

Northway Activity Report

General Information:

According to John Fischer, RUBA staff in Fairbanks, the Northway Village Council passed the water/sewer ordinance this quarter, including the rate schedule. Six flush haul units were put on line this quarter. The Alaska Native Tribal Health Consortium (ANTHC) engineer reports that additional units will be on line in late Spring of 2000 to bring the total number of flush haul units to 44. Some problems have been experienced in the construction but these have largely been worked out with ANTHC and the Village Council. Delivery of the trucks is scheduled for early Spring, awaiting the finish of construction of the heated garage. The Council's ratification of the ordinance and rates was a major step forward in the administrative end of the project. ANTHC personnel have worked very closely with the village and a high degree of cooperation has been enjoyed between the village, ANTHC, RUBA, and the RMW program.

Observations and Recommendations:

Finances — The community has ordered new computers for both the Bookkeeper and the Tribal Administrator. This system will be networked together and allow for e-mail capabilities. Both the Administrator and Bookkeeper have completed computer training classes in Fairbanks and the computer setup is scheduled for late Fall 1999. RUBA staff worked with the Administrator and Bookkeeper this quarter balancing and reconciling all the funds in preparation for the setup. A new chart of accounts has been prepared in accordance with the accounting needs of the village. A separate fund was established for the utility, which will include both the laundromat and the flush haul system. In addition, RUBA staff also worked with the Tribal Administrator on the capital matching grant program, although the community still has a ways to go in getting all of the various projects lined out.

Accounting Systems — Still needed is the upgrade to Quick Pro 99. Although this was put on the fast track, due to a combination of glitches, miscommunications, and computer delivery dates it is anticipated that this may not occur until the late Fall of 1999. Funds are balanced and awaiting entry into the new system. A new utility fund has been created which will more effectively track revenue and expense of both the flush haul and laundromat systems than was previously possible. Internal control continues to improve with the delegation of duties between the Administrator and Bookkeeper.

Tax Problems — There still exists a tax problem, which is apparently caused by a missing deposit some time in past history. It has been determined that the problem has not occurred within the past two years. More work is needed with RUBA/IRS/Tribal Administrator to resolve this problem. The dispute involves about \$2,000.

Personnel System — This system needs some work. Neither ordinance templates from TCC or RUBA have been passed by the Council at this point. This seems to be one of the

problem areas that the Council periodically tries to deal with. This causes a great deal of problems, particularly in situations involving personnel, which escalate to matters of Council concern. Additional problems have arisen when the Council has failed to back the Administrator's recommendations. At least some progress can be reported this quarter when the Council strongly backed the Administrator in a particular employee matter.

Organizational Management — Until Northway puts into place a good organizational chart and personnel policy, problems will continue. Job descriptions formulated by RUBA/DCED/RMW personnel have been enacted and have helped considerably. Northway needs to address its personnel policy and utilize either RUBA or TCC templates, which have been supplied to the community.

Leadership/Governance — Shows some improvement. When RUBA personnel and the Administrator became concerned over the slow pace the Council was taking on the water/sewer and rate ordinance; a letter was generated from RUBA staff to the Council. This resulted in the immediate scheduling of a Council meeting, the ordinance was passed. This shows that the Council will be receptive when problems are called to attention, which the leadership knows must be addressed.

Operation of Utility — Northway has an excellent laundromat operator. This person needs to become more involved in the flush haul system. RUBA/TCC personnel have discussed various methods of utilizing this operator within the flush haul system.

Ranking 1 = Inadequate
 4 = Adequate to meet minimum requirements
 7 = Exceeds requirements

Category	1	4	7
Finances			X
Accounting Systems			X
Tax Problems		X	
Personnel System		X	
Organizational Management			X
Leadership/Governance			X
Operation of Utility			X