

**Ugashik Traditional Village
Council Meeting
May 21, 2025**

ATTENDEES:

Fred Matsuno, President
Hattie Albecker, Vice President
John Hagen, Treasurer
Julie Gaumond, 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
Irma Rhodes-King, ARPA Projects Coord.
Rochelle Lind, ARPA Admin. Assistant
Larry Carmichael, IGAP & Special Proj. Manager

From: Julie Gaumond

Date of Submittal: June 14, 2025

1.0 Call to Order by Fred Matsuno, at 9:06 AM Alaska Time

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

Council members absent:

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

Staff absent: Irma Rhodes-King, ARPA Projects Coord.

4.0 Tribal Members present: Margaret Turnbow

5.0 Accept Agenda

ACTION: MOTION TO ACCEPT AGENDA

1st: Daniel Pingree, Jr.

2nd: John Hagen

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

6.0 Accept Meeting Minutes

ACTION: MOTION TO ACCEPT MEETING MINUTES FROM APRIL 21, 2025

1st: Hattie Albecker

2nd: John Hagen

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 – May 21, 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: To date we have provided **\$179,199.76** in assistance to 75 Tribal Members.
 - Housing Improvement Program – To date 44 Tribal Members have received assistance. 103 payments have been made and one to UTV for lumber. Total outgoing payments: **\$409,692.95**.
- **BBEDC Block Reimbursement Requests**
 - **FY 2024:** Reimbursement for Personnel/Labor costs: \$12,331.20 (\$2,055.20 admin).
 - **FY2025:** Direct payments for Flying D maintenance and repair to Northwest Steelworks: \$54,000.00 (\$9,000.00 admin) and F. Reynolds: \$48,361.51 (\$8,060.25 admin).
 - I am working on reimbursement requests for additional materials and labor expenses from 2023, 2024 and 2025.

The current balances of the open grants are as follows:

- **2020: \$5,066.40.** *(by the end of the summer, this will be spent down, it is to be used for travel to the village this summer by staff/council members)*
 - **2022: \$251,781.25**
 - **2023: \$336,528.73**
 - **2024: \$247,670.28**
 - **2025: \$410,391.29 (NOTE: Most of this has been spent on the Flying D for repairs and maintenance.)**
- **BIA Transportation:** Pete Magee, Betti, and I worked with our grant officer last week to finish all the paperwork and finance reports for both our old Maintenance, and Planning grants, as well as the current Maintenance and Planning contracts. Upon our grant officer's recommendation, and to prepare for next year's roadwork, I will be working on the payment requests and budgets for the following contracts:
 - Maintenance Contract A17AV00944 - \$781,475.17
 - Planning Contract A17AV00979 - \$38,384.74
 - Maintenance Contract A11AV00102 - \$35,000.00
- Total Transportation Funds to be drawn down: \$854,859.91**
Maintenance: \$816,475.17 Planning: \$38,384.74

- **BBEDC Arctic Tern:** The grant award documents have been received and the \$6,000 has been deposited into our bank account.
- **BIA - ICWA:** I submitted the grant application and received our award documents. The award paperwork is filled and signed and returned to our grant officer. As soon as the fully executed document is received, we will be able to draw down the funding: \$36,082.00
- **EPA – IGAP:** Betti will have an update on her report.
- **BIA – ATG:** Modification 9 funds of \$14,178.20 has been draw down.
- **BBEDC – CPR/First Aide Recertification:** SAVEC instructors will be in the Village June 19-20.
- **\$75,000.00 State of Alaska Designated Legislative Grant:** I have submitted a reimbursement request in the amount of \$49,877.00 for the materials that Eddie ordered for the fuel depot.
- **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: **\$19,505.00** Nine 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 returning this summer to serve as our summer EMT. Richard was with us a few years ago. All paperwork for this has been submitted to BBAHC.
- **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 is currently in dry dock in Seward. Amongst other things, primary work is getting done on the fish holds, engine repair, painting, and welding.
 - We have secured a Captain and crew.
- **Lake & Pen Grid Resiliency Funding: Nothing new to report.** This is on hold due to the Federal agencies freezing funding.
- **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 continues to convalesce, and we're praying and hoping for her recovery.

Steven Alvarez – Tribal Administrator: Submitted via email on Wednesday, May 20, 2025

Questions to Steven

- ? Julie asked what exactly will be done in the community center – what upgrades? Steven stated replacing carpet, new kitchen cabinets, bathroom make over. Hattie stated she discussed with Eddie doing this in two stages, the first would be the inside and then the outside, consisting of new windows and siding – metal siding. She stated she and Dolli spoke to Eddie and also discussed replacing the refrigerator and stove. Steven stated what would we do with the old units? Mike stated that they should be given away to someone in need. Julie asked about flooring, Hattie and Mike stated it would be bullet proof.
- ? Hattie asked what the \$75k grant was? Steven stated it came to them last summer as the villages municipal governing body, we received \$75K for any infrastructure work – through the borough.
- ? Hattie asked what Steven found out about the non-competitive grant? Steven stated he and Larry discussed, but haven't found out anything about it....
- ? Hattie asked about the CPR certification? Is it one or two days? Steven stated SAVEC has not determined exactly which date the training will be on, Larry asked if tourniquet training will be included? And asked about ordering tourniquet, yes, ok, to order tourniquets.
- ? Hattie asked about the BIA roads funding, is **\$854,859.91** all the money we have? Steven stated no, there is some in the bank, approx. \$140,000 for roads and \$60,000 in planning.

Betti Malagon, Finance Manager FY25 May 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 need to be completed for February March and April, 2025.
- **UTV Audits:** CPA, Pete sent me the FY23 Audit for UTV Council Approval. Steven will send out to all UTV Council members for review. Not sure what meeting Steven will put this on.

- **BIA-IRR Roads:** Pete flew up from Oregon to assist getting the BIA-IRR Roads reports current last week. Steven will give the report on his drawdown Funds.

Banking:

- Key Bank General account reconciliations are completed through March 2025.
- Bank of America credit card reconciliations I've begun working on should be completed early May.
- Northrim Bank, Ugashik Enterprise LLC bank reconciliations are also completed through March 2025.

Personal: Due to my recent loss and current circumstances, I will not be flying to Ugashik for the Annual meeting.

Betti Malagon

Finance Manager

Ugashik Traditional Village

Questions to Betti:

- ? Fred asked if Betti was having trouble with Key Bank, Betti stated that the interest rate on the savings accounts should be 4%, however Key Bank has the interest rate at 0.4% so she has been in contact with the branch manager and suggests if we do any more CDs that we open them with North Rim Bank.

may 2025 Environmental Program Update

Program Updates.

-
- 2.3 Going to 7 Generation this year, missed it in 2024
 - 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
 - 4.2 ANTHC will be sending out surveyors for the 2 homes that will get septic systems in April
 - 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 24th of July

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 the survey in office. We still need more of them filled out. Still missing a few people.

Septic systems for Mikey and Nancy proceeding, Nancy needs to have a toro heater so grant will continue

I ordered wrong toilets, and now we will wait for the correct electric models to come in.

Community commercial washer is still having problems, I have another one in the conex.

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????

Ongoing projects and concerns

Still need someone to shadow me this coming year so I can be more productive.

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 25th through the 1st 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.

We have the last Crew member for Boat, Brandon Waggner

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

Boat will be splashed on the 23rd or 26th

A to Z sand blasting is finishing paint on fish hold.

A to Z is also doing painting and blasting on boat hull

We had another welding company come out and do the welding on the fish holds

Flying D fish hold welding was done and A to Z did the rest

DD services to do functions test on RSW after we splash Flying D

Starlink is on the boat, we need to connect

Sent out props to Bristol Bay supply for repair, they have been done and put back on boat

Both engines are up and running, We will finish rebuild of second engine next year.

Ordered new Keel coolers, I delivered them on Tuesday the 20th. Michael and Brandon to install

Boat deck up is being painted by Michael and Brandon.

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

Purchased Different 100k Generator that will be delivered to boat the week of 19th, old one was not worth fixing.

Primary wire for 100k Generator is on the boat and we need to finish wiring.

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

Communications North to install the AIS tracking system on the 23rd or 24th.

Still need to install new control panel (Basler 2020) for 30kw generator, Maybe new Captain can do it.

Double D services to fix leaking ram on Black crane, and we hope he can fix red Crane.

Do we want to purchase a concrete mixer from Egegik. Working on Logistics of purchase. DO WE WANT THIS???

1st conex in seward to ship, second one is leaving on the 27th. If you have stuff, get it to me...

Training & Conferences

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

Questions to Larry:

- ? Mike asked about the warranty on his generator, it's leaking oil when it starts.
- ? Hattie stated he spoke to Manny about the concrete mixer, apparently Manny has a relative that lives in Naknek and they said they wouldn't bother with the concrete mixer. Hattie stated Larry should reconfirm with him.
- ? Hattie asked for date confirmation on the CPR/First Aid station.
- ? Fred asked why Nancy Flensburg needs a Toyo heater? Larry responded and said the way the grant is written, this is a requirement.
- ? Fred asked about the Murphy Desks, are they ordered. Steven stated that a definitive decision was made NOT to order Murphy Desks, however a decision was not made as to what to purchase.

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.
- Mailing out Walmart cards when needed.

- Completed ballot mailout.

- Working on purchasing Annual Meeting dinners supplies and sending them to the village.
- Working with Steven with reimbursement and direct payment request documents.

Questions for Clementine:

- ? Hattie stated she donated ketchup and mustard for the burgers and hot dogs.
- ? Larry asked if this will be going out with him, Clementine stated she will be sending out the non perishables via UPS, Larry stated they could go out on the connex, she would just need to drop them off. She will be doing that and saving money on postage.

VILLAGE STAFF MONTHLY REPORTS – May 2025

Maurice (Mike) Enright BBEDC Liaison

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

Special Projects:

- Pumped fuel for a resident.
- Took Census worker around to homes
- Took Septic people (ANTHC) around to evaluate septic systems
- Fill fire truck with water
- Helped Eddie when he was here.

Questions for Maurice:

- ? Steven asked if the steaks were still there from last year, Mike stated yes, they are still there.
- ? Daniel asked if everything was OK after the windstorm, Mike stated fine. Daniel asked the roads are, Mike stated they are pretty potholed....
- ? Mike stated that the fire truck should be in a heated building.
- ? Mike stated the fire truck is leaking from the water cannon. Julie stated Richard Frohock will be in the village and maybe he could take a look at it.....Larry stated it would be one of three things, a seal, cannon or housing. Steven stated that Manny will be out in a couple of weeks and maybe he can take a look at it.

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 keep the greenhouse up and going with fresh veggies for the village all summer
- Liaison job for an hour or two while Mikey is working with Eddie in the village
 - Collect timecards
 - Check emails post when needed
 - check on elders
 - BBEDC Liaison Zoom meeting each month.

Questions for Dolli:

? Larry asked if Dolli needed additional potting soil, Dolli stated if he could get 10 – 15 bags of soil. Larry will do it and put it in the connex.

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 work with Steven regularly to insure all processing of ARPA assistance programs are done correctly.
- I am a registered Notary Public for UTV, executing it for the tribal members.
- I've completed ICWA II training April 29th-May 1 VIA zoom. I should be receiving my certificate soon for it.
- May 5-6 I attended a Tribal Grant writing class VIA zoom, very informational class.
- I have been making sure to add certified mail to large checks that are being mailed out.
- I go see Irma out in Wasilla when I can. She is happy to see visitors if anyone else wants to see her.
- I clean the breakroom, vacuum the office and take out trash daily. Clementine and I removed Irma's desk and are slowly organizing the files she made.

Quyanna

Rochelle Lind

Submitted-Wednesday May 19, 2025

Questions for Rochelle:

? None

9.0 Old business

9.a Flying D Status – Larry – Larry stated there have been a lot of hiccups but are able to manage them. Welding was done in two trips because they didn't finish the first time. Additional holes were found after sandblasting and those have also been taken care of. Problems on the keel coolers, which is the cooling system for the motors, if they were not corrected, the motors could be damaged. He was able to get new ones and have them installed within a week.

He wants to launch the boat on May 26th, which is one week later than he wanted, but still planning on leaving on June 1 or 2nd. Both cranes have been worked on and they both should

be up and running. The RSW is leaking and will need to be fixed. 100k generator – the generator burnt out when they started it....he purchased another 100kw generator, self contained unit. Brandon and Michael have been painting the boat. A couple of people have come out to look at the boat – to purchase. There are opportunities for moving freight.

The fishing contract starts on June 15th and the Flying D should be in place by then. This is the last year of our contract and apparently E & E is having a difficult time finding fish tenders. He hopes to use that to our advantage when it comes time to renegotiate. He is cautiously optimistic, it's keeping him up at night.

- ? Mike asked if our captain is the same guy that replaced Allen for a time last year.
- ? Mike asked when will the fuel barge come in? Larry is not sure but he is hoping to be out in the village when it is delivered.
- ? Larry asked Mike if he could make sure the trailer will be ready so they can pick it up when they are there.
- ? Larry asked if we could give him pricing on some items – dropping off a skiff, etc. Steven stated if Larry could list these items in an email and the council can review and respond.
- ? Larry stated that the Flying D is going from Seward to the village, empty. They will have to pick up the trailer for the fourth man. They tried to find another trailer but didn't find one that works.
- ? Fred asked what the typical cost for shipping a skiff? Larry stated, he knows for a fact, AML is charging \$1000 for moving a car from south to north Naknek. Larry stated he figures moving the skiff would cost between \$4,000 - \$1000. The skiff would be transferred from Seward to Ugashik and the person from Pilot Point would pick it up. Steven stated the contract verbiage should include after delivering to Ugashik, we would not be responsible for it. Mike stated his skiff cost \$7,350 for delivery from Seattle.

9.b. CPR/First Aid class Summer 2025 – Steven will confirm the date SAVEC will be out, either June 19 or 20th. He will also send out a flyer.

9.c. Shipping Items to the village – Larry stated the first connex has gone out, the second is starting to be filled. That connex will be delivered to Seward on either May 28 or 29th. If you have anything to add, please contact Larry. Dolli asked if a lawnmower has been purchased, Larry stated no. Discussion. Hattie stated that we should have Dolli pick out what she wants. Mike stated a riding John Deere would be just fine. The deck can be raised for uneven terrain. Hattie asked Steven, would Arctic Tern be able to run them? Steven stated he would check on the ages and what they can do.

9.d. Pre/Post-fishing Summer Projects – Steven & Larry – Steven stated post fishing, Eddie will be installing a roll up door for the fuel depot housing, working on the community center upgrades and completing the covid house. Once the covid house is complete, we need to decide what we want to do with it. As far as pre-fishing, Eddie has done work on Wesley's house for housing improvements. Has also done water updates for Hattie.

Manny will be in the village on June 3rd, getting the ice machine up and running and any other projects Larry has, putting the fence around the landfill, developing a gravel pit, and start a new north road to the river for fisherman because of the mud.

Steven stated minor, temporary road repair needs to be taken into consideration. He stated Danny and Daniel could work on it.....Mike stated that Art has been filling in potholes but they are blowing out. Mike stated that getting a tow behind grader would be great. We had one and he used it and it worked really well. It got wore out, but as long as we had it, it worked great. Daniel confirmed that it worked really well and stated he and Danny would be happy to work on the road.

10. New Business

10.a. Resolution 2025-23 BBNA Triannual Child Count – Steven read the resolution

MOTION TO APPROVE RESOLUTION 2025-23 BBNA TRIANNUAL CHILD COUNT

1st: Hattie Albecker

2nd: Daniel Pingree, Jr.

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

10.b. Annual Meeting Schedule – Steven, et al. – Steven stated the meeting is Friday, July 25th, we will have a BBQ the day before and the day of, we will follow that same schedule. Steven plans on getting there the beginning of the week and Clementine and Rochelle will get there on approximately Wednesday.

10.c. Ballots – Update – currently 47 ballots submitted. If you vote at the meeting, you have to be at the meeting, you can also change your vote.

Mike asked Steven to look at his background check, he currently has a felony record. He would like to contest, but he can't because of the felony. His felony is about 20 years old and non-violent. Steven stated there is an ordinance, it's part of the constitution? He will confirm with our attorney. In order for an ordinance to be changed, it will have to go before the whole tribe, a ballot measure, to revise the ordinance. Discussion. Hattie commented, she recalled this issue was brought up before and failed. Steven will check with our lawyer. Mike would like to have it go before the tribal members and vote on it – he'd like to run for council.

10.d. Council Member Travel to Ugashik for Annual Meeting – Steven stated if anyone needs assistance in travel arrangements, contact Clementine and if you use your own credit card, make sure to turn in your itinerary and receipt.

Door prizes for annual meeting – discuss in executive session. Discussion regarding past door prizes.

11. Open forum: Hattie shared a note from Marty from E&E, she worked with BBEDC in getting assistance.

Margaret asked about ARPA housing, she heard that it was not available....Steven stated there hasn't been a definitive deadline, but they have not been taking any new applications. The council needs to make a determination. Steven requested Margaret send him an email and he will respond.

Next Mtg.: June 17, 2025, at 9 AM

12. Executive Session –

Executive Session items:

1. Pilot Point boat transfer
2. Annual meeting door prizes
3. South Naknek boat transfer
4. ARPA assistance program

MOTION TO GO INTO EXECUTIVE SESSION AT 11:45 AM

1st: Hattie Albecker

2nd: Julie Gaumond

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

MOTION TO COME OUT OF EXECUTIVE SESSION

1st: Hattie Albecker

2nd: Daniel Pingree, Jr.

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

MOTION to adjourn at 12:55 PM

1st: Julie Gaumond

2nd: Hattie Albnecker

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

Adjourned at 12:55 PM Alaska time