

Summit Lake Paiute Tribe
Regular Council Meeting
Saturday, March 18, 2017
Staybridge Suites, Rocklin, California

CALL TO ORDER: Council Chairwoman Page Linton called the meeting of Saturday, March 18, 2017 at the Staybridge Suites, Rocklin, California to order at 9:26 am.

SWEARING-IN OF NEW COUNCIL MEMBER

Ms. Thalia Dick took the oath of office to become a member of the Summit Lake Paiute Tribe Council.

Ms. Linton explained the basic structure of the agenda for regular council meetings to Council Member Dick.

ROLL CALL: Secretary/Treasurer Eugene Mace called the roll: Chairwoman Page Linton, present; Vice-Chairwoman, Randi DeSoto-Emm present; Secretary/Treasurer Eugene Mace, present; Council Member Jerry Barr, present; and Council Member Thalia Dick, present.

STAFF: None present.

GUEST: Geraldine Abel

REPORTS

Council Reports

Council Chairwoman Page Linton reported that she had six non-affiliated ICWA requests from Colorado and Oregon. In regard to enrollment, Ms. Linton made some descendency cards after the last meeting last month. There were requests from two Tribal Members for proof of membership in Summit Lake Paiute Tribe which the Chairwoman emailed out to them. One membership application was received and date stamped. The original application was put in the Enrollment Committee folder and a copy was forwarded to Ms. Linton.

The Chairwoman received calls regarding the land consolidation. Rob Scandland has been good about keeping on top of it. He will send a report packet for the April Council meeting so the Chairwoman can bring the Council update. There has have been many people returning their land back to the Tribe for money at fair market value. This is a good thing.

She has been checking her emails. A new Financial Clerk was hired. She will start March 20, 2017.

Ms. Linton has been working on the enrollment list. Among the W's she found a typed copy of two pages marked "1940 census". It has names and birthdates. She wants to

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keep it as history and because there is a possibility of disbursing Ramah funds starting next month as previously discussed as will be discuss this day or the next. A lot of the responses from Tribal members want the money disbursed equally among the Tribal members. The discussion will include setting a figure and completing the enrollment list to confirm that each of those members are enrolled members as of December 31, 2016. The Council will need to do a resolution and write letters notifying the members that they will need to fill out a W9.

Ms. DeSoto-Emm said she received questions from several members wondering why they needed to fill out a W9 feeling that since it is money coming from the government; it is not supposed to be taxed. Larger tribes are taking taxes out before sending the funds to their members. She understands that since Summit Lake is not taking the tax out, the members need to pay the tax and this is why.

Mr. Barr explained that they are still US citizens and are required to pay taxes on income from settlements. Although it causes more work for the Finance Department, why not take out the taxes as a service to the members.

Ms. DeSoto-Emm stated that all the details of what and how to administer the disbursement need to be included in the resolution.

Ms. Linton said that she intends to go the Sparks Tribal office next weekend to work on the enrollment list. She needs to compare lists. She will use Progeny as of December 31, 2016. Ms. DeSoto-Emm stated the Chairwoman should run the report again and compare it to what is actually in the office since it has not been updated since the last Enrollment liaison left.

It was also stated that now that they are done going through the boxes in the office, they need to start going through the boxes in the shed. People will work on it next week on Sunday.

Ms. Linton asked about the NAIHC. She called and left a message asking what advantage there is paying the \$100 to be a voting member of the organization. She had not received a reply.

In conclusion, she plans to finish updating the enrollment lists, comparing what is in the computer and the file cabinets so the Council can go through the list and determine who is going to be paid out and who is not.

Council Vice-Chairwoman Randi DeSoto-Emm reported she attend the meetings on February 18, February 25 and February 28, 2017. She came into the office to help go through the boxes in the conference room, typing up the items for the boxes and print them out and putting them back in the office based on the box that it came from. She

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handled question of a few Tribal members asking about the Ramah settlement. She reviewed emails, phone calls and text messages. The easiest way to get hold of her during the day is through text messages which she can respond to quickly instead of emails or phone calls. Other than that it is the same as the month before, nothing new.

Questions asked of her regarding Ramah are why do they need to fill out a W9, what is the deadline, what do they need to do, are there forms to fill-out for the children, etc. They also want a timeline which she could not provide them. Ms. Linton asked if they should send out another letter to explain things. They will wait until the day's meeting is over. That would be a good idea. She also gave input to Alex who is updating the mailing list helping check current addresses of the Council, especially regarding the mailing of checks. Wherever the Chairwoman needs her, she is available. She also welcomed Ms. Dick to the Council.

Secretary/Treasurer Eugene Mace reported he attended one of the special meetings and helped go through boxes. It went well and they completed the boxes available. He came in to sign checks and got his driver's license so he can drive the Tribal vehicle. He is reading the book again. It was commented that a book will need to be compiled for Ms. Dick.

Council Member Jerry Barr reported he was coming in signing checks, attended the meetings, and helped with the boxes. He assisted in a couple interviews for Mr. Cowan (Natural Resources Department) and also the interview of the Finance Clerk. One Higher Education application came in, but a Pell Grant covered everything she was asking for, so there was nothing to send to them. He did send another application, she did not ask for food or housing, just in case.

Council Member Thalia Dick was told that she would be asked to report what she will do over the next month for the Tribe at the next meeting by the Chairwoman. Ms. Linton explained that she did not live locally. Ms. Linton also said that the Council would need a current address and way to best contact Ms. Dick.

The Chairwoman also stated that due to financial duties of the office, it would be best to have the Secretary/Treasurer live locally. Mr. Mace agreed to continue in the office. It was also stated that Ms. Dick would be added to the bank account as a signer of checks so she could be able to sign checks when needed. Ms. Dick said that she would be available to sign checks on Wednesdays when she comes into town to teach Paiute to children in Reno/Sparks.

Staff Reports

Financial Director Linda Quinn's report was read by the Chairwoman. (See attached.) They also reviewed the worksheet submitted. It lists all the programs.

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Ms. DeSoto-Emm highlighted Fund 28-Nez Perce which is now at \$75,000. The missing funds have been found and put back in the fund.

Ms. Linton explained the Ramah settlement fund amount to Ms. Dick and why it was decided to hold some aside for now because of the EPA debt.

The Council will ask Ms. Quinn to clarify the data on Fund 128 and the Ruby Pipeline.

Department of Natural Resources Director William Cowan's report was read by Ms. DeSoto-Emm. (See attached.)

Mr. Cowan emailed a request for have a conference call prior to the April meeting regarding personnel. It was suggested that a meeting be held the next weekend on Sunday March 26, 2017 at 10 or 11 am when the Council is in the Sparks office. Ms. Linton will ask Mr. Cowan if this will work for him and ask his timeframe and then text everyone.

Ms. Linton reported the February bill from Harney Electric (for Reservation area) was \$1,200. She called them to ask where the meter was that they took readings from and asked about the bill mentioning the power outage. He was told there were 13 services. She wants to ask Mr. Cowan what are the 13 services.

Mr. Barr said there are several Tribal members like the Burdettes that do not have a separate pole but are connected to the one meter. Ms. DeSoto-Emm stated several Tribal members have asked how do they know if the facilities stays turned on while they are not there. There were several questions raised concerning power and how and when it is paid. They still need to know what the 13 services actually are. The bill is an estimate based on previous bills. It was suggested to scan the bill and send it to Mr. Cowan and ask him what the 13 services are.

They discussed possible procedures for closing down the Reservation for the winter.

Ms. Dick can be available by conference call if she cannot make the Sunday meeting with Mr. Cowan.

Ms. Dick stated that it is best to contact her via phone.

OPEN FORUM

Ms. DeSoto-Emm asked Ms. Dick if she had any questions.

There was a discussion regarding the Ramah settlement disbursements.

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What do people think about the tax question? Should the Tribe do what most of the other tribes are doing using a W9 and leaving the responsibility of paying tax in the hands of the individual member or use a W2 (like an employee) and have the Tribe take out the taxes for the Tribal members so the members will receive a disbursement minus the taxes and the true final amount of available money.

Mr. Barr feels that since the Tribe is a small tribe. It would benefit the members if the Tribe took out the taxes so the members would not need to worry about it. They would still need to fill-out a W2. He also raised the issue of Tribal members under the age of 18. He feels their money should go into a savings account in trust until the member turns 18 to ensure that the child actually receives their money. This will require some research and further discussion. The children in question must be Tribal members by the December 31, 2016.

OLD BUSINESS

The Council members had not had the chance to read the proposed new procurement policy. The Chairwoman tasked them to read it before they meet the following weekend on Sunday. She scanned it and it looked good. The suggestion was to have it in place before the audit in May. Ms. DeSoto-Emm will print it for everyone.

The issue of updating the Safety Manual was also discussed. Mr. Cowan also asked about it. Mr. Cowan should provide his notes to aid the Council in writing an update.

Ms. Linton will type up the Ramah Settlement resolution to have the next day so the Council can go over it and make any changes to fit the Tribe's needs.

MINUTES

Ms. Linton explained the process of taking and approving minutes to Ms. Dick.

MOTION: Council Member Jerry Barr moved to approve the minutes of the Regular Meeting on Saturday, February 18, 2017 with a waiving of the reading correcting typos. Secretary/Treasurer Eugene Mace seconded the motion. Chairwoman Page Linton called the vote: 3 For 0 Against 1 Abstained. The motion approved at 10:56 am.

MOTION: Council Member Jerry Barr moved to approve the minutes of the Special Council Meeting at Fortuna, California on Saturday, February 25, 2017 with a waiving of the reading and correction of typos. Council Member Thalia Dick seconded the motion. Chairwoman Page Linton called the vote: 2 For 0 Against 2 Abstained. The motion passed at 10:57 am.

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MOTION: Council Member Jerry Barr moved to approve the minutes of the Special Council Meeting in Sparks, Nevada on Tuesday, February 28, 2017 with a waiving of the reading and correction of typos. Vice-Chairwoman Randi DeSoto-Emm seconded the motion. Chairwoman Page Linton called the vote: 3 For 0 Against 1 Abstained. The motion passed at 10:58 am.

The next meeting will be Sunday, March 19, 2017 at the Staybridge Suites Rocklin, California from Noon to 2pm.

Since the regular meeting for April was scheduled for the Saturday before Easter, the meeting will be changed to Saturday April 22, 2017 at 8 am.

It was asked if there were any more questions.

Ms. Dick asked how many homes the Council was planning to build on the reservation. The Vice-Chairwoman explained that the original plan was to establish drinking water and sanitation systems. Because of the road systems, people can only live out there during the warmer part of the year. The road system needs upgrading and it is uncertain whether HUD can assist with the roads. Structures cannot be considered until the road situation is resolved. NAHSDA will allow the Tribe to assist members living off of the Reservation with housing issues. Mr. Barr explained that HUD money can be used to create a plan and possibly obtain money from other organizations.

Mr. Barr talked about the Native Nevada Land Bill giving the Tribe the two open parcels adjoining the Reservation.

MOTION: Council Member Jerry Barr moved to adjourn the meeting. Secretary/Treasurer Eugene Mace seconded the motion. Chairwoman Page Linton called the vote: 4 For 0 Against 0 Abstained. The meeting was adjourned at 11:17 am.

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CERTIFICATION

I, **Eugene Mace, Sr.**, Secretary/Treasurer of the Summit Lake Paiute Tribal Council, hereby certify that the Minutes of the March 18, 2017, Council Meeting were approved by the Council during a duly held meeting April 15, 2017 at which there was a quorum present, and the Council voted: **4** - **FOR** **0** - **AGAINST** **1** - **ABSTAINING**, Chairwoman Page Linton did not vote because there was not a tie vote.

04/18/2017
Date

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

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FINANCE REPORT TO COUNCIL 3/18/2017

Roseville/Rocklin Area

1. Council to review Budget Summary spreadsheet. Our 2016 year end accounting records are ready for closing. Charles Carslaw, CPA, will review the Trial Balance for errors and make appropriate corrections before the annual audit. The Indirect for 2016 was posted as we have an approved rate as of March 6, 2017 which is: 2015 IDC Rate is 18.91; 2016 IDC Rate is 25.78; 2017 IDC Rate is 26.12.
2. The 2016 Annual Audit has been scheduled with Blue Bird CPA's for May 30th through June 2nd, 2017.
3. BIA Consolidated (Fund 101) program audit is scheduled for April 27th at 1:00 – 3:00 pm at the Administration Office. Their focus will be Enrollment. Council member Jerry Barr volunteered to attend.
4. FINANCE CLERK POSITION: This position has been verbally accepted by Rhonda Knight. She will start on March 20th, 2017. A copy of her employment application and resume is enclosed.
5. US BANK CREDIT CARD: Laurie Baker, Relationship Manager with US Bank Credit Card. Application was submitted.

Sue Pace, Treasury Management Associate, with US Bank is working on the Direct Deposit for payroll. I received two security tokens. The instructions will be discussed after I gain access to Singlepoint. My password expired so will need to be reset. Page must sign the reset request form.

6. SUMMIT LAKE WEBSITE: Go Daddy web designer Jeff Gawlinski is preparing a draft of the updated web site which will take approximately 7-14 days. You will all be able to log in and comment on the website and add revisions before it will be considered complete. The cost was \$1,300.00.
7. The new scanner has arrived and is up and running with a slow start to a problem of small specks on the scanned copies. It is real fast and has many features out last one did not. I am hopeful we will be able to accomplish a lot more scanning with this machine.
8. REMINDER - Council Laptops. Still need laptop from Jerry Barr and Randi DeSoto-Emm.

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Natural Resources Director Report
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Accomplishments or Noteworthy Events (February 19 – March 14, 2017):

- Throughout most of this reporting period, the Natural Resources Department (NRD) Director coordinated with staff to complete reports, close out the food web project (TWG Fund 93), coordinate and perform interviews for vacant positions, orientate newly hired employees, and plan for the 2017 field season. On March 2, it was realized the Environmental Specialist abandoned his job, after his mother was contacted following four days of unexcused absences. On March 6, two newly hired Fish and Wildlife Biologists and one Natural Resources Technician started their first day of work and were orientated on tribal policies and job duties the remainder of the week.
- On March 9, the NRD Director was excused to be absent from the March 18 Council meeting due to time constraints to attend the meeting in Rocklin, California.

638 Contracts and Grants

- Throughout the duration of this reporting period, NRD staff worked on the 2016 annual summary reports for 638 contracts with the Bureau of Indian Affairs and Bureau of Reclamation.
- On February 22, the new tractor mower purchased with Fund 1041 (Fire Resilience project) was inspected. It is currently being stored in Fallon at the dealership, until access to the Reservation is open.
- On February 22, annual reports for 2016 Endangered Species Trout grant (Fund 108) and the sage grouse grant (Fund 121) were submitted.
- On February 23, Maintenance Worker applications were screened and interviews planned. On February 27 one interview was held and two other applicants either did not return calls to schedule an interview or did not show for their interview. One applicant was selected to fill the Maintenance Worker II position and will start full time work once the mower tractor is delivered.
- On February 27, applicants for Natural Resources Technician positions were selected for interview. Two applicants declined interviews. The other applicant was interviewed on March 2 and was offered a job. This individual will start April 3.
- On March 1, the NRD Director attended the annual Tribal Transportation Outreach meeting held at the Western Nevada Agency. This was an informative meeting as new regulations have changed the transportation program. Additionally, new BIA representatives were introduced, giving the NRD Director an opportunity to brief

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BIA Western Region Office (WRO) personnel on contract modifications, and rights of way applications.

- On March 1, the BIA WRO, Regional Soil Scientist informed the NRD that unobligated 2016 noxious weed funds amounting to \$14,958 was awarded to treat weeds along public roadways on the Reservation (proposed Project 3 in 2017 proposal). A revised statement of work was requested and submitted to BIA on March 3.
- On March 4, the NRD Director, using personal resources and on his own time, attempted to access the Reservation from Gerlach. The road from State Route 34 to Soldier Meadows was in fair condition several new washouts despite repairs made to the road in January, 2017. The road north of Soldier Meadows Ranch ~0.5 miles south of Hells Canyon was impassable due to two washed out culverts. The NRD Director hiked to the south entrance of the Reservation to determine conditions of the lake. The lake was frozen and roads were covered with drifted and melting snow 0.5 miles south of the Reservation. Additionally, most of the snow on the Reservation had melted except in shaded areas and northern mountain slopes.
- On March 9, one of the Fish and Wildlife Biologist participated in a conference call with the Resilient Landscape Collaborative to discuss status of existing and future projects.
- On March 12 – 15, two NRD technicians and the Director traveled to Summit Lake via Denio. We used an off road utility vehicle owned by one of the Natural Resources Technician to access the Reservation. Three primary snow drifts across the road within 4 miles of the Reservation were encountered and were impassable by the GSA truck. Personnel and gear were transported to the Reservation using off road vehicles. Once we arrived to the Reservation, electrical power was off, likely from storms encountered January 18, 2016, when we lost communications with our weather station. We contacted Harney Electric who responded immediately and restored power within 2 hours of notice. Power was out from a transformer south of Knott Creek Ranch. Facilities on the Reservation suffered damage as a result of electrical outage, including broken pipes to the first three of five mobile homes inspected. Also, food left in refrigerators and freezers spoiled. Repair of plumbing and facilities to house employees is a high priority and will be attended to when time permits. In the interim, employees can start field work but will have to access the Reservation via Denio and they will not have plumbed water until roads and facilities are repaired. On March 13, employees dug out portions of snow drifts to enable the GSA truck to access the Reservation and to provide access for sage grouse workers to start their project. On March 14, an email was sent to Harney Electric to report the meter reading and ask for consideration of credit for electricity paid from mid-January to the present.

EPA Grants

- No activity.

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National Fish and Wildlife Foundation (NFWF) Grant

- On February 22, a request was submitted to extend the performance period of the trout assessment project (Fund 122) through September 30, 2019. Approval of this request was received March 16.
- On March 17, the NRD Director and newly hired Fish and Wildlife Biologists met with UNR to meet and greet researchers involved with the LCT population viability assessment project.

Tribal Wildlife Grants (TWG)

- On several occasions throughout this reporting period, NRD coordinated with the Finance Department to close out Fund 119 and to reclassify expenditures for the sage grouse monitoring project (Fund 117) to reserve sufficient funds for a workshop.

Upcoming Meetings and Events

- NRD newsletter due March 31
- Nevada Native Nations Lands Bill survey questionnaire due March 31 2016
- annual reports for Fisheries, Range and Roads due March 31
- Close out of NFWF youth grant due March 31
- Start date for newly hired Natural Resources Technician, April 3
- LCT Management Oversight meeting April 4
- Quarterly narrative reports for 638 contracts and grants due April 15
- Quarterly narrative report for EPA grant due April 30
- Start date for newly hired Natural Resources Technician, May 22
- GIS/GPS training from BLM (TBD)

Discussion Topics

- NRD personnel (conference call? TBD)