



**Tribal Council Monthly Meeting Minutes**  
**Wednesday January 15, 2025 at 5:15 PM**  
**PIA Conference Room**

PETERSBURG INDIAN ASSOCIATION  
PO Box 1410  
15 N. 12<sup>th</sup> 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 5:16 PM**

Present 2024 Council:

Debra O’Gara, President  
Nathan Lopez, Vice President - Excused at 6:30 PM  
Jaclyn Eide, Secretary  
Heather Conn, Treasurer  
Jeanette Ness, Council Member

Present 2025 Council:

Carol Martinez, President  
Nathan Lopez, Vice President - Excused at 6:30 PM  
Heather Conn, Treasurer  
Jeanette Ness, Secretary  
Jaclyn Eide - Excused at 6:45 PM  
Adam Ware

Excused:

Absent: Brandon Ware and Christine Yatchmenoff

Quorum: 2024 Council [X] Yes [ ] No      Quorum: 2025 Council [X] Yes [ ] No

Quorum lost at 6:45 PM

Present Staff: Finance Director - Hillary MacDonald

**II. Approval of Minutes**

- January 02, 2024 Special Tribal Council Meeting
  - Motion: Approve the January 02, 2024 Special Tribal Council Meeting Minutes as presented
  - Moved by: Heather Conn
  - Seconded by: Nathan Lopez
  - Motion passed 4-0

**III. Swearing in of Tribal Council President**

- President Debra O’Gara swore in the newly elected President Carol Martinez

**IV. Swearing in of Tribal Council Members**

- Debra O’Gara swore in two of the three elected Council Members
  - Jaclyn Eide
  - Adam Ware

**V. Appointment of Officers**

- Vice President: Nathan Lopez



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- Treasurer: Heather Conn
- Secretary: Jeanette Ness
- PIA Enterprises LLC Liaison: Nathan Lopez

#### VI. Amendments and Approval of Agenda

- Motion: to Amend the agenda to add items E-I under New Business
  - Moved by: Heather Conn
  - Seconded by: Nathan Lopez
  - Motion passed 5-0

#### VII. Persons to be heard related to the Agenda

#### VIII. Persons to be heard unrelated to the Agenda

#### IX. Reports

##### A. Finance - Hillary MacDonald

- Full written report included in the minute packet
- William will arrive on January 16th to start work on the FY 2023 Audit prep.
- David and Allison Rogers of Quik Pro Accounting have been relieved of the contracted duties
- Hillary MacDonald and John Friel are working on Indirect negotiation packets for 2024 and 2025.
- SF-425's are currently being worked on, close out letter for spent contracts will be submitted with the next SF-425 reports

##### B. IGAP - Brandon Thynes:

- Full written report included in the minute packet
- Julie Ruhle has been hired as the new IGAP Assistant, she started on January 02, 2025.
- E-Waste and PSP monitoring programs continue.
- SEITC will be having a meeting later this month.
- Brandon Thynes is working on the 2026 work plan.

##### C. Facilities - Andy Edfelt:

- Full written report included in the minute packet
- Maintenance continues as normal
- He has talked with Island Refrigeration about heating air exchange for the boiler which might lessen heating expenses.

##### D. Housing - Jalyn Pomrenke:

- No report given, she is currently out of office



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**E. Roads/TTP - Susan Harai:**

- Full report included in the minute packet
- \$970,186.75 in funding will become available after the 2023 Single Audit is filed.
- BIA is still in the process of closing out the spent BIA FAST Act Grant.
- Currently working on the LRTP Update, Safety plan update, trail maintenance, GIS, and the City Creek Red-line survey.

**F. ICWA/638 - Rachelle Larson:**

- The General Assistance funds are no longer frozen. Confirmation has been received to run our General Assistance program, applications are now being accepted.
- All other programs and assistance continues
- Rachelle Larson attended the monthly SHARE coalition meeting

**G. Tribal Administrator Assistant - Stephanie Aikins:**

- Started on January 02, 2025
- She has been learning her role and about PIA and helping out around the office.
- Stephanie Aikins plans on attending the SHARE Coalition meeting, will start work on the Tribal Victim Service Program grant and will start organizing the PIA Google Drive and PIA's Resolutions.

**X. Unfinished Business**

**A. Update on the First Floor Renovations project**

- It is set to start in February.

**XI. New Business**

**A. Review and discussion for finishing up new policies**

- A work session will be held once everyone has gone through the policies

**B. Initial discussion on plans for the Howkan parking lot**

- There has been discussion about putting retail stores, to make a small strip mall
- Shed for firewood to go with the firewood grant
- Bowling alley
- SEARHC Clinic
- Stores on the bottom with housing on top
- Do we want to generate money, use it for storage, or to meet a community need.



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- Before making a decision, there needs to be parking lights, signs and rules.
  - The Council would like to involve the tribal community and hear their ideas, have a public meeting, and then create a survey to see which idea is the most popular.
- C. Review and discuss plans for the children's canoe
- It was commented that the children would love to play in the canoe, children have been heard and seen pretending to play in canoes even in the absence of one.
  - There are also concerns with putting the traditional canoe at the playground.
  - The original intent for the canoe is for it to be a children's canoe for play to be placed with the Hutli Plaza
- D. Approve resolution for new bank account signers at First Bank
- Motion: Approve resolution for new bank account signers at First Bank
  - Moved by: Heather Conn
  - Seconded by: Jeanette Ness
  - Motion passed 4-0
- E. Approve resolution to confirm SEARHC election results
- Motion: Approve resolution to confirm the SEARHC election results
  - Moved by: Heather Conn
  - Seconded by: Jeanette Ness
  - Discussion:
    - The resolution needs to be reworded that the alternate representative may only represent Petersburg only if the SEARHC representative is unable to attend
  - Motion is amended to add the verbiage "to serve as the alternate representative only in the absence of the primary representative"
  - Motion passed 4-0
- F. Discussion on PIA Enterprises LLC board seats
- It was suggested for the PIA Enterprises LLC Board to remain as is with the current members.
  - There are currently four board members, but there can be five.
  - Debra O'Gara will stay on the PIA Enterprises LLC Board
- G. Discussion on Chrome Books/Laptops/Tablets for council
- It is unfair to ask that the Council Members use their own personal laptops. PIA Business should be separate from personal.



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- Not every member may have access to a computer or laptop.
- Formatting doesn't always transfer from different devices. It would be useful for everyone to have the same device to stop formatting issues.
- Jaelyn Eide was excused at 6:45 PM
  - Quorum lost at 6:45 PM
  - Jeanette Ness took minutes for the rest of the meeting
- Tabled until the next meeting due to lack of quorum

**H. Discussion on phone line for Tribal Council Chair**

- President Carol Martinez would like a direct phone line to her office. Hillary MacDonald reported that the phone line would cost \$28.00/month. To have an actual phone like the rest of the PIA offices, it would cost \$200.00.
- Tabled until next meeting

**I. Discussion about recording future meetings for accuracy and preparation of minutes**

- Tabled until next meeting

**XII. Comments from Council Members**

- Heather Conn reminded the Council that there is a Constitution work session scheduled for February 1, 2025 in the PIA Conference Room at 9:00 am

**XIII. Next Meeting**

- Council Meeting - February 19, 2025

**XIV. Executive Session**

**XV. Decisions, if any, following executive session**

**XVI. Adjourn**

- Meeting Adjourned at 7:03 PM

Minutes Approved by Carol M. Martinez Date: 2/18/26

As Presented [ ] As Amended [ ]