

**Ugashik Traditional Village  
Council Meeting  
June 17, 2025**

**ATTENDEES:**

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

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

**From:**

**Date of Submittal:**

**1.0 Call to Order by John Hagen, at 9:01 AM Alaska Time**

**2.0 Council Member Roll Call by Julie Gaumont, Council Members Present:** Fred Matsuno, President; Hattie Albecker, Vice President; John Hagen, Treasurer, Julie Gaumont, Secretary and Daniel Pingree, Jr., 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 – on leave

**4.0 Tribal Members present:** Margaret Turnbow, Tom Enright Jr., Eileen James

**5.0 Accept Agenda**

**ACTION: MOTION TO ACCEPT AGENDA**

1<sup>st</sup>: Hattie Albecker

2<sup>nd</sup>: Julie Gaumont

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

**6.0 Accept Meeting Minutes**

**ACTION: MOTION TO ACCEPT MEETING MINUTES FROM MAY 21, 2025**

1<sup>st</sup>: Hattie Albecker

2<sup>nd</sup>: Daniel Pingree, Jr.

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

**7.0 Special Guest Presentation:** None

**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 – June 17, 2025**

**Grants Update:**

Assistance Programs:

- **American Rescue Plan Funding:** Implementation for the following program initiatives have continued.
  - The 2024 \$750 Utility Assistance phase 4 program began in January. To date we have provided **\$46,404.89** in assistance. \$44,154.89 in payments made to utility companies (79 checks issued) and \$2,250 for UTV fuel (3 payments). A total of 64 Tribal Members have received assistance.
  - 2024 ARPA \$2,500 rental assistance: There has been no change since last month – To date we have provided **\$179,199.76** in assistance to 75 Tribal Members.
  - Housing Improvement Program: There has been no change since last month. – To date 44 Tribal Members have received assistance. 103 payments have been made and one to UTV for lumber. Total outgoing payments: **\$430,277.42**.
- **BBEDC Block Reimbursement Requests**
  - **FY 2024:** Reimbursement for Personnel/Labor costs: \$12,331.20 (\$2,055.20 admin).
  - **FY2025:** Reimbursements for Flying D maintenance and repair to: F. Reynolds: \$20,000.00 (\$4,000.00 admin). \$19,544.80 to Fernstrum (\$3,908.96 admin). Direct payment requests to the following:
    - Bob Rubey at Alaska Runner Generators: \$27,000.00 (\$5,400 admin) **Steven requested Larry contact Bob to confirm he received payment;**
    - Shoreside Petroleum (fuel for Flying D): \$13,536.87
  - I am working on reimbursement requests for fuel from Crowley from 2023, 2024 and 2025. Also working on reimbursements for the contract labor we used to work on the boat (Mike Enright and others)

**The current balances of the open grants are as follows:**

- **2020: \$5,066.40. Per Steven, this should be spent down after this summer due to travel for staff to/from the village.**
  - **2022: \$251,781.25**
  - **2023: \$336,528.73**
  - **2024: \$247,670.28**
  - **2025: \$293,200.66**
- **BIA Transportation:** I am working on the payment requests and budgets for the following contracts:
    - Maintenance Contract A17AV00944 - \$781,475.17 – drafting budget for eventual drawdown.
    - Planning Contract A17AV00979 - \$38,384.74 – Payment request paperwork has been submitted.
    - Maintenance Contract A11AV00102 - \$35,000.00 17 – drafting budget for eventual drawdown.

**Total Transportation Funds to be drawn down: \$854,859.91.** (Maintenance: \$816,475.17  
Planning: \$38,384.74)

- **BBEDC Liaison funding for Quarter-3 2 has been received from BBEDC: \$16,031.25**
- **BBEDC Arctic Tern:** \$6,000 has been deposited into our bank account.
- **BIA - ICWA:** \$36,082.00 has been deposited into our bank account.
- **EPA – IGAP:** Betti will have an update on her report.
- **BIA – ATG:** Nothing new to report.
- **BBEDC – CPR/First Aid Recertification:** SAVEC instructors will be in the Village June 20th. Dolli is coordinating and signing people up for the class. Lunch items and snacks have been purchased and brought to the village by Larry.
- **\$75,000.00 State of Alaska Designated Legislative Grant:** We received the full \$75,000 reimbursement from the state. This funding is to help cover costs for the fuel depot. Check has been deposited.
- **NAHASDA – The FY24 grant application has been submitted. 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: **\$20,255.00** Ten tribal member families have been helped.
  - **FY24** allocation is \$50,458.00 We submitted all paperwork, and we are still waiting for the new MOA from BBHA.

## Projects:

- **Health Aide:** Richard Frohock will be arriving in the village on or around June 19<sup>th</sup> His quarters and the clinic has been prepared by Dolli. **Will be there until July 20<sup>th</sup>, but Steven is discussing with him another week in the village.**
- **Broadband Initiative:** The program we are connected to through AFN has us to potentially be on the receiving end of up to 45 computers for tribal members and an additional 50 computers for youth – elementary through college. We will need to decide the process of who should get the tribal member computers.
- **Kvichak Queen (Mary):** I spoke to Randy Zimin this morning and AGS has contracted the Flying D to pull the Barge out of Ugashik and bring it to Naknek.
- **Audit –** The 2023 audit was in your packet last month for review. We have not started 2024 yet.
- **Flying – D Landing Craft:** Larry will have details.

- The Flying D left Seward on Friday, June 6<sup>th</sup>, and has made great progress getting to the Bristol Bay region.
- **2025 Spring/Summer Projects:** The following projects have been discussed for implementation. Additional discussion and ideas are encouraged.
  - **Community Center Upgrade:** Eddie has submitted invoices for materials and will work on this after fishing.
  - **ARPA Hybrid Energy Systems:** As far as our responsibility is concerned, project is Done.
  - **ARPA Water Improvement:** Nothing new to report. Done
  - **ARPA Septic Improvement:** Funds have been obligated, and we are working on individual needs for the village residents.
  - **Fuel Depot:** Eddie will install a roll-up door after fishing.
  - **Caribou Cabin/Covid Isolation House:** Eddie will provide an estimate to get this project completed.

### **Staffing & General Information:**

- Irma passed away on Sunday evening around midnight. She passed peacefully in her sleep.

Steven Alvarez – Tribal Administrator: Submitted via email on Monday, June 16, 2025

### **Questions to Steven**

? Julie asked about the computers, tribal members and youth, Steven explained, up to 50 computers, there will be a variety of them. Desktop/laptop, Apple. Elementary school will get Chrome Books and middle and high school will receive a different kind and college will get a different kind. Steven gave them the numbers of each group. They will need to send out a notice to tribal members and they will have a priority.

## **Betti Malagon, Finance Manager FY25 June 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:** Drawdowns were completed through May 31 , 2025.
- **UTV Audits:** CPA, Pete sent me the FY23 Audit for UTV Council Approval. Steven has added this to the June 17, 2025 UTV Meeting Agenda.
- **BIA-IRR Roads:** The BIA-IRR Roads funding drawdown is still pending. The Planning funds should be available within ASAP soon.

### **Banking:**

- Key Bank General account reconciliations are completed through May 2025.

- Bank of America credit card reconciliations are still a work in progress.
- Northrim Bank, Ugashik Enterprise LLC bank reconciliations are also completed through May 2025.

**Betti Malagon**

Finance Manager

Ugashik Traditional Village

**Questions to Betti:**

- ? Fred asked if there are any CDs expiring, Betti stated yes, July 9<sup>th</sup>. Betti stated there is only one CD with Key Bank. There is the money market savings account, we withdrew \$100,000 and there is \$100,000 still available. Betti is NOT happy with Key Bank.

**JUNE 2025 Environmental Program Update**

**Program Updates.**

- 2.3 Going to 7 Generation this year, missed it in 2024, now on July 8<sup>th</sup> though July 10<sup>th</sup>.
- 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
- 4.3 Working on Hybred energy systems.

**hazcom and safety plans**

Verify fire extinguisher locations in village for Emergency Action Plan

Will have CPR refresher on the 24<sup>th</sup> of June

**solid waste management plan**

BRIC grant with Bristol Environmental has been put on hold because we have not finished the Tribal Hazard Mitigation Survey. I have enough surveys to give to Bristol Environmental.

Septic systems for Mikey and Nancy proceeding, Nancy is purchasing a toro heater so grant will continue

We now wait for the correct electric Toilets models to come in.

Community commercial washer is still having problems, The replacement is in the conex showing up on the 23<sup>rd</sup>.

I am installing the new fence around the Land Fill.

Looking into having a recycle shipment this year.

**air quality and Dust control**

Road dust not an issue at this time

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.?

## Ongoing projects and concerns

Still need someone to shadow me this coming year so I can be more productive, hoping to use Justin or Mark B.

RES is coming out in June to wire village for hybrid power and well conversion, "all villagers with Hybrids will need to be present. They are coming out June 25<sup>th</sup> through the 1<sup>st</sup> of July

Planning on installing fencing around Land Fill in 2025

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

Eddie to come out and replace side panels on Fuel depot building to let in more Light.

I am still looking into putting explosion proof lighting in Fuel depot.

I purchased foldable ladders to setup access to tops of fuel tanks.

Flying D came into village on the 13<sup>th</sup>, now its off to Naknek for the fishing contract

Our crew consisted of Chris:Captain, Michael:Engineer, Brandon:Crew and John:Crew/cook. John will be on contract for only fishing as cook and paperwork processing

Boat left Seward on the 6<sup>th</sup> of June

A to Z finished all the work on the boat

Flying D fish hold welding was finished

DD services tested ~~RES~~ RSW and all is up and running.

Starlink is working on the boat

Props were repaired and replaced.

Both engines are working well

Keel coolers and installed on boat **basically a radiator for the RSW**

Boat deck up painted by Michael and Brandon.

Zinc's for the boat have been replaced, all 42 of them

Purchased Different 100k Generator and installed on boat

Primary wire for 100k Generator is finished

Jag electrical came in and deleted some old panels and replaced with new panels and breakers

Communications North installed the AiS tracking system.

New control panel (Basler 2020) for 30kw generator installed by electricians from JAG

Double D services fixex red Crane, SWEET

Both Conex's delivered to Seward, Too be delivered to Ugashik on the 23<sup>rd</sup> of June, "Barge Landing"

In the village and making up the list of items to work on, Does the council have any new items to add???

### Training & Conferences

I went to AFE, working with Santina about doing 4<sup>th</sup> year backhaul for EPA villages with the Flying D. Unknown if this will happen.

### Questions to Larry:

- ☐ Julie asked about RES coming out for the electrical – she wanted to make him aware they she and Bo would not be arriving until the evening of the 25<sup>th</sup>.....Larry stated he is aware and they will do hers and Bo's last.
- ☐ Hattie commented, as far as RES, they were going to stay at their house, and she stated there was a question on the date they are coming out because of payment. Larry will verify and talk to Hattie/Steven. Hattie stated RES might not be out on the 23<sup>rd</sup> because of payment issue, they might have scheduled something else.
- ☐ Hattie stated as far as the village washer, this is a replacement washer because of the problems. She stated Justin looked at it and it was a maintenance issue, she states the washer could still work.
- ☐ Hattie stated that Mike stated the road to the beach was just a waste and wanted to know how the beach mud was, he stated he was just going to extend the road because it is an easement and he will simply extend the road so that fishermen can access the river more easily. Hattie stated we can discuss it some more, he can slope it down so there is better beach access. Hattie stated we can talk about it, Julie asked Daniel/Danny could take a look at it and provide feedback. Daniel is supportive of this road.
- ☐ Fred stated the primary problem is the mud and suggests taking a look at it and see if it is feasible.

## *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.
- ✓ Logging mail when I can.
- ✓

- Completed the hoodie order – deep forest, maroon & black
- Helping Steven with BBEDC reimbursement report documents
- Shopping for the Annual Meeting Dinner & BBQ

**Questions for Clementine:**

? NA

**Maurice (Mike) Enright BBEDC Liaison – ON LEAVE FOR FISHING**

**Regular monthly duties:**

- Check emails post when needed
- Pick up and burn garbage when Dolli was gone with the help of Art
- 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 clean.
- I pick up the garbage and burn with weather permitting, with Mikey or Art'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:**

- I am doing the Liaison job for two hours ad day while Mikey is on leave for fishing
  - Collect timecards
  - Check emails post when needed
  - check on elders
  - BBEDC Liaison Zoom meeting each month.
- I keep the greenhouse up and going with fresh veggies for the village all summer

**Questions for Dolli:**

?

**ARPA Administrative Assistant Monthly Report- May 2025**

- I am steadily working on ARPA HIP check requests, ARPA \$2500.0 phase 3, ARPA \$750.00 phase 4 funding requests.
- I keep up with the hard copy filing and E-filing for all ARPA programs.
- I am a registered Notary Public for UTV, executing it for the tribal members.
- I am signed up for "Cultural Expert Witness" training for ICWA through Alaska Native Justice Center this Wednesday June 18<sup>th</sup>.
- I'm still awaiting Catherine Lester, head ICWA for southcentral region to contact me for ICWA shadowing.
- I have been making sure to add certified mail to large checks that are being mailed out.
- I went and saw Irma as much as I could, I miss her very much and still healing from her passing.
- I clean the breakroom, vacuum the office and take out trash daily.
- I am scanning and filing hard copies of PRs
- I've boxed all the FY 22 and FY23 hard filing and reorganized the filing drawer. Made it more simple filing from when Irma had filed.

Quyanna  
Rochelle Lind  
Submitted-Monday June 16, 2025

**Questions for Rochelle:**

?

**9.0 Old business**

**9.a Flying D Status – Larry** – Made the E&E contract, it came in on time, some personal problems, but he addressed them. Right now the Flying D is currently under contract. Many upgrades, more breakers/control panels, RSW has been refreshed. Fish holds redone/rewelded. Cranes are fixed, both red/black. Bottom of the boat has been painted, Zincs replaced. The boat is running well. Currently 3 contracts in process for hauling freight. If anyone want's additional information regarding specifics, contact him and he will be happy to discuss.

**9.b. CPR/First Aid class Summer 2025** – Steven & Dolli – Class will happen on Friday, Dolli has been coordinating. Probably 12 or so folks will be attending.

**9.c. Annual Meeting – Council Travel – Meals – etc.** – Steven stated if anyone needs help with travel, contact Clementine for assistance. Steven is planning on coming out Sunday or Monday prior to the meeting. The BBQ will be on Thursday and steak dinner on Friday.

Fred asked if a ballot committee has been selected? Steven stated we will discuss during the Ballot item.

## **9.d. 2023 Audit Approval**

### **MOTION TO APPROVE 2023 AUDIT**

1<sup>st</sup>: Fred Matsuno

2<sup>nd</sup>: Hattie Albecker

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

## **10. New Business**

### **10.a. Resolution 2025-24 Change in NAHASDA Funding Limits**

#### **MOTION TO APPROVE RESOLUTION 2025-24 – CHANGE IN NAHASDA FUNDING LIMITS**

1<sup>st</sup>: Hattie Albecker

2<sup>nd</sup>: Daniel Pingree, Jr.

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

**10.b. Ballots – Update** – Steven stated we currently have approximately 56 ballots that have been sent in, the constitution states that the ballot committee needs to be non-tribal members, in the past we have had 2 non-tribal members counting the ballots and one tribal member that oversees the process. We need to follow the by-laws that whomever counts the ballots are non-tribal members, all the ballots are sealed in an envelope that has the return address of the person voting, so they make a list of who has submitted a vote, to ensure they vote only once, when that list is made, the envelopes are opened and discarded. Inside is another envelope marked confidential. At no time is there any documentation of trying to put down who voted for who. The confidential envelopes are opened and put into a stack, the envelopes are discarded and the ballots are counted. After the ballots are counted, they are gathered and the counting is verified by the tribal member – to ensure the process was done correctly and the results are generally given to Steven, they can be given to anyone on the council, to read the decision. If there are any questions on the process, please bring them up – this is how they have been doing it in the past. Larry asked if he was going to count the ballots – Steven stated no, Hattie recommends that no staff should be involved. Julie stated that Richard Frohock will be there and maybe he could assist. Steven stated that they can select the committee members from who is actually there for the meeting. Steven further stated that the committee members receive a \$100 stipend.

Julie brought up the fact that the instructions state to write your name of the back of the confidential envelope....she wants to make sure that who opens the envelopes that they will be discarded. Steven stated that they included writing your name on the back of the confidential envelope to ensure that when the envelopes are received in the office that no one in the office is tampering with the ballots. A lot of tribal members contacted the office and didn't understand and felt uncomfortable with putting their names on the envelopes, Steven stated that they didn't have to, it was just a safety precaution, however he stated it caused more confusion and they will not be doing that again. When the ballots are received, they are put into secure, locking, file cabinet and Steven takes them with him when he goes out to the village.

**10.c. Memorial for Irma** – Steven stated that Irma was very devoted to the tribe, she loved her job, loved Ugashik and the tribal members. She did her job with love and passion. If there is a program to name after her, we can do that, we should put something up on the website. Hattie suggested contacting Debbie Harshfield, they were friends and Debbie brought Irma to UTV. There was a time that Irma literally held our tribe together when there was no one else in the

office. She thinks Steven's suggestion was a good one, "Irma Rhodes-King Memorial ICWA Program". Please send Steven your comments regarding Irma and he will put something together.

John asked if they ever do honorary resolution, Steven stated they could draft something up.

## **11. Open forum:**

Margaret asked about door prizes. Yes, Steven stated they have to order the gift cards. She also asked about sweatshirts, who should she contact – send Clementine the size and color. Julie will post on the website.

Eileen asked about the Covid house, Steven stated it will get completed after fishing, late August/early September.

**Next Mtg.:** Annual meeting, July 25, 2025 at 11:00 AM at the Ugashik Village community center.

## **12. Executive Session –**

### **Executive Session items:**

Personnel issues  
Job descriptions  
Evaluations  
Staff Meetings

### **MOTION TO GO INTO EXECUTIVE SESSION**

1<sup>st</sup>: Daniel Pingree, Jr.

2<sup>nd</sup>: Hattie Albecker

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

### **MOTION TO COME OUT OF EXECUTIVE SESSION**

1<sup>st</sup>: Hattie Albecker

2<sup>nd</sup>: Daniel Pingree, Jr.

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

### **MOTION to adjourn at 12:27 PM**

1<sup>st</sup>: Daniel Pingree, Jr.

2<sup>nd</sup>: Hattie Albecker

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

**Adjourned at 12:27 PM Alaska time**