

Town of Estancia
Regular Meeting of the Board of Trustees
Monday, August 20, 2018 6:15 pm (Immediately following the Public Hearing)
Municipal Building, 513 Williams Avenue, Estancia, NM 87016

Minutes

Invocation and Pledge of Allegiance

The meeting was called to order at 6:22pm 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 Discussion/Approval of the August 6, 2018 Regular Meeting Minutes – Action Item

ACTION TAKEN: Trustee Chavez made a motion to approve the August 6, 2018 Regular meeting minutes. Trustee Romero seconded the motion. All in favor. **MOTION CARRIED**

3.0 Discussion/Approval of the August 13, 2018 Special Meeting Minutes- Action Item

ACTION TAKEN: Trustee Hall made a motion to approve the August 13, 2018 Special Meeting minutes. Trustee Sedillo seconded the motion. All in favor. **MOTION CARRIED**

4.0 Discussion/Approval of August 20, 2018 Bill List – Action Item

ACTION TAKEN: Trustee Romero made a motion to approve the August 20, 2018 Bill List. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

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. Sylvia Chavez, one of the Town's representatives on the EMW Gas Board, gave an update to all present. She said there will be some changes to the personnel at EMW. EMW Manager Ronny Reynolds will be retiring soon and will be replaced by Mr. Eddie O'Brien, who will be replaced by Mr. Randy Sanchez. She said that our current gas prices are good and are locked in until 2019. She also said that EMW is considering contributing to the Estancia Pool again next year; all good news. Ms. Chavez was sincerely thanked by the Board and the Mayor for her update.

Old Business

5.0 Suggested update to Section 14- S-U SPECIAL USE ZONE of the Planning and Zoning Ordinance- Discussion and Possible Action Item

There was discussion about Section 14 S-U Special Use Zone of the P&Z Ordinance at the 8/6 meeting. During that meeting, Ms. Belinda Garland, Torrance County Manager, asked what the Special Use allowed for government buildings. The ordinance, as it is currently written, has no

additional information. Trustee Romero said he would review the ordinance and suggest an update. Clerk Michelle Jones was asked to see what the ordinances of our neighbor municipalities had written down about government buildings.

Trustee Romero received a copy of the current ordinance and came to this meeting with the following suggested revision:

Government Facilities: We have several government agencies i.e. Town of Estancia, Torrance County, Estancia Valley Solid Waste Authority, etc. These Government Agencies must comply with the Town of Estancia Nuisance Ordinance 5 7-5-1 through 7-1-14 i.e. weeds should be removed, and grounds should be neat & orderly.

Clerk Michelle Jones told the Board that she had done some research and did not find any reference to Special Use government build in the ordinances for Moriarty or Mountainair. The Special Use for Tijeras stated:

e. Government facilities for general public use.

After some discussion, the Board decided to take no action on this issue at this time. Trustee Hall said that the Nuisance Ordinance covered the town, which would include its government buildings. **NO ACTION**

New Business

6.0 Approval of Ordinance 2018-05 amending the 2010 Compilation of the Uniform Traffic Ordinance- Action Item

ACTION TAKEN: Trustee Hall made a motion to approve Ordinance 2018-05 amending the 2010 Compilation of the Uniform Traffic Ordinance as discussed in the Public Hearing, adding the verbiage **60 days or as otherwise determined by the Municipal Court**, where required. Trustee Chavez seconded the motion. Roll Call Vote: Trustee Romero- yes, Trustee Chavez- yes, Trustee Sedillo- yes, Trustee Hall- yes. **MOTION CARRIED**

7.0 Approval of Resolution 2018-19 Adopting an Infrastructure Capital Improvement Plan- Action Item

ACTION TAKEN: Trustee Romero made a motion to approve Resolution 2018-19 Adopting the ICIP as discussed in the Public Hearing with the following project ranking:

1. Wastewater Treatment Plant Improvements
2. Flood Mitigation
3. Water Distribution System Improvements
4. Road Improvements- Alan Ayers
5. Automatic Water Meter Reading System
6. Community Center Complex Improvements
7. Arthur Park Improvements
8. Main Street Improvements
9. Police Station Security Improvements
10. Estancia Airport Improvements

Trustee Chavez seconded the motion. Roll Call Vote: Trustee Romero- yes, Trustee Chavez- yes, Trustee Sedillo- yes, Trustee Hall- yes. **MOTION CARRIED**

8.0 New procedure for Water shut-off for non-payment per the Town of Estancia Ordinance 9-1-7- Information Only

Clerk Michelle Jones told the Board that we had a process in place where our Public Works Supervisor placed shut-off door knocker notices on residences who were going to be shut off if their bill was not paid within 24 hours. The Public Works Supervisor questioned whether or not this process had to be done. We looked at our ordinance and it states in section 9-1-7 DISCONTINUANCE OF SERVICE that the town may, without notice, discontinue utility services to any premises for which charges are delinquent for a period of 30 days. There was discussion that the timeframe on the ordinance needs to be clarified to state, among other things, that bills are issued on or about the 1st, due on the 20th, and that accounts will be shut off if payment is not received 10 business days later. A notice will be posted at the Town Hall and on the Town website stating that 24 hour shut-off notices will no longer be delivered. Trustee Hall offered to review the ordinance and come back to the Board with his recommendations for updates. **NO ACTION, INFORMATION ONLY**

9.0 Review of Lease between the Town of Estancia and the Torrance County Fair Board- Discussion Only

Mayor Dial told the Board that he wanted to review and discuss the current lease between the Town and the Torrance County Fair Board for the Fairgrounds. He told the Board that he is concerned that the Town is getting the short end of the deal. The Fair Board is not handling repairs to water leaks, and other needed repairs, as the lease states they should. After some discussion, the Board suggested that Mayor Dial speak to the Torrance County Manager and the Fair Board Manager about these concerns. The contract will be up for renewal and this is a good time to address these issues. **NO ACTION, DISCUSSION ONLY**

10.0 Approval of Professional Services Agreement with EVEDA- Discussion and Possible Action Item

Trustee Hall is the Town's representative on the EVEDA Board. He presented their annual Professional Services agreement for renewal. Their annual requested fee from the Town is \$5,000.00. Last year, because of the Town's financial situation after the prison closed, EVEDA waived the entire amount. This year, the Board discussed the fee and agreed to suggest to EVEDA a fee amount of \$2,500.00, with the caveat that if the prison opens the Town will pay the remaining \$2,500.00. Trustee Hall said he would convey this information to EVEDA. **ACTION TAKEN:** Trustee Romero made the motion to approve the Professional Services Agreement with EVEDA with the suggested fee of \$2,500.00. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

11.0 Approval of P&Z Officer Rose Romo to attend FEMA map training in Las Vegas- Action Item

Clerk Michelle Jones asked for approval for Ms. Romo to attend FEMA map training in Las Vegas, NM. The training is free and Ms. Romo is taking her own vehicle. The Town would pay her salary while she is in training. **ACTION TAKEN:** Trustee Sedillo made a motion to approve FEMA map training in Las Vegas, NM for Ms. Romo. Trustee Romero seconded the motion. All in favor. **MOTION CARRIED**

12.0 Approval of FY19 Budget- Information only

Clerk Michelle Jones told the Board that the Town's FY19 Budget was formally approved by NM DFA. **NO ACTION, INFORMATION ONLY**

13.0 Mayor/Council:

Trustee Hall asked that his Town mail be included in his meeting files. He said that the cat tails at the pond need to be cut back. He also told the Board that Julia Holmes was able to get 6 little spruce trees donated to the Town. She will plant them at the Veterans Park. He asked that TOE be changed to Town of Estancia on the utility bills.

Trustee Chavez asked about our request for the repair of two street lights at the park. Deputy Clerk Michelle Dunlap will follow up. She asked if millings could be placed in the alley behind the Valley Express gas station to help with the pot holes.

Trustee Sedillo asked about the upcoming 5k walk that is being sponsored by the Torrance County DWI. He will check to see what insurance they need.

Trustee Romero said that he is glad about the progress being made at the area in front of the Old Sturges market.

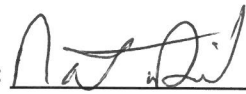
Mayor Dial said that he will be attending the Solid Waste meeting on the 23rd; lots of changes will be coming. He told the Board that the County approved a grant writer position. We can contract with this person if needed.

A member of the public commented about the future status of the fair. They are concerned that the fair may be moved outside of Estancia.

Adjournment

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

The meeting adjourned at 8:12 pm.

Approved: 

Date: 9/4/18

Attest: 

Date: 9/4/18