

Minutes  
Gamerco Water and Sanitation District  
Tuesday, July 20th 2021 at 6:30 p.m  
#3 Tom Komfala Rd, Gamerco, N.M

1. **Roll Call:** 1830

Board President:	Kenny Carabajal Sr.	Present
Board Vice President:	Salvador Nava	Present
Board Treasury:	Jason Sanchez	Present
District Manager:	Open	
Board Member:	Teri Frazier	Present

2. Enter into Executive session:

Approval of Agenda

Motion of Approval by Jason Sanchez, 2nd by Salvador Nava

Approval of minutes

Unavailable at this time

Executive Agenda as follows:

- Discuss Employers Council Investigation Outcome, discuss and decide how to address and handle based on out come
  - GWSD acknowledges the result is due to the lack of procedures and protocols. GWSD needs to create a clear job description for positions available to prevent a disrupted, unorganized workplace.
- Discuss and determine current staffing and HR issues
  - Due to the circumstances, the secretary position of GWSD is open. The District Manager position is also open. Filling the District Manager position can relieve the board members of the overload of duties in regards to day to day operations and personnel. These positions hold a crucial role in making operations run smoothly. It is important the right steps are taken to ensure these positions are filled by individuals qualified for the job.

Motion of Approval by Jason Sanchez, 2nd by Salvador

Nava

- Discuss and decide how future GWSD operations will be directed and managed
  - Gwsd will handle day to day business, L&T will
- Discuss and decide how to handle Large Water and Sanitation Bills
  - GWSD will be writing off large bills that were owed to the City of Gallup before GWSD took over the billing, GWSD does not believe it will be efficient or feasible to try to collect those funds.  
Motion of approval made by Salvador Nava, 2nd by Teri Frazier
- Motion to adjourn and re-enter regular meeting
  - Motion to adjourn the executive session and enter into the open meeting, motion made by Salvador Nava, 2nd by Jason Sanchez

Regular meeting Agenda:

3. Approval of Agenda: Motion of approval made by Jason Sanchez, 2nd by Salvador Nava

4. Approval of Minutes:

5. Financial Reports: Motion of approval made by Salvador Nava, 2nd by Teri Frazier

6. Report by Water Operator: Lonnie Garcia

Weekly system checks per contract, CCR report for 2021, awaiting approval for proposal for Navajo Shopping Center.

Motion of approval made by Salvador Nava, 2nd by Kenny Carabajal

7. Manager's Report: 2 meters have been replaced at Grand Canyon Trailer Park, McKinley County has applied base core on chino loop due to heavy rains in the area.

Motion of approval made by Jason Sanchez, 2nd by Salvador Nava

8. New Business:

- A) Discuss and Establish protocol for November Board Election, Assign responsibilities:

Kenny has reached out to the county to establish protocol with the bureau of election. Kenny will be in charge of this responsibility  
Motion of approval made by Jason Sanchez, 2nd by Salvador Nava

- B) Status of Navajo Shopping Center proposals and project:  
Dallago Corp will be completing the project for Navajo Shopping Center, motion made for Dallago Corp to complete the project made by Kenny Carabajal, 2nd by Salvador Nava
- C) Discuss and decide how work orders and reading of meters will take place going forward. Review Bid Proposals.:  
L&T will be reading radio meters that comes out less than aarons group, the amount not exceeding \$2500, Jason recommends that we should go with the proposal to continue operations. Motion of approval made by Teri Frazier, 2nd by Salvador Nava
- D) Establish and approve Budget for conceptual design of park project on Rust (AKA Nunez Park):  
GWSD will need to obtain conceptual designs in order to obtain funding for a park. Jason makes a motion to allot a budget of \$4,000 in order to obtain blueprints for this park. Motion of approval made by Jason Sanchez, 2nd by Kenny Carabajal
- E) Discussion any open items  
GWSD needs to look for a manager to handle day to day operations.

#### 9. Old Business:

- A) GWSD Trash Truck acquisition status.

#### 10. Motion to Adjourn Meeting