

# KLAGETOH CHAPTER



PHONE: 928.652.2700 FAX: 928.652.2701 EMAIL: klagetoh@navajochapters.org

MAILING: Unit 42 HC58 Box 90  
Ganado, AZ 86505

PHYSICAL: US HWY 191 Mile Post 397  
Klagetoh, AZ 86505

PRESIDENT: LELAND NEZ VICE PRESIDENT: LEON JACKSON SECRETARY/TREASURER: MAUREEN WOODMAN GRAZING OFFICER: ALLAN TAPAHA  
COMMUNITY SERVICE COORDINATOR: CLAREMCE CHE ACCOUNT MAINTENANCE SPECIALIST: LELA SANGSTER

2025 JAN 02 PM02:42

## MEETING REPORT FORM

PLANNING MEETING

REGULAR MEETING

SPECIAL MEETING

CHAPTER: KLAGETOH

AGENCY: FORT DEFIANCE

DISTRICT: 17


DATE: January 2, 2025

TIME: 9:00 A.M.

QUORUM: 25

CHAPTER OFFICIALS	SOCIAL SECURITY NUMBER	PRESENT/ABSENT	ONLY CGDD
PRESIDENT LELAND NEZ	ON FILE	<del>PRESENT</del> /ABSENT	
VICE PRESIDENT LEON JACKSON	ON FILE	<del>PRESENT</del> /ABSENT	
SECRETARY-TREASURER MAUREEN WOODMAN	ON FILE	<del>PRESENT</del> /ABSENT	
COUNCIL DELEGATE LOMARDO ASERET	ON FILE	<del>PRESENT</del> /ABSENT	
GRAZING OFFICIAL ALLAN TAPAHA	ON FILE	<del>PRESENT</del> /ABSENT	
COMMUNITY SERVICE COORDINATOR CLARENCE CHEE	ON FILE	<del>PRESENT</del> /ABSENT	

### SIGNATURE OF GOVERNMENT OFFICIALS

  
\_\_\_\_\_  
PRESIDENT'S SIGNATURE

  
\_\_\_\_\_  
VICE PRESIDENT'S SIGNATURE

  
\_\_\_\_\_  
SECRETARY-TREASURER'S SIGNATURE

  
\_\_\_\_\_  
COMMUNITY SERVICE COORDINATOR

  
\_\_\_\_\_  
GRAZING OFFICIAL

  
\_\_\_\_\_  
COUNCIL DELEGATE

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ACCOUNT MAINTENANCE SPECIALIST: LELA SANGSTER

2025 JAN 02 PM02:43

## SIGN IN

PURPOSE: PLANNING MEETING

TIME: 9:00 A.M.

DATE: 01/02/2024

1	President	<i>[Signature]</i>	21
2	Vice President	<i>[Signature]</i>	22
3	Secretary-Treasurer	<i>[Signature]</i>	23
4	Grazing Official	<i>[Signature]</i>	24
5	Council Delegate	<i>[Signature]</i>	25
6	Community Service Coordinator	<i>[Signature]</i>	26
7		<i>[Signature]</i>	27
8			28
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**COUNCIL DELEGATE:** ARBIN MITCHELL **COMMUNITY SERVICE COORDINATOR:** CLARENCE CHEE **ACCOUNT MAINTENANCE SPECIALIST:** LELA SANGSTER

2025 JAN 02 PM02:43

## PLANNING MEETING AGENDA

January 02, 2025 at 9:00 A.M.

### TELE-CONFERENCE

**CALL NUMBER: (945) 218-0034 – Access Code 5871548**

**Alternate Call Number: 657-390-7993**

## INVOCATION

- I. **CALL TO ORDER**
- II. **ROLL CALL FOR VIRTUAL ATTENDANCE**
- III. **READING AND DEVELOPING AGENDA OF AGENDA**
- IV. **UNFINISHED BUSINESS**
  - A. **KLA 2310-01-2025: Resolution of the Klagetoh Chapter to add Laverne Ko, President elect, as authorized Signatory for Wells Fargo Bank, N.A.**
- VII. **NEW BUSINESS**
  - A. **December 2024 Financial Reports: Presentation at Regular Meeting**
  - B. **Resolution KLA 2311-01-2025: Approving the Klagetoh Chapter's recommendation for their Proposed 15 Quorum Attendance for Klagetoh Chapter Regular Meetings.**
- VIII. **PUBLIC INPUT**
  - A. **Aaron Long present information on MOU between non-profit and Klagetoh Chapter**
- IX. **GUEST**
  - A. **Roy Dempsey, TMC Community Outreach**
- X. **REPORTS**
  - A. **Council Delegate Arbin Mitchell**
  - B. **Community Service Coordinator Clarence Chee**
  - C. **Chapter President Leland Nez**
  - D. **Chapter Vice President Leon Jackson**
  - E. **Chapter Secretary-Treasurer Maureen Woodman**
  - F. **Grazing Official Allan Tapaha**
  - G. **Klagetoh Land Use Planning Committee Member**
  - H. **Klagetoh Veteran Organization Member**
  - I. **Wide Ruins Community School Board Member**
  - J. **GUSD- Parent Advisory**
- XI. **Announcements**
  - A. **January 6, 2025 – District 17 Grazing Meeting, Steamboat, AZ at 9:00 am**
  - B. **January 8, 2025 – District 17 Council meeting, Steamboat, AZ at 6:00 pm**
  - C. **January 11, 2025 – Ft. Defiance Agency Council Meeting, Klagetoh AZ at 9:00 a.m.**

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**Clarence reiterated that there has to be a justification memorandum with a number and menu for procurement.**

**C. January 19, 2025: Klagetoh Chapter Regular meeting at 1:00 p.m.**

**D. March 5, 2025 – CLUPC meeting**

**E. March 7, 2025 – Land Withdrawal Public Hearing at 6:00 pm, Klagetoh Chapter CLUPC**

**XII. Adjournment**

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ACCOUNT MAINTENANCE SPECIALIST: LELA SANGSTER

## PLANNING MEETING AGENDA

January 02, 2025 at 9:00 am

TELE-CONFERENCE C: (945) 218-0034 – Access Code 5871548

Alternate Call Number: 657-390-7993

### INVOCATION: Maureen Woodman

- I. Call to order: at 10:12 am by Leland Nez
- II. Roll Call for virtual attendance: no callers at this time
- III. Reading and developing of the agenda by Leland Nez and several items were added to the agenda. The items were mentioned and discussed throughout the meeting time.
- IV. Reading of the December 22, 2024 Regular Chapter Meeting minutes will be presented by Chapter Secretary -Treasurer at regular meeting
- V. Unfinished Business
  - A. KLA 2310-01-2025: Approving the newly elected Chapter President Laverne Joe to be added to the Klagetoh Chapter 's Wells Fargo Bank Signature Card and removing the current Chapter President Leland Nez from the Signature Card beginning January 08, 2025. It was mention earlier to eliminate the bank account number. Mr. Jackson sent a copy to the Chapter Secretary-Treasurers email.
- VI. New Business
  - A. December 2024 Financial Reports: Presentation at Regular Meeting by Ms. Woodman.
  - B. Resolution KLA 2311-01-2025: Requesting the Navajo Nation Council to Approve Klagetoh Chapter's recommendation for their Proposed 15 Quorum Attendance for Klagetoh Chapter Regular and Special meetings. Ms. Woodman mention that this was presented in 2023 and a resolution is already in place which will be revised for presentation at the regular meeting.
- VII. Public Input:
  - A. Aaron Long, CLUPC President: MOU between non-profit and Klagetoh Chapter
    - Interested in forming a government-to-government relationship to offer assistance to the Klagetoh Chapter with technical assistance, enhance coordination, ensure and maximize the benefit of both public and private investment to development of an equitable ecosystem. The non-profit is to jumpstart economic development in general. This MOU is to establish the foundation to enable the ability to apply for grants to fund various programs. There will be no direct transactions between the non-profit and Klagetoh Chapter. A Draft MOU was submitted for consideration and to be forwarded to DOJ for their review. This MOU term will be for four years.
    - Leland asked commented that MOU between Chapter and the Dawn Corporation and questioned how many members? There are three board members currently for the organization. Leland also questioned the corporation's capacity to handle larger projects.

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COUNCIL DELEGATE: ARBIN MITCHELL      COMMUNITY SERVICE COORDINATOR: CLARENCE CHEE      ACCOUNT MAINTENANCE SPECIALIST: LELA SANGSTER

- **Clarence Chee mentioned the meeting is in two weeks for the chapter officials to review it. Clarence commented that KLUPC doesn't have any resolutions pertaining to this subject. Before he finalizes the MOU the Chapter Officials needs to review the proposal and resolution. We don't want to be obligated or tied to the Dawn Corporation. The Officials need to review and finalize it before sending it to Department of Justice.**
- **Leland Nez asked for discussion ensued on how best to handle the issues concerning this topic.**

## VIII. Guests

- A. **Mr. Roy Dempsey, Tse Hootsooi Medical Center, requesting to be on the regular chapter meeting agenda.**

## IX. Reports:

### A. Council Delegate Arbin Mitchell

- **He was sworn in on Monday, December 30, 2024**
- **Chapter Officials will be sworn in on January 7, 2024.**
- **Orientation for Chapter Officials, they need to cover the functions of the staff, officials and go by what is in the FMS (Five Management System).**
- **What are the Chapters planning tools and the Navajo Nation's Planning Tools as well. Chapter ICIP needs to be updated due to the upcoming Budget season. In the Chapter ICIP it's on the DCD website, the ICIP plan is used to determine Capital Projects. The other management tool is the CLUP manual. Klagetoh has a CLUP Manual certified and they need to begin using it.**
- **Also need to use the Budget WIND System to make decisions.**
- **Monitoring and compliance check off list also needs to be a part of the planning meeting to ensure that everything is accounted for. Klagetoh being under CAP, can still get assistance from their guidance**
- **He also reported the need to align the recurring dates of the meetings at all five chapters.**
- **ARPA resolutions were approved and Houck is the only chapter who is still under federal guidelines. The other chapters including Klagetoh are now under general funds. December 31, 2024 is the deadline for identifying projects and committing money towards a specific project. However, there was also a stipulation added to the funding deadline amendments to indicate that money left over from a project can be used for other identified projects.**
- **His next meeting is with Apache County and he will meet with them regarding funding.**
- **The planning meeting is probably the most important meeting as the next events or projects are planned.**
- **Mr. Mitchell will be getting an LDA; how is he going to do his selection of the LDA. There are already a couple of people interested in the position.**

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- **Leland:** mentioned that keeping track of the account balances is complicated and people or companies have a hard time cashing the checks that we issue.
  - **Clarence** explained the new implemented system for double checking the original checks issued to confirm the checks are legitimate. The checks now take up to 24 hours to clear. Once the checks are verified the checks will clear the bank normally. The program or application is called the Positive Pay Plan.
- B. Community Service Coordinator Clarence Chee** – opted to report until the regular chapter meeting
- C. Chapter President Leland Nez** – no reports at this time
- D. Chapter Vice President Leon Jackson** – no reports at this time
- E. Chapter Secretary-Treasurer Maureen Woodman**
- Reported she volunteered our chapter for the Fort Defiance Agency Council meeting on Saturday, January 11, 2025 starting at 9 am.
  - Requested to put on the agenda / record that we will need money for continental breakfast and lunch for the officials in attendance. January 11, 2025 from 8 am to 6 pm.
  - New chapter officials training, February 4-6, 2025 at Twin Arrows. They are working on the agenda for this event and to be aware of this upcoming event. Informed Clarence that we will need to process travel and per-diem for this event.
  - Clarence requested for a justification memorandum regarding the expenses which will be incurred on January 11, 2025.
- F. Grazing Official Allan Tapaha:** Allan reported there was good community involvement during the end of the year festivities. There is a district 17 grazing meeting January 06, 2025 in Steamboat at 9 am; they will address probate and transfer of grazing permits at this time. The chapter permittee meeting will probably until January 17 or 20 2025.
- G. Klagetoh Land Use Planning Committee:** Aaron Long, CLUPC President, CLUP is preparing for a public hearing session on March 7, 2025 to withdraw one parcel of land; but its not their place to determined its usage. They will however, provide a presentation on the various types of withdrawals for various purposes. There are twelve options which were sent with the CLUPC minutes. One of the other options is a larger residential lot. Maureen mentioned there was land withdrawn previously for various purposes and those are three existing sites. For the scattered homes, we can work with the recipients of scattered homes.
- H. Klagetoh Veteran Organization Member:** no one present
- I. Wide Ruins Community School Board Member:** no one present
- J. GUSD- Parent Advisory:** no one present
- X. Announcements**
- A. January 6, 2025** – District 17 Grazing Meeting, Steamboat, AZ at 9:00 am
  - B. January 8, 2025** – District 17 Council meeting, Steamboat, AZ at 6:00 pm

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- C. January 11, 2025 – Ft. Defiance Agency Council Meeting, Klagetoh Chapter, Klagetoh AZ at 9:00 am
  - Clarence reiterated that there has to be a justification memorandum with a number and menu for procurement.
- D. January 19, 2025: Klagetoh Chapter Regular meeting at 1:00 p.m.
- E. March 5, 2025 – CLUPC meeting
- F. March 7, 2025 – Land Withdrawal Public Hearing at 6:00 pm, Klagetoh Chapter CLUPC
- XI. Adjournment: meeting adjourned at 11:57 by Leland Nez

Respectfully submitted by:   
Maureen Woodman

Date: 1/2/25

2025 JAN 02 PM02:44



# RESOLUTION OF THE KLAGETOH CHAPTER

## RESOLUTION KLA--2310-01/2025

### RESOLUTION OF THE KLAGETOH CHAPTER TO ADD LAVERNE JOE, PRESIDENT ELECT, AS AUTHORIZED SIGNATORY FOR WELLS FARGO BANK, N.A.

#### WHEREAS:

1. Pursuant to 26 N.N.C., Section 3(A) the Klagetoh Chapter is duly recognized as a certified chapter of the Navajo Nation Government, as listed in 11 N.N.C., Part 1, Section 10; and
2. Pursuant to Title 26 N.N.C., Section 1(B) the Klagetoh Chapter is vested with the authority to review all matter affecting the community and to make appropriate correction when necessary and make recommendation to the Navajo Nation and other local agencies for appropriate actions; and
3. Upon taking Oath of Office, Laverne Joe, newly elected Chapter President for Klagetoh Chapter, will be added to the Wells Fargo Bank, N.A. signature card for the Klagetoh Chapter bank account; and
4. Ms. Laverne Joe is scheduled to take their Oath of Office on January 07, 2025 and will begin her official duties immediately following aforementioned date.

#### NOW THEREFORE BE IT RESOLVED THAT:

The Klagetoh Chapter hereby approves the addition of Laverne Joe to the Wells Fargo Bank, N.A., signature card upon taking their Oath of Office.

#### CERTIFICATION

We hereby certify that the foregoing resolution was duly considered by the Klagetoh Chapter government at the duly called Regular Chapter Meeting at Klagetoh Chapter, Navajo Nation, Arizona at which a quorum was present; and the same was passed by a vote of \_\_\_\_ in favor, \_\_\_\_ opposed, and \_\_\_\_ abstained on this 19<sup>th</sup> day of January 2025.

Motion by:

Second by:

---

Leland Nez, Chapter President

## MEMORANDUM OF UNDERSTANDING (MOU)

**This Memorandum of Understanding (MOU)** is made and entered into on this \_\_\_ day of \_\_\_\_\_ 2025, by and between both parties herein referred to as the “Parties”:

1. **Dawn Corporation**, a nonprofit 501(c)(3) organization duly organized and existing under the laws of Navajo Nation hereinafter referred to as "Nonprofit"; and
2. **Klagetoh Chapter**, a Chapter Government of Navajo Nation hereinafter referred to as "Chapter".

**WHEREAS**, it is the mutual intention of the Parties to collaborate to build capacity, provide needed technical assistance, enhance coordination, ensure and maximize the benefit of both public and private investment in the development of an equitable ecosystem for the Chapter.

**WHEREAS**, the Parties share a common interest in improving the quality of life for the residents of the Chapter through economic development, community development, infrastructure, manufacturing, research and development, workforce training, development investments, and wellness initiatives; and

**WHEREAS**, the Parties support bi-directional outreach and engagement, and are committed to providing opportunities for meaningful participation and guidance to community members and community organizations; and

**WHEREAS**, the Parties wish to outline the general terms of their cooperation, roles, and responsibilities in this project; and

**NOW, THEREFORE, the parties agree as follows:**

### **Section 1 - Purpose**

The purpose of this MOU is to establish the framework for collaboration between the Parties hereinafter referred to as the “Purpose”. Through this MOU, the Parties express their intent to work together to:

- A. Develop community strategic plans for economic development, community development, infrastructure, manufacturing, research and development, workforce training, investments, and wellness initiatives.
- B. Support and work with Navajo Nation agencies in fulfilling this MOU and its Purpose.
- C. Convene national, regional, Navajo Nation, and private sector actors and organizations to foster coordination across all the agencies, advance common goals, and tackle shared challenges.

**D.** Develop capacity building opportunities such as skills/expertise and wellness.

**F.** Enhance coordination among Navajo Nation entities, and other Federal/State agencies to leverage existing programs, to include public and private sector investment and engagement.

**G.** Engage in user-friendly communication feedback to ensure effective, coordinated, and timely funding for planning and implementation.

## **Section 2 - Roles and Responsibilities**

The Nonprofit and Chapter agree to the following roles and responsibilities:

### **A. Nonprofit's Responsibilities**

1. **Project and Coordination:** provide services on a case by case basis, and at the guidance of Chapter initiatives and Land Use 5/10/50 Year Plan.
2. **Technical Assistance:** a comprehensive range of services to include, but not necessarily limited to development, evaluation and assessment, fundraising, grant writing, planning, design, coordination, construction, implementation, labor, training, capacity building, consultation, policy development, marketing, communication, host, and management.
3. **Fundraising and Grant Writing:** pursue funding opportunities, including public/private, federal/state, grants, donations, and corporate sponsorships, to support the development of the Purpose.
4. **Accounting:** is responsible for its own fund management. unless an amount is budgeted for Chapter, in which case the Chapter will be responsible for managing its own funds.
5. **Community Outreach:** facilitate community functions with stakeholders, local businesses, and volunteers when necessary.

### **B. Chapter Responsibilities**

1. **Project and Coordination:** Request services on a case by case basis while simultaneously allowing Nonprofit the autonomy to work on community initiatives and implementation of Land Use 5/10/50 Year Plan.
2. **Oversight and Approvals:** maintain final oversight and approval of Nonprofits direct technical assistance.
3. **Permitting and Approvals:** Assist in providing necessary resolutions, right of way, and other documents necessary for the Purpose.
4. **Provide Land/Facility:** Provide meeting space, event space, and land for the Purpose.
5. **Accounting:** is responsible for its own fund management, unless an amount is budgeted for Nonprofit services and is transferred within compliance of Navajo Nation policies, then the Nonprofit will be responsible for managing its own funds.

### **Section 3 - Funding and Resources**

1. Nonprofit will be responsible for seeking external funding through grants, donations, and fundraising activities.
2. Chapter will allocate \$0.00 funds from its budget for Nonprofit-related services, unless budgeted in specific grant applications, and at the Chapters discretion, and in compliance with Navajo Nation procurement policies.
3. Parties will collaborate on applying for joint funding opportunities, as appropriate.
4. Parties will be responsible for their own fund management.

### **Section 4 - Timeline**

1. MOU Launch: Parties agree to begin this MOU after DOJ opinion and upon acceptance by Chapter resolution.

### **Section 5 - Communication and Reporting**

1. Regular meetings will be held biannual (August and January) to discuss the progress of the MOU, with representation from Nonprofit, Chapter Administration, and Chapter Officials.
2. Nonprofit will provide the Chapter Administration with annual reports on fundraising activities, and project updates.

### **Section 6 - Confidentiality**

Both parties agree to maintain confidentiality regarding any sensitive information shared during the course of this partnership, unless otherwise required by law or mutual consent.

### **Section 7 - Term and Termination**

1. This MOU will begin with an initial trial period of one (1) year, after which it will remain in effect for additional three (3) years, totaling four (4) years from the date of execution.
2. Either party may terminate this MOU with 60 days notice prior to Chapter resolution, provided such termination will not severely affect any obligations incurred prior to the termination date.

### **Section 8 - Dispute Resolution**

In the event of a dispute or disagreement arising from this MOU, the parties agree to attempt to resolve the issue in a fair and cooperative manner through mediation. If mediation is unsuccessful, the dispute may be resolved through Navajo Nation Department of Justice opinion.

**Section 9 - Miscellaneous**

1. This MOU is not intended to create any legally binding obligations except as specifically stated in the binding sections, such as confidentiality or dispute resolution.
2. This MOU may be amended or supplemented by a written agreement signed by both parties.
3. Both parties agree to act in good faith and work cooperatively toward achieving the goals outlined in this MOU.

**IN WITNESS WHEREOF, the parties hereto have executed this Memorandum of Understanding as of the date first above written.**

---

**For Dawn Corporation**

Signature: \_\_\_\_\_

Name: Aaron Long

Title: Chief Executive Officer

Date: \_\_\_\_\_

**For Klagetoh Chapter**

Signature: \_\_\_\_\_

Name: Lavern Joe

Title: President, Klagetoh Chapter

Date: \_\_\_\_\_