

Minutes

Yahtahey Water and Sanitation District Board Meeting

(Rescheduled Regular Meeting 12/09/25) held 12/16/25
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 6:00pm
2. **Roll Call:**
 - Board President David Descheenie -Present
 - Board Vice President Sharon Torres - Absent
 - Board of Director Chris Gallegos - Present
3. **Approval of Agenda:** Chris motioned to approve the agenda. David seconded. Motioned passed unanimously.
4. **Approval of Minutes:** Chris motioned to approve last meetings minutes. David seconded. Motion passed unanimously.
5. **Financial Reports: Anna M Bond**

Net Income Summary
Income- \$11,497.89
Expenses- \$-18,165.13
Net Income- \$-6,667.24

 - \$12,8331.69 was billed out in October. 467,524 gallons of water were used. \$11,802.51 was collected in November leaving \$1,029.81 in accounts receivable.
 - \$12,501.25 was used for Infrastructure Improvements.
 - \$984.84 paid to Utilities.
6. **Monthly Report by Water Operator: L&T Services, Teresa Stevens**

The tank cleaning company has been emailed and has yet to respond. Chlorine was added to the pump house. All is going well with Clint reading meters. A quote was requested for generators from Just in Time. Two others will be collected.
7. **Comments by TA NWNMCOG/NWNMUA: Angelina Grey/ Jason Sanchez**

NMFA has had changes in funding. Project Design will not be funded. Angelina has submitted a request for \$420,000 grant, as well as \$450,00 Capital Outlay for next legislative session.
8. **New Business:**
 - A. Review and Approve Open Meetings Act
David motioned to table until February. Chris seconded. Motion passed unanimously.
 - B. SB1 Workshop Recap/ Resolution #20251216-2
David gave a recap of workshop. David motioned to approve Resolution #20251216-2. Chris seconded. Motion passed unanimously.

C. Resolution #20251216.1 Renewal of Service Agreement with the Northwest New Mexico Utility Authority Resolution.

Jason explained the service agreement, \$15 monthly rate, and the responsibilities of the NWNMUA. CCR Reports, assisting with budgets, answering emails, billing, accounting. Record keeping of organizational documents, CRS#s.

Assessments and work on the systems behalf with water operators.

David motioned to approve Resolution 20251216.1. Chris seconded. Motion passed unanimously.

D. Accounting Contract

The accounting contract was discussed. Monthly charges of \$851.97 plus tax and out-of-contract items will be \$85.00 plus tax. David motioned to approve contract.

Chris seconded. Motion passed unanimously.

E. Discuss 2024 AUP Audit Exit

Audit was dinged on five items. The need for a paid license procurement officer was found. Billing in a timely manner. Proposals submitted must state it is a proposal. Invoices submitted must state that they are an invoice. Times between the estimate and invoice need to be monitored. Lack of journal entry policy.

David motioned to put in place a Journal Entry Policy, Journal entries will be reviewed by a board member, then the accountant and signed by a board member. Chris seconded. Motion passed unanimously.

F. Naakai Landscaping Proposal

Naakai Landscaping is owed \$14,588.44 for the remainder of the services rendered. David motioned to pay the remaining balance of \$14,588.44. Chris seconded. Motion passed unanimously.

G. Construction Supervisor Dollar General Jared Lallatin

Mr. Lallatin addressed the board and listened to the concerns brought forth.

- Residents are unhappy with the traffic that the store will cause.
- The fire hydrant and pump house will be in heavy traffic areas causing concern for possible damage.
- The access point of the store creates a need for maintenance of the lift gate. The concern is that the maintenance will fall on YWSD.
- The residents of Yahtahey were not notified of the coming of the store.
- The cattle guards and fencing need due to horses and other livestock in area.
- The trash from the construction is currently spreading due to lack of dumpsters.
- The storm drain that was installed by construction company is causing erosion in area.
- Will the store be connected to the sewer or will it use a septic system. Concern for sewer connection due to use of chemicals such as industrial cleaning products or solvents in toilets can cause imbalance in sewer treatment.

Mr. Lallatin stated the store is tentatively scheduled to open on the end of the first week of February.

There needs to be a clear understanding of where the legal burden to maintain existing infrastructure lies.

H. Discussion of Dollar General Water Connection

David motioned to table until next meeting. Chris seconded. Motion passed unanimously.

I. YWSD contract with Azteca Government Solutions for procurement services.

David motioned to table until next meeting. Chris seconded. Motion passed unanimously.

9. Old Business:

A. Update on Feeder Tank Property

David is working on information and will update at the next meeting.

B. Preliminary Engineering Report Update.

PER was completed and approved by the NMED. Project has now moved on to the Design phase.

C. Status of GWSD Service Agreement for meter readings and work orders

Jason explained the service agreement. YWSD will pay GWSD for the reading of meters monthly and respond to work orders. YWSD will pay \$1,000 + GRT per month. David motioned to approve service agreement. Chris seconded. Motion passed unanimously.

10. Public Comments:

11. Adjournment:. David motioned to adjourn the meeting at 7:04pm. Chris seconded.

Motion passed unanimously.