



Tribal Council Monthly Meeting Minutes
Wednesday, August 21, 2024 at 5:15 PM
PIA Conference Room

PETERSBURG INDIAN ASSOCIATION
PO Box 1410
15 N. 12th Street
Petersburg, Alaska 99833
Phone: 907-772-3636
Fax: 907-772-3637

I. Call to Order/Roll Call - Called to order by President Debra O’Gara at 5:15 PM

Present Council:

- ☒ Debra O’Gara, President
- ☐ Nathan Lopez, Vice President
- ☒ Jaclyn Eide, Secretary
- ☒ Heather Conn, Treasurer
- ☒ Jeanette Ness, Council Member
- ☒ Brandon Ware, Council Member
- ☐ Christine Yatchmenoff, Council member

Excused: Nathan Lopez, Christine Yatchmenoff

Absent:

Quorum: [X] Yes [] No

Present Staff: Brandon Thynes, IGAP Director

II. Amendments and Approval of Agenda

- Jeanette Ness moved to approve the agenda
 - Brandon Ware seconded
 - Debra O’Gara would like to add under New Business, item G. a Resolution for the IHBG Competitive Grant for Housing Construction
- Motion passed 4 - 0, 2 absent

III. Approval of Previous Minutes

- June 18, 2024 Monthly Meeting Minutes
 - Jeanette Ness moved to accept the June 18, 2024 Monthly Meeting Minutes as presented
 - Brandon Ware seconded
 - Motion passed 4 - 0, 2 absent
- July 17, 2024 Monthly Meeting Minutes
 - Brandon Ware moved to accept the July 17, 2024 Monthly Meeting Minutes as presented
 - Jeanette Ness seconded
 - Motion passed 4 - 0, 2 absent

IV. Persons to be heard related to the Agenda

V. Persons to be heard unrelated to the Agenda

- Phil Hofstetter - PMC CEO - PMC updates
- Ray Born - USFS District Ranger - USFS updates



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VI. Reports

A. Finance - Lauren Barbour:

David Rogers/Quick Pro Accounting - telephonically

- The full written reports and financial statements are included in the minute packet.
- Lauren Barbour submitted her letter of resignation on July 26, 2024. Her last day as PIA's bookkeeper will be August 30, 2024
- QPA has submitted all requested items to the auditor for the FY2022 Audit. The Audit for FY 2022 is expected to be complete by September 30, 2024
- QPA is working on Quickbooks file cleanup through 12/31/23 for audit prep for FY2023, this is expected to be completed by the end of September
- QPA is preparing documents for the Indirect Cost Rate Proposal for FY2024, but it can not be completed until the FY 2022 Audit is complete.
- ARPA funding balances
 - End of August gives us a balance of \$2.1 million to expend
 - This does not include the Tides Inn purchase.
- The drafting for the 2025 budget should be started in October

B. IGAP - Brandon Thynes:

- The full written report is included in the minute packet.
- Green crab beach walk event had a good showing of around 20 volunteers, no signs of the invasive green crab were found. They checked Woodpecker Cove, Banana Point, Greens Camp and Crescent Beach.
- PBS will be doing a documentary with interviews from Sunny Rice and IGAP Director Brandon Thynes about all the IGAP program does for the local community, including PSP testing, Phytoplankton sampling and IDing and the Microplastic Survey.
- Brandon Thynes is continuing to do the E waste, water testing and PSP testing, all is going well.
- Brandon Thynes attending a presentation on Biochar that can be used in gardens and compost. He brought samples of the biochar to share.
- Action item: SEATOR would like the Council to sign a Resolution of support, to collaborate and to become an active member of SEATOR
 - Refer to New Business item E.



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C. Facilities - Andy Edfelt:

- The full written report is included in the minute packet.
- A lot of maintenance and upkeep
- A tenant(s) is continuing to use wet wipes and flushing them down the toilet, which has caused yet another sewage issue.
- The mower deck is broken, Andy Edfelt is looking for a replacement
- Fire Extinguishers have been serviced in the EP Building, JHH, E/R shop, N. Nordic Building, and TTP Transit Bus

D. Housing - Jalyn Pomrenke:

- The full written report is included in the minute packet
- Jayln Pomrenke and Andy Edfelt met with the engineers to talk about the JHH remodel.
- There are a lot of rentals for the JHH during the month of August
- Jalyn Pomrenke and Andy Edfelt did a walk-through with Helen from the Tongass Federal Credit Union (TCFU). She has requested more information about the building which Jayln Pomrenke is helping to provide.
- Activity Fee Reimbursements went out on August 13, 2024. These expenses came out of the JOM fund, all that applied are enrolled in the JOM program.
- Action Item: A request for Council to update the JHH Rental Policy to include Tribal Citizen memorials to be free of charge with proof of enrollment.

■ Refer to New Business item D.

E. Roads/TTP - Susan Harai:

- The full written report is included in the minute packet.
- The Children's Canoe for the Hutli Plaza is still being carved.
- City Creek Trail Phase II is about 60% complete. \$700,847.67 has been spent on the purchase of materials, the total cost of the completed project will be \$1,069,000. Rainforest Construction, the subcontractor, will start work on the wooden bridge the week of August 12-16, 2024.
- The Harvey Lake Cabin Project needs a contract written with design specifications and then can be advertised out for bid.
- Trail maintenance continues on Hungry Point Trail, Nature Boardwalk Trail, and City Creek Trail.
- The Transit Bus is operating smoothly. The National Transit Database has accepted PIA's transit date for 2023. The Federal Transit Authority



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is processing \$8,857 to be used for operating the transit service in FY2024.

- PIA needs to submit the FY2022 Single Audit or TTP may not get funding for FY2024 in the amount of \$970,186.75.
- Action Item: A request that the Council accepts and signs a one year contract (September 1, 2024 - August 31, 2025) with Harai and Associates Inc. for professional engineering services.
 - Refer to New Business item C.
- There is a change order # 2 form for Reid Brothers Logging and Construction, Inc. and the 12th & Howkan Revitalization Project - Phase 1 to change the completion date to December 31, 2024. This is a no cost change order to extend the completion date of the project.

E. ICWA/638 - Rachelle Larson:

- Funding is frozen due to financial discrepancies.
- Revised reports for 2022, 2023 and 2024 are due Aug. 30th, but due to the financial discrepancies, an extension will most likely be needed.
- There is one application pending for the Job Placement and Training program
 - Action item: Rachelle Larson is asking for approval from the Council to issue \$15,000 to the applicant
 - Refer to New Business item F.
- Assistance has been given to one additional tribal citizen in applying for the JPT program.
- ICWA Cases and work and Social Services continue as normal
- There is ICWA funding in the amount of \$9,112 available for drawdown once the discrepancies are solved. However, there are contradicting requests about drawing down the funding. Rachelle Larson is looking for guidance from the Council

G. Tribal Administrator - Everett Bennett:

- Refer to the President's report.

H. President's Report - Debra O'Gara

- Update on purchase of Tides Inn and Highliner Car Rental and the formation of the PIA Limited Liability Corporation (LLC)
 - PIA are full owners of the Tides Inn and Highliner Car Rental businesses.
 - Debra O'Gara has had meetings with the current staff and accountant



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- PIA intends to keep all current staff and to not make any immediate changes to the businesses.
- Update Nordic building purchase offer
 - Tongass Federal Credit Union has made an offer on the building and are currently doing inspections on the building structure and leases.
- Update on policy revisions
 - Procurement policy and Employee handbook are still being drafted
- Plans for rehabilitation of John Hanson, Sr. Hall
 - Electrical and plumbing engineers have done a site visit
 - Historical report has been drafted
 - There is a small strip of adjacent land that is being researched on ownership
- Update on Airport sub-division
 - An agreement has been drafted between THRHA and the Borough. It will next go to the Petersburg Borough Assembly
- Update on PIA first floor rehabilitation
 - PIA still needs to hire a project manager

VII. Unfinished Business

A. Proposed plan and step to amend PIA constitution

- The first draft of the Constitution has been sent and reviewed with edits from the Council
- The next steps will be to contact the Secretary of the Interior to ask for permission and to inform the tribal citizens and to have a gathering to spread the word and present and to have Council work sessions to discuss the edits of the Constitution.
 - Debra O'Gara will contact the Secretary of the Interior.

B. Discussion on forming committees and review proposed PIA Idea Form

- Brandon Ware moved to accept the PIA Idea Form as presented, to form a committee and to create an email address.
 - Jeanette Ness seconded
 - Discussion
 - Motion passed 4-0, 2 absent with the added amendments to have staff assistance available to help fill out the form if needed, and to bold the



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statement "Incomplete forms will still be accepted, recorded and considered."

- Jaclyn Eide will head this up.

VIII. New Business

A. Southeast Alaska Landless Corporation (SALC) is holding a meeting for the Kake community

- Petersburg Landless is hosting a dinner at Kake on August 22, 2024 to have a warming of the hands, share in a meal, share gifts, song, dance, and to hear concerns about the Petersburg land selection.
- Debra O'Gara and Jeanette Ness will be attending.
- PIA will be distributing 200 lbs of herring eggs to the Kake community.

B. Discuss funding for funeral assistance

- Heather Conn moved to pay up to \$1,500 from the general fund to assist in funeral expenses for tribal citizens for the remainder of 2024. These funds will go directly to the mortuary.
- Brandon Ware seconded
- Discussion
 - The Council has given Rachelle Larson, 638 Director full authority to facilitate this and distribute the funds.
 - This decision will be retroactive to August 1, 2024.
- Motion passed 4-0, 2 absent

C. Contract renewal for engineering services with Harai and Associates Inc.

- Jaclyn Eide moved to renew engineering services with Harai and Associates Inc.
- Heather Conn seconded
- Discussion
 - The Council will continue to review and assess the contract.
- Motion passed 4-0, 2 absent

D. Request to waive the rental fee for the John Hanson Sr. Hall for funerals and memorials for PIA citizens

- Jeanette Ness moved that the rental fee for the John Hanson Sr. Hall be waived for funerals and memorials for PIA citizens
- Brandon Ware seconded
- Motion passed 4-0, 2 absent

E. Resolution - Authorization and Support for joining the Southeast Alaska Tribal Ocean Research (SEATOR) Consortium



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- Jeanette Ness moved to approve the resolution to authorize and support for joining the Southeast Alaska Tribal Ocean Research (SEATOR) Consortium
- Heather Conn seconded
- Discussion
 - Amend to fix the date and the certification section
- Motion passed 4-0, 2 absent

E. Proposed Job Placement and Training scholarship for approval

- Jeanette Ness moved to approve the Job Placement and Training scholarship
- Brandon Ware seconded
- Discussion
 - The Council needs more information in order to make this decision; such as who the applicant is, what certificate program they are entering, cost of tuition and when the program starts
 - The Council renews its long standing policy of having approval for all scholarships
- Brandon Ware moved to table this motion
- Motion has been tabled until more information can be provided.

G. Request for Resolution for the IHBG Competitive Grant for Housing Construction

- Jeanette Ness moved to approve the resolution for the IHBG Competitive Grant for Housing Construction
- Brandon Ware seconded
- Motion passed 4-0, 2 absent with the amendment to add “Council of” after Therefore be it resolved.

IX. Comments from Council Members

X. Next Meeting

- September 18, 2024

XI. Executive Session

- Jeanette Ness moved to enter executive session at 8:41 PM
- Brandon Ware seconded
- Motion passed 4-0, 2 absent
- Brandon Ware moved to exit executive session at 10:17 PM
- Exited executive session at 10:17 PM

XII. Decisions, if any, following executive session

- Jeanette Ness moved that Brandon Ware will ask Lauren Barbour for the password list and a transition plan.
 - Heather Conn seconded



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- Motion passed 4-0, 2 absent
- Jeanette Ness moved that Brandon Ware will talk to Jalyn Pomrenke about being office lead with a weekly stipend requiring availability of an additional 10-15 hours per week
 - Brandon Ware seconded
 - Motion passed 4 - 0, 2 absent
- Jeanette Ness moved that Debra O’Gara will put out an advertisement for a PIA Tribal Administrator Assistant position
 - Brandon Ware seconded
 - Motion passed 4 - 0, 2 absent
- Jeanette Ness moved that Debra O’Gara will talk to David and Allison Rogers from Quick Pro Accounting to come to Petersburg to work on the Audits
 - Brandon Ware seconded
 - Motion passed 4 - 0, 2 absent

XIII. Adjourn

- Heather Conn moved to adjourn at 10:20 PM
 - Jeanette Ness seconded
 - Motion passed 4 - 0, 2 absent
- Meeting adjourned at 10:20 PM

Minutes Approved by vote of the Council

Date: September 18, 2024

As Presented [X] As Amended []