

Town of Estancia
Regular Meeting of the Board of Trustees
Monday, May 7, 2018 6:15 pm
Municipal Building, 513 Williams Avenue, Estancia, NM 87016

Minutes

Invocation and Pledge of Allegiance

The meeting was called to order at 6:15 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 Romero made a motion to approve the agenda as written. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

2.0 Discussion/Approval of the April 16, 2018 Regular Meeting Minutes – Action Item

Trustee Hall pointed out that there was an agenda item on the minutes that did not list a second or the action taken. Clerk Michelle Jones will make this correction. **ACTION TAKEN:** Trustee Hall made a motion to approve the April 16, 2018 minutes with the correction as listed above. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

3.0 Discussion/Approval of the April 30, 2018 Special Meeting Minutes- Action Item

ACTION TAKEN: Trustee Hall made a motion to approve the April 30, 2018 Special Meeting minutes. Trustee Sedillo seconded the motion. All in favor. **MOTION CARRIED**

4.0 Discussion/Approval of May 3, 2018 Bill List – Action Item

ACTION TAKEN: Trustee Chavez made a motion to approve the May 3, 2018 Bill List. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

5.0 Department Updates:

Police/Animal Control-

Police Chief Stephanie Reynolds presented the department's Unit Activity Report for the month of April. The report showed a total of 280 calls. She said they have been busy but, thankfully, she had nothing of note to report.

Chief Reynolds gave an Animal Control update. They have recently adopted out ten cats and currently have one puppy at the shelter that she believes will adopt out quickly. She said that their new Animal Control volunteer, Colin Melbourn is doing an outstanding job! Chief Reynolds is also working on a fund raiser that would raise money for the Respect Program Scholarship fund.

Fire-

No update at this meeting.

Library-

Librarian Angela Creamer presented the following written update:

Librarians report May 2018

Childrens programing

Summer Reading program registration begins May 25. The program is open for children ages 1.5-5th grade. Children will win prizes for being read to or reading on their own depending on reading level. We will have two groups meeting for story and craft time. On Wednesdays at 10:30 am the preschoolers meet and on Thursdays at 3:30 the k-5th graders meet for story and crafts. Children can also sign up for the reading part only if they are unable to make it to craft and story time.

The Pint Size Polkas will be performing at the Library on Monday June 4th at 3:00. Everyone of all ages is invited to this free family fun event.

Adult Programing

The UNM GED program continues to meet every Monday for Tutoring.

The adult book club meets every third Tuesday at 10:30am in the Southwest room.

Maintenance-

Public Works Supervisor Lorenzo Bernal reported to the Board that his crew has been reading meters, taking well readings, and conducting their other daily duties. They also handled a sewer issue, a well that went down, helped with the school's Respect Program, and conducted the Town's annual Clean-up Weekend. Mr. Bernal was complimented for his department's hard work.

Administration-

Clerk Michelle Jones said that her department was waiting to hear from DFA for the next step in selecting an auditor for the FY18 audit. Her department is also working on the budget. They sent out thank you letters and invoices for pledged funding for the pool. They are ordering signs for the pool and are getting ready to schedule interviews for Pool Supervisor and Lifeguards.

Public Comment – At the discretion of the Mayor. For information only (No Action can be taken). Comments may be limited to (5) minutes per person on any subject.

Ms. Jennette Hunt presented the Town of Estancia with a money order for \$700.00 from the GoFundMe page she set up to help raise money for the pool. Ms. Hunt's family attended the meeting with her and helped her present the money. Her time, energy, and efforts to help our community are very much appreciated. The funds she collected from local citizens will go a long way in helping us get our pool up and running this summer.

Old Business

6.0 Discussion of Pool Opening – Discussion and Possible Action

Clerk Michelle Jones presented the following recommendations to the Board for discussion concerning the pool:

- Pool dates of operation : Tuesday-Saturday 12:00 pm to 6:00 pm - June 5th- August 4th
- Admission prices : \$3.00 per person daily any age
\$75.00 Family Season Pass -Open Swim- (Immediate Family- Two adults and up to 6 kids)
- Bottled Water will be sold for \$1.00 each
- One Pool Manager, Two Pool Assistant Managers/Lifeguards, 9 Sr./Jr. Lifeguards
Pool Manager – Hourly Wage - \$12.00 per hour, Assistant Managers/Lifeguards- \$10.00 per hour- Sr. Lifeguards \$ 8.50, Jr. Lifeguards \$7.50 per hour.

The Board discussed the suggestions. Trustee Sedillo expressed concerns about the assistant managers possibly being under the age of 18. Ms. Jones said she would check with our attorney to see if there would be any issues if this ended up happening. Ms. Jones informed the Board that the Town received 9 applications for Pool Manager and 48 applications for Lifeguards. Interviews will be conducted this coming week. Michelle Jones will interview in place of Trustee Hall, who will not be available and Michelle Dunlap will interview for Trustee Sedillo who will also not be available. Trustee Romero will be available to conduct interviews. Josie Chavez will interview for Trustee Chavez, who is related to one or more of the applicants and Mayor Dial will not interview as he is also related to one or more of the applicants. **ACTION TAKEN:** Trustee Hall made a motion to approve all the recommendations as listed above. Trustee Romero seconded the motion. All in favor. **MOTION CARRIED**

7.0 Discussion of possible dedication of land in front of Old Sturgess Market- Discussion and possible action

Trustee Hall explained the road issues at this location. He suggested meeting with the Mayor, our Public Works Supervisor, and one of our engineers at the location to discuss possible solutions. This will be the first step in this process. Next, we will discuss how to accomplish the dedication of the road and possibly the easement to the Town. Ms. Jones will contact engineer Richard Runyon to schedule the meeting. **NO ACTION, INFORMATION ONLY**

New Business

8.0 P&Z Item- Approval of Family Transfer Land Division for Ramon Acosta & Socorro Acosta- Action Item

Surveyor Larry Dominquez presented this item to the Board. Landowners Ramon Acosta and Socorro Acosta are requesting a Family Transfer Land Division of their property whose legal description is 'being a tract of land located in the south half of the southwest quarter of sec 1, t6n, r8e' in the Town of Estancia. Trustee Hall highlights that there is a 20' access and utility easement granted by the plat being presented for approval. He requests that it be noted that

the Town will not maintain this easement. The Board agrees. He also suggests that a sign be put up there stating that it is a private drive. **ACTION TAKEN:** Trustee Chavez made a motion to approve the Acosta Family Transfer Land Division contingent upon the change in verbiage to the plat concerning the 20' easement as stated above. Trustee Sedillo seconded the motion. All in favor. **MOTION CARRIED**

9.0 P&Z Item- Approval of Application for Non-Compliance of Code- Jeff Brock- Discussion and Possible Action

Jeff Brock approached the board with a request to waive a provision of the Estancia Zoning Ordinance at the corner of the "T" intersection of 8th Street and Arthur Avenue. The provision is as follows:

SECTION 5. GENERAL PROVISIONS.

H. Vision Clearance. At all road or street intersections, no obstructions to view shall be placed or maintained between three feet and eight feet above the roadway level in a triangular space at the road or street corner on a corner lot. Such triangular space shall be bounded by the corner property lines and a diagonal line connecting points that are 25 feet in distance from the property line intersection.

Mr. Brock explained that he had build a fence on his west property line with high wooden panels, and he intended those panels to be painted with designs from Estancia school children. He planned to offer panels to children from Estancia and the smaller towns like McIntosh and Tajique that send their children here, and provide design approval and assistance to the young artists. A central panel would be painted with angel wings and the words "Estancia Angel." He said visitors could have their photos taken standing in front of it and post them on social media.

Enforcing the vision clearance provision would require removal of one of the panels, he said, and it would also compromise the security of his commercial property, which had been hit by thieves. Since Arthur Avenue does not continue to the west, vehicles turning north from Arthur to 8th would not cross southbound traffic.

Board members expressed their approval of the art project and encouraged him to do it.

ACTION TAKEN: Trustee Hall made a motion to approve the application for non-compliance of code for this particular case only concerning this property only on the corner of 8th and Arthur. Trustee Romero seconded the motion. All in favor. **MOTION CARRIED**

10.0 Contract extension request from NM Waste- Discussion and Possible Action

The contract the Town currently has with NM Waste for solid waste collection for our residents will expire July 31, 2018. The contract contains the following verbiage:

8. Extension of Contract:

The parties agree that by mutual consent, expressed in writing and received at least ninety (90) days before the termination of the contract term that this contract may be extended for an additional five (5) year term upon the same terms and conditions set forth in this contract or by new negotiated terms.

The Town received a letter from NM Waste on 5/2/18 requesting to extend the contract as listed above. The letter also states that NM Waste will not request a CPI increase from the Town of Estancia for the 2018 year. **ACTION TAKEN:** Trustee Hall made a motion to accept the 5 year contract extension with NM Waste. Trustee Romero seconded the motion. All in favor.

MOTION CARRIED

11.0 MOU with the City of Moriarty for their summer rec program- Action Item

Ms. Jones presented the Board with an MOU from the City of Moriarty. In summary, the MOU would be between Estancia and Moriarty to establish terms by which Estancia would provide the use of the pool for two days each week during its operation for Moriarty's summer rec program. The Board is requesting that the Moriarty summer rec use the pool for free for one day per week. Ms. Jones will inform the City of Moriarty to see if the MOU can be amended. Mountainair will also be requesting a day when their group can come and swim for free. In return, both Moriarty and Mountainair will be contributing funds towards the pools operating costs. **ACTION TAKEN:** Trustee Hall made a motion to table this item. Trustee Chavez seconded the motion. All in favor. **ITEM TABLED**

12.0 Torrance County proposal for a shared Grant Writer- Discussion and Possible Action

Mayor Dial told the Board that Torrance County has reached out to the municipalities to see if they would be interested in sharing the cost of a grant writer. The grant writer would most likely be an employee of the county and would seek out and write grant proposals on behalf of the county and the participating municipalities. The county is requesting that Estancia contribute approximately \$10,000.00 annually for this employee. This idea is in the very beginning stages and there are many questions that still need to be answered about this idea. Mayor Dial will report back to the Board when he hears more about this. **ACTION TAKEN:** Trustee Hall tabled this item until it is actionable. Trustee Chavez seconded the motion. All in favor. **ITEM TABLED UNTIL FURTHER NOTICE**

13.0 Mayor/Council:

Trustee Hall has no update for this meeting.

Trustee Chavez has no update for this meeting.

Trustee Sedillo said thank you to his fellow Trustees, the Mayor, and the staff for working with him in his role as a Trustee.

Trustee Romero thanks Mr. Brock for his presentation. He is very impressed with Mr. Brock's mural idea.

Mayor Dial said he would be swapping out the flags at the Estancia Veteran Park for new flags soon. He will be attending the EVSWA meeting and the EVEDA annual meeting.

14.0 Budget Workshop – Discussion only

The Department Heads, the Trustees, the Mayor, the Deputy Clerk, and the volunteer Fire Chief all sat down to review the P&L. In summary, each Department Head listed what they would like to see in the upcoming FY19 budget. Clerk Michelle Jones asked that the Board give her time to work on the budget with Deputy Clerk Michelle Dunlap to see what they could do to accommodate the department head's requests. As the prison remains closed, this year's budget will be challenging, but every effort will be made to keep our departments whole and productive. Ms. Jones will come back to the Board at the next meeting with an update on the progress of the budget.

Adjournment

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

Meeting adjourned at 10:32 pm.

Approved: 

Date: 5/24/18

Attest: 

Date: 5/24/18

Jeff Brock approached the board with a request to waive a provision of the Estancia Zoning Ordinance at the corner of the “T” intersection of 8th Street and Arthur Avenue. The provision is as follows:

SECTION 5. GENERAL PROVISIONS.

H. Vision Clearance. At all road or street intersections, no obstructions to view shall be placed or maintained between three feet and eight feet above the roadway level in a triangular space at the road or street corner on a corner lot. Such triangular space shall be bounded by the corner property lines and a diagonal line connecting points that are 25 feet in distance from the property line intersection.

Mr. Brock explained that he had build a fence on his west property line with high wooden panels, and he intended those panels to be painted with designs from Estancia school children. He planned to offer panels to children from Estancia and the smaller towns like McIntosh and Tajique that send their children here, and provide design approval and assistance to the young artists. A central panel would be painted with angel wings and the words “Estancia Angel.” He said visitors could have their photos taken standing in front of it and post them on social media.

Enforcing the vision clearance provision would require removal of one of the panels, he said, and it would also compromise the security of his commercial property, which had been hit by thieves. Since Arthur Avenue does not continue to the west, vehicles turning north from Arthur to 8th would not cross southbound traffic.

Board members expressed their approval of the art project and encouraged him to do it.

[Motion and second, etc.]