

**Ugashik Traditional Village
Council Meeting
January 23, 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: February 13, 2025

1.0 Call to Order by Fred Matsuno, President, at 9:07 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: None

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

Staff absent: Betti Malagon, Finance Manager, Irma Rhodes-King, ARPA Projects Coordinator

4.0 Tribal Members present: Margaret Turnbow, Eileen James

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 DECEMBER 5, 2024

1st: Daniel Pingree, Jr.

2nd: John Hagen

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

John questioned the minutes, thinking there were place holders that needed to be completed, Julie explained that she highlights and italicize portions so that we keep them on our radar, or if the presenter adds additional information.

7.0 Special Guest Presentation:

8.0 Reports –

Tribal Manager/Administrator Report to Council – January 23, 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 \$43,834.54 in assistance. \$41,584.54 in payments made to utility companies (77 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 \$155,223.09 in assistance to 63 Tribal Members. A total of 104 payments have been made.
 - Housing Improvement Program – To date 42 Tribal Members have received assistance. 87 payments have been made and one to UTV for lumber. Total outgoing payments: \$343,559.03
- **BBEDC Block Reimbursement Requests**
 - **FY 2023 - \$22,596.68 for labor and materials for the Flying D had to be revised and resubmitted. I am still working with Alice on finalizing this.**
 - **FY 2024 - \$10,276.00 for personnel labor costs (Manny – Mechanic work) and \$2,055.20 admin. Total: \$12,331.20**

Current balances of the open grants are as follows:

- **2020: \$5,066.40.**
 - **2021: Fully Spent**
 - **2022: \$251,781.25**
 - **2023: \$386,840.01**
 - **2024: \$249,725.48**
- **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:** The final 2024 report was submitted in December.
 - **BIA - ICWA:** 2025 1st Quarter report is in the process of getting completed. It is due to our grant officer on January 30, 2025.
 - **EPA – IGAP:** Betti will have an update on her report.

- **BIA – ATG:** This is for our third year of funding for this three-year contract. \$288,444.00 for this FY was drawn down last month.
- **NAHASDA – FY22** final close out report went in last week. Here are the final numbers:
 - **Total Budgeted:** \$39,388.50 (\$27,521.50 for vouchers & \$11,817
 - **Total expended:** \$19,115.00 for vouchers, & \$11,817 in Admin. Total due to UTV: \$30,932.00

NAHASDA (cont.)

FY23: Total budgeted: \$39,858.00 (\$32,358 for vouchers, & \$7,500 for admin)

- **Total expended** (as of 12/3/24): \$13,818.00 for vouchers.
- **We need to advertise unused funds for FY23. I will draft an announcement and send it to Julie to post on the website.**

Projects:

- **Health Aide:** We should start thinking about a Health Aide for the summer. I am not sure if Timothy Villar will be available. **BBAHC puts out a job announcement, but we need to be on the look out for a health aide if Timothy is not available.**
- **Audit –2022** audit needs to be approved. Please review for approval. 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. It has been covered to keep the snow out and maintenance work is being assessed by Larry and vendors.
- **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 in 2024. Additional discussion and ideas are encouraged.
 - **Community Center:** New Carpet and flooring. Possible 2025 project
 - **New gravel site:** Conveyer belt is in the village. **Done**
 - **ARPA Hybrid Energy Systems:** Larry will have updates on the status of each.
 - **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**
 - 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 2025.
- **Disposal work on Win-Ray:** Tabled until 2025.
- **Fuel Truck:** The new fuel truck is in the village - **Done**
- **Caribou Cabin/Covid Isolation House:** I spoke to Eddie about putting this on his schedule for the spring. He will get back to me with an estimate.
- **Trencher** – Is in the village and has been utilized. **Done**
- **Purchase Rock Crusher** – No updates yet.
- **Extend Landfill:** **Done**

Staffing & General Information:

- I returned from Holiday leave on Monday, January 6th.
- Irma continues to convalesce, and we're praying and hoping for her recovery. Rochelle is in weekly contact with her and will have more details.

Steven Alvarez – Tribal Administrator: Submitted via email on Tuesday, January 21, 2025

Questions to Steven

- ☐ Hattie asked about the leftover 2023 NAHASDA funds, how much was it? Steven stated approximately \$18,000.
- ☐ Hattie asked about the covid house and doing a septic? Steven stated Eddie will put together an estimate and it should include a septic, electrical, etc. Larry stated we were thinking of a propane or electric toilet, we have that option if we want.
- ☐ Fred stated he doesn't know why Lake and Pen is taking so long.....Hattie stated igeauk was supposed to handle it, and suggested Steven check with them.

Betti Malagon, Finance Manager FY25 January 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.
- **ASAP:** Per direction from Steven, FY25 ATG has been drawn down and deposited to Key Bank general account.
- **UTV Audits:** CPA, Pete is still awaiting the UTV Council's FY2022 Audit approval. FY23 Audit is also complete; once FY22 is approved the audit report for FY23 will be presented. 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: expect to be completed Wednesday 1/22/2025; currently reviewing CPA's report downloads with my excel payroll worksheets to ensure accuracy before printing employee W-2's. 1099's I will work on next week;

Ugashik Enterprise LLC (i.e. Flying D) am awaiting final crew payroll (Allen) for EOYR accrual before I can print.

Banking:

- Key Bank General account reconciliations are still a work in progress.
- Bank of America credit card reconciliations are also a work in progress.
- Northrim Bank, Ugashik Enterprise LLC is current through FY24, September 30, 2024. Still awaiting final income & expense numbers to close the year.

Questions to Betti:

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January 2025 Environmental Program Update

Program Updates.

-
- 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 **(barge landing, Swiffer grant and roads)**
 - 4.2 Working on Septic funds supplied by ANTHC for 2 homes
 - 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 **(everyone should know how to tie a tourniquet, and we should have first aide training)**

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. (no movement)

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. **(he is on a Zoom meeting with them every Friday)**

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. (STILL) (voltage conversion will be happening this year)

Continued investigation on someone to shadow me this coming year so I can be more productive. (there is interest for this from a couple of folks)

Working on getting the Kvichak Queen sold to Randy Zimin, Almost there

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 AGS, EnE's next year contract, I just closed out last years contract

While at the Marine Expo I talked to Marty about next year's contract with the potential of extending it.

At Expo I got the contacts in Seward for the repair of the fish holds, getting quoted

Depending on the needed repairs of the fish hold, "structural or just recoating and replacing worn parts'

The fish holds could be very expensive!

Catalyst Marine to come out and quote me on the work in engine room.

I also have another companies also coming out to quote fish holds.

Rebuilding both 871 engines in boat, also rebuilding front hatch beneath ramp wench

Rich Reynolds coming out to assess and give me the time frame on 871 engine repairs

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

Need the boat painted , zinc's replaced,

Getting Rami picked up our Cat power source and brought it back to Anchorage

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

Got Flying D shrink wrapped on the 15th of the month so we can have inspection and the ability to work on the boat in the winter.

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

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

Training & Conferences

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

Questions to Larry:

- ? Mike asked how much it cost to shrink wrap the boat, Larry stated, \$5,000
- ? Hattie asked if he checked with Pilot Point for cement mixers, Larry stated they had 5 and only 2 are working, Egegik has one for sale and it's possible we could get it for a good deal. It's only a 2-wheel drive. Steven asked if Manny could go out and assess the vehicle to see if it's viable, Larry stated yes, definitely.
- ? Mike asked why can't we buy a new tow behind kind of mixer instead of buying someone else's old one....Steven asked maybe he could look into it and get back with prices. **Few minutes later.....**Mike stated he just called a few places and they do not have a tow behind mixer. But he will keep checking.
- ? Fred asked about a "shadower", Larry stated he wanted someone to help him, he asked about Mark Bisette, that is a good idea since he would already be there working on his property.
- ? Fred asked about the grader, does Larry know how much it would cost? Larry stated he has not received an estimate on repairs. He doesn't know how much it would cost to fix the ram.
- ? Julie asked about toilets, Larry stated he was going to order soon and they will be on the connex for this year.

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 those who contacted me after the bulk Walmart card mailing & met the requirements.
- ✓ Cleaned and organized break room and moved boxes over to the storage units.
- ✓ Worked and completed payroll calendar.
- ✓ Worked on completing an excel sheet that tracks the Walmart cards that were mailed out to send to Steven.

Questions for Clementine:

- ? Julie stated we discussed Walmart cards for homeless, the notes were in the annual meeting. Steven stated the homeless folks have come into the office and picked them up.

VILLAGE STAFF MONTHLY REPORTS – January 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 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

Special Projects:

- We changed oil in the village generator
- Filled stove tank and village generator tanks
- Changed the fuel filter in the (white) fuel truck

Questions to Mike:

- ? Fred asked if Manny could check the switches in the white fuel truck – the passenger side tank doesn't work, there is not electrical components there....
- ? Fred asked if they had their Holiday dinner, he stated yes and it was wonderful.

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 moved the refrigerator and stove in the C-Center and cleaned behind them.

Questions to Dolli:

- ☐ Larry asked if Dolli's brother was interested in the Health Aid position? She stated they are coming up in August/September to check it out, but he's working for another year and not available this year, but could be interested for the following year.
- ☐ Dolli asked if the village could purchase a lawnmower, that way when the Arctic Tern is weed whacking, if they had a lawnmower, it would be easier and faster. Mike stated, a lawnmower that can't be used by everyone, just only for IGAP use, Mike stated a John Deere riding mower would be best. She can mow the grass, and the tasks will get done quicker. **Larry will send out options.** Julie stated a lawnmower would be a wonderful idea. Discussion. Dolli stated she just wants a riding lawn mower that cuts grass, nothing big, fancy and crazy. Fred asked for 4-5 options. Hattie asked if you can ride over bumps and humps with a riding lawn mower? Larry stated, yes, slowly. This will be used for village employees only.
- ☐ Fred asked if the tow behind grass cutter works well? Mike stated, yes, he hadn't used it in a couple of years, but it was working well.

ARPA Administrative Assistant Monthly Report- January 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, I ordered my stamp and am waiting for it to come in the mail and other supplies.
- I'm in correspondence with BIA/ICWA to get signed up for the next training, that should be in mid-February.
- I've been looking for more training to take if anyone knows of recent ones, please let me know.
- I'm still patiently waiting for when I can go to Kenai to shadow their active ICWA cases with Kenaitze Indian Tribe.
- I have been making sure to add certified mail to large checks that are being mailed out.

Quyanna

Rochelle Lind-Sanchez

Submitted-Tuesday, January 21,2025

Questions for Rochelle:

- ☐ Julie asked about Eric's housing assistance, he was not able to make the meeting and requested she ask for him. Rochelle stated she needed a rental agreement. We will take it offline.
- ☐ Fred asked about AFE and wondered if that would be beneficial for Rochelle? Larry stated probably not now, but maybe in the future. Steven brought up taking an Excel class, he stated he took one a few years ago and it was very helpful.

9.0 Old business

9.a Flying D Status – Larry – Larry stated there are a lot of moving parts. The fish holds and engine replacements. The engine replacements, he gave us a number of 80k and it will probably be 90k. Rick Renolds is planning on working on it from March to April. Fish holds are another problem, the fish holds have major holes in the roof. So water and anything else on the deck is leaking into the fish holds. Need to find out the integrity issues,

either by sandblasting or have Michael/Alex grind it down and patch it, he would like to replace all of the steel, but it's probably not financially and logistically feasible this year. Then need to have Raj come up and bring the guy who set up the RSW last year and get it running again, it should be a minor issue. At that time we will electrical addressed so we can have shore power. Need to have an AIS system on it (so everyone knows were you're at when you're out in the ocean) there are two options and the cost is for the "A" system it's \$4,000 and the "B" system it's \$1,500, not including installation.

Last year Allen put on Starlink and if we have Starlink on the boat, they will be able to communicate with us at any time. He thinks it's viable to keep it.

Boat captain, he's working with Dale Carlson, who will potentially be our captain, he has been signed off by E&E, looks like we will go with Dale as the captain. This will make the most financial sense. There is an opportunity to move freight around for AGS and E&E from May 15 to June 1st (\$4,750/day). Then there is a 2-week time period before the fishing contract starts, on June 15th. If E&E wants to pay for travel, and then there is a risk of losing crew. Larry stated that he has people contacting him regarding moving freight, the Flying D is an asset. Opportunity for moving freight for AGS/E&E, outside of the contract, would be before fishing season and not after. Larry stated Daniel Kingsley and other folks, there might be freight in Naknek that needs to be moved. He doesn't know if Dale Carlson would be available after fishing season to move freight.

Larry stated that the boat needs to be painted and zincs need to be replaced. Hopefully Allen can talk to Mark at A1 to get the crane fixed.

New props, they are dinged up, and if anyone has a source for new props, please let him know.

Betti asked about fuel bills, there are about \$60,000 of fuel bills, who is paying for these? Larry stated he doesn't know, Steven states that they need to access what part of the fuel bills are to be paid for us and what should be paid by Allen.

10.0 New Business:

Steven reviewed the budget.

Hattie asked what the cost for internet, primarily Starlink and Mike/Dolli's cell phones. Steven is working with ATS for assistance for internet.

10.a. BBEDC 2025 Block Grant Budget for Approval

MOTION TO APPROVAL BBEDC 2025 BLOCK GRANT

1st: John Hagen

2nd: Daniel Pingree, Jr.

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

10.b. Resolution 2025-11 for Tribal Enrollment – Jordan Voight-Digsby

MOTION TO APPROVAL TRIBAL ENROLLMENT FOR JORDAN (JORDEN) VOIGHT (VOIGT)- DIGSBY - WITH THE NAME CORRECTION AND REMOVING THE WORD “COUNCIL”

1st: John Hagen

2nd: Julie Gaumont

Motion passed: Yes: 4; No: 0; Abstain: 0; Absent: 1 (Daniel had dropped off the call)

10.c. Resolution 2025-12 for Tribal Enrollment – Deborah Valladolid - Steven read the resolution

MOTION TO APPROVAL TRIBAL ENROLLMENT FOR DEBORAH VALLADOLID, WITH THE CORRECTION, REMOVING “COUNCIL” AND THE BLOOD RELATION IS THROUGH TIMOTHY N. ENRIGHT

1st: Hattie Albecker

2nd: John Hagen

Motion passed: Yes: 4; No: 0; Abstain: 0; Absent: 1 (Daniel had dropped off the call)

10.c. Resolution 2025-13 for Tribal Enrollment – Paul Romauld - Steven read the resolution

MOTION TO APPROVAL TRIBAL ENROLLMENT FOR PAUL ROMAULD WITH THE CORRECTION, REMOVING “COUNCIL” AND HATTIE STATED THAT HIS BLOOD RELATIONSHIP IS THROUGH HIS MOTHER, VICKEY ENDERS ROMAULD.

1st: Hattie Albecker

2nd: John Hagen

Motion passed: Yes: 4; No: 0; Abstain: 0; Absent: 1 (Daniel had dropped off the call)

Julie stated she would create a new and corrected tribal enrollment resolution template for Steven to use for future enrollments.

11. Open forum:

Larry brought up the hybrid system for a senior village member - discussion

MOTION TO PURCHASE A HYBRID ENERGY SYSTEM

1st: John Hagen

2nd:

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

Will discuss in executive session, John withdraws his motion.

Eileen asked about her Walmart card and could he send it to be sent to Arizona? Steven stated yes, it will be sent to the Arizona address.

Eileen asked about the covid house, what will it be used in the future? Steven stated it was originally meant to be a quarantine house. The use will be up for discussion.

Hattie stated the 2025/26 fin fish meeting is going to be held on January 12 – 17, 2026. April 10, 2025 is the due date for proposals to the State. John asked if there was an advisory committee for UTV, Mike stated he was.

Next Mtg: February 20, 2025, at 9AM – Zoom meeting

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: Julie Gaumont

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

MOTION TO APPROVE THE 2022 AUDIT

1st: Hattie Albecker

2nd: Daniel Pingree, Jr

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

MOTION TO PURCHASE THE GRADER

1st: Daniel Pingree, Jr.

2nd: John Hagen

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

MOTION TO PURCHASE A HYBRID ENERGY SYSTEM FOR ART, NOT TO EXCEED \$10,000

1st: John Hagen

2nd: Hattie Albecker

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

MOTION to adjourn at 12:29 PM

1st: Hattie Albecker

2nd: John Hagen

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

Adjourned at 12:29PM Alaska time