 GF Procurement OTZ Dominic Ivanoff, Administrator A flatbed truck was ordered and will be here 2 <sup>nd</sup> barge from Anchorage. The flatbed truck that is here will get ship to Kivalina on the 2 <sup>nd</sup> barge to Kivalina.

Project Name: Sulianich Maintenance Project Install three commercial doors and improve roof drainage Scope: Funding: FY23 GF Project Phase: Maintenance *Community:* OTZ Manager: Chip Field, Facility Director Status: 2 of 3 doors installed. Got one more door to do and the project will be closed Project Name: Cape Blossom Road Construction Phases 1 Scope: Construct a new road from Kotzebue to a port site near Cape Blossom. Funding: State & Federal Project Phase: New Construction *Community:* OTZ Manager: Joe Kemp, DOT Northern Region Status: Phase 1 is on target for mid-July completion date. Brice expects to use the remainder of NAB funded gravel by New Year allowing NAB to recapture most, if not all, the remaining \$2.5M. NAB sent an invoice to Brice for \$462K on Feb 14. During the winter they borrowed material from Drakes by the dump and Bish Material site end of Sadie Creek. 90% to 95% hauled just need to replace the stockpiles borrowed. From the last teleconference there were 5 weeks left on this stage to Construct a new road from Kotzebue to a port near Cape Blossom. There was a discussion on ribbon cutting with the project completed. Project Name: Kotzebue Area Airport Vegetation Management The scope of work will include vegetation management at Noatak, Scope: Buckland, Kiana, Selawik, Shungnak, Noorvik, Ambler, Kobuk, and Deering. This will include all necessary labor, management, and equipment necessary to perform this work as identified by the Department. All work must be completed by November 30, 2023. Department of Transportation and Public Facilities \$160K Funding: Community: Noatak, Buckland, Kiana, Selawik, Shungnak, Noorvik, Ambler, Kobuk and Deering. Clara Jones, Public Service Director Manager:

Status: Received the MOA from Jason Sakalaskas, State contract Administrator. Got the MOA's ready for Noatak, BKL, IAN, Selawik, SHG, ORV,ABL, OBU and DRG for there review.

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#### Kivalina:

GPS Alaska has arrived in Kivalina as of 8/8/23. They are installing their equipment. They expect to be completed by 8/11/23. Housing and a vehicle was supplied for them. as well as a welding machine.

Chevy truck, Preparations are being made for the vehicle before it is barged in the next week or so to Kivalina. Tire change, fluids change and filters. Chip installed a VHF and antennae. He also installed the "Head ache rack".

The Komatsu Dozer is on the barge enroute to Kivalina as this report is being written. Ford F-150 for the Mayors department is on the barge enroute to Kotzebue as well.

Spent time working with Northern Contractors making sure materials are on order and rushed up for the projects.

#### Kotzebue:

NWAB office carpet replacement project: 80% of the top floor is completed. We were instructed to pause the project until the northern contractors boiler replacement project is completed. Having two major projects going at once was causing too much disruption to the employees work.

Trilogy locks: Chip has gone to Deering and installed two locks there. We have ordered and received five computers to be placed at the locations of the village VPSO units. This will give me the ability to remotely manage the locks. Each computer will need to be set up with the assistance of Able Locksmiths before being installed. These will be the focus before freeze up.

I have ordered fencing for our lot on  $3^{rd}$  street. We ordered 6 foot high fencing to cover an area of 100' x 120' along with a 14' swing gate. 60% of this material is already landed in Kotzebue.

NWAB window replacement Project: at the direction of Mayor Moto, we have gotten measurements for all the windows here in the building. I will request quotes from vendors in the next two weeks. We will push to get this project done before freeze up as well.

Did some research and comparison for Remote Desk Top software for the finance department. The product named "GoToMyPC" was selected. Some work still needs to be done to get the product installed on the appropriate computers.

Chip sanded and repainted the steps and ramp in the front of the building.

Dominic Ivanoff



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# DATE:August 10, 2023TO:Dickie Moto Sr., Mayor

FROM: Chris Hatch, Director of Public Safety

# SUBJECT: MONTHLY REPORT TO ASSEMBLY THROUGH THE MAYOR

This report is submitted to the Assembly on matters that support daily operations, meetings conducted or attended, planned meetings/travel to inform you of the purpose and provide public information.

### <u>Public Safety Director, Chris Hatch</u> August 2023 Report

Rick Warner the VPSO coordinator resigned in July, and we have placed Matt Will in the position of Interim VPSO coordinator. Our Focus with the VPSO program continues to be on recruitment and hiring, and we are ready to send out offer letters to one trained Officer and are doing final interviews with two others who have been cleared by the state for hire. The Public Safety team worked together to present the PS strategic plan to the public safety commission and received the commissions approval to move forward and bring the plan to the assembly for final approval. It is attached to this report.

The following is a representative list of priority projects we are working to complete or have completed in the last month.

- Our highest (planning) priority for the next couple of months will be to develop solid action plans for each of the Strategic priorities along with estimated costs for each item and in some cases multiple options that we envision for meeting that priority. When these action plans are completed, we will submit them to the Public Safety commission and the Assembly for final approval and approval of any required additional budget that may be needed.
- We are partnering with Department of military and veteran affairs homeland security on a multi-jurisdictional hazard mitigation plan for the region.
- ARPA Fire Department fund Spend down.
- Receiving and shipping to communities, fire equipment that has already been ordered and received.
- Planning for Fall trail maintenance and marking, and we have received most of the needed reflective tape for FY24 trails.



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- We are continuing to work with Facilities and economic development on the Kobuk warm storage projects. A large hurdle has been securing a gravel source for this project.
- Deer stone engineering has made the first inspection of the Selawik warm storage building, and we are working with them to finalize a construction plan.

### Public Safety Administrator, Saima Chase June 2023 Report

July consisted of meeting with Agnew:Beck after our Public Safety Summit to discuss the strategic plan moving forward and to plan for the Public Safety Commission Meeting. I prepped the entire PSC meeting then I was on personal leave during the meeting. I got accepted to Texas A&M Engineering Extension Service, known as TEEX for their MGT906 Class, which is train-the-trainer class. This class will be happening in the second week of August. There are over 80 hours of ICS work that has to happen prior to even applying for the course. This course is fully refundable from FEMA, National Training Academy. This class will be held in Los Angeles, CA. Normally this class happens in Maine, but the training academy is trying to hold more on the West coast so that more individuals can attend. After graduating from the weeklong class, I will be able to teach ICS structure and process to responders in our Borough, including in-house teaching.

### <u>Search and Rescue Coordinator, Shauntai Shroyer:</u> August 2023 Report

Village	# of SAR's	Between villages?	Resolved:
Ambler	0		
Buckland	4	Yes	Yes
Deering	0		
Kiana	0		
Kivalina	0		
Kobuk	0		
Noatak	1	Yes	Yes
Noorvik	0		
Selawik	0		
Shungnak	0		
Kotzebue	0		

Five active SARs for the month of July, 5 overdue travelers and all returned home safely.



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#### Interim VPSO Program Coordinator, VPSO Matthew Will: August 2023 Report

- VPSO Coordinator Patrick Warner is no longer with the program and VPSO Matthew Will has accepted the position of interim Coordinator, until the position can be filled permanently.
- The VPSO program is currently budgeted for 7 funded FTE positions in FY24. Of those positions 4 are currently filled, two (2) officers are scheduled to attend the Spring academy beginning in February. The other two (2) officers will be receiving their fire certifications this year so that they will become fully certified VPSOs. We have five (5) candidates that have turned in all their paperwork and are in various stages of the hiring process. In July we had officers working 2 weeks on/off in the community of Shungnak.
- We were awarded \$1,340,468 for FY24 and a onetime additional \$500,000 in funding for hiring full time positions. We are currently showing \$7,662.47 in lapse funding in the VPSO Grant for FY23 but are awaiting final numbers projecting to be around \$41,000 over budget. We are still planning to partner on a waste heat project for the VPSO house and garage in Shungnak.
- All VPSO Grant reporting is up to date.



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### <u>Fire Safety Coordinator, Hans Nelson</u> August Report 2023

During this reporting period, Fire Safety Coordinator worked on ARPA spend down and provided quotation summaries for fire tools, ladders, and generators. Other areas included Rural Fire Protection Operations training in Buckland, AK. The training occurred July 17-21, 2023 in which we were joined by certified fire instructor, Ernie Misewicz, from the State Training Office.

The Fire Department had one fire incident for the month of July in the Community of Selawik. Suspected arson was involved so the report exists at the Alaska State Troopers office.

The following measurable outcomes occurred during the reporting period:

# **Fire Prevention Activity**

 Provided a fire prevention message with KOTZ Radio and discussed the ongoing events with the Alaska Wildland fires that were reported 15 miles outside of Shungnak, AK

# Fire Training Activity

• Rural Fire Protection Operations training will occur this month starting August 7-11, 2023 in the Community of Ambler. State Fire Marshall Lloyd Nakano is scheduled to be out there with us for a couple of days

### NORTHWEST ARCTIC BOROUGH ASSEMBLY RESOLUTION 23-46

### A RESOLUTION OF THE NORTHWEST ARCTIC BOROUGH ASSEMBLY APPROVING AN ASSEMBLY DONATION UNDER THE FY24 BUDGET FOR THE CHUKCHI CONSORTIUM LIBRARY.

**WHEREAS:** on an annual basis, the Borough receives donation requests from a variety of community and regional organizations, and the Assembly has often appropriated funds to meet certain donation requests; and

**WHEREAS:** under the Borough's FY24 Budget adopted by Ordinance 23-04, the Borough Assembly budgeted \$450,000 for FY24 donations through Account # 01-01-7050; and

**WHEREAS:** the Borough's Donation Policy requires organizations to submit requests for donations to receive funding under the FY24 budget; and

**WHEREAS:** after reviewing the University of Alaska Fairbanks Chukchi Consortium Library's request to help fund the Consortium Library, the Borough has determined that this donation will further a public purpose and facilitate services within the Borough that the Borough cannot otherwise provide; and

**WHEREAS:** the University of Alaska Fairbanks Chukchi Consortium Library's donation request complies with the Borough's organizational donation policy codified at Chapter 6.32 of the Borough Code.

**NOW THEREFORE BE IT RESOLVED:** the Northwest Arctic Borough Assembly hereby approves an FY24 Assembly donation to the Chukchi Consortium Library in the amount of \$25,000.

PASSED AND ADOPTED THIS 22nd DAY OF AUGUST 2023.

Nathan Hadley, Jr., Assembly President

PASSED AND APPROVED THIS 22nd DAY OF AUGUST 2023.

Dickie Moto, Sr., Mayor

Page 42 of 72

# SIGNED AND ATTESTED TO THIS 22nd DAY OF AUGUST 2023.

Stella Atoruk, Borough Clerk

**ATTEST:** 



Minnie Naylor, Director 907-442-3400 907-442-2322 fax mlnaylor@alaska.edu www.uaf.edu/chukchi

University of Alaska Fairbanks COLLEGE OF RURAL AND COMMUNITY DEVELOPMENT P.O. Box 297, Kotzebue, Alaska 9975

July 11, 2023

Mayor Dickie Moto Northwest Arctic Borough P.O. Box 1110 Kotzebue, Alaska 99752

Dear Mayor Moto,

Chukchi Consortium Library and the University of Alaska Fairbanks would like to thank you for your generous funding from the previous year. We would like to request \$100,000 for FY24 to support the Library and its continued public service to the community. We value the contributions the Northwest Arctic Borough has made since the 1980s. The Library is fully open to the public after the pandemic and has followed procedures to keep our community safe.

The Chukchi Campus Consortium Library provides these services:

- Borrowing Books
- Free Educational Services
- Computer and Wifi Access
- Assist the general public

The State of Alaska no longer has an office for public assistance in Kotzebue. Therefore, public services access is limited to the Chukchi Consortium Library to provide:

- Copying
- Faxing
- Computer Stations
- Technical Assistance (Email set up, scanning documents, numerous applications)
- Help check unemployment statuses
- Application help
  - Resumes, PFD, Tax Forms, jobs, food stamps, medicare, Medicaid

The Chukchi Consortium Library provides resources and services for literacy and education to anyone in need or wanting access within the community. Thank you for considering our request of \$100,000 in FY24 for continued support of the library.

Respectfully, Mine not

Minnie Naylor Chukchi Campus Director



# **UAF CHUKCHI CAMPUS**

News and Updates June 2023

Inuunaiyułiksraŋat Piqutigiplugu For the purpose of a good life.

Our mission: To be a responsive and collaborative rural college that inspires and develops each student to contribute to the cultural and civic needs of their community.

# CHUKCHI CONSORTIUM LIBRARY

The Chukchi Consortium Library is a free community resource.

# **Library Services**

- •Books, magazines, e-books, DVD's,
- •CD's from around the State of Alaska
- •Computers open to all including an AWE station (Advanced Workstation in Education)
- •Free wireless in and outside the campus
- •Free meeting and study space
- •Village access to materials
- •Test proctoring for students

# NORTHWEST ARCTIC BOROUGH PARTNERSHIP

The Chukchi Consortium Library has been supported by our partnership with the Northwest Arctic Borough since the late 1980's. The Northwest Arctic Borough contributes critical support for the Chukchi Consortium Library to continue providing community services in the region.

Borough support for Chukchi Campus

- Staff
- Professional Development
- Library Materials
- Kids and Adult Programs

University support for Chukchi Campus

- Staff
- Professional Development
- Building Maintenance and
- Operations
- Internet Access

UNE CHUKCHI CAMPUS

UAF is an AA/BO employer and educational institution and prohibits illegal discrimination against any individual: www.alaska.edu/nondiscrimination/.

# **Usage of Library Funds**

#### FY22 Revenue

- 2022 NWAB Funding \$75,319
- Other \$5,713
- UAF \$19,931
- Total \$100,963

### **FY22 Expenditures**

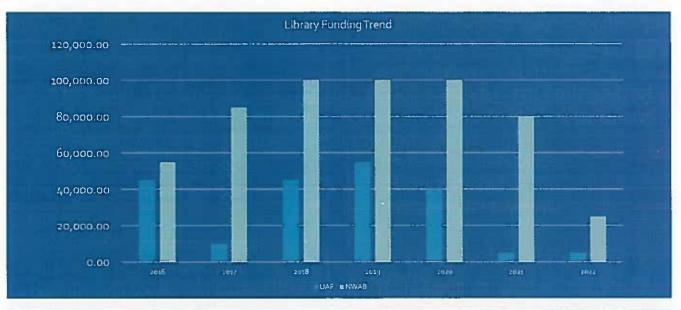
- Library Director/Part time staff \$78,077
- Books, DVDs, supplies \$ 8,200
- AKLA membership, other \$14,686
- Total \$100,963

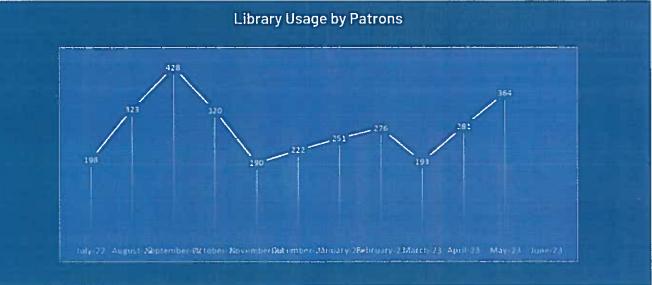
### FY23 Revenue

- 2023 NWAB Funding \$28,835
- Other \$17,047
- UAF \$59,861
- Total \$105,743

#### **FY23 Expenditures**

- Library Director \$83,765
- Books, DVDs, supplies \$6,141
- AKLA membership, other \$ 15,837
- Total \$105,743







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# COMMUNITY CONNECTIONS

# Get your library card today!



# Come visit us

Hours of Operation Monday-Friday, 9:00 a.m.-6:00 p.m.

Chukchi Campus 604 3rd Avene Kotzebue, AK 99752

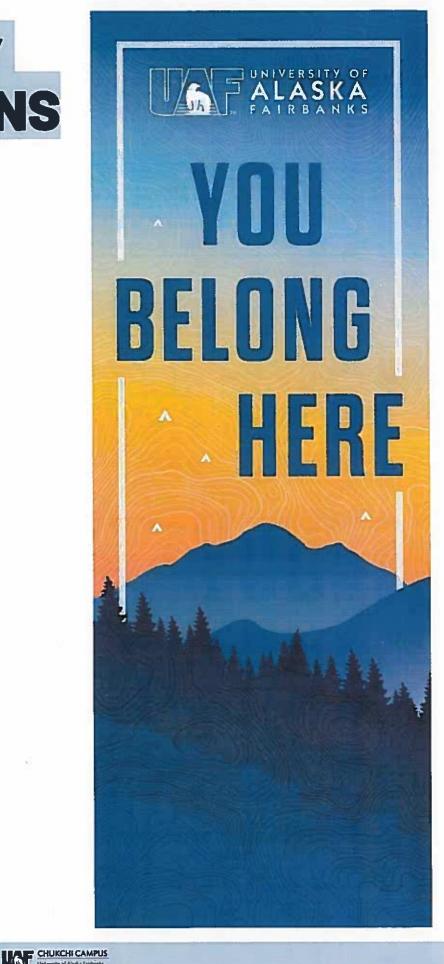
# **Contact us**

mgmendenhall@alaska.edu 907-442-2410 uaf.edu/chukchi/

# Stay in touch



facebook.com/chukchi.library



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# ORGANIZATION CONTRIBUTION REQUEST FORM

Organizations requesting donations must be a non-profit, public charity, tribal government, or other not-for-profit that supports a public institution, program, faculty, or provides benefits to Borough residents. Donation requests must be approved by the Assembly and are dependent on current resources. You may be requested to appear before the Assembly regarding your request. A follow-up report will be required if approved, addressing how the contribution was used to benefit Borough Residents. By submitting this form and signing at the bottom, you acknowledge the requirements set forth by the Borough.

APPLICANT NAME: Chukchi Consortium Library DATE: 07/14/23
ORGANIZATION: University of Alaska Fairbanks
MAILING ADDRESS: PO Box 297, Kotzebue, AK 99752
PHYSICAL ADDRESS: 604 Third Avenue, Kotzebue, AK 99752
PHONE NUMBER:
EMAIL ADDRESS: mlnaylor@alaska.edu

AMOUNT REQUESTING: \$100,000.00

ANNUAL OPERATING BUDGET (attach copy of budget): <u>attached</u>

ATTACH REASON FOR DONATION REQUEST (include a brief description of the program or service for which contribution is sought, the importance of the contribution to the success of the program or service, and how the program or service will provide a direct and material benefit to Borough residents)

APPLICANT SIGNATURE:

Docusigned by: Minnie Naylor FARDATE 79006412



PROJECT TITLE: PI: START DATE: END DATE: TOTAL BUDGET:	FY24 NW Arctic Borough - Chukchi Minnie Naylor 7/1/2023 6/30/2024 \$100.000	Consortiun	n Library Sı	upport					
DEPT #: BANNER S/G #:	CRCD - Chukchi Campus S00031296						FY 7/1/2		END 6/30/2024
SALARIES AND WAGES							Yea Hours		Total Project
				Hourly		Yearly			
Senior Personnel Total Number of Hours	Employee Name			Wage	Leave Rate	Increase			
0.00	Minnie Naylor	EX - Exe	cutives	\$0.00	14.3%		0.0	\$0	\$0
Other Personnel					Total Senior	Personnel		\$0	\$0
Total Number of Hours 1721.99	Mae Mendenhall, 100% 9.95 Months	NR - <u>Nor</u>	n-Exempt	\$30.27	23.3%		1721.99		
				TOT	Total Other			\$65,876	
FRINGE BENEFITS				1017	AL SALARIES AN	ID WAGES		\$65,876	\$65,876
Senior Personnel	Minnie Naylor	EX - Exe	cutives		24.6%			\$0	\$0
Other Personnel					Total Senior	Personnel		\$0	\$0
	Mae Mendenhall, 100% 9.95 Months	NR - Nor	n-Exempt		51.8%			\$34,124	\$34,124
					Total Other			\$34,124	\$34,124
					TOTAL FRINGE			\$34,124 \$100,000	
A. MTDC (total costs sub	oject to F&A)						:	\$100,000	\$100,000
B. Facilities and Adminis	stration (F&A)			Enter Other	Rates Manually	0.0%		\$0	\$0
C. Total Costs Exempt fr	om F&A							\$0	\$0
D. Total Direct Costs (A+	C)							\$100,000	\$100,000
E. Total Sponsor Reques	st (B+D)							\$100,000	\$100,000

#### NORTHWEST ARCTIC BOROUGH ASSEMBLY RESOLUTION 23-47

### A RESOLUTION OF THE NORTHWEST ARCTIC BOROUGH ASSEMBLY TO APPROVE THE FY2024-2029 PUBLIC SAFETY DEPARTMENT STRATEGIC PLAN, AND FOR RELATED PURPOSES.

**WHEREAS:** Section 12.08.005 of the Borough Code establishes the Northwest Arctic Borough Public Safety Commission to improve all aspects of public safety and law enforcement for the people of the Borough by identifying public safety needs, identifying available resources, and to establish and implement strategies and comprehensive plans to meet those needs; and

**WHEREAS:** Section 12.08.010(G) of the Borough Code provides that the Public Safety Commission shall present to the Assembly and Mayor a five-year comprehensive plan to address public safety and law enforcement issues identified by Borough residents as well as an annual report outlining a yearly strategy to implement the plan, including requests for funding of Commission activities; and

**WHEREAS:** the Public Safety Commission and Public Safety Department have been working diligently toward establishment of the FY2024-2029 Plan, and have conducted extensive public outreach and received meaningful resident and regional input toward completion of the plan; and

**WHEREAS:** on July 19, 2023, the Public Safety Commission approved the FY2024-2029 Plan and recommends Assembly approval for final adoption.

**WHEREAS:** the Assembly wishes to approve and adopt the FY2024-2029 Northwest Arctic Borough Public Safety Department Strategic Plan.

**NOW THEREFORE BE IT RESOLVED:** the Northwest Arctic Borough Assembly approves and adopts the FY2024-2029 Northwest Arctic Borough Public Safety Department Strategic Plan.

### PASSED AND ADOPTED THIS 22nd DAY OF AUGUST 2023.

Nathan Hadley, Jr., Assembly President

# PASSED AND APPROVED THIS 22nd DAY OF AUGUST 2023.

Dickie Moto, Sr., Mayor

SIGNED AND ATTESTED TO THIS 22nd DAY OF AUGUST 2023.

Stella Atoruk, Borough Clerk

ATTEST:



# Northwest Arctic Borough Public Safety Department Strategic Plan, FY2024-FY2029

Draft w/Public Safety Commission Work Session Input, 07-18-23

# **Core Functions of the Northwest Arctic Borough Public Safety Department**



# **Mission, Vision, and Values**

<b>Mission</b> The Department's purpose and who we serve	<b>Vision</b> Our vision for public safety	<b>Values</b> The Department is guided by Iñupiaq Cultural Value		
<ul> <li>The Department shall work to improve all aspects of public safety for the people of the Northwest Arctic Borough by:</li> <li>Identifying public safety needs</li> <li>Identifying resources available</li> <li>Establishing and implementing strategies to meet those needs</li> </ul>	Atautchikum <i>Together as one</i> Safe, healthy, thriving NAB communities and families.	<ul> <li>Sharing</li> <li>Respect for others</li> <li>Cooperation</li> <li>Respect for Elders</li> <li>Love for children</li> <li>Hard work</li> <li>Avoidance of conflict</li> <li>Respect for nature</li> <li>Spirituality</li> <li>Knowledge of language</li> <li>Humor</li> <li>Family roles</li> <li>Hunter success</li> <li>Domestic skills</li> <li>Humility</li> <li>Knowledge of family tree</li> <li>Responsibility to Tribe</li> </ul>		

Northwest Arctic Borough Public Safety Department – Strategic Plan FY2024-FY2029 Draft w/Public Safety Commission Work Session Input – July 18, 2023 Page 1 of 5

# **Goals and Priority Strategies**

NOTE: Key partners not listed as "leads", but that will play a significant role in strategic plan implementation include the North Slope Borough and U.S. Coast Guard.

<b>Goal A – PEOPLE &amp; TRAINING</b> NAB communities have the people they need to meet health, wellness, and safety needs.				
Priority Strategy Lead				
1. Establish full time law enforcement coverage in every community.	Northwest Arctic Borough (NAB) Public Safety Department with Alaska Department of Public Safety (DPS)			
<ol> <li>Coordinate trainings for volunteer responders and community members, including incident command trainings, youth-oriented trainings, Community Emergency Response Team (CERT) trainings, cardiopulmonary resuscitation (CPR), basic first aid, Toyo stove safety, boating/water safety, fire response, and firearm/hunting safety; conduct trainings in-region and in villages when possible.</li> </ol>	NAB Public Safety Department			
3. Support volunteer recruitment and succession planning for key public safety roles in each community.	NAB Public Safety Department			
4. Ensure each community has at least one health practitioner.	Maniilaq Behavioral Health Services			
5. Establish local cultural mentors for VPSOs and other public safety partners.	NAB Public Safety Department with Tribal administration in each village; with funding from DPS			
6. Provide Critical Incident Stress Management (CISM) (grief and loss support, debriefing, and burnout prevention) to first responders.	Maniilaq Behavioral Health Services			

See related ongoing strategy under Goal B to train residents on equipment and infrastructure maintenance. See related strategies under Goal C that focus on building partnerships (#1), establishing Tribal Courts (#2), and reinstating the Local Emergency Planning Committee (#3).

# **Goal B – INFRASTRUCTURE & EQUIPMENT** NAB communities and households have the buildings and equipment needed to prepare for and respond to emergencies.

Priority Strategy	Lead
<ol> <li>Ensure there are appropriate supports in place for VPSOs in each community (e.g., sufficient housing, office space).</li> </ol>	NAB Public Safety Department
2. Ensure all communities have working equipment for emergency medical response (e.g., ambulance, first responder supplies and equipment, storage).	Maniilaq Emergency Medical Services
3. Plan for, build, and maintain a public safety building and fire/search and rescue facility in each community, to potentially include space for equipment storage, VPSO office space, jail cell(s), and training/classroom space.	NAB Public Safety Department

Ongoing: Ensure all communities have equipment for fire response (e.g., water supply, fire equipment, compatible hoses, accessible hydrants, tanks, and storage).	NAB Public Safety Department
Ongoing: Ensure all communities are prepared to meet Search and Rescue needs, including supporting a consistent winter trail marking process for the region.	NAB Public Safety Department
Ongoing: Support residents with public safety equipment (fire, search and rescue, VPSO) and infrastructure maintenance.	NAB Public Safety Department
Ongoing: Provide home preparedness education and equipment (e.g., fire alarms, fire extinguishers, water cans, fire blankets).	NAB Public Safety Department

# Goal C – PREVENTION, PLANNING, & COORDINATION

NAB communities and partners are working together to prepare for and respond to emergencies.

Pr	iority Strategy	Lead
1.	Provide consistent updates to community leadership on public safety issues and progress on Public Safety Strategic Plan implementation and outcomes.	NAB Public Safety Department
2.	Connect and convene partners on an ongoing basis (Tribes, State and Federal agencies, wellness providers, NANA, School District, District Attorney, telecommunication providers) around shared public safety needs and response. As part of this strategy, host an annual Public Safety Summit, rotating the host community each year.	NAB Public Safety Department
3.	Establish a Tribal Court readiness initiative to help communities interested in Tribal Courts to assess their capacity and determine next steps.	Maniilaq Tribal Services
4.	Reorganize and reinstate the Northwest Arctic Borough Local Emergency Planning Committee (LEPC) to support community-level emergency planning and hazard mitigation efforts.	NAB Public Safety Department
5.	Advocate for public safety reform, including adequate funding of the VPSO program.	NAB Public Safety Department
6.	Ensure timely legal system follow up on prosecutable crimes.	Kotzebue District Attorney's Office
7.	Address illegal importation of substances to communities, including through education around anonymous reporting tools and advocacy to increase enforcement.	NAB Public Safety Department
8.	Support communities with education, signage, and other strategies to address hazards such as abandoned buildings, eroding banks, and dangerous water currents.	NAB Public Safety Department in collaboration with cities and Tribes
9.	Ensure each community has updated maps to assist with search and rescue and law enforcement response.	NAB Planning Department
(SC	ngoing: Facilitate updates of Small Community Emergency Response Plans CERPs) in each community, including establishing incident command systems d developing household emergency contact posters.	NAB Public Safety Department

See related strategy #2 under Goal A focusing on training responders and community members.

### Indicators: How should we measure success? Some initial ideas:

- Increase in the number of communities with full time law enforcement presence.
- Reduction in crime rates, reduced recidivism.
- Reduction in search and rescue incidents.
- Reduction in number of fire incidents.
- Increase in positive mental health days.
- Reduction in alcohol-related incidents.
- Reduction in drug-related incidents.
- Reduction in suicide rates.

# Other Strategies: What other ideas came out of the planning process?

The priority strategies above were identified based on input from NAB communities and partners. They received broad support and there are organizations in place for each strategy who can lead implementation. The following strategies were also identified through the process but were not selected as priorities.

#### People and Training

- Provide scholarships or other incentives for youth to enter public safety roles/occupations.
- Establish confidential volunteer safe homes in each community.
- Establish processes to conduct wellness checks in each community.
- Establish local or regional victim advocates who can help survivors navigate the justice system.
- Support school resource officer training and active shooter response training in local schools.
- Ensure VPSOs train in regionally-relevant basic survival skills, such as ATV equipment operation.
- Establish additional paid public safety positions in each community.
- Establish local or regional victim advocates who can help survivors navigate the justice system.
- Ensure there is a crisis response team in each community.

#### Infrastructure and Equipment

- Promote food security (e.g., community food caches, household emergency food supplies, etc.).
- Install water pumps in rivers and Kotzebue Sound for firefighting.
- Identify and help implement wildfire prevention activities in each community (e.g., fire breaks, Firewise planning around homes, etc.).

#### Prevention, Planning, and Coordination

- Establish fun educational opportunities and positive activities to encourage safe and healthy lifestyles (e.g., boating safety days, positive community events, wellness programs).
- Establish a consolidated library where all municipal and Tribal laws for all NAB communities can be accessed.
- Support Tribal self-governance efforts and increased federal and state recognition of Tribal sovereignty.
- Encourage vandalism prevention in communities, including education to partners who are constructing infrastructure in the region with recommendations on vandalism prevention.

# **Other Relevant Regional Plans**

- Northwest Arctic Borough 2030: Planning for our Future (November 2021). View here.
  - The NAB Comprehensive Plan is a long-range planning document providing direction on land use, subsistence, infrastructure, and more. Public Safety is considered in the Culture and Health chapter.
- Small Community Emergency Response Plan (SCERP) multiple plans.
  - SCERPS are quick reference guides customized for each community that identify essential information for use before, during, and after an emergency or disaster.
- Emergency Operations Plan (EOP) multiple plans.
  - EOPS are detailed plans that identify community hazards, emergency response procedures for natural and man-made disasters, evacuation plans, and more.
- Maniilaq Association Community Health Assessment (2015). View here.
  - The community health assessment documents the health of the region and identifies priority strategies to make the region healthier. You can learn more about Maniilaq and their programs at their <u>website</u>.
- Village Improvement Fund (VIF) Annual Reports. View <u>here</u>.
  - The Village Improvement Fund (VIF) is a fund dedicated to capital projects and improvements in NAB villages. The annual report identifies priority projects for each community.

### Action Planning Template: How will we make progress on our priorities?

#### For each priority strategy:

Action Items	Lead	Support	Resources	Timeline
What are the immediate next steps to make progress on the action?	Who is leading this step?		What resources are needed? (funding, staff capacity, etc.)	0
			(finanz, staff capacity, cu.)	

### **Appendices**

- 1. June 2022 Northwest Arctic Borough Public Safety Summit Strategic Planning Session Slides
- 2. Spring 2023 Community Visit Toolkit
- 3. Spring 2023 Community Visit meeting notes
- 4. June 2023 Northwest Arctic Borough Public Safety Summit Strategic Planning Session Slides



#### ATTORNEYS

701 West 8th Avenue, Suite 1100, Anchorage, Alaska 99501 (907) 276-5152 Facsimile: (907) 276-8433

EIN: 93-0659437

Northwest Arctic Borough Attn: The Controller P.O. Box 1110 Kotzebue, AK 99752 August 14, 2023 Invoice No. 324453

For Legal Services Rendered through July 31, 2023

CLIENT: 01040 - Northwest Arctic Borough

Matter	Fees	Expenses	Total
001 - General	13,760.00	556.20	14,316.20
292 - Energy	380.00	0.00	380.00
310 - VIF/VIC	4,216.00	0.00	4,216.00
	Current Billing	-	\$18,912.20

# Client Ref: 01040 - Northwest Arctic Borough Invoice No. 324453

August 14, 2023

Re: 001 General

#### **Professional Fees**

<b>Date</b> 07/03/23	RAC	<b>Description</b> Analyze Kobuk lease documents; emails with Mayor Moto and C. Hatch for same	<b>Hours</b> 0.30	<b>Amount</b> 60.00
07/05/23	RAC	Emails with Mayor Moto, C. Hatch and staff regarding VPSO boat RFP; finalize SEF contract with F. Westlake and transmit to contractor; call with F. Westlake regarding VPSO work in Selawik; call with Mayor Moto regarding Kivalina road maintenance and upcoming trip, insurance, and miscellaneous projects; confer with M. Mead regarding HR matters	1.60	320.00
07/05/23	MJM	Phone call and emails with NAB staff and Deerstone regarding Deerstone agreement for Selawik W/S project; revise and finalize agreement	0.70	168.00
07/05/23	MJM	Phone calls and emails to Administration regarding personnel matter; prepare related notice	0.60	144.00
07/06/23	MJM	Email to Administration regarding HR issues review related emails and Code requirements; review related draft documents	0.40	96.00
07/07/23	RAC	Emails and call with Mayor Moto regarding HR matter	0.20	40.00
07/07/23	MJM	Zoom meeting and numerous emails with DeerStone and NAB staff regarding Selawik W/S project; phone call and emails to NANA regarding funding MOA for project; revise service agreement and NANA MOA	1.90	456.00
07/07/23	MJM	Email to S. Shaeffer regarding FLSA salary-exempt designation; review related regulations and guidance	0.70	168.00
07/10/23	RAC	Calls with Mayor Moto regarding EDC, contracts, and staffing	0.40	80.00
07/10/23	MJM	Prepare for Revenue retreat; emails to J. King for same; review Teck material and reports	1.10	264.00

TB 701 West 8th Avenue, Suite 1100 Anchorage, AK 99501Tel: 907.276.5152 907.276.8433 Federal ID 93-0659437

# Client Ref: 01040 - Northwest Arctic Borough Invoice No. 324453

Date		Description	Hours 0.70	Amount
07/11/23	MJM	Phone call with Mayor Moto; review related emails	0.70	168.00
07/12/23	MJM	Prepare Northern Contractor's service agreement for residential boiler repair program; phone call and emails to Administration for same	2.10	504.00
07/12/23	MJM	Review and respond to email from J. Hill regarding vehicle disposal auction	0.10	24.00
07/13/23	RAC	Calls and emails with staff regarding budget retreat; conference with M. Mead regarding budget retreat, assembly meeting, and upcoming projects; emails with S. Atoruk regarding donation Chukchi request; emails with S. Atoruk and S. Schaeffer regarding July Assembly meeting; emails with F. Westlake and S. Schaeffer regarding HR matter	0.60	120.00
07/13/23	MJM	Prepare materials for Finance Retreat; phone calls J. King, W. Chamberlain, and A. Sturm for same	1.40	336.00
07/14/23	MJM	Phone calls with Mayor Moto; review related emails	1.30	312.00
07/14/23	RAC	Call with F. Westlake regarding HR matter; review and revise SEF FY24 contract and transmit final agreement for signature; confer with M. Mead regarding Assembly budget retreat and HR matter (no charge 0.2 of 0.7)	0.50	100.00
07/17/23	MJM	Prepare Assembly materials for Finance Retreat and July meetings; phone calls and emails to staff and Administration for same; address personnel issues; review related emails	3.60	864.00
07/17/23	RAC	Multiple emails with staff for resolution, ordinance and agenda review and preparations for July Assembly meeting; emails with C. Hatch regarding HR Matter; call with Mayor Moto and W. Sampson regarding Ambler Road and outsider-hosted radio show	1.30	260.00



# Client Ref: 01040 - Northwest Arctic Borough Invoice No. 324453

<b>Date</b> 07/18/23	MJM	<b>Description</b> Prepare liability waiver for Selawik W-S project; email to M. Goggin-Kehm for same; review related project documents	<b>Hours</b> 0.70	<b>Amount</b> 168.00
07/18/23	MJM	Address personnel matters; phone calls and emails with Borough Administration for same; review and revise related documents	1.30	312.00
07/18/23	RAC	Multiple emails regarding HR matters and assembly preparations; draft RSN 23-44 for the Public Safety Commission appointment; multiple emails with C. Hatch to confirm appointment and eligibility requirements for same; conduct background check for same; calls and emails with S. Atoruk and Mayor Moto regarding Chukchi FY24 Donation	1.50	300.00
07/18/23	MJM	Phone call and emails to C. Hatch regarding NABPSC resolution to approve strategic plan; review draft plan and related code requirements; prepare approval resolution	0.70	168.00
07/19/23	RAC	Call with S. Atoruk regarding public safety commission; emails with C. Hatch regarding Deering VPSO remodel and associated contracts	0.40	80.00
07/19/23	MJM	Review and revise JD; email to S. Schaeffer for same; review and respond to emails from Administration regarding personnel and Assembly matters	0.40	96.00
07/20/23	RAC	Review and revise FY24 CUAP agreement and transmit for signature; emails with S. Schaeffer regarding HR matters	0.90	180.00
07/20/23	MJM	Review CUAP agreement for final execution; emails to Mayor Moto for same	0.20	48.00
07/20/23	MJM	Phone calls with Mayor Moto and C. Hatch regarding personnel matter and related issues; review related emails	0.50	120.00

# Client Ref: 01040 - Northwest Arctic Borough Invoice No. 324453

<b>Date</b> 07/20/23	MJM	<b>Description</b> Emails to Administration regarding contract and project issues	Hours 0.20	<b>Amount</b> 48.00
07/20/23	MJM	Review draft AEA MOA to transfer wind turbines to Buckland and Deering	0.20	48.00
07/21/23	RAC	Analyze assembly meeting materials for BAF and Regular Meeting; analyze Kivalina road maintenance meeting updates and emails with F. Westlake for same	0.50	100.00
07/21/23	MJM	Review and respond to emails from staff and Administration regarding projects and contracts	0.30	72.00
07/24/23	RAC	Prepare for and attend the July BAF meeting; prepare and transmit RSN 23-45 regarding regional boiler repair project; review and finalize attachments for same; revise RSN 23-43 maps and attachments for July meeting; meet with Mayor Moto and N. Hadley regarding Assembly communications and Open Meeting Act requirements; meet with Mayor Moto and A. Sturm regarding Borough budget retreat and borough projects	6.40	1,280.00
07/24/23	MJM	Phone call with A. Dallemolle regarding residential boiler repair program	0.10	24.00
07/24/23	MJM	Review and revise service agreement for Deering VPSO house renovations	0.20	48.00
07/24/23	MJM	Prepare materials for Finance Retreat; email to J. King for same	0.20	48.00
07/25/23	RAC	Prepare for and attend July Assembly meeting; meet with S. Schaeffer regarding HR; legal research regarding code and statutory requirements for temporary employment appointments and limits; review agreements and emails related to Cape Blossom road future maintenance responsibilities	5.30	1,060.00

# Client Ref: 01040 - Northwest Arctic Borough Invoice No. 324453

<b>Date</b> 07/25/23	MJM	<b>Description</b> Review and respond to email from C. Nordlum regarding village house numbering code requirements; review comparable borough house number systems/codes	<b>Hours</b> 0.40	<b>Amount</b> 96.00
07/25/23	MJM	Phone call and emails to Administration regarding Finance Retreat preparation, Cape Blossom Road maintenance obligations, and contract issues; review related documents	0.30	72.00
07/26/23	RAC	Prepare for and attend the Assembly Budget and Finance Retreat (no charge 1.5 of 3.1)	1.60	320.00
07/26/23	MJM	Participate in Assembly/BAF Finance Retreat; prepare related materials (no charge 1.5 of 7.8)	6.30	1,512.00
07/27/23	RAC	Draft RSN 23-46 for UAF Chukchi donation; revise procurement signature and process forms; legal research related to temporary employment tenure limits and PERS service contribution requirements; analyze and revise Personnel Action Notice forms	2.20	440.00
07/27/23	MJM	Participate in Assembly/BAF Finance Retreat; meet with staff and Administration on related issues	5.90	1,416.00
07/28/23	RAC	Review and revise HR forms to ensure compliance with code and employee handbook; emails with Mayor Moto, S. Schaeffer, and supervisors regarding HR matters and temporary employment	1.20	240.00
07/28/23	MJM	Phone calls with Mayor Moto regarding pending contract and personnel matters; phone call with J. Lincoln regarding solar/battery/heat pump grant	0.40	96.00



# Client Ref: 01040 - Northwest Arctic Borough Invoice No. 324453

#### **Professional Fees**

Date		Description	Hours	Amount
07/31/23	RAC	Call with Mayor Moto regarding Kivalina road maintenance issues and related HR matters; emails with Mayor Moto, C. Jones, S. Schaeffer and staff regarding HR matters; analyze code provisions for temporary employees and consider proposed project employee revisions; call with J. Frantz from NSB regarding joint borough follow up	3.10	620.00
07/31/23	MJM	Phone calls with Mayor Moto regarding project and contract issues; review and respond to emails from Administration	1.10	264.00

### Matter Rate Summary

		Rate	Hours	Amount
RAC	Richard A. Camilleri	200.00	28.00	5,600.00
MJM	Matthew J. Mead	240.00	34.00	8,160.00
Total fo	or Services		62.00	\$13,760.00

#### **Disbursements and Expenses**

Date	Expenses		Amount
07/13/23	Airlines Inc.	07/24-07/25 conf #JUVWUB - Alaska	524.20
07/24/23	Parking R. Camilleri 07/24-07/25 -	Airport Parking	32.00
Total Exp	enses		\$556.20
		Table Mader	<u></u>
		Total This Matter =	\$14,316.20
Receipts \$	Since Last Invoice		
	Prior Balance On This Matter	15,860.55	
	Date Description	Total Applied to this Matter	
	08/07/23 Applied to 324222.	15,860.55	
	Less Total Payments	\$15,860.55	

Prior Balance Due

0.00



Client Ref: 01040 - Northwest Arctic Borough Invoice No. 324453

August 14, 2023

Current Balance Due

\$14,316.20

# Client Ref: 01040 - Northwest Arctic Borough Invoice No. 324453

August 14, 2023

Re: 292 Energy

#### **Professional Fees**

<b>Date</b> 07/05/23	RAC	<b>Description</b> Emails with I. Mathiasson regarding contract extensions	<b>Hours</b> 0.10	<b>Amount</b> 20.00
07/12/23	RAC	Emails with I. Mathiasson regarding Kuna contract extension	0.10	20.00
07/17/23	RAC	Emails with I. Mathiasson regarding FY24 Deerstone Contract; prepare and transmit draft FY24 agreement to F. Westlake and I. Mathiasson	0.60	120.00
07/18/23	RAC	Multiple emails with I. Mathiasson regarding Kuna contract extension	0.20	40.00
07/21/23	RAC	Analyze MOA for transfer of ownership for wind turbines and related grant agreements and requirements; call and emails with I. Mathiasson and F. Westlake regarding MOA and associated issues	0.90	180.00

	Matter Ra	te Summary		
		Rate	Hours	Amount
RAC	Richard A. Camilleri	200.00	1.90	380.00
Total for	Services		1.90	\$380.00
		Total This Matter		\$380.00
Receipts	Since Last Invoice			
	Prior Balance On This Matter		1,780.00	
	Date Description 08/07/23 Applied to 324222.	Total Applied to	this Matter 1,780.00	
	Less Total Payments	-	\$1,780.00	

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**Prior Balance Due** 

**Current Balance Due** 

0.00

\$380.00

Client Ref: 01040 - Northwest Arctic Borough Invoice No. 324453

August 14, 2023

Re: 310 VIF/VIC

Date 07/05/23	RAC	<b>Description</b> Emails with E. Stephens regarding July VIC meeting; follow up regarding Selawik water and sewer MOA and PSA; emails and calls with F. Westlake and H. Walker regarding final execution of Selawik agreements; confer with M. Mead for the same; call with F. Westlake regarding July meeting	<b>Hours</b> 0.90	<b>Amount</b> 180.00
07/06/23	RAC	Analyze VIC meeting agenda and project requests for meeting	0.50	100.00
07/07/23	RAC	Emails with Deerstone, NANA, and NAB staff regarding Selawik water and sewer project contract execution; analyze VIC meeting financial report	0.50	100.00
07/10/23	MJM	Review and respond to email from M. Greene regarding Aqualluk Trust application; review application; phone call and emails to staff regarding meeting issues	0.70	168.00
07/10/23	RAC	Emails and call regarding Selawik Water and Sewer project agreements; prepare for and attend July VIC work session; review meeting materials and procedures; emails with M. Greene and staff regarding applications and eligibility; draft resolutions; track project approval expenditures	8.70	1,740.00
07/11/23	RAC	Finalize and transmit VIC RSNs 23-05 through 23-09; attend VIC July regular meeting	3.10	620.00
07/13/23	RAC	Emails with E. Stephens regarding VIC/VIF retreat and ANTHC outreach	0.20	40.00
07/14/23	RAC	Emails with E. Stephens and M. Green regarding meeting summary and upcoming retreat; revise draft resolutions for July Assembly	0.50	100.00
07/14/23	BPW	Preparing VIF Resolutions for Assembly	2.40	420.00

Client Ref:	01040 - Northwest Arctic Borough
Invoice No. 3	324453

07/14/23 MJM Prepare materials for July Assembly meeting 0.40 96.0	
07/18/23 RAC Draft and revise FY24 contract for VIF report 1.10 220.0 services; verify contractor corporations and business license status; multiple emails with F. Westlake, H. Walker, and E. Stephens for the same	
07/19/23 RAC Emails with H. Walker and F. Westlake regarding 0.30 60.0 ANTHC follow up; follow up with M. Greene, F. Westlake and E. Stephens regarding VIC Retreat	0
07/19/23 MJM Phone call with H. Walker regarding Kobuk project 0.30 72.0 and related budget; review related emails	0
07/20/23 RAC Emails with H. Walker regarding ANTHC and retreat; 0.40 80.0 emails with E. Harvey and F. Westlake regarding FY24 VIF contract report	0
07/24/23 RAC Teleconference with F. Westlake, H. Walker, and E. 0.60 120.0 Stephens regarding ANTHC reporting issues and upcoming VIC retreat; emails with staff for the same	0
07/27/23 RAC Confirm July meeting VIF resolution adoption with E. 0.10 20.0 Stephens and F. Westlake	0
07/31/23 RAC Review and respond to email with E. Stephens 0.40 80.0 regarding OCED grant ordinance and match funds; emails and messages with ANTHC regarding engineering line of supervision for VIF issues and upcoming summit	0
Matter Rate Summary	
Rate Hours Amour	
RAC         Richard A. Camilleri         200.00         17.30         3,460.0           MIM         Methows I. Mood         240.00         1.40         200.00         2	

RAC MJM	Richard A. Camilleri Matthew J. Mead	200.00 240.00	17.30 1.40	3,460.00 336.00
BPW	Bradley P. Wilding	175.00	2.40	420.00
Total for Services			21.10	\$4,216.00

Client Ref: 01040 - Northwest Arctic Borough Invoice No. 324453

August 14, 2023

	Total This Matter	\$4,216.00
Receipts Since Last Invoice		
Prior Balance On This Matter	1,760.00	
Date Description 08/07/23 Applied to 324222.	Total Applied to this Matter 1,760.00	
Less Total Payments	\$1,760.00	
Prior Balance Due	0.00	
Current Balance Due	\$4,216.00	

# Please return this page with remittance

to Landye Bennett Blumstein LLP - ANC 701 West 8th Avenue Suite 1100 Anchorage, Alaska 99501

Invoice No.324453Bill Date:August 14, 2023Client Code:01040Client Name:Northwest Arctic Borough

Total Fees

18,356.00

Disbursements

556.20

Current Billing

\$18,912.20

Amount enclosed:

We accept the following forms of payment:

Checks – Payable to Landye Bennett Blumstein LLP ACH – First National Bank Alaska, Routing No. 125200060 Acct No. 31098254 Please send notification of payment to ancaccounting@lbblawyers.com Visa, Master Card & American Express accepted, 2.5% fee – www.LBBlawyers.com

#### **Beth Palmatier**

From:
Sent:
то:
Subject:

Alaska Airlines <alaska.it@alaskaair.com> Thursday, July 13, 2023 1:38 PM Beth Palmatier Receipt sent from alaskaair.com

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Your receipt is below along with the following message:

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Please bill to 01040.001

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Alaska.

### **Traveler Information**

Traveler	Seats **	Services Requested	Traveler Documentation
Name:			
Richard Camillerí			
MP#;			
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### Flights

Flight confirmation code: JUVWUB

Flight	Departs	Arrives
Flight 1 of 2 Alaska 2000		
Main (K)   Nonstop   <u>Details</u> First Class waitlisted Premium Class waitlisted	Anchorage (ANC) Mon, Jul 24 10:05 am	Kotzebue (OTZ) Mon, Jul 24 12:03 pm
Alaska 2000 <u>Distance</u> : 546 mi   Duration: 1h ours 58minutes		

1

	Flights		
Flight	Departs	Arrives	
Check in with Alaska Airlines	······································		
Flight 2 of 2 Alaska 153			
Main (K)			
Nonstop	(Kotzebue (OTZ)	Anchorage (ANC)	
Details	Tue, Jul 25	Tue, Jul 25	
First Class waitlisted	7:42 pm	9:11 pm	
Alaska 153 <u>Distance</u> : 546 mi [			
Duration: 1h ours 29minutes			

#### PRICE SUMMARY

Flight Total for 1 passenger: \$524.20

The VISA ending with \*\*\*\*\*\*9636 has been charged a total of USD \$524.20.

Total per passeriger	<b>\$524.20</b> \$474.42
Base fare	
US Sopt. 11 security fee	\$3.00
US transportation tax	\$11 20 \$35.58

Each ticket will be a separate charge on your credit card statement.

For additional assistance with your reservation, call us at 1-888-345-3640. . ......

#### **RULES & RESTRICTIONS**

Flight

- This ticket is nonrefundable.
- If you are unable to travel, you must notify us before the flight departs. If you do not, we will cancel your trip ٠ and your fare will not be available for future use.

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- Promotional discounts: Discounts are not applicable to already purchased reservations.
- ٠ View all fare rules

#### Change and cancellation

- For tickets purchased 24 hours or more prior to your scheduled departure time, you may also cancel and ٠ refund it to the original form of payment within 24 hours of the original purchase.
- Additional fares and taxes may apply.

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01040/00/

#### RECEIPT

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AUTHORISATION

APPROVED No landholder venification

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701 West 8th Avenue, Suite 1100 Anchorage, AK 99501Tel: 907.276.5152 907.276.8433 Federal ID 93-0659437

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