

**Ugashik Traditional Village
Council Meeting
February 20, 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: March 12, 2025

1.0 Call to Order by Fred Matsuno, President, at 9:10 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 Irma Rhodes-King, ARPA Projects Coordinator and Rochelle Lind, ARPA Admin Assistant

Staff absent: Maurice Enright, BBEDC Liaison – on leave

4.0 Tribal Members present: Margaret Turnbow

5.0 Accept Agenda

ACTION: MOTION TO ACCEPT AGENDA

1st: John Hagen

2nd: Hattie Albecker

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

6.0 Accept Meeting Minutes

ACTION: MOTION TO ACCEPT MEETING MINUTES FROM JANUARY 23, 2025

1st: Daniel Pingree, Jr.

2nd: John Hagen

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

7.0 Special Guest Presentation:

8.0 Reports –

Tribal Manager/Administrator Report to Council – February 20, 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 \$44,654.89 in assistance. \$42,404.89 in payments made to utility companies (78 checks issued) and \$2,250 for UTV fuel (3 payments). A total of 62 Tribal Members have received assistance.
 - The new 2024 ARPA \$2,500 rental assistance: To date we have provided \$165,373.09 in assistance to 63 Tribal Members. A total of 104 payments have been made.
 - Housing Improvement Program – To date 37 Tribal Members have received assistance. 92 payments have been made and one to UTV for lumber. Total outgoing payments: \$365,704.03.53
 - 87 Walmart cards were distributed to tribal member households. Eight were given to staff. One is being saved for Irma. (19 cards sent out to tribal elders)
- **BBEDC Block Reimbursement Requests**
 - **FY 2023 - \$22,596.68 for labor and materials for the Flying D has been revised and resubmitted.**
 - **FY 2024 - \$10,276.00 for personnel labor costs (Manny – Mechanic work) and \$2,055.20 admin. Total: \$12,331.20. This is still being reviewed.**
 - **I am working on reimbursement requests for miscellaneous materials and labor expenses from 2023 & 2024.**

Current balances of the open grants are as follows:

- **2020: \$5,066.40.**
 - **2022: \$251,781.25**
 - **2023: \$386,840.01**
 - **2024: \$249,725.48**
 - **2025: \$600,000.00** (Grant award letter was just received).
- **BBEDC Tribal Liaison:** All paperwork for FY25 was submitted for this grant. We are currently in the new fiscal year for this program.
 - **BBEDC Arctic Tern:** I am in the process of working on the 2025 application. We need to identify who can work for this program. They need to be 18 years of age or younger. (Quintas is the only youth right now)

- **BIA - ICWA:** 2025 1st Quarter report was submitted to our grant officer on January 30, 2025.
- **EPA – IGAP:** Betti will have an update on her report.
- **BIA – ATG:** Nothing new to report
- **BBEDC – CPR/First Aide Recertification:** I am in the process of filling out the application for funding for this and spoke to Annette at SAVEC regarding their costs. She informed me that they currently don't have an instructor and referred me to the Bristol Bay Borough to see if they can accommodate us.
- **State of Alaska Designated Legislative Grant:** We have been awarded \$75,000 from the state of Alaska through the Designated Legislative Grant Program. These funds are for offsetting the costs of our Fuel Depot. I will be sending reimbursement requests for some of the work that Eddie did last summer.
- **NAHASDA – Staff are currently working on the FY24 grant application. Note that NAHASDA is always working a year behind the calendar year.**
 - **FY22:** We received a reimbursement for \$26,867.00 for April – December 2024 vouchers. FY22 is closed
 - **FY23:** We received a reimbursement for \$13,068.00 for April – December 2024
 - **FY23 Budgeted:** \$39,858.00 (\$32,358 for assistance & \$7,500.00 for Admin). Total expended to date: \$14,873.00 Eight tribal member families have been helped.
 - We advertised unused funds for FY23. I will draft an announcement and send it to Julie to post on the website.

Projects:

- **Health Aide:** Timothy should know by the end of February/mid March if he will be able to join us again this summer.
- **Audit** –Pete continues to work on 2023 audit. Betti, Clementine and I have been getting information, documents and files to Pete.
- **Flying – D Landing Craft:** Larry will have details.
 - The Flying D is currently in dry dock in Seward. We are currently working on getting vendors contracted to do the major upgrades. This will be funded through our 2025 CBG. The grant award letter was received today. All paperwork has been filled and signed and sent back for full execution. We are starting to process the necessary paperwork to get the vendors' deposits and down payments made.
- **Lake & Pen Grid Resiliency Funding: Nothing new to report.** Nothing to report on this. We have discussed the possibility of the following projects:
 - **Fix and/or upgrade existing generators**
 - **Install/repair batteries**
 - **Upgrade existing wind turbines**

- **Add new batteries or upgrade existing Community Center and Equipment Bldg Hybrid system to provide power to the new equipment bldg.**
- **2024 Spring/Summer Projects: Nothing new to report.** The following projects have been discussed for implementation. Additional discussion and ideas are encouraged.
 - **Community Center:** I have spoken to Eddie about a full upgrade of the Community Center (paid from older CBG) (CBG – community block grant). We discussed new flooring, bathroom, kitchen cabinets, possibly windows, and exterior siding. Eddie was there this week taking measurements.
 - **New gravel site:** Conveyer belt is in the village. **Done**
 - **ARPA Hybrid Energy Systems:** As far as our responsibility is concerned, project is **Done**
 - **ARPA Water Improvement:** Nothing new to report. **Done**
 - **Fuel Depot:** The Following have been completed:
 - **Fuel Tank Depot Housing Unit:** A new building covering the tanks and containment has been completed. **Done**
 - Pumping Equipment has been ordered and delivered. **Done**
 - We are looking at having Eddie install a roll-up door.
 - Larry will have more details on what still needs to be completed.
 - **New Equipment Bldg: The new loft has been built.** - **Done**
 - **Road to the Win-Ray:** This project has been tabled until ???.
 - **Disposal work on Win-Ray:** Tabled until ???.
 - **Fuel Truck:** The new fuel truck is in the village - **Done**
 - **Caribou Cabin/Covid Isolation House:** Eddie was in the village this week taking measurements and assessing what needs to be done to get this project completed.
 - **Trencher** – Is in the village and has been utilized. **Done**
 - **Purchase Rock Crusher** – No updates yet.
 - **Extend Landfill:** **Done**

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, February 19, 2025

Questions to Steven

- ☐ Hattie stated Brandi could be there for part of the summer and she might have a lead on a teacher for first aid/CPR.
- ☐ Hattie suggests trying to find a health aid in the event Timothy can't do it.
- ☐ Larry stated we could contact the Anchorage/Fairbanks fire department
- ☐ Fred stated checking with the health corporation, and he suggests talking to John Bragg for a health aid.
- ☐ Irma suggested checking with the South Central Foundation for a health aid.

Betti Malagon, Finance Manager FY25 February 2025 UTV Monthly Report

Monthly Routine:

- Bi-weekly Payrolls completed as scheduled. Timely IRS Tax Liability Deposits completed through EFTPS.
- Accounts payable, once approved, are completed.

Projects:

- **EPA-IGAP:** Drawdowns are up to date.
- **UTV Audits:** CPA, Pete should be sending the FY23 Audit for UTV Council Approval. I am not prepared for Pete to work in FY24, have advised him of this status.
- **AccuFund:** Quarter 4 – 2024 Payroll reports have been submitted. Year End W-2's were mailed timely. The 1099's were completed and mailed to the Vendors. I have yet to file the 1096 Annual Summary and Transmittal for the 1099's to the IRS; Due by end of this Month, February 2025.

Banking:

- Key Bank General account reconciliations I've finally begun working on these.
- Bank of America credit card reconciliations are still a work in progress.
- Northrim Bank, Ugashik Enterprise LLC is current through FY24, September 30, 2024. I received all the Flying D crew figures.

Questions to Betti:

- ? Fred asked if any of the CDs are coming up for renewal? She stated no, the 11-month CD comes due in November. Steven stated we will not renew.
- ? Steven stated that within 60 days he and Betti will have reviewed the ARPA funds

January 2025 Environmental Program Update

Program Updates.

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- 1.1 Started the new 4 year cycle, The SF425 was submitted, amended and received
 - 1.3 Going to ATCEM and AFE
 - 2.3 Still Planning on 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
 - 4.3 Working on Hybred energy systems.

hazcom and safety plans

Need to verify fire extinguisher locations in village

Village will need to have CPR refresher in 2025

We should add tourniquet training to the CPR refresher course.

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 need to fill this out.

We got funding for Nancy and Mikey's septic systems. We are now in the design phase. (Survey the year).

I am working with Agnew Beck on new funding grant for Solid waste transport location using Barge landing, This would include another metal building, Hybrid system, compactor, and concrete pad. (This Funding has been put on hold!)

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 waiting on the info on wells assessments and voltage conversion. (Setup for June 25-30th)

Continued investigation on someone to shadow me this coming year so I can be more productive. Possible Alex Lind.

Working on getting the Kvichak Queen sold to Randy Zimin, Should be by the end of the month

Also another player for the Kvichak Queen, Peter Tracker wants to buy Barge @ \$80K and store boat in village. 5 years.

Planning on having Electrician come 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 looking into putting explosion proof lighting in Fuel depot.

We have got a buy it now price from DOT on the grader, **we need to pay for this**

Working on with EnE's next year contact, Cost of fuel to and from Seward. **If we do any side jobs, we would lose 50% of the obligation of fuel costs by E&E.**

A to Z sand blasting is doing paint removal and paint for Fish holds

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

Boat to be lifted by Seward marina on the 20th.

Jag will come out and assess the fish hold for metal repair/replacement

Allen Tibbetts brought in the props for the boat, I need to get them redone. **And re-pitched.**

Rebuilding both 871 engines in boat, starting on March 1st. Rich Reynolds

Hope to rebuild the front hatch beneath ramp wench

Need to get the AIS tracking system repaired or replaced for next year

Need the boat deck up painted , and zinc's replaced,

Putting Cat in the Conex for storage and installation next year on the boat.

Looking into purchasing our own concrete mixer from Egegik. Working on Logistics of purchase.

Talked to Eddie Clark and got a quote on putting a building up.

I will have BBEDC help me (Agnew Beck) with grant funding for SWIFER grant, looks like this evaporated..

Looking into putting partial concrete into New equipment building, D6, D5, and Excavator will destroy concrete

Training & Conferences

ATCEM and is coming up and we "Dolli and I plan to attend.

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

Questions to Larry:

- ? Hattie asked why hasn't the grader been paid for? Steven stated it hasn't gone through AP yet...
- ? Hattie stated the funding for the Flying D projects is coming out of block grant was approved and awarded yesterday, Larry stated he's stressing and there are two vendors that need payment/downpayment, Steven stated as soon as ALL of the paperwork is submitted then checks will be sent from BBEDC.
- ? Hattie states they should get with these companies and explain the process.
- ? Irma asked for Daniel Pingree, Jr., confirmation that his fuel was pumped for the \$750.
- ? Larry stated Maurice contacted him this morning and wanted to ask during this meeting if there are any questions/concerns we would like him to bring up at the BBHA meeting. Steven will text him and ask him to find out about a CPR/first aid trainers in the village.
- ? Fred asked if the Flying D projects are in the block grant? Steven confirmed and stated yes.
- ? Larry brought up the issue of a boat captain. E&E suggested a captain, we will not be going forward with Leah. **We will discuss this in executive session.**

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 reservations when needed.
 - Logging mail when I can
- ✓ Mailed out Walmart cards to UTV elders
 - ✓ Continuing to work on storage units when shelving units arrive from Amazon.
 - ✓ Keeping Walmart card excel tracking updated as cards are being mailed out.

Questions for Clementine:

? Irma thanked Clementine on the readvertisement of the NAHASDA funds.

VILLAGE STAFF MONTHLY REPORTS – February 2025

Maurice (Mike) Enright BBEDC Liaison (On Leave)

Regular monthly duties:

- Check emails post when needed
- Pick up and burn garbage when Dolli was gone with the help of John
- Pump fuel for residents with the help of John
- Help Elder at his home
- Send timecards to office
- Sit in on monthly BBEDC Liaison meetings
- Keep community center clean
- And other office duties

Questions to Mike:

?

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 John's help.
- I do the monthly visual monitoring form at the end of each month.
- I do the mail and deliver the mail 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 attended the Liaison monthly zoom meeting
- I cover the Liaison duties while Mike is away.

Questions to Dolli:

?

COUNCIL REPORT FEBRUARY 2025 – IRMA RHODES-KING

FY 24 Nahasda grant application update:

There are 3 Tribal requirements by BBHA each year that are the beginning of the grant process: HUD self- monitoring 39 pg. doc, a CPA letter & current embezzlement insurance.

1) UTV embezzlement insurance is current & renewal date not till 6.20.25
The insurance certificate will be sent to BBHA this week.

2) Rochelle has filled out the admin portion of the HUD self-monitoring & given it to Betti to fill out the 2 financial sections. For some reason BBHA put a deadline on the report this year, originally 17Feb, but UTV was given an extension till 24Feb. So on track to meet that 24Feb deadline.

3) A new 2025 CPA letter and will ask Betti to request that for UTV.

Currently waiting on fy24 grant amount from BBHA & then will train Rochelle on the rest of steps for the application process: resolution from Council to be voted on, request MOA, prepare original budget for Steven, advertise fy24 funds available on the website & as an internal self-monitoring the preparation of a fy24 grant database so that the grant doesn't get overspent.

FY23 update:

39,858.00 (Vouchers 32,358.00 Admin 7500.00)

Total expenditure to date is 14,873.00 with 8 Tribal families helped.

UTV has received a reimbursement check for fy23 in the amount of 13,068.00 dated 2.7.25 This is the Apr24- Dec24 vouchers 13,818.00 minus the 750.00 Nahasda refund to UTV from Euthus House which was declared & documented on the January BBHA draw report which was good training for Rochelle (UTV had already received the Jan- Mar24 voucher reimbursement in April 2024 check).

Next reporting deadline for status & draw report is 4.15.25 (for all vouchers expended from Jan-Mar2025).

Thank you to Clementine for sending out the fy23 re- advertisement here awhile back. Rochelle created an e- file for Nahasda readvertisement templates so only the new info has to be changed which will save time in the future.

FY22 closeout update:

UTV received BBHA reimbursement ck dated 1.24.25 for 26,867.00 for the Apr24- Dec24 vouchers (the Jan- Mar 22 vouchers reimbursement ck was received in April 2024).

General Nahasda:

Nahasda reporting quarters go by calendar year.

The Annual Performance Report (APR) deadline was met in January & good training for Rochelle.

The last part of fy22 is just updating UTV internal e- file & any other info for the manual grant file is updated & I have a list that I am working with Rochelle a little at a time in-between her other major priorities.

Misc Admin:

The ICWA data Q1 (Oct- Dec24 as this report goes by fiscal year) was completed by the January deadline.

Thanks, Irma

Questions for Irma:

?

ARPA Administrative Assistant Monthly Report- February 2025

- I am steadily working on ARPA HIP check requests, ARPA \$2500.0 phase 3, ARPA \$750.00 phase 4 funding requests.
- I keep up with the hard copy filing and E-filing for all ARPA programs.
- I am a registered Notary Public for UTV, executing it for the tribal members.
- I'm in correspondence with BIA/ICWA to get signed up for the next training, that should be in mid-February.
- I'm looking forward to go to Kenaitze Tribe second week of March for ICWA shadowing.
- I have been making sure to add certified mail to large checks that are being mailed out.

Quyanna

Rochelle Lind-Sanchez

Submitted-Tuesday February 18,2025

Questions for Rochelle:

- ☐ Fred asked how long will the shadowing be? Rochelle stated she didn't know yet, but is hoping to do it during Spring Break.
- ☐ Irma thanked Rochelle for her "boot camp training", she's doing a great job and she knows it's difficult to train over the phone.

9.0 Old business

9.a Flying D Status – Larry – Larry explained, the Flying D is being lifted by Seward and setting it up to be sandblasted. Rick Reynolds is rebuilding the engines, A – Z will be blasting the inside of the fish holds. Michael and Alex will be doing some labor on the tanks, probably painting them when sandblasting is done, as well as painting the boat from the deck up. For the electrical, he's working on purchasing the AIS system, getting the props redone, replacing the zincs, hopefully he wants to address under the wench – get that repaired - he doesn't know if it's going to happen, he has talked to A1 and he might just have a hydraulic guy come out and work on the red crane and the return line on the front crane – make some sort of box for the hydraulics. Have to order the boat paint, at this point hoping to have the boat done by 4/15 and no later than 5/1, will be put in the water as soon as it's ready – they have to do a test run on the RSW system and verify all the electronics are working. He's cautiously optimistic because they have to be on contract on 6/15 and are hoping to leave Seward no later than 6/1, which gives them 15 days.

9.b. Summer Projects 2025 – Steven explained they are hoping to get the community center upgraded at some point, whether it be before or after fishing season, it depends upon Eddie – Steven believes it will probably be after fishing season because Eddie still has to order supplies. The Covid house, have to get the energy system connected, water and septic – it would be nice to have it done by end of summer. Put a new roll up door on the fuel depot, fencing for the landfill, do a temp fix/repair on the main road, wrap up the energy systems and water project – whatever UTV is responsible for and then hand it off to the homeowners. Larry stated his basic focus this year is doing the landfill fencing, fuel depot – start assembling the pumping system and setting up the connex so the dispensers are ready to use, extension of the north road to fishing, develop of the gravel pit, the community center area – extend it. Once the road to the WinRay is completed, he plans on pulling the iron chinking, spray it with anti-rust and mount it for historical purposes.

10.0 New Business:

10.a. CPR/First Aid class Summer 2025 – Steven stated he will be researching to see if we can get instructors out. He hopes to have more to share next week.

11. Open forum:

No comments

Next Mtg: Thursday, March 20, 2025, at 9:00 AM Alaska Time

12. Executive Session –

MOTION TO GO INTO EXECUTIVE SESSION

1st: Hattie Albecker

2nd: Julie Gaumont

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 12:52 PM

1st: Daniel Pingree, Jr.

2nd: John Hagen

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

Adjourned at 12:52 PM Alaska time