

**TSAILE/WHEATFIELDS CHAPTER  
COMMUNITY LAND USE PLANNING COMMITTEE  
Monday, April 24, 2017  
10:00 p.m.**

**A G E N D A**

1. ORDER OF BUSINESS
  - Call to order
  - Invocation
  - Adoption of Agenda
  - Adoption of Minutes
    - December 28, 2016
    - March 26, 2017
  - Announcements
2. REPORTS
  - A. Interim President
  - B. Interim Vice President
  - C. Interim Secretary
  - D. Members
3. OLD BUSINESS
  - A. Tsaille/Wheatfields Community Cemetery Plan of Operation Update
    - PEP Project Scope of Work
    - Fencing Materials RFP
    - Enforcement by Land Department re: illegally parked trailer
  - B. Five-Year Tsaille Wheatfields Community Land Use Plan REVISION
  - C. Rural Addressing Update
    - Road Naming
    - Work Session with MC Baldwin, NN Rural Addressing .....
    - Scope of Work for Installation of Signs
  - D. 2017 Demographic Survey
  - E. CLUPC Elections:
4. NEW BUSINESS
  - A. CLUPC Budget Request:
5. NEXT MEETING
  - A. May 14, 2017 (Note: Mother's Day)
6. ADJOURNMENT

**RECEIVED**

MAY 01 2017

Tsaille, Wheatfields  
Chapter

**TSAILE/WHEATFIELDS CHAPTER  
COMMUNITY LAND USE PLANNING COMMITTEE  
Monday, April 24, 2017  
10:00 p.m.**

**MINUTES**

**1. ORDER OF BUSINESS**

- **Call to order:** The CLUPC meeting was called to order by the CLUPC President at 11:11 a.m. with the following CLUPC members present: Lucinda Davis, Marjorie Johnson and Margie Begay, constituting a quorum.
- **Invocation:** The invocation was offered by Margie Begay.
- **Adoption of Agenda:** The agenda was reviewed by CLUPC secretary. A motion was made by Marjorie Johnson, seconded by Margie Begay to approve the agenda as presented. The motion passed by a vote of 2 in favor, 0 opposed and 1 abstention.
- **Adoption of Minutes**
  - December 28, 2016: The minutes of the December 28, 2017 were not available.
  - March 26, 2017: The minutes of the March 26, 2017 CLUPC meeting were read into the record by Marjorie Johnson

A motion was made by Marjorie Johnson to defer December 28, 2016 minutes to the next meeting and approve the minutes of the March 26, 2017 CLUPC meeting, seconded by Margie Begay, passed by a vote of 2 in favor, 0 opposed and 1 abstention.

- **Announcements**
  - Three Chapter members were approved to attend the Homesite Lease Policy of 2016 Training; Eric Deschine will attend as CLUPC representative along with Paula Begay and Ken Nataani. Concern was expressed on CLUPC responsibilities regarding land use and the need for all CLUPC members to be updated on land issues that will be presented at the training. CLUPC should be the priority for this training.
  - At the last Tsaile/Wheatfields Chapter meeting, the quorum requirement was changed to 17 members. Concern was expressed on Chapter action without rescinding existing resolution. **Marjorie Johnson requested the quorum resolution approved prior to this meeting be provided from CSC to determine proper course of action.**
  - Tsaile/Wheatfields Planning Meeting, May 1, 2017.
  - Tsaile/Wheatfields will host the Chinle Agency Council meeting on July 8, 2017.
  - Tsaile/Wheatfields Veteran's Meeting, May 9, 2017.
  - TW Chapter sponsored Community trash pick-up, May 6, 2017
  - Lucinda Davis is back on Farm Board but has not taken the oath of office yet.

## 2. REPORTS

- A. Interim President – No Report
- B. Interim Vice President
- C. Interim Secretary
- D. Members – Margie Begay reported that in accordance with directives from the last CLUPC meeting, information was to be left for CLUPC members. When she checked with Paula, information was not available. **CLUPC secretary will check with Paula on status of information.**

## 3. OLD BUSINESS

- A. Tsaille/Wheatfields Community Cemetery Plan of Operation Update
  - PEP Project Scope of Work: **CSC will be requested to develop PEP Scope of Work to install cemetery fencing for CLUPC review at the next meeting.**
  - Fencing Materials RFP: **Marjorie Johnson will finalize RFP for review at the next CLUPC meeting so request for bids can be disseminated.**
  - Enforcement by Land Department re: illegally parked trailer: CLUPC secretary requested guidance from CSC on who from the Chapter is authorized to send letter to Land Department to request enforcement of Land Use Policies and trailer illegally parked within Chapter boundaries. **CLUPC Secretary will continue to request assistance from Paula.**

Motion was made by Marjorie Johnson to defer further discussion on this issue with directives until next meeting, seconded by Margie Begay, passed by a vote of 2 in favor, 0 opposed and 1 abstention.

- B. Five-Year Tsaille Wheatfields Community Land Use Plan REVISION: The revision was the work session agenda. A motion was made by Marjorie Johnson to defer item to next CLUPC meeting to reschedule work session for June 2017, seconded by Margie Begay, passed by a vote of 2 in favor, 0 opposed and 1 abstention.

### C. Rural Addressing Update

- Road Naming: CLUPC secretary provided update on road naming efforts, roads have been identified. Members should consider possible categories such as native plants, birds, animals or landmarks unique to our area for naming roads. The road naming is a one of the final steps on the rural addressing effort.
- Work Session with MC Baldwin: When all information is completed on data worksheet, a work session will be scheduled with Mr. Baldwin.
- Scope of Work for Installation of Signs: Update was provided with regards to signage requirements. When roads are named, cost will be determined and budget submitted to the Chapter for allocation of necessary funds.

A motion was made by Marjorie Johnson to identify the three areas for work session agenda items, seconded by Margie Begay, passed by a vote of 2 in favor, 0 opposed and 1 abstention.



- D. 2017 Demographic Survey: The demographic survey was reviewed by all CLUPC members at the March CLUPC meeting and recommended changes were incorporated into the final draft. CLUPC President noted her concurrence with Committee approval. A motion was made by Margie Begay to approve the Demographic Survey and distribution, seconded by Marjorie Johnson, passed by a vote of 2 in favor, 0 opposed and 1 abstention.

The survey will be submitted to Chapter CSC for copying, and the Chapter President will be requested to make an announcement at at Chapter Planning Meeting so distribution can begin. CSC will be asked to provide copies at the Chapter for Chapter members to complete, and to collect all data for submission to CLUPC.

- E. CLUPC Elections: A motion was made by Margie Begay to schedule CLUPC elections at the next meeting, second by Marjorie Johnson, passed by a vote of 2 in favor, 0 opposed and 1 abstention. CLUPC elections will be placed on the May CLUPC agenda as first item under Old Business – A.

#### **4. NEW BUSINESS**

- A. CLUPC Budget Request: CLUPC members discussed development of a budget for equipment and supplies. The following items were identified: Equipment: Projector & Screen; Office Supplies: Spiral notebooks, pens, pencils, xerox paper, white-out, black/colored printer ink, dry ink markers/eraser, 1 inch binders, 4 inch binders, pocket folders, calendar, report covers, calendar board. Quotes for equipment items will be gathered before the next meeting. A motion was made by Margie Begay, for CLUPC to prepare final budget at next meeting, seconded by Marjorie Johnson, passed by a vote of 2 in favor, 0 opposed and 1 abstention.

#### **5. NEXT MEETING**

- A. The next meeting of the CLUPC will be held on Sunday, May 7, 2017 at 3:00 p.m.

#### **6. ADJOURNMENT:**

A motion was made by Marjorie Johnson to adjourn the meeting, seconded by Margie Begay, passed by a vote of 2 in favor, 0 opposed and 1 abstention. The meeting adjourned at 1:03 p.m.