

Town of Estancia
Regular Meeting of the Board of Trustees

Monday, May 16, 2022 6:15pm

Municipal Building, 513 Williams Avenue, Estancia, NM 87016

Minutes

Invocation and Pledge of Allegiance

The meeting was called to order at 6:15pm and Roll Call was taken:

Trustee Lovato - Present
Trustee Sedillo - Present
Trustee Chavez - Present
Trustee Hall - Present
Mayor Dial - Absent

1.0 Approval/Disapproval of Agenda - Action Item

ACTION TAKEN: Trustee Lovato made a motion to approve the agenda as written. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

2.0 Discussion/Approval of the May 16, 2022 Bill List - Action Item

ACTION TAKEN: Trustee Hall made a motion to approve the May 16, 2022 Bill list. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

Public Comment - Resident Steven Ness asked about renting the Community Center to present a movie to the public. He was told to contact the Clerk's office and was given rental information.

Old Business

3.0 Request Children at Play signs and a painted crosswalk on Highland - Discussion and Possible

Action - Trustee Chavez said there are ADA rules that must be followed. She also suggested adding a 4-way stop there. All agreed that we need Children at Play signs there at Highland and 6th street. More research needs to be done. **ACTION TAKEN:** Trustee Chavez made a motion to approve the addition of Children at Play signage and to TABLE the request for a painted crosswalk. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

New Business

4.0 Approval of Proclamation Declaring May 11-17, 2022 as National Police Week in the Town of Estancia- Action Item Trustee Lovato read the following Proclamation into the record:

Town of Estancia
Board of Trustees
DESIGNATE May 11-17, 2022 AS
"National Police Week"

To recognize National Police Week 2022 and to honor the service and sacrifice of those law enforcement officers killed in the line of duty while protecting our communities and safeguarding our democracy.

WHEREAS, there are more than 800,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Town of Estancia Police Department; and

WHEREAS, since the first recorded death in 1786, more than 23,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty; and

WHEREAS, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, DC ; and

WHEREAS, 619 new names of fallen heroes are being added to the National Law Enforcement Officers Memorial this spring, including 472 officers killed in 2021 and 147 officers killed in previous years; and

WHEREAS, the service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund's 34th Candlelight Vigil, on the evening of May 13, 2022; and

WHEREAS, the Candlelight Vigil is part of National Police Week, which will be observed this year May 11-17; and

WHEREAS, May 15 is designated as Peace Officers Memorial Day, in honor of all fallen officers and their families and U.S. flags should be flown at half-staff;

THEREFORE, BE IT RESOLVED that the Board of Trustees of the Town of Estancia will observe May 11-17, 2022, as National Police Week and publicly salutes the service of law enforcement officers in our community and in communities across the nation.

*Signed and Sealed this 16th day of May, 2022
by The Town of Estancia Board of Trustees
Estancia, New Mexico.*



Nathan Dial, Mayor

Attest: Michelle Jones, Clerk/Treasurer

Trustee Lovato said he is super proud of the department; it is looking much better than it did a year ago, or even 6 months ago. Each member of the department was given a certificate of appreciation, a pen, and a copy of the Proclamation. **ACTION TAKEN:** Trustee Lovato made a motion to approve the Proclamation declaring May 11-17, 2022 as National Police Week. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

- 5.0 Approval to convene a hiring committee to interview candidates for Deputy Clerk and Planning & Zoning/Animal Control – Action Item ACTION TAKEN:** Trustee Hall made a motion to convene a hiring committee for the evening of May 19th at 6:15pm to interview candidates for Deputy Clerk and Planning&Zoning/Animal Control. Trustee Lovato seconded the motion. All in favor. **MOTION CARRIED**
- 6.0 Approval of the Mayor’s hiring of Mr. Jace Aragon to the position of Maintenance Worker 1- Action Item ACTION TAKEN:** Trustee Lovato made a motion to approve the Mayor’s hiring of Mr. Jace Aragon to the full-time position of Maintenance Worker 1. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**
- 7.0 Approval of the Head Librarian’s hiring of Ms. Samantha Valencia to the position of Summer Intern- Action Item ACTION TAKEN:** Trustee Hall made a motion to approve the Head Librarian’s hiring of Ms. Samantha Valencia to the position of Summer Intern. Trustee Chavez seconded the motion. Trustee Lovato recused himself from the vote. Trustee Chavez, Trustee Hall, and Mayor Pro-tem Sedillo voted yes. **MOTION CARRIED**
- 8.0 Approval of the Clerk’s hiring of Ms. Lyra Salandre to the position of Pool Manager and 11 youth to the position of Lifeguard and Senior Lifeguard- Action Item ACTION TAKEN:** Trustee Hall made a motion to approve the Clerk’s hiring of Ms. Lyra Salandra to the position of Pool Manager and 11 youth to the position of Life Guard and Senior Lifeguard. Trustee Lovato seconded the motion. All in favor. **MOTION CARRIED**
- 9.0 Presentation of the 3rd Qtr Qtrly report – Clerk Michelle Jones - Information Only**
 Clerk/Treasurer Michelle Jones presented the Board with the P&L for the Town year-to date as of the end of the 3rd quarter, March 30. She reported that the Town is in very good shape. She also presented the Town with the LGBMS report attached here:

Printed from LGBMS on 2022-06-03 11:11:20

| Fund | Cash | Investments | Revenues | Transfers | Expenditures | Adjustments | Balance | Reserves | Adjusted Balance |
|---|---------------------|---------------------|---------------------|-------------|---------------------|-------------|---------------------|------------------|---------------------|
| 11000 General Operating Fund | 1,679,880.00 | 0.00 | 1,900,530.82 | 31,000.00 | 882,810.41 | 0.00 | 2,748,800.51 | 71,884.20 | 2,820,684.71 |
| 20100 Corrections | 15,010.00 | 0.00 | 87.00 | 0.00 | 36.00 | 0.00 | 15,081.00 | 0.00 | 15,081.00 |
| 20800 Emergency Medical Services | 7,991.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 7,991.00 | 0.00 | 7,991.00 |
| 20800 Fire Protection | 63,051.00 | 0.00 | 323,418.00 | 0.00 | 17,803.39 | 0.00 | 388,665.61 | 0.00 | 388,665.61 |
| 21100 Law Enforcement Protection | 65.00 | 0.00 | 17,074.00 | 0.00 | 2,410.44 | 0.00 | 14,728.56 | 0.00 | 14,728.56 |
| 21800 Municipal Street | 163,381.00 | 0.00 | 15,687.80 | 0.00 | 18,112.50 | 0.00 | 160,956.30 | 0.00 | 160,956.30 |
| 21800 Intergovernmental Grants | 51,874.00 | 0.00 | 17,827.89 | 0.00 | 0.00 | 0.00 | 69,701.89 | 0.00 | 69,701.89 |
| 22300 DWI Fund | 298.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 298.00 | 0.00 | 298.00 |
| 28000 American Rescue Plan Act | 0.00 | 0.00 | 195,438.00 | 0.00 | 12,082.69 | 0.00 | 183,355.31 | 0.00 | 183,355.31 |
| 28900 Other Special Revenue | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 30100 Bond Proceeds Project | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 30300 State Legislative Appropriation Project | 17,810.00 | 0.00 | 115,970.59 | 0.00 | 114,752.95 | 0.00 | 19,027.64 | 0.00 | 19,027.64 |
| 30800 NMFA Project | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40400 NMFA Loan Debt Service | 321.00 | 0.00 | 0.00 | 19,198.00 | 8,059.45 | 0.00 | 13,457.55 | 0.00 | 13,457.55 |
| 49900 Other Debt Service | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 50100 Water Enterprise | 247,959.00 | 0.00 | 273,775.47 | -50,198.00 | 283,748.79 | 0.00 | 187,789.68 | 0.00 | 187,789.68 |
| 50200 Solid Waste Enterprise | 150,680.00 | 0.00 | 138,220.98 | 0.00 | 148,312.05 | 0.00 | 140,588.93 | 0.00 | 140,588.93 |
| 50300 Wastewater/Sewer Enterprise | 294,384.00 | 0.00 | 120,843.70 | 0.00 | 88,710.63 | 0.00 | 326,517.07 | 0.00 | 326,517.07 |
| 70100 Meter Deposits | 45,456.00 | 0.00 | 2,250.00 | 0.00 | 2,370.00 | 0.00 | 45,336.00 | 0.00 | 45,336.00 |
| 79900 Other Trust & Agency | 189,919.00 | 1,067,589.00 | 111,578.12 | 0.00 | 112,514.80 | 0.00 | 1,256,571.32 | 0.00 | 1,256,571.32 |
| Totals | 2,928,079.00 | 1,067,589.00 | 3,232,702.47 | 0.00 | 1,869,824.10 | 0.00 | 5,558,846.37 | 71,884.20 | 5,486,962.17 |

Ms. Jones said many factors are contributing to the strong financials for the Town. Gross Receipts Taxes continue to be very strong and we have Capital Outlay funding and American Recovery Act funding that we did not spend this year, along with the revenue we received from the Tax and Rev lawsuit. All this funding will roll to the new fiscal year and can be discussed in detail during the budget workshop. **NO ACTION, INFORMATION ONLY.**

10.0 Information about the Pool Opening - Information Only Clerk Michelle Jones told that Board that we are working very hard to try to get the pool open for the public by June 14th. We have hired our crew and are now working with the Mayor and the Public Works department to get the pool ready. Utility Billing Clerk Laura Acosta has taken over the responsibility of working with the Lifeguards and the Pool Supervisor to ensure that they all become certified, and drug tested. She is ordering all the needed supplies, etc. Ms. Jones will update the Board at every meeting until the pool opens. **NO ACTION, INFORMATION ONLY**

11.0 Schedule FY23 Budget Workshop- Action Item ACTION TAKEN: Trustee Lovato made a motion to schedule the Budget workshop on Thursday, May 26, at 6:30pm. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

12.0 Mayor/Council:

Trustee Hall had no update.

Trustee Chavez asked about painting the wall at the pool. She suggested asking resident Jeff Brock if he might be interested in painting something fun there- maybe the home of the barracudas or come up with a logo for the Estancia Aquatic Center. Mayor Pro-tem Sedillo will ask him. She also talked about a culvert in town that is a hazard.

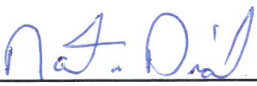
Mayor Pro-tem Sedillo thanked the PD for all their efforts on behalf of the town.

Trustee Lovato requested that we try to get port-a-potties for the park for the whole summer, not just for holidays and special events. Ms. Jones will work on this. He also said he is very excited that the fairgrounds have sold and we can start thinking about the baseball field.

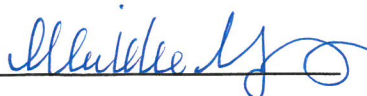
Adjournment

Trustee Hall made a motion to adjourn the meeting. Trustee Lovato seconded the motion. All in favor. **MOTION CARRIED.**

The meeting adjourned at 7:24 pm.

Approved: 

Date: 6/6/2022

Attest: 

Date: 6/6/2022