

**Ugashik Traditional Village
Council Meeting
December 3, 2025**

ATTENDEES:

Fred Matsuno, President
Daniel Pingree, Jr, Vice President
John Hagen, Treasurer
Julie Gaumont, Secretary
Michael Popp, Member at Large

Steven Alvarez, Tribal Administrator
Betti Malagon, Finance Manager
Larry Carmichael, IGAP & Special Proj. Manager
Clementine Shangin, Tribal Admin. Assist.
Dolli Enright, IGAP Assistant
Rochelle Lind, ARPA Admin. Assistant

From: Julie Gaumont

Date of Submittal: January 12, 2026

1.0 Call to Order by Fred Matsuno, 9:08 AM Alaska Time

2.0 Council Member Roll Call by Julie Gaumont, Council Members Present: Fred Matsuno, President; Daniel Pingree, Jr, Vice President; John Hagen, Treasurer, Julie Gaumont, Secretary and Michael Popp, Member at Large.

Council members absent:

3.0 Staff Roll Call, by Julie Gaumont, Staff Present: Steven Alvarez, Tribal Administrator; Betti Malagon, Finance Manager; Larry Carmichael, IGAP & Special Projects Manager; Clementine Shangin, Tribal Administrative Assistant; Dolli Enright, IGAP Assistant; and Rochelle Lind, ARPA Admin Assistant

Staff absent: Maurice Enright, BBEDC Liaison (on leave)

4.0 Tribal Members present: Hattie Albecker, Maurice Enright

John Kalmakoff

5.0 Accept Agenda

ACTION: MOTION TO ACCEPT AGENDA WITH THE ADDITION OF COMPUTER DISTRIBUTION PROGRAM

1st: Daniel Pingree, Jr.

2nd: Julie Gaumont

Motion passed: Yes: 5; No: 0; Abstain: 0; Absent: 0

6.0 Accept Meeting Minutes

ACTION: MOTION TO ACCEPT MEETING MINUTES FROM JUNE 17, 2025

1st : Daniel Pingree, Jr.

2nd: John Hagen

Motion passed: Yes: 5; No: 0; Abstain: 0; Absent: 0

ACTION: MOTION TO ACCEPT MEETING MINUTES FROM OCTOBER 30, 2025 TABLE TO NEXT MONTH

1st :

2nd:

Motion passed: Yes: 5; No: 0; Abstain: 0; Absent: 0

7.0 Special Guest Presentation: Eddie Clark came to the Anchorage office and thanked Steven and council for the work, he expressed his gratitude and we are appreciative of his and his crew's work. He likes to hire village folks for work. Eddie would appreciate a response to emails, communication could be better, so he knows emails have been delivered. Eddie expressed his issue of NOT receiving payment in a timely matter after submitting his invoices. Steven stated part of the issue is dealing with BBEDC and getting reimbursement from them, he said that the invoice Eddie is specifically referencing is an outlier and it took much longer than usual and that it should have. It was discussed that if payment to him is late, he should charge a late fee/interest rate.....it was also suggested that UTV adheres to the contract and that he would receive 50% of the project up front.

8.0 Reports – *All staff reports have been copied and pasted onto the minutes – this ensures all details from staff have been captured*

Tribal Manager/Administrator Report to Council – December 3, 2025

Grants Update:

Assistance Programs:

- **American Rescue Plan Funding:** Implementation for the following program initiatives have continued.
 - Housing Improvement Program: We are in the final months of this program – To date 44 Tribal Members have received assistance. 114 payments have been made and one to UTV for lumber. Total outgoing payments for this program: **\$489,120.47.**

- **BBEDC Block Reimbursement Requests**
 - FY 2024: Reimbursement request in the amount of **\$35,331.55** for Flying D repairs & labor getting it dry docked for the winter, as well as maintenance work in the village. **\$5,888.59** in approved Admin is included in the reimbursement amount.
 - FY2020: Reimbursement request in the amount of **\$5,066.40** for freight costs associated with shipping the work truck to the village.
 - I am working on a reimbursement request in the amount of **\$38,565.00** for work that was done in the community center and the covid house. This will be a split expense with FY22 & FY24 grants.
 - I will be working on the remaining balances that need reimbursement over the next few months.

The current balances of the open grants are as follows:

- **2020: This grant is now closed.**
- **2022: \$251,781.25**
- **2023: \$249,309.05**

- **2024: \$212,141.93**
- **2025: \$144,570.51**
- **BIA Transportation:** Now that the government is open again, I am working with our BIA-Transportation grant officer to work on Final budgets for the following:
 - Maintenance Contract A17AV00944 - \$781,475.
 - Maintenance Contract A11AV00102 - \$35,000.00 ~~17~~ – drafting budget for eventual drawdown.

Total Maintenance Transportation Funds to be drawn down: \$816,475.00.

- **BBEDC Liaison:** I am waiting for BBEDC to open the application process for 2026
- **BBEDC Arctic Tern:** Final report is completed. It will be submitted in the next week or so.
- **BIA - ICWA:** 4th quarter report was submitted. An additional one-time funding increase of \$9,600.00 was made available. I did apply for this increased funding; I haven't heard back on my paperwork yet. It is restricted to the following:
 - ICWA and child Welfare related training
 - Update Computer systems for the ICWA program
 - Increase the ICWA worker salary burden.
- **EPA – IGAP:** Larry Betti will have an update on her report.
- **NAHASDA: Note that NAHASDA is always working a year behind the calendar year.**
 - **FY23 Budgeted:** \$39,858.00 (\$32,358 for assistance & \$7,500.00 for Admin). Total expended to date: **\$31,714.66 in Rent/Utility and \$3,807.32 in Admin**). Ten tribal member families have been helped. Total Expended: **\$35,521.98.**
 - **FY24** allocation is \$50,458.00. We started processing FY24 assistance and to date have spent \$8,832.04 in rental or utility assistance.

Projects:

- **Broadband Initiative:** We're still working on the details regarding the computers for tribal members – students and adults. There will be up to 50 computers for tribal members and staff. In addition, we will receive 16 PC Laptops and 8 Chromebooks. I have learned that these computers are restricted to just UTV Tribal Members who are Alaska residents.
- **Broadband in the Village:** I have been working with Max Lopez and Vanesscia Cresci from Tribal Ready on our application, which is due December 15th. I am currently reviewing the latest rendition.
- **Kvichak Queen (Mary):** No change with its status.
- **Audit** –We have started the 2024. Betti and Clementine have been working with Pete.
- **Flying – D Landing Craft:** Larry will have details.
 - Larry did some advertising about the sale of the boat at the Fishing Expo and will have some details.

- **2026 Spring/Summer Projects:** The following projects have been discussed for implementation. Additional discussion and ideas are encouraged.
 - **Community Center Upgrade**
 - **ARPA Septic Improvement:** Funds have been obligated, and we are working on individual needs for the village residents.
 - **Fuel Depot:** The new roll-up doors will be installed next Spring
 - **Completing the Caribou Cabin/Covid Isolation House**
 - **Road resurfacing.**

Staffing & General Information:

- Nothing new to report. We are fully staffed and everyone is working hard.
- Rochelle attended two on-line training courses. One for MS Excel and ICWA
- Larry attended the Fish Expo in Seattle.
- I will be taking time off over the Christmas and New Year holidays, and will submit my leave request form soon.

Steven Alvarez – Tribal Administrator: Submitted via email on Tuesday, December 2, 2025

Questions to Steven:

- ☐ Michael Popp asked when we would get reimbursed for the grants, Steven stated that he sends in expenses and they get reimbursed. Michael asked about the time frame to get reimbursement; Steven stated it takes about a week or so – this is for the BBEDC block grant.
- ☐ Maurice asked if he is still eligible for HIP, Steven stated yes, if he has an open application, Rochelle stated that she had emailed him and she will email him again and give him his HIP status.
- ☐ Julie asked about the broadband initiative, and if it still includes printers, he stated yes, but he didn't know how many.
- ☐ Hattie asked about the **\$5,066.40, it's for the black truck purchased from Brandon.**
- ☐ Hattie also stated that the BBEDC block grant would be \$600,000, with a possibility of raising it in May/June by \$150,000, but that's depending upon income.
- ☐ Hattie asked about the grant balances and how much is in process of withdrawal, Steven stated there is several hundred thousand that Pete and he had identified, but it's on a spreadsheet, he doesn't know the amounts off-hand. Betti stated there is also credit cards that need to be applied.

Betti Malagon, Finance Manager November 2025 UTV Monthly Report

Monthly Routine:

- Bi-weekly Payrolls completed as scheduled. Timely IRS Tax Liability Deposits completed through EFTPS.
- Accounts payable, once approved, both General and Enterprise LLC are completed.

Projects:

- **EPA-IGAP:** Drawdown was completed for October 31, 2025. November 30, 2025 is ready to request Monday, 12/01/2025.

UTV Audits: CPA, Pete is working on the final portion of the FY24 Audit. Once Pete sends this final FY24 Audit, it is crucial for the UTV Council to review and approve. BIA wants this finalized by 12/31/2025, since all prior years listed compliance issues that were not resolved until the FY24 Audit.

- **BIA-IRR Roads:** The BIA-IRR Roads UTV Planning budget and funding drawdown was completed. The Maintenance portion of the IRR Roads funding is pending a Budget, review, discussion and completion before BIA will release funds.

Banking:

- Key Bank General account reconciliations are completed through October 2025.
- Bank of America credit card reconciliations were completed for the CPA's FY24 audit. FY25 postings are in proeress.
- Northrim Bank, Ugashik Enterprise LLC bank reconciliations are completed through October 2025.

Happy Holiday Season to all 😊

Betti Malagon

Finance Manager

Ugashik Traditional Village

Questions to Betti:

- ❓ Julie asked if she ever resolved the Key Bank percentage rate issue with our CDs? She stated no, she's going to call and get a manager's name from out of state and send a letter and cc the Anchorage bank manager. Steven stated getting the name of the regional manager and contact them.
- ❓ Hattie asked about the roads funding, she thought it was over \$1M, Steven stated that the \$800,000 or so is for maintenance. There is another \$6/\$7 hundred thousand in planning.

november 2025 Environmental Program Update

Program Updates.

3.2 Going to the village 4 times this coming year for work on Landfill expansion

3.5 Furthering development of gravel pit for use in village road resurfacing

hazcom and safety plans

Setup delivery of fire extinguishers to village in 2026

Fire extinguishers are in Anchorage and will be brought out next year, unless council deems otherwise necessary.

Need to acquire 2 or 3 new AED's for the village.

Need to replace batteries in camera's and verify that they don't get messed with.

Submitted BRIC grant paperwork for THMP to Fema, waiting on verification.

Submitting SWIFR grant on the 8th for Waste reclamation center.

solid waste management plan

Resending bill to ANTHC for equipment use and labor to dig pilot sewage hole

Toilet already in village for Manny, Daniel, and Danny. Manny has picked up his. Balance of toilets at my house

Community commercial washer is still having problems, need to replace with one that came out in conex

Finish working on SWIFR Grant to make reclamation location at barge landing..

air quality and Dust control

The village road is somewhat potholed, the village needs to address this next year. Ideas????

Need to start filling in Pot holes... Hoping to use Arctic Turn.?

Going to start processing gravel for village and road repair.

Ongoing projects and concerns

Still need someone to shadow me this coming year, Health aid is helping me, this was a great help.

Health Aid, Rick is interested in working in the village next year.

We now have a credit with RES for over \$8k. I have requested the money back.

Only 1 hybrid not up and running, this is the one at the new Blue Building.

Planning on finish installing fencing around Land Fill in 2026, posts in, now need to stretch fence.

Planning more development of the gravel pit for use in the village and use of the conveyor belt, concrete blockades

Not Completing fuel depot piping, we have no reason to... Hoping to give them to Sunny Grechen for money owed.

Flying D off contract and in Seward. We have paid the crew and vendors that worked on the boat.

I am putting the Flying D up for sale on Dock Street Brokers.

Decisions need to be made on what we are doing with the Flying D

I have a list of items that need to be repaired and or replaced on the Flying D

Talked to Rick Reynolds Pacific Marine Expo at on rebuilding Starboard engine.

Punched a new access road down to Winray. This is solving 2 issues: Future access for Winray removal and we no longer need to cross villager property for access.

I punched North road access down to the beach for better parking and ease of use.

The new IGAP EPA rep. Her name is Susan Conbere. She looks like a wealth information.

Need to put more ads to inform people of Flying D available for purchase, Periodicals, Dock Street, IDEAS????

Need to update 2024 Survey on Flying D to show improvements.

Need to set up needed repairs and upgrades for 2026 Flying D use.

Having Dollie work for "Helping Hands" to verify internet speed and Star Link..

Need to look into purchase of cement truck for use in village.

Training & Conferences

I went to and tried to sell the boat. No luck but I got leads and info to fix boat.

Normal AFE, ATCEM, BIA. Coming up.

Questions to Larry:

- ? Michael asked if we are now in the position to purchase AEDs? Steven stated yes, and Michael asked if Larry could check with the guy at Fish Expo to see if he would honor the expo price....Larry stated he would check with him.
- ? Maurice asked what is the money we own Sonny Grechen? It's \$40,000, we did make a payment, but it was the time when some of their money was embezzled. It's a convoluted process. Betti stated to get the cancelled checks, Pete would need to access it as the QuickBooks records are not accessible anymore. Julie asked if she could check with the bank. Maurice concurred.
- ? Julie stated – the dump truck and the issue with the broken rams, she suggested removing the keys and have folks check them out, they can be informed on the rams, etc., hopefully this will eliminate the issue of the truck being broken, Steven concurs. Maurice stated taking the keys out is a bad idea – in case of an emergency. Maurice states that in the summer this could work.
- ? Hattie commented on the SWIFER grant, ways to Make it stronger, maybe talk to Pilot Point or Port Heiden, by offering our service to them, as long as they get the cardboard, etc. to the village. Larry stated, it's a good idea, but it increases our workload, there is money in the grant for part-time employment, about 2 hours a week, he agrees.

Clementine Shangin

✓ Regular Duties:

- ✓ I have been working weekly A/P (UTV & Flying D) . Working on getting caught up on credit card invoices PRs.
- ✓ Ordering supplies for the office & the village office

- ✓ Keeping the Office Clean
- ✓ Filing & organizing paperwork from my desk.
- ✓ Submit enrollment applications & make tribal cards as needed.
- ✓ Help Betti when needed with audit documents.
- ✓ Make airline and hotel reservations when needed.
- ✓ Ordered food for Council work sessions.

Questions for Clementine:

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VILLAGE STAFF MONTHLY REPORTS – December 3, 2025

Maurice (Mike) Enright BBEDC Liaison – On Leave

Regular monthly duties:

- Check emails post when needed
- Pick up and burn garbage with Dolli
- Send timecards to office
- Sit in on monthly BBEDC Liaison meetings
- Check on homes to make sure things are not damaged by weather
- Work on the airstrip and ramp
- Keep community center clean
- And other office duties

Questions for Maurice:

Dolli Enright: IGAP Asst. & Interim Tribal Liaison

Regular Monthly Duties:

- I check email and post when needed.
- I keep the C-Center and Equipment Bldg. clean.
- I pick up the garbage and burn with weather permitting, with John's help.
- I do the monthly visual monitoring form at the end of each month.
- I pick up the mail and deliver to residence when needed
- I help Elders when needed.
- I take pictures of any concerns and any projects going on in or around the village and send to Steven.
- I call Steven Wednesdays for any updates.
- I do other tasks or projects that are assigned by the Tribal Administrator or by the Environmental Coordinator.
- And I do any other office duties when needed.

Special Projects:

- Filled in as Liaison while Mikey is on leave.
 - Send timecards
 - Check Emails & Post when needed.
 - Attend the monthly Liaison zoom meeting
- I helped John with pumping fuel for residents.

Questions for Dolli:

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ARPA PROGRAMS ADMIN REPORT December 1, 2025

I am steadily working on the ARPA HIP tribal funding. Steven has details on its current status.

I maintain the NAHASDA records, assist tribal members with their applications for rental assistance, and correspond with BBHA with quarterly reports, and help Steven with those reports. Final FY23 quarterly report was submitted.

ICWA quarter 3 and 4 reports were completed and submitted. UTV is up to date and current with BIA for our ICWA program.

I check the UTV mailbox and log all mail and inform the parties where the mail needs to go.

I attended Alaska Native Justice Center ICWA conference 10/30/2025 on zoom.

I took a beginners Microsoft Excel class on 11/11/2025 and learned a lot, looking to get certified in a "Administrator class".

I still hold my notary and for tribal members.

I help Steven with filing AP packets.

Quyanna

Rochelle Lind

Submitted- Monday December 1, 2025

Questions for Rochelle:

- ? Fred asked about the site visit in Wasilla, did it happen? Rochelle stated that it did NOT happen, she texted Daniel, but he didn't respond. Rochelle stated that Steven approved the rental assistance. Steven stated he contacted the center, he believes that is on the up and up and approved the rental assistance.

9.0 Old business

9.a Flying D Sale Status – Larry – he covered most of this in his report. He's getting pricing for periodicals. We need to do some maintenance and this spring it will be as good as it can be. We need to determine the price point and where to post it. It was discussed getting a new survey done. Larry stated if we sell it for \$1,250,000, we will break even, after doing all of the upgrades/updates.

9.b Tribal Broadband Grant – Steven is working with Tribal Ready, they are meeting regularly and have been putting the budget and narrative together. He is reviewing the last draft and when it's ready, he will submit it. Julie asked if he knows how long after submission we will have the funds on hand.

9.c Broadband Initiative – membership computers – Julie is working on a document that outlines the process, as this will be a lottery. A draft is created. When will we receive the \$\$\$\$. Steven requested Clementine get the number of adults and children in Alaska.

10. New Business

10.a.

11. Open forum:

Has Steven checked on the new Real ID compliant Tribal Cards

Hattie asked if the village has considered a donation to the two villages who were devastated by the storms. Larry suggested sending them a Cinderella toilet, he was there 6 years ago and there were only 2 working toilets in the entire village. Betti stated that ANTHC should be assisting them with toilets. Steven will check into who/where to donate, discussed \$1,000 to \$2,000.

Tribal enrollment – Steven is looking into this on documentation to send out to tribal members for changing the tribal enrollment.

Larry brought up the possibility of sending out Christmas Walmart cards from the rest of the ARPA money, Steven stated there are no more funds. Hattie asked how much money is left? Steven/Betti will check.

Community Center stove, it's burning fuel and it stops working when it is turned below 2, suggested a Toyo. Larry suggested moving the Community Center stove to the blue building, moving the clinic heater to the Community Center and getting a new Toyo heater for the clinic.

Hattie stated the covid house has a **gas generator**, she suggests getting a small 8k diesel generator and a small hybrid system. Daniel suggested looping the covid house with the new blue building, it's a possibility.

New Tribal Member cards – Real ID compliant – Julie brought this up, Steven hasn't looked into this yet. Fred suggested Michael look into this, Julie suggested piggybacking onto another tribe who has this and paying them a fee. Eddie stated that Naknek Native Village Council just received one – Michael Peters is the new administrator, check with him. He stated that Michael was able to get Indian Country money.

Hattie brought up that the Board of Fish meeting is coming up and she suggests the village submit a recorded message in support of extending the line to 1,000 feet.

Next Mtg: January 15, 2025 at 9:00 AM

Suspending the meeting until after lunch

12. Executive Session – after lunch

- *Job descriptions*
- *Staff raises*
- *Staff issues*

MOTION TO GO INTO EXECUTIVE SESSION

1st: John Hagen

2nd: Daniel Pingree, Jr.

Motion passed: Yes: 5; No: 0; Abstain: 0; Absent: 0

MOTION TO COME OUT OF EXECUTIVE SESSION

1st: John Hagen

2nd: Daniel Pingree, Jr.

Motion passed: Yes: 5; No: 0; Abstain: 0; Absent: 0

MOTION to adjourn at 1:53 PM Alaska Time

1st: John Hagen

2nd: Daniel Pingree, Jr.

Motion passed: Yes: 5; No: 0; Abstain: 0; Absent: 0

Adjourned at 1:53 PM Alaska time