

Brevig Mission Activity Report

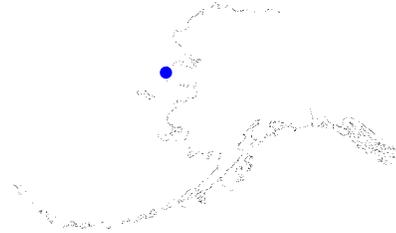
Community Overview

Lead RUBA Staff: Leroy Seppilu, Nome Office

20001 Census Population: 276

Region: Bering Straits

Local Governments: Second Class City



The City of Brevig Mission operates the central watering point used for hauling water to houses and maintains other watering points. The City also operates the honeybucket haul system and sewage lagoon. The City Council is the policy making body for the utility.

Brevig Mission is undergoing construction of a 4-phase, \$8.5 million piped water and sewer system and new landfill. This project is scheduled for completion by November 2001. Water is supplied by Shelmon Creek, is treated and stored in a 100,000-gallon tank at the

washeteria. The tank is filled monthly. Water is piped into the school from the washeteria. Water is currently hauled by residents to home storage tanks by ATVs or snow machines. Residents haul honeybuckets to bunkers, which the City deposits into a sewage lagoon. A septic tank serves the washeteria and school. The landfill is not permitted.



General Information

The completion of revising the code of ordinances was set back by a couple of months because of RUBA staff moving from Anchorage to Nome and the holiday season. The draft is almost complete and we expect to finalize it within the next couple of months. The City Administrator and RUBA staff, Leroy Seppilu, will be setting up a new timeline for passing the code.

The plan to have the City Administrator trained with QuickBooks Pro was postponed to the beginning of the new year due to busy holiday activities in the community.

Observations and Recommendations

Finances — Manual financial reports are still being made and used. The City meets all minimum requirements.

Accounting Systems — As disappointing as it is, the training by a sub-contractor was rescheduled to the beginning of the new year. This is the same date proposed by RUBA but rejected by a contractor because he wanted to stick to his schedule that he wrote in his Master Plan for the city’s water & sewer project.

Tax Problems — The City does not have any tax problems to date.

Personnel System — The new bookkeeper is doing well. However, she has nothing more than basic experience with computers. Leroy still has not verified that yet but hope to once an on-site visit is made.

Organizational Management — Unfortunately, the revision of the code of ordinances was not completed due to vacancy of RUBA position in Nome and then the move by the new RUBA person during the quarter. We are aiming for completion by February 2002.

Operation of Utility — The City Administrator is preparing the City for the upcoming water & sewer utility enterprise.

Category	Inadequate	Meets Minimum Requirements	Exceeds Minimum Requirements
Finances		X	
Accounting Systems		X	
Payroll Taxes		X	
Personnel System	X		
Organizational Management	X		
Operation of Utility		X	

Anticipated Activity

A trip may be made sometime in February 2002 to finalize the draft code of ordinances and to introduce it to the City Council, assess training needs of the new bookkeeper & lay ground-works for a filing system for the new water & sewer utility enterprise. All these were not completed due to transfer of RUBA and new RUBA staff moving to Nome office.