

**Ugashik Traditional Village  
Council Meeting  
May 26, 2022**

**ATTENDEES:**

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.  
Maurice Enright, BBEDC Tribal Liaison  
Clementine Shangin, Tribal Admin. Assist.  
Irma Rhodes-King, ARPA Admin.

**From:** Julie Gaumont

**Date of Submittal:** June 4, 2022

**1.0 Call to Order at 10:22 AM PM Alaska Time**

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

**Council members absent:** Hattie Albecker, President - Excused

**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, Maurice Enright, BBEDC Tribal Liaison, Dolli Enright, IGAP Assistant and Irma Rhodes-King ARPA Admin.

**Staff absent:** N/A

**4.0 Tribal Members present:** Tim Enright, Sr., Margaret Turnbow, Eileen James

**5.0 Accept Agenda –**

**ACTION: Motion to Accept Agenda**

1<sup>st</sup>: Julie Gaumont

2<sup>nd</sup>: Stephanie Rosario

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

**6.0 Accept Meeting Minutes from April 29, 2022**

**ACTION: Motion to Accept Meeting Minutes from April 29, 2022**

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

2<sup>nd</sup>: Stephanie Rosario

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

## 7.0 Special Presentation: None

## 8.0 Reports –

### Tribal Manager/Administrator Report to Council – May 26, 2022

#### Grants Update:

- **American Rescue Plan Funding:** Implementation for the following program initiatives have continued.
  - Walmart Cards –One card was lost in the mail. We have ordered a replacement and will be sending that out as soon as they arrive.
  - \$500 Utility Assistance – To date we have made 57 utility payments for 49 tribal households. A total of \$24,500.00 has been paid out.
  - ARPA funding through the BIA-HIP in the amount of \$64,120 has been earmarked for utility assistance. Out of that total, we have budgeted \$6,400 for supplies, leaving \$57,720 available for direct payments to tribal member households’ utility companies. We have initiated another round of utility assistance with these funds and payments for this round of assistance has not yet started.
  
- **Department of Treasury CARES Act:** Since last month, one application was processed; check was signed and mailed. A total of 52 applications have been processed and 49 payments have been made. We have obligated the funds for the remaining four applications. Out of the \$136,733.57 available for the second round of rental/mortgage or fuel assistance 49 tribal member households have received the \$2,500 rent/mortgage/utility assistance and one tribal member has only spent \$956.15. \$120,956.15 has been paid out. We have set aside \$8,201.37 for administrative in-direct (6%) for a total expenditure to date of \$129,157.52, leaving us \$7,556.05 remaining in the CARES-Act funding. We currently have three applications obligated (3\*\$2,500 = \$7,500.00), we will spend all but \$76.05 of this funding. We have not supplemented this program with any funds from the ARPA Treasury funding. In the event that we have more applications to process, we can code those expenses to ARPA. There are two applications that have come in since all of the original CARES funding has been spent or obligated. With your approval, we can process these two applications and burden that cost to ARPA – Treasury.
  
- **Dept. Of Treasury Federal Capital Project - Broadband Funding:** I have successfully applied for the \$167,504 broadband funding that is available for tribal organizations. It was an on-line application process that was accepted. Treasury will be reviewing it and if I need to make any changes, they will let me know. This funding is for what is called “the final mile” of broadband funding that will bring high-speed internet access to village households.
  
- **BBEDC Block Grant:**
  - 2022 Block Grant amount has been approved and we have a fully executed MOA.
  - Revised grant narrative and budget for the 2018 has been accepted. Budgets and Narratives for 2020, and 2021 grants awards, are still getting revised to align with work that was done in 2021 & 2022. Payment requests are in process.

- **BBEDC – Arctic Tern** 2022 grant application was submitted, and I am waiting for the MOA from BBEDC. *Received the MOA this morning.*
- **BIA - ICWA:** We received an additional \$5,677.00 for this year's ICWA funding. I sent in a revised budget, and it was accepted by Gloria Gorman, our ICWA grant officer.
- **BIA – ATG:** No new modifications to report.
- **BIA Roads–** Nothing new to report.
- **NAHASDA –** Nothing new to report.

## Projects:

- **Audit** – The auditors (Pete Magee and his associate) are here and have been working with Betti and I getting the necessary information they need to conduct their audit. We have been providing documents and bank statements as asked. They will be interviewing staff in the next couple of days. They will be here through Friday.
- **Flying – D Landing Craft:** Allen had the boat pulled out of the water on May 8<sup>th</sup>. It was painted and preparation work, clean up etc., has been transpiring over the course of that week. The boat went back into the water on Monday, May 16<sup>th</sup>. Work continues to be done to get it ready to put to sea. Rami from AK Go Green is transporting our freight to Seward to be loaded onto the boat. Allen hopes to leave Seward between May 30 – June 1.
- **Fuel for 2022:** Larry has been working with Crowley to deliver between 10,000-11,000 gallons of fuel. We currently have 2,500 gallons of diesel on hand.
  - Fuel from Crowley will be filled into the fuel truck 6K gallons and our five 1K tanks. Delivery date: Sometime between June 4-11.
  - Eddie will be working on the containment pad for when the 5K tanks are delivered (with Allen )and installed in early to mid-June.
- **2022 Spring/Summer Projects:** The following projects are slated for this coming spring and 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)
  - **New gravel site:** Larry will be working on this during one of his summer trips to the village.
  - **Fuel Depot:** Eddie Clark will be creating the containment pad for this project.
  - **New Equipment Bldg.:** Materials are in Naknek. May keep materials in Naknek over the winter.
  - **Road to the Win-Ray:** Larry has information to share on this. This may not happen until 2023
  - **Road to Disposal site for Win-Ray:** Eddie Clark completed this project last month.
  - **Barge Landing Final Phase** by Eddie Clark - Eddie mentioned that all that needs to get done is placement of more higher-level gravel at the shoreline.
  - **Doors and Gutters for Cannery:** Materials are in Naknek.
  - **French Drain for warehouse:** Late summer or early fall
  - **Win-Ray Disposal** – Larry is planning on getting the burial site dug by the end of this summer.

- **Fuel Truck Repair: Eddie and his mechanic have unlocked the brakes. There is still an issue with the air tanks(?). We will be moving the truck to the Barge Landing so it can receive the fuel from Crowley.**
- **Cannery outdoor lighting Install: Larry will be able to get to this after the gutters are installed.**
- **Caribou Cabins: Payment on one Caribou Cabin has been done and the flat will be loaded onto the Flying D.**
- All CARES-Act and ARPA projects:
  - Water improvements for homes that don't have functional wells: ***Inspections and assessments will need to be done in the summer of 2022.***
  - Inspections and improvements or installation of septic systems for all individual active homes: ***will be initiated in the spring and summer of 2022***
  - Two High Volume wells for the village: ***We are in the process of researching vendors and getting cost estimates.***
  - Increase size of the Community Center's septic: ***We are in the process of researching vendors and getting cost estimates.***
  - Installation of broadband (fiber optic) or improved satellite dishes so all active homes can have access to the internet. ***Communicating with both AFN and BBNA (Salmon Net) to determine what the best fit for UTV is.***
  - Possible septic at the cannery building – install a bathroom: ***Larry is researching vendors and get cost estimates.***
  - Possible Hybrid Energy System at the new equipment building: ***Brian has sent us an update on this project along with a diagram of the system. It is in your packet for review.***
  - Utility payments in the amount of \$500 for all tribal households: ***Initiative has been in process and will continue. The third phase of \$650 utility payment will be started in the next few weeks. We've been working on other projects.***
  - \$1,000 in restricted Walmart Cards for all tribal households: ***One card was lost, and a replacement has been ordered. When it arrives, it will get sent to the tribal member who will be in the village for the summer.***

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

Irma is planning on being with us through the month of June. She will be available during the summer months to work remotely on ICWA related program. She is available to return in the late fall after her mother is taken care of.

I interviewed someone to serve as a temporary replacement, but she declined the offer. I will still be searching for someone who is available to shadow Irma during June to learn the process.

Summer Contract Position: We have contracted Richard Adams to work with Larry over the course of the summer. He will be working two weeks on and two weeks off, mirroring Larry's schedule in the village.

Steven Alvarez – Tribal Administrator: Submitted via email on Wednesday, May 25, 2022

## Questions to Steven:

- Wesley asked about the Chignik Lake freight payment. Steven stated the complete delivery has not been made - they didn't have the tides to complete the delivery, they didn't have enough water and there are still some items on the Flying D. Allen has communicated with them and will probably not be able to make the final delivery until Fall, until the freight is totally delivered, we will not receive payment.
- Steven stated he will arrive in the village on June 18<sup>th</sup> and head back on the 19<sup>th</sup>.
- Fred asked if we have a fishing season contract for the Flying D, Steven stated yes, with AGS, it was a 3 year contract, this is the second year. Fred followed up question; Was there contingencies in the contract for inflation? The price of diesel went up. Steven stated no.
- Fred asked if village residents were asked if they wanted diesel/gas. Steven stated Larry was working on that and has started mapping out a plan. Final plans will be made after we have received the Crowley fuel. Fred stated people should be notified.
- Fred asked about the Caribou Cabins, is there a carpenter available to set it up? Larry stated yes, Eddie has a carpenter, we don't yet have a contract.
- Summer contract position, Larry found Richard Adams, who applied. He will be staying in the community center with Larry and working with Larry. He is getting paid a flat rate per week plus a per diem. They are using Alaska Airlines miles for his flights.
- Julie asked about when the Caribou cabin will be completed? Larry stated not until fall. Julie expressed her disappointment. Larry stated if we need to quarantine someone, the trailer would be available.

## **Betti Malagon, Finance Manager      May 2022 Monthly Report**

### **Weekly/Monthly Work Tasks:**

- Process weekly Accounts Payable upon Council Approval
- Process Bi-weekly Payroll for Direct Deposit; IRS tax Liability Depts
- Process Cares Assistance to Tribal Members, as needed
- Key Bank and Credit Card Recons are complete through April 2022

### **Projects:**

- Currently Working with Ugashik Village's Auditor, Pete Magee and assistant-They are here in office through Friday, May 27, 2022.
- Steven and I attended a zoom meeting with Jennifer Parisien, Policy Advisor with US Dept of Treasury regarding ARPA Compliance reports. Have a technical issue am working on but reports will be completed this week.

## Financial Grant P&Ls, Unexpended Balances &:

I will prepare these on a quarter end basis, expect next reporting after 6/30/2022 for July's finance report.

It's been a busy month for UTV Staff with Spring projects; various new funding options and reporting; Annual Tribal Meeting preparations; FY19 Audit- documentations been an issue but we are wading through this, FY20 should go smoother.

### Questions to Betti:

- ? Steven stated we should have Pete do the audit for 2021 for the feds, explained that we need to have an audit because of the extra funding – pandemic funds. He stated the auditors are easy to work with.

## May 2022- Environmental Program Update

Larry Carmichael Environmental Program Coordinator

### Program Updates.

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- 1.1 Starting 2022 Second quarter
- 1.2 Draw down for FY22 going well
- 2.1 Submitted FY23 on 5/20 to Grants.gov. Santina okayed my yearly budget and projects
- 3.5 Sent Aaron Timian from Abandoned and Derelict Vessel office removal of Aloha One request. Waiting

### hazcom and safety plans

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I will be installing the cell phone booster on my first visit to the village *Has not been able to contact Rick Pain, Larry will install himself.*

Fuel farm tanks in transit, piping ordered, getting final quote from Moscott equipment on pumps for depot

Ordered hosing for Fire truck from JME Ellsworth, to be shipped direct to Naknek

### solid waste management plan

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Eddie came in and we discussed the extension road at landfill and footprint

Submitted paperwork for renewal of land fill, Stephen Price coming out 3<sup>rd</sup> week of July

Called a lot of people on BRIC/ Tribal Health Mitigation Plan, we are good to go. Late April for funding.. 60K Waiting.

## air quality and Dust control

*Last month attended a consortium, 384 grants available, he will investigate.*

## Ongoing projects and concerns

I will be in the village from 26th-9<sup>th</sup> with helper to get the village started on this years projects. Landfill, barge landing, gravel pit, tiny home, cannery. He found someone, a student. He explained he needs assistance, he can't do in alone.

I have not received any response on well assessment. I will inquire for 3 time.. *(Johnny)*

Crowley to deliver fuel in June 1-10<sup>th</sup> ...hoping to have barge come into the barge landing, (not sleepy hollow) *Larry stated they are having maintenance issues, he thinks it's going to be a little later....he can extend his visit, he's supposed to be leaving the village on June 9.*

Handheld VHF radios on order to be given to Village inhabitants "BBNA Cares" for emergency communication. Annual Meeting.. *Not there yet, should be soon....*

I loaded up the connex's with villagers supplies and delivered them to Seward for Allen to bring to village.

We are replacing existing axillary powerplant with *Completed.*

Got extra batteries for village equipment, don't want to need them and not have them.. 8 large, 1 small, 12 volt

I purchased the propane tanks for village. 100# @ \$229.00 empty , 20# @ \$60.00 filled *Need to come up with price for villagers.*

Got price quote on drilling high output wells... 100k for 10 days, 2 high output wells, more wells can be drilled if time allows.

Got Ice making permit from the State for 2022 *He just found out we are supposed to have water quality assessment done every 30 days. Needs input.*

Purchased 10 tires for fuel truck...\$4K, returned them as we are now going a different direction with fuel truck. *He has interesting feed back, he said Eddie stated the fuel truck would be too expensive to repair. He returned the tires. Now the fuel truck will just be pulled around.*

*Larry asked where the Caribou cabin – we were going to put it as the old basketball court. Fred and Julie confirmed.*

Got USCG permit for Flying D.. 5 year permit. Need to get Inspection done at the end of this years fishing season for next year

Eddie has the fuel truck ready to take fuel, D5 ready and D6 shipped

SBS got paid for Mini Home and delivered to Seward for shipment.

JCB 520 shipped to Naknek for delivery by Allen.

Auger for JCB 520 delayed in UK, should be in AK by June... Waiting

Purchased Man basket for JCB 520.

Inventory and movement of boat parts done in Seward.. moved into conex and stored for us in Seward

Allen had boat painted and ready to sail

*Allen found a potential candidate as a backup/replacement for him, Billy from King Salmon. Larry is extremely impressed with Billy.*

## Training & Conferences

Dolli will be getting her Notary paperwork renewed after she gets her named change.

Dolli and I did training through Zender to renew "Hazardous material removal"

Larry gave an option, what if he gets an EMT 1 license?

### Questions to Larry:

- ☐ Fred stated he wasn't aware of the fuel truck different direction?? Larry stated it surfaced when Eddie was in the village. The braking system has been compromised, the pressure values and leaks in the system. The brakes. When he pulled the wheels, they were rusted badly and he thought it would cost \$20 – \$30k to get the brakes fixed. It seemed logical to fix the brakes first, then purchase the tires. Manny will be in the village on June 10<sup>th</sup>. Fred requested he check the truck to ensure he can fix. Steven stated yes. Fred stated maybe we can get new tires shipped out of Anchorage if the brakes are fixed. We can get tires next year, the tires we have can be used this year. We can discuss.
- ☐ Julie asked about the transmission – is it fixed? Steven stated Allen thought it was the transmission.....Larry did research and there was a guy in Homer (Curtis Ball) they were able to use and the transmission was replaced for \$8,000.
- ☐ Maurice asked how long will Manny be making ice? Steven stated he will be in the village until July 27<sup>th</sup>. Maurice asked if we could extend the contract? When he shuts down the ice machine, everyone is forced to quit fishing. Steven stated someone from Stay Cool is coming out .....Steven asked can people get their own ice? Maurice stated yes, but someone will need to run the ice machine. Larry stated talking to Hattie, the other ice connex, he was told to move it into the cannery, to have a container filled. Steven will discuss with Manny, then possibly with Larry and Maurice.



## COUNCIL REPORT APRIL 2022

### Nahasda:

1. Still working on section J of the Hud report with Betti
2. Betti helped with a quickbooks printout to resolve that.

the draws requested in calendar year of 2017 & 2018 were received.

I am correcting finance reports that were submitted, but labled incorrectly. I emailed BBHA rep who received the status report from UTV requesting assistance to search their email for copy of reimbursement draw request for funds that is connected to that status report. Waiting on that vital information.

### General Admin:

1. CARES update: all the funds have been obligated. What is very difficult is having to explain to a tribal member that a bedroom rental set up after the fact is not allowed and also other members put in application that actually have an apartment, but, having to tell them that the funding is gone now when they could use the help. Steven mentioned that we could continue this program utilizing ARPA funding?
2. Still processing some ARPA utilities. Some members never sent us the information for their ARPA utilities yet.
3. ARPA-HIP: Made a checklist for this program and both server and manual folders were started. Some assistance has paid. We are holding payments until applications are complete. BBHA for Nahasda asks for both Tribal and photo ID for the HUD federal funds, so I remind tribal members that UTV is not asking for anything more than any other Tribal entity asks for other assistance programs and it is needed for future audit purposes to have good records.
4. Working all this week on trying to find records for the auditors. With all the new programs and funding opportunities that are now available, UTV could really use more help with administration.

Thanks, Irma

May 25, 2022

Coast Guard will be in the village on June 22<sup>nd</sup> for a voluntary vessel review.

### Questions to Irma:

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## **Tribal Administrative Assistant Report – Clementine Shangin**

### **Regular Duties:**

- I have been working A/P. – This includes maintaining both electronic and hard copy files with back-up.
- Ordering supplies for the office & the village office
- Keeping the Office Clean
- Filing & organizing
  
- I completed the ballot mailout.
- Started shopping for the annual meeting dinners.
  
- Have received 25 ballots so far and the deadline is June 10<sup>th</sup>.

### **Questions to Clementine:**

?

## **VILLAGE STAFF MONTHLY REPORTS – May 2022**

### **BBEDC Liaison:**

- Check emails post when needed
- Check on elders and help them when they need help
- Help keep community center clean
- Pick up store mail for people not here yet
- Send in time cards
- Compact runway and ramp
- Help pick up garbage
- And other office duties

Maurice Enright  
Ugashik Traditional Village  
Ugashik/BBEDC Liaison

### **Questions to Maurice:**

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### **IGAP Assistant**

#### **Monthly Duties**

- Check emails
- Pick up garbage and burn the garbage with weather permitting
- I take pictures of residents home or property when ask to do so
- Been working in the greenhouse planting veggies for the village
- I help with the cleaning of the C-Center
- I do the monthly Visual landfill form at the end of each month
- I call Larry on Wednesday for any up dates
- Do mail when needed

- I do other tasks and projects that are assigned by environmental coordinator or the tribal administration
- I pick up any garbage that are on the sides of the roads in the village
- Attended the Liaison conference call
- Will cover Liaison a couple of hours per day when Maurice is on vacation

### **Questions to Dolli:**

? Fred asked about the greenhouse, Dolli stated it coming along fine, veggies are planted!

### **8.0 Old Business:**

**8a – CARES Act Phase 2 Program Update** – Steven – there is \$76.05 left, if we want to extend this program we can, but will need to code it to APRA treasury.

**8b – ARPA Programs Update** – Steven – covered in Steven's report.

**8c – Flying D Update – Steven** – covered in Steven/Larry's report.

**8d – Housing Improvement Program Update** – has just begun and there are 3 checks to sign – Fred will need to come into the office to sign.

**8e – Annual Meeting BBQ & Dinner** – Clementine, she has ordered steaks and went Costco shopping. She will shop for perishables and Lake Clark will be making the deliveries. Schedule will be - Friday afternoon, hamburgers/hotdogs and the steak dinner on Saturday the 18<sup>th</sup> after the annual meeting. They need someone to BBQ the steaks, Maurice volunteered to assist if he wasn't fishing.

### **9.0 New Business:**

**9a – Ugashik 14(c) (3) Land – Wesley** – Wesley gave a background on 14 (c) (3) Land, he stated we need to choose some land in Ugashik to put in trust for the future. Once we make land choices, we need to go to APAC to reconvey those lands, up to 1,280 acres. He wanted to start this conversation and move forward. He will bring handouts to the village, and we can discuss this Summer.

Fred suggested he spend some time on behalf of UTV and discuss with our attorneys.

**9b – Door prizes for Annual Meeting** – Steven stated Hattie asked him to put this on the agenda, we can draw names for people in person or online. Fred stated it should be open for all people who turn in their ballots. Steven stated it might be difficult to have everything in the village, but maybe they can send them after the fact. Fred requested people send in their suggestions, and also suggested hoodies/hats.

Margaret asked about the color and design. Wesley stated they are blue and described the logo. If anyone is interested. Julie will put in on the website. \$40 for the large sweatshirts, \$20 for the small sweatshirts (kid size) and \$20 for hats.

**9c – Brian Hirsch Update and Grid Design** – Steven reviewed. Possibly have him as a guest presentation in the July meeting.

### **10.0 Open Forum-Tribal members**

Margaret asked about the annual meeting – Fred stated, yes, people will be able to call in.

Eileen stated the door prizes should be for all members or members who sent their ballots in. Fred stated, yes, it will be open to members who send in their ballots.

Eileen also suggested gift cards as door prizes, it's easier than purchasing gifts.

Margaret praised Irma and UTV for the HIP program.

**ACTION: Motion to process additional applications received for the Treasury CARES Act to be applied to the ARPA – Treasury fund.**

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

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

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

### **Next Meeting:**

Next Mtg: Annual meeting - June 18, 2022 at 11:00 AM Alaska Time

### **11.0 Executive Session** – not needed

**ACTION: Motion to Adjourn at 3:04 PM Alaska Time**

1<sup>st</sup>: Julie Gaumont

2<sup>nd</sup>: Wesley Matsuno

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

**Meeting Concluded:** 3:04 PM Alaska Time