

**Summit Lake Paiute Tribe
Regular Council Meeting
Saturday, June 16, 2018
Primary Administrative Office, Sparks, Nevada**

CALL TO ORDER: Council Chairwoman Randi DeSoto called the Regular Council meeting of Saturday, June 16, 2018 at the Summit Lake Administration Office to order at 7:59 am.

ROLL CALL: Secretary/Treasurer Eugene Mace called the roll: Chairwoman Randi DeSoto, Vice-Chairwoman Nedra Crane, present; Secretary/Treasurer Eugene Mace, present, and Council Member Philip Frank, present.

STAFF: Finance Director, Linda Quinn; Tribal Coordinator, Donna Komar; and Contractor, Anne Macko

GUESTS: Rob Scanland, Great Basin Land and Water and Bill Nibblelink, HUD Contractor

REPORTS

Council Reports

Council Chairwoman Randi DeSoto reported she was coming in more and more on Fridays. She met with Ms. Youmans on Friday, June 8, 2018. If you need her, you can call the office and ask for her.

After the Election she received a letter on May 31, 2018 from a Member who stated they were happy with the Election Committee. There was one negative email sent anonymously that was hard to understand. The email came through the admin website email. There weren't any contest letters received during the ten day period allowed to request an appeal of the Election results.

During Ms. DeSoto's meeting with Ms. Youmans they discussed Mr. Ali of the EPA and the awarding of the Water Quality and Clean Water Grants. Ms. Youmans also had the measurements of the blinds in the FEMA trailer. It was agreed that CTPG funds would be used to purchase the blinds and pay for the time used by the Natural Resources Department people to install the new blinds.

There is still a need to find a Maintenance Worker. Mark Hicks is still willing to help on a per project basis. It was determined that it takes twelve hours to fill the water tanks and Ms. Youmans would like people to be aware so that there is time to fill the tanks after use. The air conditioning still needs to be replaced and there is no heat in two of the trailers. There is still a need to fix the roofs, but this is proving to be very expensive.

The Program Office Assistant Elizabeth will start at 7 am on the days that the crew travels to the Lake to facilitate the travel.

**Summit Lake Paiute Tribe
Regular Council Meeting
Saturday, June 16, 2018
Primary Administrative Office, Sparks, Nevada**

Ms. DeSoto and Ms. Youmans also discussed employee parking. Currently they are parking on the public street when they travel to the Lake. A couple of them found notes on their cars about parking issues. Ms. DeSoto and Ms. Komar walked around the neighborhood assessing the parking situation. They also looked at the parking for the herbal store. They are in the process of talking to the people who use the parking lot about allowing the employees to park there when they go to the Lake. For now, the working crew will park by the office building and the daily staff will park on the street.

Ms. DeSoto, Ms. Crane and Ms. Quinn have signed up for the BIA training Tuesday through Thursday, July 16 through 18, 2018. Mr. Philip Frank will be added.

There is no date set for the Audit exit. The Audit notes show that it was a good, clean audit.

Ms. DeSoto received a CIB or request for verification of enrollment with an identification or enrollment number for a person. The request states that they are not enrolled and is requesting a copy of the birth certificate/death certificate. Ms. DeSoto knows the person was a member but is deceased. She asked if anyone wants to learn how to print a CIB when she does one to send to the Bureau.

Prodegy Training: Ms. DeSoto commented that the Council needed to get up-to-date on using the program. She brought in her old files. The ID cards need to be updated with information for a proper government style ID which can be used for different things like boarding an airplane.

There is a Tribal Member who wants to help with Enrollment and archiving of the records. They have BIA experience. The Council needs to create a position, Enrollment Clerk, and determine if the Council can afford it. There is definitely a need.

The EPA was the primary focus in the past. Now that has been completed, there needs to be new goals and tasks list created to move forward, to start fresh.

Goals: Some things the Chairwoman would like to accomplish this term in order to progress the Tribe.

- Review and update the Articles of Association and turn them into a Constitution
- Enrollment Clerk position
- More training opportunities taken
- Lowering the Blood Quantum
- Filling the Committees: Higher Education, ICWA and Enrollment
- HUD-continue working with Mr. Nibblelink
- Provide more services for Tribal Members-how the Council can help them
- Connecting with a nature event for which there has been requests, this is a long project which is costly but has a had a good turnout in the past

**Summit Lake Paiute Tribe
Regular Council Meeting
Saturday, June 16, 2018
Primary Administrative Office, Sparks, Nevada**

- Having more staff meetings

The Blood Quantum change is important.

Nedra Crane would like to focus on enrollment. The Council needs to get things done. Things currently appear to be at a stand-still. There needs to be follow through, especially with the specific case which was previously discussed.

Ms. DeSoto asked the Council to please learn the policy and procedures.

Mr. Mace said the burden is on the whole Council to make decisions and stand together to support them.

There was a request for CIB information. This person is deceased. Enrollment will need copies of death certificates.

HUD funds access: Ms. Quinn is working with the Chairwoman to obtain access, but they are still having problems.

Vice-Chairwoman Nedra Crane reported she wants to move forward in positive way.

Secretary/Treasurer Eugene Mace agrees with the discussed goals and ideas.

Ms. Crane said the Council needs to decide on a Base Roll which will require a resolution.

Tasks to Accomplish

1. Need to approve by resolution the Base Roll
2. Need to approve pending Enrollment application
3. Budget for an Enrollment Clerk to start part-time
4. Descendancy Cards for children of enrolled members using the Member ID number so the children can obtain health services because many clinics require cards

Council Member Philip Frank reported that due to just joining the Council he has nothing to report at this meeting.

Staff Reports

Department of Natural Resources Report by Natural Resources Director Rachael Youmans as presented by Chairwoman DeSoto

Discussion Topic:

Metal Building Procurement: This building is to house the heavy equipment. There will

**Summit Lake Paiute Tribe
Regular Council Meeting
Saturday, June 16, 2018
Primary Administrative Office, Sparks, Nevada**

also be a need for a cement foundation or slab. There was a discussion.

Mr. Rob Scandland entered the meeting at 9:26 am.

MOTION: Vice-Chairwoman Nedra Crane moved to introduce and approve Resolution SL-06-2018 Approval of Heavy Equipment Storage Building with a waiving of the reading. Secretary/Treasurer Eugene Mace seconded the motion. Chairwoman Randi DeSoto called the vote: 3 FOR, 0 AGAINST, 0 ABSTAINED. Resolution SL-06-2018 enacted at 9:30 am.

The Natural Resources Department report concluded.

Report: Mr. Rob Scandland, Project Manager Great Basin Land and Water

Mr. Scandland introduced himself and gave an update.

He discussed the acquisition of fractionated allotment interests. There are 84 interest holders in allotments in Summit Lake. They have purchased 199 interests from 57 owners within the Summit Lake Reservation. Great Basin Land and Water just secured the fee interest of the last heir of an allotment. Over the last two and half years \$513,000 was spent very successfully in acquiring land. The BIA is in the process of putting the land in the name of the Tribe.

There are still some interests in probate.

The Watershed Conservation Action Plan outlines the vision of conserving the land.

There is a grant from the Bureau of Reclamation which has a focus to purchase two sections of the Soldier Meadows Ranch. So far Mr. Barta has decided not to sell. Mr. Scandland will make one more trip. Five million dollars was set aside for this purpose. Some of this money should be set aside for this and the rest put into a grant modification. The original grant expires September 2019. The 4.2 million dollars will be used for:

- Tribal Education and Outreach
- Transportation, Infrastructure and Maintenance
- Invasive Species in the Watershed
- Summit Lake Reservation Stewardship, to have a presence at the Lake year round.
- Protection of the Sage Grouse
- NEPA Studies

Mr. Scandland is working with Ms. Youmans and Mr. Cowan to put the grant modification into draft form.

**Summit Lake Paiute Tribe
Regular Council Meeting
Saturday, June 16, 2018
Primary Administrative Office, Sparks, Nevada**

25 CFR-Indian Forest Land Assistance Account-Part 163.35 allows Tribes to put funding into this account so they can hold it longer and get interest. This is being explored.

They are discussing grazing rights with Mr. Barta of Soldier Meadows.

This concluded Mr. Scandland's update.

Mr. Scanland left and Mr. Nibbelink entered the meeting at 9:51 am.

Report: Mr. Bill Nibbelink, HUD Contractor

Mr. Nibbelink discussed the Indian Housing Grant and the activities on which the Tribe wished to focus and helped to draft three policies on:

- Housing Rehab. Assistance
- Tenant Based Rental Assistance
- Down Payment and Closing Costs Assistance

The next item was for the Tribe to purchase a building as an Administrative and Housing Office/Community Center. \$300,000 has been set aside for this purchase. The plan is on a twelve month period from January to December. The plan has been approved by HUD. The Council needs to show progress.

Policy based on low income is needed for all three housing programs.

The new building purchase (modeling activity) requires a budget, costs and schematic drawings. A packet would be best hand-delivered and that the Tribal leadership should be there.

Ms. Quinn and Ms. Komar asked how the process works. The administrative portion of the new building will not be totally paid by HUD, but the funds will be prorated with the Community Center portion. This must be presented properly to achieve maximum funding.

Ms. Quinn has a draft of the Down Payment Policy. There may be a need to write grievance procedures. This will provide good protection of the Council and Staff. This can be an added bullet point.

The low income level to use for eligibility is set by Federal agencies.

Ms. Quinn requested a meeting to go over the draft policies and approve resolutions. It would be four or five hours. The Council will have a policy review meeting on Sunday, June 17, 2018 at 8:00 am to noon. The next meeting to approve resolutions will be on Saturday, June 30, 2018 from 8:00 am to noon.

**Summit Lake Paiute Tribe
Regular Council Meeting
Saturday, June 16, 2018
Primary Administrative Office, Sparks, Nevada**

Mr. Nibbelink suggested that an Investment Policy can be approved by HUD now that the audits are clean and not at risk.

30% of HUD funds can be used for planning and administration.

There was a discussion of who retains the assistance upon a termination. The assistance is retained by the Tribal Member. The Tribal Housing Director or assistance coordinator would bring this to the Council.

Eligibility of Students: Full-time students are eligible but part-time students are not.

Possible uses for the new building:

- A tech room with computers, printers etc. would be a good service
- Rooms to present cultural programming (language, etc.)
- A cultural center where they can highlight drug prevention
- A day care center

There was a discussion of the different uses of a community center and how to fund the maintenance and administrative costs. Ms. Komar has been looking for an appropriate building. She is also planning to look into loan options with Rural Development.

Mr. Nibbelink also suggested that Ms. Quinn make a request for Technical Training Assistance funding to have HUD pay for more time with Mr. Nibbelink so he can continue to provide assistance.

Mr. Nibbelink left the meeting at 11:00 am

Chairwoman DeSoto called for a ten minute break at 11:00 am.

Council returned from break at 11:12 am.

Financial Report by Ms. Linda Quinn

1. UPDATE:

- E-mail confirmations have been received for people attending the Public Law 93-638, The Law & Regulation Training in Minneapolis, Minnesota on July 17-19. Ms. Quinn will prepare Travel paperwork. Council agreed to pay per diem for lunch each day of 1 Quarter GSA rate for all attendees.
- Payment to GSA was processed for the GSA vehicle repair in the amount of \$14,769.44. Ms. Quinn forwarded the invoices to the Tribe's insurance

**Summit Lake Paiute Tribe
Regular Council Meeting
Saturday, June 16, 2018
Primary Administrative Office, Sparks, Nevada**

company (Conover) and is waiting for their reimbursement of all but the \$1000.00 deductible.

- Ms. Quinn reviewed a grant opportunity for \$500,000 to \$1 Million from HUD Healthy Homes Production Grant Program for Tribal Housing. The purpose of the grant is to evaluate indoor environments and find solutions for home health safety issues researching and correcting issues like air quality, water quality, lead paint, home rehab (mold) if needed for health and safety. There is going to be a webinar Q & A on this grant opportunity on June 20, 2018. Due to the minimum amount of the grant I recommend not applying at this time.
 - Philip Frank has been added as a check signer. He would also like to be on the Eligible driver list so copy of his driver's license was provided to our insurance company.
2. The Council received their request for additional Election Committee funding from BIA in the amount of \$4,700.00 that was not in the original 2018 Budget. The final costs were \$4,193.79.
 3. The 2017 Audit was started on May 29, 2018 with the initial exit interview on May 31, 2018. Ms. Quinn shared the preliminary Exit Memo provided by BlueBird CPA's with the Council. Leilani mentioned that the previous year's findings for Indirect Cost Agreement and deferred income would not be reported as a finding in 2017 due to the timely filing of the Indirect Cost Proposal and the closing of the EPA refund. Findings for requested Journal Entries include: the setting up \$29,406.00 as an Accounts Payable for benefits due Tribal members for Ramah payments not issued to date, a journal entry for the accrued annual leave due employees 2017/2018, and a proposed journal entry for missed prepaid expenses at year end.

Confirmation of our Bank account information was requested via e-mail to Randi DeSoto; Fixed Asset List and JE for disposals from Mr. Carslaw/Ms. Quinn; Grant receivable/Deferred Revenue Roll forward and Indirect charges reconciliation with journal entry from Ms. Quinn.

Fund 122 was the targeted program however others were reviewed also. The SF-425 Quarterly reports are off balance due to posting of journal voucher entries before and after the reports were completed changing the expense balance. The 2017 year-end Report and first Quarter 2018 Report will be resubmitted with correct expense balances.

**Summit Lake Paiute Tribe
Regular Council Meeting
Saturday, June 16, 2018
Primary Administrative Office, Sparks, Nevada**

The Jeep purchased in early 2016 was not put on the Inventory (assets list)

It will be several months before Ms. Quinn will have the completed report at which time Blue Bird CPA's partners will schedule a final report meeting with Council.

4. The 2018 HUD-Indian Housing Program Policies: A meeting was scheduled to review policies for HUD programs on Sunday, June 17, 2018.
5. Access to eLOCCS funding. Ms. Quinn attempted to get access to the funding however there are still hoops to jump through. Ms. DeSoto will sign the letter requesting reinstatement for them both as the log in access has expired. This will be received via e-mail. The log in name was to be sent by mail but neither of them received the letters. Ms. DeSoto will log them in and designate Ms. Quinn as the Draw Down and Query person.
6. 2019 Indian Housing Block Grant (IHBG) allocation estimated at \$46,799.000 with the 2019 budget requested of 600 million, of which approximately 598 million would be available for allocation. All Corrections and/or Challenges to the IHBG database must be submitted by August 1, 2018.
7. BUDGET REPORTS: Ms. Quinn passed out the Summary of Account balances. Red highlights are of contracts expiring 9/30/18. Ms. Quinn explained the balance sheet to Mr. Frank and that CTPG was the Council funding.
8. Future work plan priorities: HUD Policies, Inventory, complete 2017 Audit, and complete preparing Summary Budget Comparisons for all funds.

The Financial Report concluded.

Ms. DeSoto called for a lunch break for one hour at 11:52 am to be ready to start the meeting again at 1:00 pm.

CALL TO ORDER: Council Chairwoman Randi DeSoto called the Regular Council meeting of Saturday, June 16, 2018 at the Summit Lake Administrative Office back to order at 1:07 pm.

ROLL CALL: Secretary/Treasurer Eugene Mace called the roll: Chairwoman Randi DeSoto, present; Vice-Chairwoman, Nedra Crane, present; Secretary/Treasurer Eugene Mace, present, and Council Member Philip Frank, present.

STAFF: Finance Director, Linda Quinn; Tribal Coordinator, Donna Komar, Contractor

**Summit Lake Paiute Tribe
Regular Council Meeting
Saturday, June 16, 2018
Primary Administrative Office, Sparks, Nevada**

Anne Macko

GUESTS: BLM Winnemucca, Mark Hall

Consultation BLM Winnemucca Office

Mr. Hall reported the current management at the Winnemucca BLM Office:

Ester McCullough-District Manager

Robbie McAvoy- Associate District Manager

Mark Hall-Black Rock Manager

There was a fire Thursday evening, June 14, 2018 at Soldier Meadows. A quarter acre was burned.

Burning Man: The BLM is now working on the event for 2018. The population cap is 70,000 paid people for the last weekend of August. A new environmental assessment is being done.

The BLM will release the Notice of Intent next week and then open for comments for 30 days on the intent to change to a total of 100,000 people including staff, volunteers and paid attendees in five years. Mr. Hall would appreciate a letter or email voicing the Tribe's concerns.

The BLM did a traffic study. 95% of the traffic comes through Pyramid Lake, while very little come through on Soldier Meadows Road and 4000 Jungo Road. Route 447 is aging.

There is a concern with bad air quality. There are stations at Winnemucca, Gerlach and Coyote Dunes to measure air quality and determine why it is bad.

Please send a letter with concerns and comments regarding Burning Man to the BLM.

Public health safety is being included in the environmental study.

The BLM is not certain that they can handle an increase in the Burning Man populace partly due to law enforcement staffing, environmental compliance and other concerns.

They will also be looking into the fatalities, injuries, drug abuse, etc. at Burning Man as part of the study.

There will be an economic analysis. 2012 Burning Man generated about \$20 million. The BLM get 3% of the gate which is around \$1 million. This money is helping to work on roads. Burning Man generates a lot of money.

**Summit Lake Paiute Tribe
Regular Council Meeting
Saturday, June 16, 2018
Primary Administrative Office, Sparks, Nevada**

He also reported the Humboldt River Field Office Ormat project at Balthazar Hot Springs is moving forward. If the Council would like to see it, it would be good to see it soon.

The Hycroft project is not moving.

Environmental impact statement must be completed in one year for the Burning Man Notice of Intent.

Mr. Hall will update the Council again at the July 21, 2018 meeting.
Mr. Hall left the meeting at 1:52 pm.

Tribal Coordinator, Donna Komar:

- **Election Conclusion:**
A simple announcement of the election results was sent to all the agencies. A formal letter from Chairwoman Randi DeSoto was sent to the BIA. The final Election report was received from the Election Committee and needs to be reviewed.
- An agency contact list has been compiled and put on the common drive.
- Registration for BIA training in Minnesota on July 17, 2018
Currently Ms. DeSoto, Ms. Crane and Ms. Quinn are registered. Mr. Mace would go, but missed making it into the class.
- The extra tires from the Council vehicle have been sold to a staff member's family.
- **Parking Issue:**
Ms. Komar spoke with Marty Piccinini, owner of the building next to the administrative office. They will check with the businesses if it would be okay to use the back row of parking. Ms. Komar also called the Sparks police department about parking on the street. They have been given a list of the license plates of the employees so they will know they belong there. Ms. Komar will create a parking pass to put in the window of the vehicles.
- **Mobile Administration Building for the Reservation:**
Ms. Komar had found two or three companies that can assist with a building. She is preparing a bid packet. The site needs to be determined, a septic needs to be dug by a handyman, and a cement pad/foundation must be poured.
- **Roofing:** This is a good project for a handyman or his team. It is too expensive to bring out contractors. 150 roofers were contacted before determining this.
- **Blinds for the current Admin Building will be ordered.** Natural Resources Department staff measured for replacements. The order is ready, but she has one question to be answered.
- **Office Building:**
The previously viewed properties have already sold. There is still one available at a good price.

**Summit Lake Paiute Tribe
Regular Council Meeting
Saturday, June 16, 2018
Primary Administrative Office, Sparks, Nevada**

- Water Treatment System:
A bid announcement request was written and sent to four different companies. Ms. Komar is finishing a bid proposal.
- Department of Health and Human Services held a conference call meeting which Ms. Komar attended to listen.
- Ms. Komar is familiarizing herself with the "Land Buy Back", Linda Jack and Rob Scandland of Great Basin Land and Water.
- Policy Handbooks for Tribal Council
Ms. Komar is trying to contact Wes Williams, legal advisor of record, to discuss Articles of Incorporation. He is unavailable. She is also updating the policy books.
- She presented mail received to the Council.

The Tribal Coordinator report concluded.

Ms. DeSoto passed out the final Election Committee report with documentation and recommendations for the next election. It can be posted to the website.

Committee and Council vacancies

There is one vacancy on the Council.

There is no need for an ICWA committee.

Enrollment Committee has two to three vacancies, meanwhile they can try to get an Enrollment Clerk.

Ms. Quinn checked but did not find a letter saying the Maintenance Shed was approved by the awarding agency. This approve needs to be verified before purchase.

There was a discussion about where the estimated necessary CTGP funds can be transferred for a Part-time Enrollment Clerk at \$20 per hour for \$23,000

MINUTES

MOTION: Council Member Nedra Crane moved to introduce and approve the Special Meeting minutes of Monday, May 21, 2018 with a waiving of the reading. Secretary/Treasurer Eugene Mace seconded the motion. Chairwoman Randi DeSoto called the vote. 3 FOR, 0 AGAINST, 0 ABSTAINED. Minutes were approved at 3:33 pm.

MOTION: Council Member Nedra Crane moved to introduce and approve the Special Council meeting minutes of Thursday, May 17, 2018 with a waiving of the reading. Secretary/Treasurer Eugene Mace seconded the motion. Chairwoman Randi DeSoto called the vote. 2 FOR, 0 AGAINST, 1 ABSTAINED. Minutes were approved at 3:35 pm.

MOTION: Council Member Nedra Crane moved to introduce and approve the

**Summit Lake Paiute Tribe
Regular Council Meeting
Saturday, June 16, 2018
Primary Administrative Office, Sparks, Nevada**

Regular Council meeting minutes of Saturday, May 19, 2018 with a waiving of the reading. Secretary/Treasurer Eugene Mace seconded the motion. Chairwoman Randi DeSoto called the vote. 2 FOR, 0 AGAINST, 1 ABSTAINED. Minutes were approved at 3:44 pm.

The next meeting will be Sunday, June 17, 2018 at the Administrative Office in Sparks, Nevada from 8:00 am to Noon.

HUD policy meeting on Sunday, June 30, 2018 from 8:00 am to Noon.

Regular Council Meeting will be July 18, 2018 from 8:00 am to 5:00 pm.

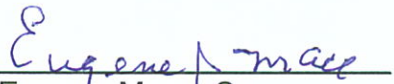
Ms. Quinn will issue a credit card for Mr. Frank. She would also like new pictures of the Council for the website.

MOTION: Council Member Nedra Crane moved to adjourn. Secretary/Treasurer Philip Frank seconded the motion. Chairwoman Randi DeSoto called the vote. 3 FOR, 0 AGAINST, 0 ABSTAINED. Meeting adjourned at 3:57 pm.

CERTIFICATION

I, **Eugene Mace, Sr.**, Secretary/Treasurer of the Summit Lake Paiute Tribal Council, hereby certify that the Minutes of the June 16, 2018 Council Meeting were approved by the Council during a duly held meeting July 21, 2018 at which there was a quorum present, and the Council voted: **3 - FOR 0 - AGAINST 0 -ABSTAINING**, Chairwoman Randi DeSoto did not vote because there was not a tie vote.

8/7/2018
Date


Eugene Mace, Sr.
Secretary/Treasurer
Summit Lake Tribal Council