

**Ugashik Traditional Village
Council Meeting
July 24, 2023**

ATTENDEES:

Hattie Albecker, President
Fred Matsuno, Vice President
Wesley Matsuno, Treasurer
Julie Gaumont, Secretary
Stephanie Rosario, Member at Large

Steven Alvarez, Tribal Administrator
Betti Malagon, Finance Manager
Larry Carmichael, Environmental Coord.
Dolli Enright, IGAP Assistant
Maurice Enright, BBEDC Liaison
Clementine Shangin, Tribal Admin. Assist.
Irma Rhodes-King, ARPA Admin.
Bre Hale, Administration

From: Julie Gaumont

Date of Submittal:

1.0 Call to Order by Hattie Albecker, President, 8:05 AM at Alaska Time

2.0 Council Member Roll Call by Julie Gaumont, Council Members Present: Hattie Albecker, President; Fred Matsuno, Vice President; Wesley Matsuno, Treasurer, Julie Gaumont, Secretary and Stephanie Rosario, Member at Large.

Council members absent: None

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, Irma Rhodes-King, ARPA Admin, Bre Hale, Admin

Staff absent:

4.0 Tribal Members present:

5.0 Accept Agenda –

ACTION: Motion to Accept Agenda

1st: Wesley Matsuno

2nd: Julie Gaumont

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

6.0 Accept Meeting Minutes from May 24, 2023

ACTION: Motion to Accept Meeting Minutes from May 24, 2023

1st: Stephanie Rosario

2nd: Fred Matsuno

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

7.0 Special Guest Presentation: NONE

8.0 Reports –

Tribal Manager/Administrator Report to Council – July 27, 2023

Grants Update:

Assistance Programs:

- **American Rescue Plan Funding:** Implementation for the following program initiatives have continued.
 - \$750 new Utility Assistance funding continues. 60 Tribal Members have received assistance or have applications pending. Total expended: \$45,000.00, obligated: \$2,250 for three tribal members.
 - ARPA rental assistance (continuation of the CARES-Act rental assistance program): There has been no change since April's meeting: \$5,000 CARES-Act funds are obligated, \$7,648 ARPA funds expended, 4 tribal members helped.
 - Housing Improvement Program - To date 28 Tribal Members have received assistance. 54 payments have been made. Total outgoing payments: \$258,698.49

- **CIP Planning Septage Receiving Pond:** We did not receive the funding due to there not being enough people living in the village year-round. There is a minimum of 25 year-round residents.

- **BBEDC Block Grant:**
 - **2018** – I have submitted a payment request in the amount of \$16,267.69 for materials purchased and associated freight costs. I am trying to get this grant spent down. Remaining balance: \$12,888.78
 - **2020-2022:** I am revising the budgets to cover the material and construction costs for work completed. I will submit reimbursement request against those year's grants in the amount of \$167,605.
 - **2023 – Revised Budget:** I am still working on reimbursement reports for the work Eddie Clark did this past spring. Estimate: \$73,250.

- **BBEDC – Arctic Tern** \$6,000 was received in June.

- **BIA - ICWA:** 3rd Quarter report has been submitted

- **EPA – IGAP:** All the paperwork, budget revision and reports have been submitted to Santina for FY24.

- **BIA – ATG:** We have received two Modifications. Mod 1 was a net increase of \$4,436.00. Modification 2 added \$116,025 in contract support funds.

- **BIA Roads** –After meeting with Randy Yellowtail in June, he walked me through the reports we need to get in for our FY23 budgeting.

- **NAHASDA** – we are currently processing applications for FY21 funding. The MOA for FY22 funding was submitted. We haven't heard back from BBHA regarding releasing this funding, as we still have over \$22K in FY21 to spend before the end of the calendar year. We are advertising again so that tribal members who are still in need of assistance can re-apply for a second round of support.

Projects:

- **Audit** – Pete has sent in the preliminary audit report for FY2020. I have included the summary for review in your packet of materials. We will put this on next month's agenda and have Pete available to go through it with us.
- **Flying – D Landing Craft:** Larry will have details.
 - To date the boat has been engaged with AGS for 37 days. Tender contract began on June 18th and fishing officially ended July 24th. The boat may stay on contract for a few more days in the event AGS needs some freight moved. We receive \$4,600.00 per day it is under contract.
 - Once the boat is released from AGS, Allen will be leasing it from UTV.
- **Summer EMT:** Timothy Villar was our EMT again this summer. I would like to hear from you on how your interaction with him went.
- **Fuel Delivery:** Larry has been delivering fuel to village residents as they have requested him.
- **DOT – Airstrip:** I contacted Robert Greene at DOT regarding the ARPA Building a Better America Airport Funds. I hope to have some information for you by the time of the meeting. : **He has sent an email and left a voicemail – he will keep us informed.**
 - I have been able to renegotiate the yearly funding we receive from the state and have increased our funding from \$4,800 to \$8,769.00.
- **2023 Spring/Summer Projects:** The following projects have been worked on or are slated for later this summer. Both Larry and I can discuss each of these further during the meeting. (Blue font: project pending – Red font: project is in process or has been done)
 - **Community Center Sceptic:** Eddie Clark worked on this and all work has been completed.
 - **New gravel site:** Has been in use this past summer. Mike and John have been working on getting gravel to village residents throughout the summer.
 - **ARPA Hybrid Energy Systems:** Larry has completed the first three systems: Wesley's, Nancy's, and John Ruhl's. **More generators in the village yesterday.**
 - **ARPA Water Improvement:** Johnny will be in the village around August 8th to start digging wells. Larry will be there to help facilitate this.
 - **Fuel Depot:** For 2023 we plan to accomplish the following:
 - Get connex placed.

- Have all pumping equipment and materials procured and in the village.
This material has disappeared.....
- Fencing materials.
- Have materials in the village by late summer. **Larry is planning on to install.**
- **New Equipment Bldg.:** Costs for its construction have been budgeted into 2023 CBG draft budget I have finalized and sent his contract. Cost Estimate: \$202,500.00
- **Road to the Win-Ray:** This project has been tabled until 2024.
- **Disposal work on Win-Ray:** Tabled until 2024
- **Fuel Truck Repair:** Brakes still need to get repaired and possibly new tires ordered and shipped out to the village.
- **Caribou Cabin/Covid Isolation House:** Interior work was completed as much as possible. Installed insulation; wiring almost complete; plumbing done, sheet rock is done, **Things still needed to be completed: Propane stove installed; fuel tank and generator installed, mudding, taping and painting of sheetrock; cabinets and countertop installed after painting is completed.**
 - **This is funded through ARPA treasury.**

Staffing & General Information:

- We are fully staffed. I took a few days off to move into a new house.

Steven Alvarez – Tribal Administrator: Submitted via email on Tuesday, July 25, 2023

Questions to Steven

- ? Wesley stated the Covid house south side soffit is incomplete, ran out of materials?? **MAYBE STEVEN CAN FOLLOW UP ON THIS WITH EDDIE.** Hattie stated there was not enough material, there is a shortage of several items, that's mostly the reason why it's not complete.
- ? Julie asked about fuel depot plumbing missing material.....Larry stated the plumbing materials was on a sealed pallet, he has looked and he has not yet found it, it's possible that one of Eddie's men has simply moved it....he will continue to look and he will talk to Eddie.
- ? Hattie asked if the State of Alaska has been billed for the airport fuel, Steven stated yes. She also asked if the state could prepay for fuel, like 500 gallons, it would make sense and be easier, to purchase 500/1000 gallons and the operator will not have to keep track. Steven will follow up with them when he sends in the next quarterly report.
- ? Hattie asked about the 2018 block grant, Steven stated he is working on spending it down, with the current \$16,267.69, he has revised the budget, so the reimbursements fit within the new line items. And he will submit a reimbursement for fuel, which will lower it to approximately \$9k, then he will put the remaining in a line item so that he can know it's there and spend it down. He needs to find out from Alice how to submit the paperwork, spending down the fuel to get it reimbursed.

Betti Malagon, Finance Manager July 2023 UTV Monthly Report

Monthly Routine:

- Paying Weekly Accounts Payables upon Approvals; follow up on any issues, communicating with involved parties as necessary.
- Completing Bi-weekly Payrolls; Timely IRS Tax Liability Deposits. 941 and ESC 2nd Quarter Reports were completed, signed by Steven and submitted timely.

Projects:

- EPA-IGAP: April \$9,567.15; May \$8,820.90; & June \$9,402.37 Drawdowns were successfully submitted, Funds were deposited 6/7, 6/8 and 7/11/23.
- 2020 Audit: Pete put together a power point presentation for the Council's review and eventually an approval.
- BIA-Cares: Working with Steven to finalize the BIA-Cares grant (Budget to Expenses) so this can be closed out. Awaiting the freight cost for Covid-House delivery by Flying D, request sent to Larry.
- Posting Revenues to Expenses for all other Grant Funds through 6/30/2023.

Financial:

- Key Bank General account June 2023 reconciliation is complete, check book is up to date through July 24, 2023. July will be reconciled sometime next week.
- Bank of America credit card reconciliation was completed through June 24, 2023 statement. July 24, 2023, statement should be ready to print tomorrow, Clem will get started on the PR's for me as long as all the receipts are available from Staff and Vendors.

Since Staff & Council's Annual travel to Ugashik, Annual Tribal meeting and return, our daily routine's back to normal. Hard to believe UTV has just two months left in this Fiscal Year 2023, time flies!

Questions to Betti:

- ☐ Wesley asked about the credit card problem with Aleutian Airways, was it resolved? Betti stated yes, it was resolved.

July 2023- Environmental Program Update

Larry Carmichael Environmental Program Coordinator

Program Updates.

-
- 1.1,1.2, 1.4 Standard draw downs back in effect
 - 1.5 We finalized the Fy24 Budget with the updated \$10k submitted to Santina
 - 3.2 Traveled to village this June and July to start working on Landfill
 - 3.5 Sent email to Victoria Briggs to see what is happening with this boat, NO ANSWER
 - 4.1 Contracted private companies to install items for infrastructure expansion

hazcom and safety plans

Still working on moving holding area from barge landing to expanded landfill

Secondary containment for the Fuel Depot is done, bear has gotten in and damaged liner

It would seem the Eddie did not reset tanks, this will complicate completing fuel depot. Still don't know what to do?

solid waste management plan

Incinerator was staged at the land fill, old incinerator is coming to the end its life.

I am in the holding pattern on BRIC funding for Bristol Environmental to do HMP for village. Still, Still

Working on new transition pad at Land fill, lots of filler material needed

air quality and Dust control

Setting up IGAP truck to knock down dust.. Very wet this year

Ongoing projects and concerns

Annual meeting in village,

I was in the village over 3 weeks to prepare landfill, gravel pit, Fuel depot, and Hybrid systems for village

RSW will have maintenance done at AGS processor.

Calendar of my tentative timeline in village will change as conex's for Highbreds come available, *Difficulty in finding connex' that are not so expensive.*

Most of the product for pole barn has come into village, missing trusses. *Long and flimsy, difficulty moving them without damaging them.*

Trusses to be delivered by Allen before the 7th of August

I have 3 conex's setup for the Highbred systems *Wesley has been assisting homeowners with their systems, we need to determine how to compensation him for his work.*

We have purchased Victoria Briggs Block 8 lot 2 for \$35k.

Justin is interested in purchasing or leasing a lot!!! Need to help him out !!!!

Justin is considering purchasing Victoria Briggs property.. Block 8 lot 3

We offered Victoria Briggs \$30K for her river property block 8 lot 3, she said no and she is trying to split it in half. Do we want to pay the \$40k to get it???? No answer from the council.

I secured a title company to do forensic research on Jerrod Cross property. Abstract, liens and chain of liens. This will allow us to purchase this property from the Financial institution. Kyle Bateman, kyle@batemans.org, Ridgeline Capital

801-360-5953. Kyle Bateman is working with Jerrod Cross to secure us an option to purchase.

Waiting...WAITING sent another email *Quiet Deed, Larry explained this is an option to get this property.*

It looks like we are just going with new wells on each villager's property. It looks like the wells will be drilled the first week week in August. Added pressure tank, pitman, well casing, and pipe to order.

Bo Pingree wants to finish his old well on his property, will the village okay this???

Trailer delivered from Minnesota to Seattle AK Logistics coming up Naknek June 25th

Trailer is now in NOME!!!! Not happy, hoping to get this to Naknek soon.

12" bucket for trenching with trailer on barge, In NOME.....I may have to air freight from Nome to Naknek.

4 Hybrid energy systems in village, Installed 3 systems, (I am working to secure more conex's) **7 more generators delivered yesterday, all generators are in the village and he's waiting on connex'**

140K generator on Flying D

Compost toilet in conex and shipped to village

Training & Conferences

7 Generations on July 26th-28th - Larry not making it.

Introduction to IGAP Training, August 29-31st.

Questions to Larry:

- ? Fred asked about connex, Larry stated Alaska Logistics went to Egegik and pulled everything out. They are no longer on the table as an option.
- ? Julie inquired about Bo's well. Hattie stated we should discuss in executive session. Steven stated that it was decided that each resident would get a new well, this would appear to be a double dip. Julie stated that she understood, but the fact remains that his well was *never completed – from years ago*. If his well wasn't working and he wanted it fixed, then yes, it would be double dipping, **but this would simply finish what was originally started years ago.**
- ? Wesley asked about what is completed at Bo's, Larry stated that the **only** thing he has is the well casing.

COUNCIL REPORT JULY 2023 – IRMA RHODES-KING

Nahasda highlights:

1. Worked with Bre to complete the FY21 status and draw report and submitted.
2. Reviewed Bre's FY21 draft Nahasda re- advertisement of funds & made recommendations.
 - a. Steven has final edits for that flyer & that flyer has to be now re- advertised on website, and in village office & main office.
 - b. After two weeks we will then process applications from Tribal members who have already received the original \$1500.00 voucher assistance so they can receive up to another extra \$1500.00 based on availability and first come, first served basis.
 - c. BBHA does not allow Tribal members over \$3000.00 from one grant year.

3. Having trouble with BBHA not wanting to let us start helping Tribal members from FY22 Nahasda. I am going to read over the FY22 Nahasda MOA word by word. Tribes now only have 2 years to use funds, when in past years 3 years were given which gave a chance for more Tribal household applicants to get assistance.

ICWA highlights:

1. 3rd Quarter ICWA report was submitted.
2. I had to make a correction of my own mistake from review that I missed & resubmit ICWA report yesterday. So that's good training for Bre in that you can correct & resubmit.

ARPA highlights:

1. Steven has the data information in his report.
2. There are still some members who have ARPA funds to use. I dealt with some confusion on the part of a tribal member regarding what is still available to them.

General Admin highlights:

I have missed hours in July because of medical issues.

I appreciate Clementine stepping in and sharing her knowledge with Bre of some General Admin issues when I couldn't make it to the office.

I am focusing on what is most important in Admin at this time & sometimes working from home by email.

Thanks, Irma

26July2023

Questions to Irma

- ☐ Julie requested the NAHASDA application with the FAQs, Steven stated that they would be sent to her and she can place them on the website.
- ☐ Wesley asked about the voucher assistance, Steven stated that this is money coming from the federal government and administered by BBHA and when tribal members are in need for rental or fuel assistance, they can apply for this NAHASDA funding and the application process is pretty in depth, BBHA reviews the application and members are eligible to receive this funding, \$1500 to apply towards rent or utilities, now BBHA is paying whatever the rent/utility payments are, not \$1,500. UTV pays and BBHA reimburses us. If not all of the NAHASDA money is used, then we readvertise that there is still money available then a tribal member can receive a second round of assistance.

Breanne Hale

July 2023 Staff Report

I have been working on FY19-22 AP research. Assisting CS with FY23 AP.

ARPA \$750 utility assistance

ARPA-HIP (18 applications completed/closed and 14 in process or pending)

ARPA \$2,500 rental assistance (Assisted closed/completed 4 applications)

NAHASDA FY21 (6 BBHA approved applications, some applications processing or pending)

Working on the second round of FY21 NAHASDA funding with BBHA approved tribal members for August. Turned in the NAHASDA Q2 status report and draw request. Working with BBHA for FY22 NAHASDA grant funding. In process of the NAHASDA Q & A for the website.

Assisted with the ICWA Q3 report and submitted it to Steven.

General Duties

Answer and log phone calls. Respond to emails. Log-in coming and out-going mail. Copy/print and file paperwork. Keep the office clean/tidy: sweep and mop kitchen floor, vacuum office, wash dishes and throw away trash. Dust and sanitize the office.

Questions to Bre:

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Clementine Shanign TAA report

Regular Duties:

- I have been working A/P.
- Ordering supplies for the office & the village office
- Keeping the Office Clean
- Filing & organizing
- Submitted enrollment applications & make tribal cards as needed.
- Help Betti when needed with audit documents needed.
- Working with Bre on PR corrections
- Assisting Steven with BBEDC reimbursement requests
- Make airline reservations when needed.

Questions for Clementine:

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VILLAGE STAFF MONTHLY REPORTS – July 2023

BBEDC Liaison: (On Leave)

Regular Monthly Duties:

- Check emails post when needed.
- Send in Timecards
- Help keep the Community Center clean.
- Help pick up and burn garbage.
- Help Elder with Side X Side
- Check homeowner house.
- Attend village and liaison teleconference and zoom meetings.
- And other office duties

Special Projects:

- Been helping residents get gravel.

Mike Enright – Tribal Liaison

Questions to Mike:

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IGAP Assistant

Regular Monthly Duties:

- I check email and post when needed.
- I keep the C-Center clean.
- I pick up the garbage and with the weather permitting.
- Timothy, Quintus, and I have been burning the garbage in the connex at the landfill, it should be cleaned out in the next day or so.
- I do the monthly visual monitoring form at the end of each month.
- I do the mail and deliver the mail when needed.
- I take pictures of residents' homes and property when asked to do so.
- I work with Larry if needed.
- I call Steven Wednesdays for any updates.
- I report any oil or chemicals spills or issues when needed.
- Quintus and I worked in the greenhouse, and got it all weeded and cleaned up.
- I do other tasks or projects that are assigned by the Tribal Administrator or by the Environmental Coordinator.
- I attend the Liaison zoom monthly meeting each month.
- I do the Liaison job 2 or 3 hours each day while Mikey is on leave fishing.
- And I do any other office duties when needed.

SPECIAL PROJECTS:

Helping with the Arctic Tern staff.

Dolli Enright: IGAP Assistant & Interim Tribal Liaison

Questions to Dolli:

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9.0 Old Business:

9.a Water Project Village Homes Update (Steven & Larry) – Johnny will be in the village on 8/8 and start digging wells. Larry will be there to help facilitate. There are components that Johnny didn't send out but Larry will call Johnny to confirm that he will be bringing the missing components.

9.b Energy Systems for Village Homes (Steven & Larry) - Larry stated there is a guy in Big Lake that is selling connex' and he will check with him. Hattie asked about Dillingham, has he checked? She will make some phone calls to see if there are any available. Betti questioned, haven't we purchased several connex already? Hattie stated yes, but there are not enough. Steven stated that each energy system needs a connex. Hattie stated that she is very grateful for updating their system, it's running very smoothly, they get 38 – 40 hours out of their batteries. Larry stated Steven expressed we are not going to be able to purchase large amounts of fuel for the village.

Wesley questioned, do we have plans on the Chignik Lake delivery this year? Yes, he's planning on taking care of this this year, Allen told Larry it will be addressed and completed this year.

10.0 New Business:

10.a. – Approve Pete Magee to conduct 2021 Audit Report – Steven stated the report is in our packet and Pete will attend the August council meeting the 2020 Audit Report.

Motion to Retain Pete Magee to conduct the UTV 2021 Audit

1st : Fred Matsuno

2nd : Wesley Matsuno

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

10.b. – Community Center Dog Policy Reconfirmation (Steven) – Steven stated there is policy in place stating no dogs are allowed in the community center. However, there was an incident of a village resident, non-tribal member, he wants to reconfirm this policy and get a sign made to post every summer.

AT SOME POINT STEPHANIE DROPPED OFF.....

10.c Resolution 2023-08 Thomas Enright, Jr.

Motion to approve Resolution 2023-08, Thomas Enright, Jr.

1st : Fred Matsuno

2nd : Julie Gaumont

Motion passed: Yes: 4; No: 0; Abstain: 0; Absent: 1

10.d Resolution 2023-09 Hudson Ebnet – with the correction of Mary Ann Ebnet, not Mary Ann Enright.

Motion to approve Resolution 2023-08, Hudson Ebnet

1st : Wesley Matsuno

2nd : Julie Gaumont

Motion passed: Yes: 4; No: 0; Abstain: 0; Absent: 1

Wesley asked about the blood relationship between Hudson, Mary Ann Ebnet, not Enright. Hattie stated yes, it should be Enright. The resolution will be updated.

11. Open forum

Julie brought up the memo from BBAHC regarding the memo, *Action Required – August 7, 2023 deadline for Alaska Tribes to Elect Direct Payment of Opioid Settlement Funds*, sent by Steven. Fred, Wesley and Julie replied via email stating yes, to leave it with BBAHC to manage/administer the funding. Hattie stated yes, she agrees with Fred, Julie and Wesley.

Next Mtg: August 25, 2023, 10:00 AM ADT

12. Executive Session at 9:47 AM

Motion to go into Executive Session

1st : Julie Gaumont

2nd : Fred Matsuno

Motion passed: Yes: 4; No: 0; Abstain: 0; Absent: 1

STEPHANIE REJOINED MEETING DURING EXECUTIVE SESSION

Motion to go come out of Executive Session at 11:03 AM AT

1st : Wesley Matsuno

2nd: Fred Matsuno

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

Motion to go Adjourn 11:08 AM AT

1st : Stephanie Rosario

2nd: Wesley Matsuno

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

Meeting concluded at 11:08 AM Alaska Time