

## Minutes

### Yahtahey Water and Sanitation District Board Meeting

**(rescheduled regular 08/12/25 meeting) held 08/19/25**

**Held at Hilton Garden Inn in Gallup**

**1530 W. Maloney Ave.**

**Gallup NM 87301**

**1. Call Meeting to Order:** David called the meeting to order at 6:01 pm.

**2. Roll Call:**

- |                        |                            |
|------------------------|----------------------------|
| • Board President      | David Descheenie – Present |
| • Board Vice President | Sharon Torres – Present    |
| • Board of Director    | Chris Gallegos – Present   |

**3. Approval of Agenda:**

David motioned to approve the agenda. Sharon seconded. Motion passed unanimously.

**4. Approval of Minutes:**

David motioned to approve last meetings minutes. Sharon seconded. Motion passed unanimously.

**5. Financial Reports: Anna M Bond**

Net Income Summary

Income- \$13,416.81

Expense- \$-12,229.48

Other Income & Expenses- 0.00

Net Income- \$1,187.33

- Anna reported that she found a customer who had recently been charged a security deposit of \$150, this is an existing customer and YWSD does not charge security deposits. She requested the amount of the security deposit be applied as credit to the customer's bill. David motioned to apply the \$150 to the customer's bill. Sharon seconded. Motion passed unanimously.
- The JPA is now requiring each water system to pay for their own accounting. This expense was not budgeted for and there will need to be adjustments made to the budget.
- \$3621.00 was paid for the Audit. This auditor has completed July 2023-June 2024 and July 2024- June 2025. Although a commitment has already been made to this auditor a suggestion has been made that a different auditor be selected for the next audit, as this auditor has taken issue with the lack of use of purchase orders. Sharon motioned to table the discussion. David seconded. Motion passed unanimously.
- Repairs and Maintenance. Teresa did repairs to meters and charged YWSD an extra \$2000. The board was under the assumption that repairs, and

maintenance would be covered in the monthly fee L&T Services charges. The board discussed the fact that Clint Slaughter of GWSD often does small jobs instead of Teresa. When completing these jobs Teresa is being paid, and no payment is made to GWSD for Clint's time. The board discussed a possible revision to Teresa's contract in the future.

- The utility charges have gone up since last month. NTUA has increased their rates.
- Customers Brenda Graham and Curt George have past due balances. They have both been shut off, however there has been no communication from the customers. Customer Leo Torrez has a credit on his account. The office will not process any more payments as they will only hold up to \$500 credit per customer.

#### **6. Monthly Report by Water Operator: L&T Services, Teresa Stevens**

- Teresa reported that the meter ring was replaced at 24 S Ola. There was a miscommunication about the leak at 6 N La Chee, the leak was in the house.
- Annual disinfection samples were collected. More chlorine was added to adjust the levels. Lead and copper samples were collected. YWSD will have 5 samples taken 2 years then will return to every 3 years.
- The road leading to the tank is in need of repair. The company that cleans the tank is unable to drive up the road as the crushed concrete road does not allow for enough traction to pull the trailer hauling equipment. Chris suggested the road have ½ inch crusher fines added to the top of the road. David will contact the contractor for an estimate.
- Chris asked Teresa for specifications on weight rating for the lift gate. There was concern that the traffic from the building of the Dollar General may have caused damage to the lift gate. Teresa informed the board that the lift gate is highway rated.

#### **7. New Business:**

##### **A. Resolution 20250819.01 Request for Engineering Services under the New Mexico Finance Authority. Presented by Angelina Grey, Planner NWNMCOG**

- The notice of intent was submitted. There is an assistance program for engineering through NMFA which has selected YWSD's project.
- Board will sign Resolution 20250819.01 when revision to misspelling has been corrected.

##### **B. Review and approve the new Lot rental Agreements.**

- The board discussed the rental agreement. Stated the agreement would start on the 1<sup>st</sup> of September. The renter had questions about the size of the lot. The lot is a ½ acre lot split in half. The agreement is for ¼ of an acre, however the renter informed the board that there is a portion of the lot sectioned off as storage for gravel. Sharon motioned to table until more information was gathered about the lot. David seconded. Motion passed unanimously.

##### **C. Service contract for secretarial services, Presented by Daneal Eastridge.**

- Daneal gave an overview of the services she provides writing and posting agendas, recording and posting meeting minutes, and website maintenance. David motioned to approve signing the service contract. Sharon seconded. Motion passed unanimously.

D. Remove Jason Sanchez from all accounts held at Pinnacle Bank.

- David motioned to remove Jason Sanchez from all accounts at Pinnacle Bank. Sharon seconded. Motion passed unanimously.

**8. Old Business:**

A. Status of Preliminary Engineering Report from Sauder Millier Inc.

- David shared the last status update. The report is nearly complete; there are a few things to wrap up.

B. Position 3 YWSD Board of Director open for election.

- Sharon shared that the position was open. Applicants are to apply by the 26<sup>th</sup> of August at the County Registrars in the County Court House.

**9. Public Comments:**

- Customer requested to take sign out of his yard and install on post outside of this property. David motioned to approve the removal and installation outside of the property. Sharon seconded.
- Customer at 24 S Ola informed the board that the meter ring that Teresa replaced on 26 S Ola was damaged in the work done at her property. The work done on her property was to dig out her meter from sand that had been deposited by the wind over a period of time. There was a small wall placed around the meter to prevent the sand from burying the meter again. The customer stated that she has a 8ft cinder block wall that is about to collapse due to the pressure of the sand built up against it. She requested the board help in removing the sand as it is outside of her property. The board agreed to look into the issue. Chris suggested getting a quote from the contractor used to fix the road to the tank. David will contact the contractor and get a quote.

**10. Adjournment:** David motioned to adjourn the meeting at 7:22pm Sharon seconded. Motion passed unanimously.