

**Ugashik Traditional Village
Council Meeting
September 22, 2022**

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.
Maurice Enright, BBEDC Tribal Liaison
Clementine Shangin, Tribal Admin. Assist.

From: Julie Gaumont, Secretary

Date of Submittal: October 15, 2022

1.0 Call to Order at 1:04 PM 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 and Dolli Enright, IGAP Assistant

Staff absent: Maurice Enright, working with Eddie Clark, Bre Hale, temporary administrative staff

4.0 Tribal Members present: Margaret Turnbow, Eileen James

5.0 Accept Agenda –

ACTION: Motion to Accept Agenda – with the additions of 8c – Purchase Property and 8d Sweatshirt purchases

1st: Fred Matsuno

2nd: Julie Gaumont

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

6.0 Accept Meeting Minutes from August 24, 2022

ACTION: Motion to Accept Meeting Minutes from August 24, 2022

1st: Fred Matsuno

2nd: Stephanie Rosario

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

7.0 Special Presentation: Eddie Clark

He's been working 7 days a week and working long hours. It's been one of the rainiest years ever. Tank farm is coming together, Covid tiny house coming together. Gutters are almost done. They have been jumping from project to project - depending on weather. He has 5 employees and 4 people from the village working for him. Trying to knock everything out. He has a good crew. Mikey, Danny, Daniel and Art are working for him. Eddie stated we have good workers! Wesley stated he's glad that he has been able to put tribal members to work! Eddie stated we have talented people!

Eddie stated when everything is done, 30 x 50 the containment area he strongly suggests acquiring and using a cast iron sump pump – when you make a containment area it will get full of water, especially if we have a year like this year where we have received a lot of rain and that water needs to be removed from the containment area. He also stated we will probably have to put a roof over the containment area.

- ? Steven asked when the pump should be put in? Eddie stated soon because bad weather is forecasted.
- ? Julie asked about the cast iron sump pump freezing? Eddie stated yes, it should be checked monthly and removed once it begins to freeze.
- ? Fred asked if he expected to have gravel to the barge landing? He said yes, we have good gravel to work with.
- ? Wesley asked about moving the 5k tanks? Eddie stated yes, they are waiting for cable straps and shackles. They just arrived and they should be able to complete that project.
- ? Wesley asked if you holding off on the containment pad? Eddie stated it's ¾ done.

8.0 Reports –

Tribal Manager/Administrator Report to Council – September 22, 2022

Grants Update:

Assistance Programs:

- **American Rescue Plan Funding:** Implementation for the following program initiatives have continued.
 - \$650 Utility Assistance – To date 48 Tribal Members have received assistance. We have made 61 payments totaling \$30,354.44
 - Previous \$500 Utility Assistance: 61 utility payments for 51 tribal households. A total of \$25,000.00 has been paid out.
 - ARPA rental assistance (continuation of the CARES-Act rental assistance program): To date we have spent or obligated \$8,541.85.
- **Department of Treasury CARES Act:** Fully spent.
- **BBEDC Block Grant:**
 - Next week, I am planning on meeting with both Massa and Alice to go through our current open grants, and reimbursement requests.
- **BBEDC – Arctic Tern \$6,000.00 2022 grant** was received from BBEDC, of which we have spent: \$2,227.33 in wages and taxes. I will start working on the final report to them with P&L statements

starting in October. Last year we still had expenditures into the fall months so we could fully spend the grant. I want to make sure that we have that opportunity again this year. Final report is due by the end of the calendar year.

- **BIA - ICWA:** Mod 1 in the amount of \$5,677 was drawn down.
- **EPA – IGAP:** May – July reimbursement in the amount of \$32,726.77 was drawn down.
- **BIA – ATG:** The new three-year contract for FY23-26 has been submitted. I have not yet received the new contract from the BIA. This past week, we did drawdown \$126,064.00 from our current contract. FY23 begins October 1, 2022 and runs through September 30, 2023.
- **BIA Roads**–I am working with our grant officer on the 6V1 Tribal Shares document. This is funding for Planning, Road Maintenance, Design, Construction, Equipment Acquisition and Transit Ops. I’m in the process of allocating TTIP funding to cover the costs of the new excavator and screening machine, as they will be used to help with gravel acquisition for our roads. The amount allocated to UTV for this:
 - FY22 - \$201,344
 - FY23 - \$216,738.52
 - FY24 -FY26 - \$216,738.52 for each year.
 - Total Tribal Shares for 6V1 for fiscal years 2022 through 2026: \$1,068,298.72
- **NAHASDA** – Nothing new to report.

Projects:

- **Audit** – Betti and I have researched and sent to Pete the information he needed regarding deposits made in 2019. Many of these were not referenced to a specific grant. He will be wrapping up 2019 shortly and can then start on 2020.
- **Flying – D Landing Craft:** Allen is headed to Port Heiden and then will be on his way to Chignik area to finish the freight contract we have with them. Hoping to deliver the remaining freight for them between September 27-30. After that he will be headed to Seward to put the boat in dry-dock.
- **Fish Tending for 2022:** The boat was chartered for a total of 24 days @ \$4,600 per day. Gross revenue: \$110,400.00. Expenses held: \$3,362.73. Net revenue: \$107,037.27 (See attached document from AGS).
- **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 was in the village over the past two weeks and utilized our new screen machine to make gravel for the current projects. He will have more details to share in his report, but overall the machine worked well and provided the gravel we needed for the Fuel Depot, Covid Isolation House site, new equipment building.
 - **Fuel Depot:** Eddie Clark is in the village September working on this project.
 - **New Equipment Bldg.:** Additional Gravel is being laid.

- Road to the Win-Ray: **This project has been tabled until 2023**
- Road to Disposal site for Win-Ray: **Eddie Clark completed this project last month.**
- Barge Landing Final Phase by Eddie Clark - **Nothing will be completed this season.**
- Doors and Gutters for Cannery: **Doors and gutters have been installed**
- French Drain for warehouse: **With the gutters now installed, we may not need this.**
- Win-Ray Disposal – **Larry dug a large burial pit at the end of the road that Eddie made. He successfully disposed of the metal waste that was on the barge and dumped it into the burial site out by the landfill.**
- Fuel Truck Repair: **Fuel truck works but the brakes are still an issue.**
- Cannery outdoor lighting Install: **Larry will be able to get to this after the gutters are installed. This will probably not get done this season.**
- Caribou Cabin: **We extended the pad around the basketball court by 20' all around. Eight feet of the basketball court was taken. Eddie said the wood is in good shape and will be used as a deck. The home is going right behind the court (east side). Foundation is getting put down now and the framing will be completed.**

Staffing & General Information:

- Irma has returned to work and is coming in three days per week.
- Bre Hale is still with us
- Betti is ready to begin full time.

Steven Alvarez – Tribal Administrator: Submitted via email on Tuesday, September 21, 2022

Questions to Steven:

- ? Wesley asked about the 2021 Flying D contract, how come we haven't received any payments from Allen. Steven stated that we have discussed this in several previous council meetings and they are still trying to reconcile expenses.
- ? Wesley asked if we have received any information regarding the Bare Boat Charter contract templates from the attorney, no, not yet.
- ? Wesley asked about if they have a procedure for the generator – a startup procedure. Steven stated he doesn't have anything in writing, but he has verbally explained it to Maurice. Hattie stated if Maurice needs assistance with documenting the procedure, she can assist.
- ? On the ARPA funding, how much do we have remaining? Steven stated we have outstanding reimbursements from BBEDC block, and given that we are going to be reimbursed from BIA roads, he stated there is about \$2.5 M – \$2.7M remaining.
- ? Hattie asked Steven if he has heard back from Troy to do maintenance on the wind turbines? Steven stated no. Hattie stated she tried to contact him and he thought he could make it the middle of next week. She stated Steven might want to check with him.

Betti Malagon, Finance Manager September 2022 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; Preparation for QTR end and Fiscal Year end up-coming Sept 30, 2022
- Process Tribal Member assistance funds upon application completion and approval

Projects:

- EPA-IGAP: Submitted drawdown requests for May, June, & July 2022 in attempt to get current prior to Fiscal Year end 9/30/2022. Just received approval for all 3 months, I will go to ASAP.gov and request the drawdowns. August docs are started, will submit next week, need BOA credit card statement 9/24/2022.
- Audit-FY19: Steven, myself and staff have been working on audit requests for the Auditor, it's been a slow process trying to dig up documents for audit questions & answers. External accounting for UTVC was not beneficial to say the least.
- Working with Steven on BBEDC's Ice-Machine & Equipment M&O for UTV's reimbursement of expenses 2020-2022.

Financial:

- Key Bank General account August 2022 reconciliation is complete, check book is up to date. There were additional funds assigned to BIA-ATG, discussed with Steven and processed the drawdowns for ACH deposit to UTVC General account 9/20/2022.
- Bank of America credit card reconciliation was completed through July statement, am behind on August 24, 2022 posting this month, just did what was needed for the EPA expense July Drawdown. Will get the reconciliation completed this week.

Please know I appreciate the UTV Council's acceptance of me as a fulltime employee, I've been unable to commit to 8 hours a day due to tying up family circumstances, but I expect to start next week in the upcoming pay period.

Questions to Betti:

- ? Hattie stated we are glad to have her on board full time!

September 2022- Environmental Program Update

Larry Carmichael Environmental Program Coordinator

Program Updates.

2.2 Council needs to see what property that will be suitable for sale or lease for new village members

- 3.4 Not doing backhaul this year, I am working on putting large metal items in pit that was dug at landfill – working with BBHA and trying to be the preferred provider for a backhaul.
- 4.5 Fuel depot outer barriers being finished by the end of September.
- 4.7 I am waiting for BRIC funding to be processed.

hazcom and safety plans

Secondary containment being finished by end of September.

solid waste management plan

Stephen Price used his drone and took overhead photos of land fill – Larry stated Stephen stated we are doing exceptionally well with our landfill.

We have an incinerator trailer, do we want another incinerator for it?? \$23K, Life span is 5-7 years per Tok welding????? We are coming up on year 6

Moved excess overflow refuse from barge landing and condensed it on old runway

Moved 4 scrap trucks into the landfill hole, now I need to crush with excavator.

Barricade is in place to stop uncontrolled disposal of material at landfill hole

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

Installed the new doors on incinerator, saved \$3200.00 – and did it ourselves instead of having someone come in

air quality and Dust control

Using the Fire truck to clean village equipment.

Manny to winterize fire truck in September.

I got maintenance routine for IGAP truck.

Ongoing projects and concerns

Delivered fuel to village members.

Victoria Briggs has a 13,000 gallon tank, does the village want to make an offer to buy?

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

The property next to Barge landing, Jerrod Cross's. I am talking to financial institution to purchase.

I will be securing 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

While in village in July/Aug. I used Excavator and found that CMI sent out machine with minimal fluids. IE coolant and Hydraulic fluid, I complained directly to Volvo, now we wait.

While in the village from September 6th- 19th I worked in gravel pit, incinerator doors, stock piled gravel and sand for fuel containment and tiny home.

Wells assessments came in from Johnny (hefty Drilling). \$105K for 5 each 6" wells We need to setup appointment.....

Connex's tiny home setup at the basketball court. We are using a portion of the bb court for a front deck. (bb court in great shape.)

Tiny home base being installed as we speak. Exterior walls, roofing completed this year, interior and balance next year.

Shovels and rakes for gravel manipulation are in the village.

Training & Conferences

Still waiting for Dolli will be getting her Notary paperwork renewed.

Questions to Larry:

- ☐ Fred asked how much of a pile was he able to set aside for gravel for the village? Larry asked which type is he referring to? Fred asked about the size of the fuel depot? For use of village members. Larry stated he put 4 truck loads of gravel and some sand. His main focus was to provide gravel for projects. He will continue in the springtime. Steven stated investing in this machine was a good investment and we can use this for future projects, roads and use for people in the village.
- ☐ Wesley asked about the Ugashik Land, he had a conversation with Holly from Dillingham and she mentioned that Genevieve might be interested in selling her land. This is Tom Riley's old property. Barbara Asher, Tim Riley's daughter. Genevieve is Barbara's sister. Please contact her to see if she is interested in selling. No offer at this time.

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

- Submitted enrollment applications
- Help Betti when needed with audit documents needed

Questions to Clementine:

?

VILLAGE STAFF MONTHLY REPORTS – September 2022

BBEDC Liaison:

- Mike has been working for Eddie and did not submit a report.

IGAP Assistant

Monthly Duties

- I pick up the garbage and burn the garbage with weather permitting.
- I record and take pictures in and around the village of any environmental concerns.
- I do the landfill visual monitoring form at the end of each month.
- Do mail when needed.
- Help keep the C-Center clean.
- Take pictures of land owners property when they ask me to.
- Work in greenhouse.
- I attended the Liaison zoom meeting.
- I post emails when needed.
- And any other office duties.
- And I scan and email timecards when they are to be turned in.

Special Projects:

- And while Mikey is working for Eddie I do the Liaison job for 3hours a day, check the emails, turn in timecards when needed, post papers announcements as needed and any other office duties.
- While Eddie and his crew are in the village I take pictures of the projects that they are working.

Dolli Enright

IGAP Assistant & Interim Tribal Liaison

Questions to Dolli:

- ? Fred asked if Dolli could forward the pictures? Steven stated he could send them out. And Julie will post them onto the website.

8.0 Old Business:

8a – ARPA Programs Update – Steven – he will send an updated spreadsheet.

8b – Summer Projects Update – Larry – weather has been bad this year. Irma stated we had to

have a survey for our well for the ice going onto the fish, it was good and we had a good report.

Larry stated the incinerator trailer - should we get another one?

Victoria's 30,000 fuel tank, can we make an offer for it?

Victoria's property? Make an offer?

He stated Eddie was going to move the fuel tanks, but we didn't have the correct equipment.

Plumbing for the fuel depot, he will begin working on this, we have some of the equipment, but some is on order.

Well assessments, we need to determine if we want the wells, it can be scheduled for next year, have to set this up soon.

Cannery is looking really good with the new doors.

Roads are getting beat up, need to fix pot holes. Need a grader man.

He has been doing an update of ownership of lots,

Hopefully next year we will open up our own gravel pit. D6, will rip up the road, will need to have a compactor to go in after it. Going for resources to move the derelict vessels.

Excited about next year. Barge is now empty and he will see if Red Salmon Seafoods is interested in purchasing.

- ? Fred asked what was the cost of a 100 gallon tank – propane. Tank = \$229 and basically \$100 for propane = \$339 is our cost per tank.
- ? Wesley asked if the new gravel pit has been opened up – no it isn't. Weather was too bad this year, but he's hoping to do it next year. Hattie stated our gravel site, Eddie stated the cat would tear up the road and that he envisioned going up to the new site and remove the over burden and create a pad in the gravel site for the screen machine.
- ? Wesley asked about the Briggs 30,000 gallon tank, he asked if it was a double or single walled tank, he thinks it a double. Larry stated he needs to make sure the tank is viable.
- ? Fred asked UTV will be paying APC for the gravel at the APC site? Steven stated yes, he has to submit a report and then we will receive an invoice and will pay upon receipt of the invoice.

8c – Purchase property – Larry – he has made an inquire for the Jerald Cross property. The financial institution limited liability information - title report. \$250 limited escrow services which will tell us the chain of ownership of this property, once we get the title report, the financial

institution will come up with a price? Title report with a limited liability and limited title report and escrow services \$250 – total of \$500. Limited liability research for the property.

Motion to move forward with the title search for the Jerald Cross property information

1st: Fred Matsuno

2nd: Wesley Matsuno

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

The village council will need to come up with properties that can be sold. There are 3 entities that are looking into moving into the village.

- ☐ Fred stated the only property he is aware of is on the south side of the hollow. Larry stated there is possibly 8 pieces of property available. Next to Bo and the old runway and next to Art close to the cemetery.
- ☐ Hattie asked if he could send out a small map of what is available to council members and we can have a discussion via email.
- ☐ Larry, asked if he could create a map of property lines and who owns which property. 2'x 3' or 2' x 4'. Yes, Larry, please create.
- ☐ Fred commented, there is also a small parcel between Hattie and Condardy property that is owned by Gordon Hodson. Hattie stated he gave it to his boy. Larry stated he will check on it.

8d – Sweatshirt Purchase – Hattie asked if we wanted to order more sweatshirts? Hattie stated they were sold like hotcakes. Stephanie stated it would be a good idea. Wesley proposed he send all of the info the office and the office can handle orders. Hattie stated yes, the office can take this over – Wesley will forward everything he has to the office. Larry asked if it can be a zipper sweatshirt. Fred stated he likes that idea and asked to check out the pricing. The office will take care of it – also options of different colors.

9.0 New Business:

9a –

Change application number to Enrollment number

Motion to approve Resolution 2022-15 Enrollment for Kaos Ruhl - Donald Ruhl – father

1st: Wesley Matsuno

2nd: Fred Matsuno

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

9b - Motion to approve Resolution 2022-16 Enrollment for Michael Hagen - Kathy R. Enright - mother

1st: Fred Matsuno

2nd: Wesley Matsuno

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

9c - Motion to approve Resolution 2022-17 Enrollment for Trisha Pedersen - Carol Pederson – grandmother.

1st: Julie Gaumont

2nd: Fred Matsuno

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

9d - Motion to approve Resolution 2022-18 Enrollment for Felicity Hale - Carol Pederson – grandmother.

1st: Julie Gaumont

2nd: Fred Matsuno

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

9e - Motion to approve Resolution 2022 - 19 Enrollment Mia Hale – Carol Pederson – grandmother.

1st: Julie Gaumont

2nd: NONE – motioned died for lack of a second

9f - Motion to approve Resolution 2022 - 20 Enrollment Aviyana Matthews – Carol Pederson – grandmother.

1st: Julie Gaumont

2nd: NONE – motioned died for lack of a second

9g- Capital Improvement List (CIP) - Steven explained the CIP, we have not yet received funding for this yet. Steven stated we could include the new equipment building. Fred asked what was on the list last year, Steven stated it was the fuel depot. This is a different list from the Capital Improvement List priorities. This is just one project. Fred stated he thinks we should put the new equipment building. Steven will put it together and send out, it's not due until November.

Motion to approve Capital Improvement List (CIP) – use these funds for the new equipment building

1st: Fred Matsuno

2nd: Julie Gaumont

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

Wesley stated he has not seen this form before. Steven apologized.

9h - New phone system for Community Center – Hattie called Rick Payne, he had just gotten off of the slope. They discussed a new phone system, he stated he would do research and get back to her. She asked him to send a quote – it is an updated version of what we have. With the spare parts on hand \$6k and 4k without spare parts. Installation is 800/day. Probably 2 days, one in PIP and one in UGA. Have one radio shipped to PIP, travel there first and then come to UGA to hook up. The current system is over 20 years old and this would be a total replacement.

Julie asked how things were going with them using their cell phones – Dolli stated they don't mind using their cell phones. They are getting a reimbursement. Julie stated if the staff is fine using their cell phones, she doesn't believe we should invest in a new system in the community center. And suggested we revisit this at a later time should the need arise - fax

machine, etc. Hattie stated we should be treating it a business and gave an example of someone trying to reach the IGAP coordinator. Julie stated she thought they would reach out to the Anchorage office directly and not the Ugashik Village Office. Wesley and Fred agreed.

10.0 Open Forum-Tribal members – Margaret and Eileen agree with Hattie – there should be a phone in the community building.

Next Meeting:

Next Mtg: Friday, October 28, 2022 at 10 AM Alaska Time

11.0 Executive Session

Not needed

ACTION: Motion to Adjourn at 3:35 PM Alaska Time

1st: Wesley Matsuno

2nd: Fred Matsuno

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

Meeting Concluded: 3:35 PM Alaska Time