

Summit Lake Paiute Tribe  
Special Council Meeting  
Wednesday, November 6, 2024  
Administrative Office, 2255 Green Vista Dr., Ste. 401, Sparks, Nevada

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**CALL TO ORDER:** Chairwoman Randi Lone Eagle called the Special Meeting of Wednesday, November 6, 2024 to order at 12:08 am.

**ROLL CALL:** Secretary/Treasurer Eugene Mace, Sr. called the roll: Chairwoman Randi Lone Eagle, present; Vice-Chairwoman, Nedra Crane, present; Secretary/Treasurer Phillip Frank, present; Council Member Cherice Trejo, present; and Council Member, Scott Cory Burdette , present.

**STAFF:** Housing Manager, Austin New Moon; Finance Director, Naveed Frank; and Jenn Pielop, Finance Clerk

**GUESTS:** Tribal Member Melissa Eller

**NEW BUSINESS**

They were there to discuss ARPA, SLFRF obligations and CTGP recontracts which is Resolution SL-58-2024 tabled from the last meeting.

Mrs. New Moon presented the ARPA. She stated that last month she gave everyone a brief summary and proposed some things that they can use ARPA funds for. The money must be obligated by December 30, 2024. It is crunch-time. Mrs. Crane asked if this was December this year or 2025.

Mrs. New Moon confirmed it was December 2024, this year.

It was explained by Mrs. New Moon that the money does not need to be fully spent but has a plan of obligation. Without a plan, they will want the money back.

Last month she proposed things to have the Council thing about. The possible ideas were:

Providing AED machines for each of the offices (401, 402, 201) and, on the Reservation, one in the Field Station and one at the fish trap.

Ms. Crane said she was not sure what an AED was. Mrs. Lone Eagle explained they were devices used if someone went into cardiac arrest. Mrs. New Moon further explained that during CPR class it was the little device with little pads which provided a minimal shock. It has the instructions for use and it coaches a person through using it.

Mrs. Lone Eagle questioned that the Council had already discussed this and approved AEDs for Suites 401 and 402. Mrs. New Moon stated that it never got done. NRD was looking into it. Mr. Burdette said NRD has one for the main administrative office at the Field Station. He does not believe it has been serviced. Mrs. New Moon said the units last seven to ten year with proper care. This is the only place.

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Mr. N. Frank the pads expire which needs to be replaced with up-dated ones as well as sometimes the equipment becomes out-of-date and needs to be replaced. They need to keep in mind new technology becoming available. Mrs. New Moon said they are seeing prices from a minimal cost of \$800 up to \$2000 per machine. She budgeted for \$1,500 per machine.

The HOA fees and communications (telephone and internet expenses?) should be on the CTGP budget not the ARPA grant.

Mrs. Lone Eagle said there was a connectivity project where routers and internet services or up to two years were paid out of ARPA. Other things paid by ARPA include distributions, gift cards, some salaries. There were other smaller things for emergency Housing programs and pantry aid. The reporting of spending the last two years was not showing actual differences of what been awarded, credited, debited, taken out, what was remaining; only shown a dollar amount. That number was never correct. Communication is necessary.

Questions were asked of Ms. Pielop, who created the ARPA budget for clarification. What was "Communications"; was it for monthly telephone and internet expenses or was it the router and internet connectivity project. She confirmed it was the received invoices for the internet connectivity without the T-Mobile bill which was not received yet. They asked her to reword the name so it is not "Communications". There are no more than five people utilize payment for internet providers other than T-Mobile. Currently 125 routers were purchased and currently 100 are utilizing the Wi-Fi routers.

HOA fees for Suite 402 are not ARPA but should be coded for Fund 140 CTGP.

Regarding Wages and Fringes, it was asked if that is a portion of the Chairwoman's salary, the Housing Manager's salary and the Grant Writer's salary. Ms. Pielop said it was for a portion of the Housing Manager's salary and all of the Grant Writer's salary. Ms. Pielop said it was all of the Grant Writer's wages and a portion of the Housing Manager's wages. The Chairwoman's wages are under "Services Council".

Ms. Pielop was directed to verify if IDC was allowable to be booked to ARPA.

For November

- (T-Mobile) Connectivity expenses allocated at \$3,500 per month plus the October T-Mobile invoice.
- Remove the "ARPA Utilities" (move to Fund 140-CTGP)
- Wages and fringes
- Pantry allocated \$5,000 (they need to request funds for three months in advance). Mrs. Lone Eagle explained the situation with the state. She said no to

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re-imbursments. Janet Davis is aware of the problem with the person handling the payouts.

Ms. New Moon asked for questions while Ms. Pielop makes the changes on the budget and reprints it.

Mr. N. Frank asked about the PacState entry. Mrs. New Moon said that it will come out of ARPA for November & December, 2024 as well as 2025 and 2026. NRD will help out with PacState.

The AED machines are in December. She said that they did not need to get the most expensive machines and save some pad replacement or even save on the budget and allocate \$7,500 instead of \$15,000.

Mr. N. Frank said he and Mrs. New Moon will be checking into Indirect.

It is the consensus of the Council to purchase the AEDs. This will be spent money very soon instead of allocated. It will be at \$7,500. Mrs. Lone Eagle said in the long run, who will be paying for the pad replacements and maintenance. She is thinking NRD can cover the cost of the ones on the Reservation and the suite ones could go into 140 CTGP.

#### 2025 Yearly costs

- Wages: Grant Writer (whole) and fringes, Housing Manager partial wages and fringes. Chairwoman wages \$2000 per month or \$24,000 annually
- Remove Supplies, Postage, FedEx, Facilities, PacState
- T-Mobile Communications at \$45,600 and proposed to extend to the end of 2026
- Helipad estimated at \$40,000 (Proposed) Is this something that Mr. Simmons or Mr. Curley can find a grant specifically for this. The airstrip is one mile from Mr. Mace, Sr.'s allotment.

There will be a meeting regarding Agent Orange with Fort McDermitt, and Owyhee Tribes sometime in December in Winnemucca, Nevada. Chairman Mason of Owyhee has something he wants to address. Mr. Burdette will attend if available.

The new budget sheet was presented by Ms. Pielop.

There was a typo in the amount to change from \$36,000 to \$24,000 for the Chairwoman's wages in 2025.

Ms. Crane made a couple if suggestions.

Clean water at the Field Station.

A camping facility with showers, where people could park with an RV.

Mr. P. Frank said that the reason for the helipad was for health reasons, safety for

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emergencies. He is for the helipad. Mr. Simmons does not have funds under his grants for this. Ms. Crane is not for this.

Mr. Burdette would like a community building for a more open environment for meetings and also a place to have restroom and shower facilities for visitors. It is an uncomfortable right now. Also, this would show the progress the Tribe is making. There are so many facets to a Community building. It could also earn revenue generating, a portion for first aid. It would fall back on clean, running water. They need to think about clearing the land, building the infrastructure across from the Field Station. She would like some tiny homes/shelters. Mr. Burdette explained his idea. Mr. P. Frank said there could be an EPA grant for clean water.

Mrs. New Moon said she loves the idea, but it needs to relate to COVID. Mrs. Lone Eagle said you also have to consider the longer-range things like maintenance, electric costs, etc. and how to fund those things.

There was a discussion about safety at the Field Station.

Ms. Crane also mentioned updating the Policies and Procedures. It is so outdated.

Helipad estimated at \$40,000 for 2025. Mr. Simmons need to look into more closely. Mr. N. Frank mentioned adding Mr. Simmons wages. They would need to increase the estimate. They do not think this is covered in any of Mr. Simmons grants. There are a lot more questions. 3 for it and 1 against in the Consensus to move forward.

Health Insurance for the employees Medical, vision and dental until the end of 2026. Employee not NRD pays 100% and NRD employees pay 50%. Mr. Burdette said to not pay 100% so it would be an assistance but not the whole thing.

Ms. Crane does not think it can be covered by ARPA, but she thinks they can look into a better plan long term. Mrs. Lone Eagle said they can have Mr. Curley find a grant for this. Mrs. New Moon said this would be a way to get it started and give them time to find something long term. Mr. Burdette thinks it is a good incentive to keep the employees happy. Mrs. New Moon will work with Mr. Simmons to get more specific information. Mrs. Lone Eagle asks what happens after 2026. They would ask Mr. Curley to find a grant to cover this long term. There was further discussion.

When it comes to distribution, there is a limit on using ARPA. If exceeded, the government can ask the overage back.

Mr. Burdette would like to see a tighter budget and then a per centage budget on the insurance proposal.

There was a discussion about having the Grant Writer focus on grants that are more in

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line with the interests of the Department Directors and to have more communication with each other. The Grant Writer works on a broader spectrum than the Department head. He is filtering things through Mrs. Lone Eagle. More communications are necessary to utilize grants properly. Mrs. New Moon brought him a couple of grants which would have taken care of a salary for the Chairwoman, but he did not do anything. They need to have grants that go for the long term.

Mrs. New Moon will continue to pursue the insurance proposal. Ms. Trejo would say yes if there was a plan to pay for it in the long term. Mrs. New Moon will work with Mr. Simmons on insurance.

When looking at things, they need to look to maintenance, and funding in the long term.

Mrs. New Moon is not finalizing anything yet.

They would like Mr. Simmons to see if there is a grant he can find to do the helipad.

In reference to clean water, he thinks it could have clean water grant from the EPA. Mrs. Lone Eagle feels it could have been done long ago.

Mrs. New Moon they are moving forward slowly. She has a better idea of the direction to go.

There is a rough estimate of \$233,000 left unobligated. They need more ideas.

Mr. Burdette said there are two vehicles on their last leg. Maybe can they make it a vehicle for transportation of seniors or an emergency vehicle.

The Nissan vehicles are not doing well. There is a safety issue with doors that will not open. They are looking to trade them in. But the assumption is that ARPA is general funds but they are not.

Mr. Burdette said you have to be specific in your plan. Maybe there should be a gray area.

Mrs. New Moon said that they have to obligate all the money. There will be room for modification but only between planned items, not new ones.

Mr. Burdette wants to see something tangible, an asset they can see every day. The vehicles are necessary.

Some other things mentioned was children for the museum, childcare costs, tutoring. Ms. Trejo thinks that they should look at it.

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Distribution of food cards for 130 adults for \$1000. This can also come out of the pantry fund. Mrs. New Moon does not use Walmart again. Some do not have Walmart nearby. They will not deliver from a food card. Mr. Burdette said use Walmart and offer another option. Also look into money for the pantry for food. There is already \$5,000 for December. Ms. Eller told her to call Carlos to save turkey and ham.

The obligated money has to be submitted December 30, 2024. Mrs. New Moon will try to get all the information together by the regular meeting.

They will get Walmart cards. You can not please everyone. Someone will always complain. Ms. Crane wanted know why they cannot just send money.

Mr. Burdette said as Mrs. New Moon said, they have already exceeded the limit of cash disbursements allowed.

Ms. Crane wants to know where it states there is a limit on disbursement.

Mr. Burdette confirmed that on the table is:  
Disbursement of food card  
Vehicle purchase  
Childcare

This is just a start.

There were some who wanted to give cards to youth cards, but you do not know if the parents would use it for the minor children.

Pantry-at total of \$10,000 for November and December.

The wages for the Pantry workers are being paid out of Fund 267. It is now over spent. When the funds come in, it will balance things out. Ms. Pielop will send another three-month request in December 2024. She is sending all the documentation in pdfs.

Mrs. New Moon with work on the budget and have all the information ready by the next meeting. If not, she will call another special meeting.

Mr. Burdette ask if they can set \$25,000 aside for childcare, and that remains there for the membership to use as needed. Mrs. New Moon said it would for moderate income households, but what they thought they would pay 100% of daycare for a set amount of time. Mr. Burdette asked if they would have to know who would use it before she could have a dollar amount. She said the target was the low to moderate under the COVID Cares rules.

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Mr. Burdette asked Ms. Trejo if she had any ideas. She replied anything youth or community related and clean water. She did not have anything specific. She is trying to understand the wording to see what they can do.

Mrs. New Moon referenced the rules about doing a building.

The community building could serve a dual purpose as a space for the youth to use.

What they can do is all in the rules.

It was a ding in the audit because they had not spent any money. They need to spend it.

They cannot make everybody happy. If they focus on youth and elders with something for staff, they can cover everyone.

When it comes to the vehicles, Mrs. Lone Eagle feels that Mr. Simmons should look into whether he can swap them out and then maintain them under his contracts and grants.

Ms. Trejo said she is not against a helipad, but thinks other funding avenues should be looked at. Mrs. Lone Eagle suggested having Mr. Curley look into FEMA grants to possibly handle a helipad.

She explained some of the requirements for these grants SLPT does not meet. Mr. Curley can look into grant which SLPT can fit know the acres, the people residing on the reservation, etc.

Air Flight has landed on the Reservation, but a proper helipad would make it easier.

Mrs. New Moon hopefully will have everything ready for the next meeting.

She asked for any further questions.

Ms. Trejo asked about water. Mr. Burdette says that the well water does have a filter but needs attention every week. Only one source of drinking water and it is a creek.

With the helipad, Mrs. Lone Eagle has questions for Mr. Simmons regarding wages and who will manage the project.

There was an issue with EPA. The funds were all drawn down in one lump sum.

Budget for re-contracting of CTGP led by Mr. N. Frank.

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As before, they will review the proposed budget. Mr. N. Frank will note any changes or correction and then make the edits. He asked for any questions.

Mrs. Lone Eagle said that it looks like for 2025 SLPT is asking for \$192,986.12 rather than the \$199,486.12. She asked if the former was the one with the changes as discussed at the Regular meeting. Mr. N. Frank said he had not made changes. She said the amount was different from the one Ms. Pielop gave her. The one he gave her did incorporate the changes from the last meeting.

Mrs. Lone Eagle stated that they were under CTGP and pending Resolution SL-58-2024 which the resolution will need to change to the date the budget is accepted.

The spreadsheet has the 2025 budget compared to 2024 budget, 2024 expenses, then the variance between 2024 budget and the 2024 expenses. Mr. N. Frank explained the spreadsheet and that it originally came from the system

#### Salaries and Wages: Personnel

Mrs. Lone Eagle went over the situation with the payment of the Enrollment Coordinator and what happened in keeping track of hours spent in addition to the former coordinators' expenses. The part-time position was budgeted to be 14 hours per week for 52 weeks on the sheet by Ms. Pielop. Ms. Pielop explained how the 14 hours per week was calculated and why.

This budget funding is from the Department of Interior to run the Tribal Government/Office Administration. This budget is to show them what it will take to run the Tribal Government and office administration for the year. 2025 is a re-contract. At the end of 2025 SLPT will apply for a new three-year contract. Mrs. Lone Eagle explained generally how it is funded. The proposed budget is asking the Department of Interior for the money that SLPT needs to run the Tribal government.

They continued to review the budget sheets.

#### Notes and changes:

- Committee stipends \$75 or \$100-this needs to be checked.
- PacState internet monthly services should be divided by percentage per department.
- The Council decided to combine general supplies and office supplies should be combined into one item.
- K-12-\$1,000 for school supplies. In the past it was used for anything they requested. It had to be scaled back to supplies per the school supplies list per school per grade.



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- Repairs and Maintenance for the buildings. No budget necessary. Filters were donated for the year.
- Communications: Telephones and internet. The phones may be covered under PacState. They will need to check.
- Ms. Pielop explained what funds paid the HOA fees for each building.
- Utilities—Suite 401 paid by Indirect. They will need to add for Suite 402.
- Travel in-State \$5,000 and Travel out of state \$10,000 and \$2500 for training. For a total \$17,500.

Mr. N. Frank explained how to use the budget format.

- Memberships and Dues—They need to check what dues they pay. This should be combined with Training.
- Insurance- Looking for a new insurance company
- Burial-- Since COVID it has been \$3000. It should have rolled over the last three years. Where is it?

Mrs. Lone Eagle asked if the money was awarded under BIA, like the \$152,989 for 2024, in ASAP. If the tribe draws down these funds, where does that money go, or is it just sitting in the bank account. The bank account does not reflect MIP.

Ms. Pielop explained that when the money is drawn down, she does a journal entry to put it into the bank account. Once it is drawn down and put into the bank account she does a journal entry to reconcile the bank statement. Mr. N. Frank continued saying that it is one record in one account. The grant is received but is not divided or split among different accounts. All the expenses are going, the positive and negative of the total expenses. Then line items are in the budget column. Mr. N. Frank would like access to the bank. Mrs. Lone Eagle will take care of it.

Mr. Burdette's question is because we project to be more than double what the annual budget is by the end of the year, how do they plan to balance that out. Mr. N. Frank said that when they get this budget together, he and the Chairwoman will go through and see what can be cut down from there.

Mr. Burdette is asking, eventually the negative balance will catch up to them carrying forward. Where does that balance out? He was thinking that they need to use IDC.

They discussed how they will try to find out exactly what they have and where everything went. They want to make the bank and the MIP balance out. Mrs. wonders where the money went. In looking at the MIP, it was not set up in line items, just the lump sum. He wants to have it reflect the line items.

Ms. Pielop discussed the Enrollment Coordinator funding. She checked three years of

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funding. She showed the budgeted amount versus the actual money expensed and the over spending. It was asked where did the money come from and where did it go. How far back does it go. Where is this "carry-over"?

Mr. Carslaw needs a contract. They need to talk to him about the situation and see if he knows anything. He is big on IDC.

DTS is still a problem. They are trying to get the printer in the Pantry working since they wired it wrong. He said he got called out and will be back on Monday, November 18, 2024. This is part of the things that they were supposed to do before.

Mr. N. Frank said that for 2025, he will put the line items into the MIP to be better able to track the budget. He said that he will check on everything and communicate with the Chairwoman.

They can cut back on travel and get funding budgeted in grants rather than CTGP.

Council went back and reviewed the CTGP budget line item by line item.

Mrs. New Moon's Housing got a clean audit.

Mr. Burdette can give them what programs can use IDC and what the total IDC budget it. There also get contract support costs and see what they can do with it.

Enrollment Committee stipend is \$75 per person not \$100.

They discussed cutting some special council members. It was explained that some special meetings are not paid out of CTGP. The cut special meeting to four.

IT Services: Move PacState onboarding to IDC and out of Rahmah. The monthly expenses are \$3,000 which can come from IDC at 75% and

There was a discussion on insurance. Split the insurance on the building 50/50 with IDC and CTGP after checking IDC.

Looking for new Workers' Comp. insurance.

There are three different budgets that people are looking at.

They have tentatively made enough cuts to submit.

Mr. N. Frank will make all the edits and changes.

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They went over the changes to be made.

The resolution SL-58-2024 was tabled until the next meeting.

**MEETINGS:**

Regular Council meeting Wednesday, November 13, 2024 at Administrative Office, 2255 Green Vista Dr., Ste. 401, Sparks, Nevada

**MOTION: Vice-Chairwoman Nedra Crane moved to adjourn the meeting. Secretary/Treasurer Philip Frank. seconded the motion. Chairwoman Rand Lone Eagle called the vote: 4 FOR; 0 AGAINST; 0 ABSTAINED. The meeting was adjourned at 5:09 PM.**

**CERTIFICATION**

I, Philip Frank, Secretary/Treasurer of the Summit Lake Paiute Tribal Council, hereby certify that the Minutes of the November 6, 2024 Special Council Meeting were approved by the Council during a duly held meeting December 18, 2024 at which there was a quorum present, and the Council voted:

4 - FOR 0 - AGAINST 0 - ABSTAINING, Chairwoman Randi Lone Eagle did not vote because there was not a tie vote.

12-18-24  
Date

Philip Frank  
Philip Frank  
Secretary/Treasurer  
Summit Lake Tribal Council

