

Town of Estancia
Special Meeting of the Board of Trustees
Monday, April 30, 2018 5:45 pm
Municipal Building, 513 Williams Avenue, Estancia, NM 87016

Minutes

The meeting was called to order at 5:45 pm and Roll Call was taken:

Trustee Romero- Present
Trustee Sedillo- Present
Trustee Chavez- Present
Trustee Hall- Present
Mayor Dial –Present

1.0 Approval/Disapproval of Agenda – Action Item

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

2.0 Rate and select an auditor for the FY18 Audit- Action Item

Clerk Michelle Jones informed the Board and the Mayor that we had received two responses to our RFP for an Auditor for our FY18 Audit. We received a proposal from Beasley, Mitchell & Co. and a proposal from Kubiak, Melton, & Associates, LLC.

Ms. Jones presented the proposal packets from both firms to the Board members and the Mayor. She also gave each of them a scoring sheet to rate each firm. The grand totals are listed here:

KUBIAK, MELTON, & ASSOCIATES- 380
BEASLEY, MITCHELL & CO- 337

(The individual scoring sheets are located in the file for this meeting.)

ACTION TAKEN: Trustee Hall made a motion to select Kubiak, Melton, & Associates to conduct out FY 18 audit. Trustee Romero seconded the motion. All in favor. **MOTION CARRIED**

Ms. Jones will submit Kubiak, Melton, & Associates as our firm of choice to the Office of the State Auditor. There will be an option to renew with this firm for three consecutive years.

3.0 Schedule interview times for the pool lifeguard and supervisor candidates- Action Item

Clerk Michelle Jones told the Board that the time for accepting applications ended at the end of business on 4/26. We received 9 applications for Pool Manager and 48 applications for Lifeguards. We will give the applications an initial review and then schedule interviews this coming week. Trustee Hall will not be available to conduct interviews. Trustee Chavez will ask Josie Chavez to conduct interviews in her place. Trustee Sedillo will also not be available. Clerk Michelle Jones will conduct interviews in place of Trustee Hall and Deputy Clerk Michelle Dunlap will conduct interviews in place of Trustee Sedillo. Trustee Romero will attend the interviews. We will have 4 representatives to conduct interviews. **ACTION TAKEN:** Trustee Sedillo makes a motion to conduct interviews next week with the representatives as listed above. Trustee Romero seconds the motion. All in favor. **MOTION CARRIED**

Trustee Hall asked that an item be put on the next regular meeting agenda to discuss Mr. Sturges dedicating the road in front of the old grocery store and Post Office to the Town. Trustee Romero asked that an item be put on the next agenda to discuss nominating Ms. Michelle Jones for Clerk of the Year. Trustee Romero commended Mayor Dial for his comments at the recent EVSWA Board meeting. Mayor Dial has requested that the EVSWA Board consider contributing funds to help run the pool. Lastly, Mayor Dial asked that the Town check and see if we can have a DPS (Department of Public Safety) which could allow us to have access to more federal funding. Deputy Clerk Michelle Dunlap will contact our old Fire Chief Lester Gary to see what he knows about this.

Adjournment

Trustee Hall made a motion to adjourn the meeting. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED Meeting adjourned at 6:40 pm.**

Approved: 

Date: 7 May 18

Attest: 

Date: May 7, 18

Adjournment - The Public is welcome and encouraged to attend all meetings. The Town of Estancia is an equal opportunity provider and employer.