

**Summit Lake Paiute Tribe  
Regular Council Meeting  
Saturday, January 18, 2020  
Primary Administrative Office, Sparks, Nevada**

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**CALL TO ORDER:** Chairwoman Randi DeSoto called the Regular Council Meeting of Saturday, January 18, 2020 to order at 9:31 pm.

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

**STAFF:** Linda Quinn, Financial Director, Rachael Youmans, Natural Resources Director; Austin New Moon, Housing Manager; Daniel Crawford, Enrollment Coordinator; and Anne Macko, Contractor

**GUESTS:** Jennifer Rovanpera and Craig Drake, Applegate BLM

Three letters have been received regarding the Harvest Committee and one letter regarding the Enrollment Committee from another Tribal Member. Ms. DeSoto also has an email from a Tribal Member in regards to the wrap-up of the Secretarial Election. It was forwarded from the BIA in Phoenix, Arizona through Carson City, Nevada to the Council. A majority of the questions or concerns were regarding a meeting that was held as a virtual meeting. He wanted to know what a virtual meeting was and if there was compensation. The "meeting" was regarding the amendment to the resolution for the Secretarial Election as requested by the Carson City, Nevada BLM. There was a discussion of what a virtual meeting is. There was a vote of the Council members via phone texts ("virtual") so there was no in person meeting and there was no compensation paid.

## **Staff Reports**

### **Enrollment Report by Daniel Crawford**

Membership:

- Mr. Crawford presented a calendar for 2020 to track deadlines and meetings
  - Reporting Quarters for BIA ICWA
    - Start of Quarter and end with report due date
  - Council Meeting Dates
  - Holidays
- Mr. Crawford requested a review of Ordinances and the Enrollment application for the new year be done. There will be new wording based on the outcome of the Secretarial Committee.
- He also requested dates and times of meetings on behalf of the Enrollment Committee. The Council will set the initial meeting and then the committee can set up how often they will meet. Mr. Crawford will be the Council representative

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to attend the meetings and report to the Council. The members are Melissa Ellers, Christina Gonzales, Utahna Romero and Robin Burdette.

Ms. Rovanpera and Mr. Drake entered the meeting at 9:48 am.

BLM Applegate Consultation

Ms. Rovanpera passed out a report.

Wildlife Management:

Mr. Drake spoke about an elk collaring study by California Department of Fish and Wildlife/California State University in Humboldt on either side of the Warner Mountains. There was also a Pronghorn antelope collaring in Northern Washoe County done by Nevada Department of Wildlife (NDOW). They placed 50 collars on animals to see how the antelope are migrating.

The Sage Grouse Resource Management Plan Amendment was discussed. The 2019 plan has been replaced and they are now back to the 2015 plan. In 2020 the Fish and Wildlife Service will review the status of the species and looking for a forage study.

Wild Horse and Burro: They are working on an Environmental Assessment for horse gathers.

Fire: The Lake Fire was a small fire in November south of Duck Lake. No restoration actions are anticipated as the fire was small enough to reseed itself.

Fuels/Forestry: Canada Thistle Biocontrol: They propose to create a biological control agent release proposal for control of Canada Thistle in the north Cow Head slough. They are also currently reviewing the Mosquito/Barrel Springs byway for the potential to install fuel breaks by reducing the junipers. The Juniper Management Programmatic EA will be doing archeological surveys this summer. They will be doing prescribed burning of burn piles from past juniper cuts (approximately 250 acres in northern Washoe County burned so far.)

Lands/Realty and Recreation:

Zayo Right-of-Way: There will be fiber optics installed following US Route 395 from Oregon to Reno, Nevada to improve the broadband in rural areas. The Massacre Rim Dark Sky Interpretive panels have been installed near Junction 8A which is not in the sanctuary but is close. There is renewed interest in the Hog Ranch mine northwest of Fox Mountain near Leadville.

Cultural: Epos Prescribed Burn Study is a revival of an old project. They do prescribe burns every three to five years to determine how the plants react.

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Ms. Rovanpera scheduled the next consultation for the May 16, 2020 General Meeting at the Reservation.

Chico CSU tested for deposits at rock shelters this past summer. Ms. Rovanpera attached photos of the work.

She also brought a map. She asked if the Council preferred one big map or several 11" X 14" maps.

Mr. Mace asked about sheep stating that some big horned sheep were released at Pyramid Lake. Massacre Rim was augmented with 22 sheep early in 2019. There is a problem with mountain lions in the area that are preying on them.

The Report concluded and Mr. Drake and Ms. Rovanpera left the meeting at 10:25 am.

**Enrollment Report** continued 10:31 am.

January 2020—Review and Approve Rolls-Action and Resolution for 2019.

- Rolls for 2019: The roll from April 2019 is still current.
- Resolution SL-01-2020: There was a discussion on the current roll and the areas of the resolution which need to be revised. Descendants that are not active members should not be on the Roll and should be removed. A new resolution will be submitted if the Secretarial Election is approved.

**MOTION: Vice-Chairwoman Nedra Crane moved to introduce and approve SL-01-2020 Certification of the 2020 Enrolled Tribal Members Certified Base Roll with corrections. Secretary/Treasurer Eugene Mace seconded the motion. Chairwoman Randi DeSoto called the vote: 4 FOR, 0 AGAINST, 0 ABSTAINED. Resolution SL-01-2020 was enacted at 10:47 am.**

Ms. DeSoto had a request for copies of minutes, resolutions and the Base Roll. They said the links on the website are not working for all and gave a list of documents. Ms. Quinn will check the links.

ICWA:

- Mr. Crawford received a BIA letter requesting ICWA report, OMB Control number 1076-0131, which was sent to everyone to ask them to turn in their quarterly report.
  - Blank Form
  - Attached to his report was Quarter 1 from October 2019 to 2020. There were 147 requests. BIA year is October to September. Chairwoman DeSoto is the authorized signer

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- He is working on Quarters 1, 2, 3, and 4 for 2018-2019.
  - He is alphabetizing and confirming new and old requests.
  - He completed processing of unprocessed box of ICWA requests from 2017 and early 2018.
    - He counted and organized requests in alphabetical order. There were 147 letters received.
    - He added 147 ICWA Requests to the BIA form and added info to spreadsheet to provide counts for the quarter and the year.
- January 2020 BIA ICWA Narrative report for Quarter 1 is due January 30, 2020 for October through December 2019.

#### Enrollment Committee

- Mr. Crawford and the Committee are eager to schedule meetings for the new year.
  - The Webpage has been updated with the newly appointed Committee members.
  - Forms for Committee members to agree and sign
    - Confidentiality agreement to be signed
    - Other forms: 1099's if the committee members receive over \$600 in the year. The budget needs to be checked to help determine the number of meetings budgeted at \$75 per member per meeting. The plan is one meeting per month and an annual meeting. The committee will need to get the Council's approved for any additional meetings.

#### Important Upcoming Dates:

- February for the initial Election Committee meeting.
- February meeting to review forms
  - Request of Tribal Membership Information and/or card form
  - Address/Name change form
  - Enrollment Committee recommendations to SLPT
  - Quick Reference Guide (QRG)
  - Detailed Procedures Manual
  - Researching other possible training for year 2020

Enrollment report concluded at 10:33 am.

#### **Housing Report by Austin New Moon**

Updates:

There has been a total of 10 surveys received.

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There has been a total of eight applications submitted.

There was a flyer approved by the Chairwoman sent out for the next workshop to be held Saturday, January 25, 2020 from Noon to 4:00 pm. It will be an overall workshop touching on everything and includes updates.

There are 14 likes on the Housing Facebook page.

Ms. New Moon posted the Finance Clerk position on the website. It is also posted on the Housing Facebook page. There were four responses. Ms. New Moon sent them applications. One of the people stopped in and submitted their application.

Ms. Youmans stated that when she was at the big horn sheep release, she talked to the Social Media person from the US Fish and Wildlife Service and she gave Ms. Youmans some tips on how to possibly get the oldest Facebook page removed. She can pass this information to Ms. New Moon to get the old page taken down.

Nevada California Indian Housing Association dues are due but since SLPT is minimally funded, dues are free. There is a membership form to fill out. Ms. New Moon was designated by Council as the authorized representative to attend the Nevada/California meetings.

Ms. New Moon worked on finding a new building for SLPT. She passed out information on one property with two houses. There is another property with an office building, but some of the office spaces were rented out. There was a discussion on the feasibility of both options.

Ms. DeSoto would like to see a couple more properties. A 184 loan can be used for residential space under management but not for commercial property. Ms. New Moon will continue to look for properties.

Mr. Crawford left the meeting at 11:24 am.

Annual Performance Report due on March 30, 2020. The staff and Council completed the self-monitoring compliance assessment together. Ms. New Moon will finish the APR for next month's meeting.

Ms. New Moon attended the ICDBG NOFA Training. It was good information. It was nice to see what others are doing by thinking outside of the box to get grant money.

She found a Tribal Leaders Handbook for Home Ownership Webinar with targets things similar to Pathways Home Ownership. This a free webinar on January 9, 16, 23 and 30, 2020 which she has and will attend.

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Ms. New Moon asked for an Executive Session to review a housing application.

**MOTION: Vice-Chairwoman Nedra Crane moved for an Executive Session for 10 minutes for an application for Housing. Secretary/Treasurer Eugene Mace seconded the motion. Chairwoman Randi DeSoto called the vote: 4 FOR, 0 AGAINST, 0 ABSTAINED. Council went into Executive Session at 11:48 pm.**

Council returned from Executive Session at 12:00 pm.

Ms. New Moon asked if she could open her Housing Workshops to other Tribes. The Council agreed.

Kathy Frazer, Executive Director of Pyramid lake Housing Authority is holding a Boot Camp in March or April. This is a free training.

The Housing Report concluded at 12:05 pm and Ms. New Moon left the meeting.

**Finance Report by Linda Quinn**

1. All but one SF-425 has been mailed and/or forwarded to their respective awarding agency. BIA fourth Quarter Narratives and Annual Reports were mailed to the BIA Carson City, Nevada for both CTGP and Higher Education grants. Fund 101 is all spent.
2. Ms. Quinn shared a spreadsheet outlining the Indirect cost calculations charged to all grants which were added in the fourth Quarter 2019.
3. The fourth Quarter Federal Taxes (941) report has been sent. The fourth Quarter Fuel tax report was sent to DMV Motor Carrier Division. The fourth Quarter Unemployment Tax Report and payment have been processed and mailed.
4. Amerind Auto Policy Invoice was received and processed. Amerind fee of \$7,447 is lower when compared to the previous broker (Conover's) rate of \$11,183.
5. The Finance Clerk position was posted through ITCN, RSIC, Cedarville, Fallon, Fort Bidwell, Lovelock, Pyramid Lake, Walker River, Reno Sparks Indian Colony, Washoe, Reno Sparks Indian Clinic, Urban Indian Clinic; SLPT website and placed on the Housing Facebook page. The Native Preference period was over on January 18, 2020. One application has been received.

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6. Budget Spreadsheet Summary, current as of December 31, 2019, was presented and reviewed. There will be a more comprehensive funding balances report at the Special Council Budget meeting January 26, 2020.
7. Ms. Quinn consulted with Charles Carslaw on year-end adjustments. They plan to work on the Indirect Cost rate for 2021 later this year.
8. Alpine Lock fixed the file cabinet that holds the Personnel folders as it was inoperable.
9. Annual renewal was processed for the SLPT Go Daddy E-mail account and the Tribe's website addresses summitlaketribe.org and .com.
10. Ms. Quinn brought up clarifying the assignment of tasks which were formerly done by the Tribal Coordinator. The assignments are as follows:
  - Finance will log the Council mail, scan and distribute
  - Mr. Crawford will generate the meeting agendas, post the minutes and resolutions, after approval, on the website, some Administrative items.
  - SLPT policy updates will be handled by Ms. Quinn and Ms. Youmans regarding HR and Retention policies.
  - Ms. Quinn recommends taking turns to do the housekeeping. It was approved.
  - Ms. Quinn will be the contact with IT services and to log problems which are sent to IT and to verify the billing.
11. UPDATES:
  - Requested letter was sent to tribal member regarding power from Harney Electric sent
  - Letter terminating Finance Clerk was delivered 12/31/2019
  - Letter requesting ITCN Invoice sent and Invoice received/paid
  - Suburban repaired with recall completed
  - Postage machine updated with new rates and postage added. Changes start January 26, 2020.
  - Process Mail, forward to Council
  - Reminder Monday is a Holiday and the SLPT office will be closed
  - Ms. Quinn passed out the new W-2 forms and discussed how to fill it out. She will also do a training for the staff. It is almost like doing taxes.
  - UPCOMING TASKS: Process W-2's and 1099's, prepare Workers Comp Audit, Reconcile Bank Acct.

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**MOTION: Vice-Chairwoman Nedra Crane moved to go into Executive Session for 20 minutes for Personnel. Council Member Philip Frank seconded the motion. Chairwoman Randi DeSoto called the vote: 4 FOR, 0 AGAINST, 0 ABSTAINED. Council went into Executive Session at 12:40 pm.**

The Council returned from Executive Session at 12:45 pm.

The Council announced the Finance Clerk position will be opened to all applicants as there were no applicants that met the minimum qualifications at this time.

There will be a Special Council Meeting for Budget review on Sunday, January 26, 2020 at 10 am.

The Finance Report concluded.

**Natural Resources Department (NRD) report by Rachael Youmans**

In the past month, at the SnoTel site, there were snow recordings since November. The snow has mostly stayed in the mountains until the week of January 6, 2020 when there was some snow on the valley floor.

On January 12, 2020 NRD received a \$11,000 grant from Trout Unlimited for acoustic receivers to track fish in the lake.

Ms. Youmans, Mr. Frank and four NRD employees attended the January 13, 2020 big horn sheep release of 20 animals at Pyramid Lake, Nevada.

They sent letters supporting the Recovering America's Wildlife Act and the Extinction Prevention Act.

The BLM Black Rock Horse and Burro Specialist put out hay on January 8, 2020 for the trapped horses. He was unable to get back up there due to road conditions. They will try again in February.

The staff has been entering data and writing reports. They submitted all the In-kind services to Ms. Quinn for Fund 130 Noxious Weeds. Narratives and Financial reports were sent to the BIA. They also submitted final reports for a couple grants that closed earlier in 2019. The final Narrative reports for Fund 123 which was a Partners for Wildlife grant from the US and with Fish and Wildlife Service and for Fund 126 which was the water quality grant with the Bureau of Reclamation (BOR) where submitted.

Ms. Youmans joined the Nevada Association of Employers as approved by Council. A package was received with all the information including a labor law poster.



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She submitted the application for the FY2021 EPA GAP grant.

Upcoming Meetings and Events:

- January 22 and 23, 2020 Ms. Youmans is attending the Annual LCT Interagency meeting with some of her staff
- There are several reports due by January 31, 2020
- On February 11 through 13, 2020 there is the Winter Regional Tribal Operations Committee meeting. They happen each quarter with the Tribes and the EPA. The meeting will be in Reno, Nevada and she can attend under the GAP Grant.

Discussion Topics:

The work plan and budget for the Clean Water Act Section 106 and 319 Grant (Funds 135 and 136) are due in the next couple of weeks to the EPA even though the grants will not start until October. She will be working on the applications.

Ms. Youmans has been working on a BOR 638 Contract proposal to send to the BOR. She needs a Tribal resolution in support of the proposal. All the tasks have been presented before. She needs to submit a statement of work and a budget.

**MOTION: Vice-Chairwoman Nedra Crane moved to introduce and approve Resolution SL-02-2020 Approval of a Desert Terminal Lakes Fund Contract between the Bureau of Reclamation and Summit Lake Paiute Tribe pursuant to the Indian Self Determination and Education Assistance Act as amended with a waiving of the reading. Council Member Philip Frank seconded the motion. Chairwoman Randi DeSoto called the vote: 4 FOR, 0 AGAINST, 0 ABSTAINED. Resolution SL-02-2020 enacted at 12:58 pm.**

Ms. Youmans presented the renewal of the contract with Altera Enterprises for 2020 assistance with vegetation management and archiving old documents. It is the same work as they have done previously.

**MOTION: Vice-Chairwoman Nedra Crane moved to introduce and approve Resolution SL-03-2020 Approval of 2020 Statement of Work with Altera Enterprises, LLC for Natural Resources Department Vegetation Management Assistance with a waiving of the reading. Council Member Philip Frank seconded the motion. Chairwoman Randi DeSoto called the vote: 4 FOR, 0 AGAINST, 0 ABSTAINED. Resolution SL-03-2020 enacted at 1:01 pm.**

**MOTION: Vice-Chairwoman Nedra Crane moved to introduce and approve Resolution SL-04-2020 Approval of 2020 Statement of Work with Altera**

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**Enterprises, LLC for Natural Resources Archival Project with a waiving of the reading. Council Member Philip Frank seconded the motion. Chairwoman Randi DeSoto called the vote: 4 FOR, 0 AGAINST, 0 ABSTAINED. Resolution SL-04-2020 enacted at 1:03 pm.**

Ms. Youmans gave an update on the selling of the backhoe. She received one bid from a Tribal Member and a confidential letter to be discussed in an Executive Session.

NRD has received letters of interest for four candidates for the Harvest Committee. There was a question the eligibility of some of the candidates.

**MOTION: Vice-Chairwoman Nedra Crane moved to go into Executive Session for Personnel for 20 minutes. Council Member Philip Crane seconded the motion. Chairwoman Randi DeSoto called the vote: 4 FOR, 0 AGAINST, 0 ABSTAINED. Council went into Executive Session at 1:08 pm.**

The Council returned from Executive Session.  
The Natural Resource Department report concluded.

### **Council Reports**

**Chairwoman Randi DeSoto** read an email she received from Marilyn Bittisillie with a forwarded email from Warner Barlese on Tuesday, December 31, 2019. He cited Resolution SL-34-2019 and questioned what a virtual meeting was and that there were no minutes posted on the website for this virtual meeting. He asserted that the Council did not act appropriately and accused them of interference in the Secretarial Election. Ms. Bittisillie wrote Mr. Barlese in response. She told him that his concerns were a Tribal matter. She forwarded his letter to Marlys the Tribal Operations Officer stating that her responsibilities were concluded when all paperwork was forwarded to the BLM Regional Director in Phoenix, Arizona. Marlys sent a response similar to Ms. Bittisillie's copying Ms. DeSoto and Mr. Eben.

Ms. DeSoto explains what happened with the Resolution. The BLM asked that the resolution be revised or amended to add four names which the BLM chose to send ballots to after review. The Council was not involved in this action. It was all done at the BLM's request and voted on by Council through text messages. Mr. Mace came in and signed it. There was no real meeting and no one received compensation.

The Council had no control over the Secretarial Election. It was a Federal Election.

Ms. DeSoto received another letter from Jerri Lynn Barlese. Ms. DeSoto read the letter regarding her belief that people were placed on a committee erroneously. It was shown that Ms. Barlese was partially mistaken in her facts.

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Ms. DeSoto read through the Council mail.

She signed the SF424s, NDR time sheets and Annual reports and narratives. She responded to emails texts and phone calls.

Wednesday January 15, 2020 Ms. DeSoto and Ms. New Moon looked at a prospective new building.

A letter of response to Ms. Barlese will be sent stating who actually is on the mentioned committee. Ms. Quinn will check resolutions for the eligibility of one Member. Mr. Mace and Mr. Frank will be doing interviews on January 23, 2020 for the Natural Resources Department.

**Vice-Chairwoman Nedra Crane** was available for check signing.

**Secretary/Treasurer Eugene Mace** signed checks.

**Council Member Philip Frank** signed checks and went to the big horn sheep release at Pyramid Lake.

**Council Member Steven Crane** had nothing to report.

**Minutes:**

**MOTION: Vice-Chairwoman Nedra Crane moved to approve the Regular Council Meeting minutes of Saturday, December 21, 2019 with corrections and with a waiving of the reading. Secretary/Treasurer Eugene Mace seconded the motion. Chairwoman Randi DeSoto called the vote: 4 FOR, 0 AGAINST, 0 ABSTAINED. Motion passed at 2:52 pm.**

The next meetings:

Special Council meeting for budget review on Sunday, January 26, 2020 at 10:00 am.  
The Regular Council meeting is Saturday, February 15, 2020 at 9:00 am.

**OLD Business**

Mr. Mace asked about the form to request the use of the Admin Trailer at the Reservation Field Station. The update is that there is no form created at this time.

They are still trying to contact the owner of the trailer left on the reservation.

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**MOTION:** Vice-Chairwoman Nedra Crane moved to adjourn. Secretary/Treasurer Eugene Mace, Sr. seconded the motion. Chairwoman Randi DeSoto called the vote: 4 FOR, 0 AGAINST, 0 ABSTAINED. The meeting was adjourned 2:57 pm.

**CERTIFICATION**

I, **Eugene Mace, Sr.**, Secretary/Treasurer of the Summit Lake Paiute Tribal Council, hereby certify that the Minutes of the January 18, 2020, Council Meeting were approved by the Council during a duly held meeting February 15, 2020 at which there was a quorum present, and the Council voted:

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

03/31/2020  
Date

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