

Town of Estancia
Regular Meeting of the Board of Trustees
Monday, October 15, 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 6:15pm 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

Clerk Michelle Jones requested that an item be added to the agenda; approval of a volunteer for the library. The Board agreed to add the action item to the agenda. **ACTION TAKEN:** Trustee Hall made a motion to approve the agenda as amended. Trustee Romero seconded the motion. All in favor. **MOTION CARRIED**

2.0 Discussion/Approval of the October 1, 2018 Regular Meeting Minutes – Action Item

ACTION TAKEN: Trustee Hall made a motion to approve the October 1, 2018 Regular Meeting minutes as written. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

3.0 Discussion/Approval of October 1, 2018 Bill List – Action Item

ACTION TAKEN: Trustee Hall made a motion to approve the October 1, 2018 Bill List. Trustee Sedillo seconded the motion. All in favor. **MOTION CARRIED**

No Public Comment and No Old Business.

New Business

4.0 Discussion/Approval of MOU with PMS-Esperanza Family Health for Non-DOT Drug Testing Services- Action Item

Clerk Michelle Jones explained that PMS Esperanza Family Health Center no longer does drug testing at their facility. However, they have agreed to an MOU with the Town to provide NON-DOT Drug testing services at a cost to the Town of \$20.00 per testing service. **ACTION TAKEN:** Trustee Sedillo made a motion to approve the MOU with PMS for drug testing services. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

5.0 Request for support of a 5 member County Commission- County Commissioner Javier Sanchez- Discussion and Possible Action

Mayor Nathan Dial explained that County Commissioner Javier Sanchez wanted to ask the Board of Trustees if they would be in support of the Torrance County Commission moving from a 3 Commissioner Board to a 5 Commissioner Board. Commissioner Sanchez was not present at the meeting and the Board had several questions about the change. The Board decided to take no action on this item at this time. **NO ACTION**

6.0 Discussion/Approval for P&Z employee Ms. Romo to attend Flood Plain Management training in Farmington 11/06-9 – Action Item

Clerk Michelle Jones asked for approval for Ms. Rose Romo to attend Flood Plain Management training in Farmington from 11/06-11/09. There is no fee for the actual training. The Town will pay for Ms. Romo's salary while she is in training, but there is a change that this expense will be reimbursed. **ACTION TAKEN:** Trustee Romero made a motion to approve Flood Plain training for Ms. Romo. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

7.0 Approval of Asset Listing- Action Item

Clerk Michelle Jones presented the Board with a current asset listing for the Town. The Board reviewed the list. The lack of a correct listing of assets for the Town has been a recurring audit finding and the Town is attempting to correct this. **ACTION TAKEN:** Trustee Sedillo made a motion to approve the asset list. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

7.1 Request for approval of Vickie Rana Beller to volunteer at the library- Action Item

Librarian Angela Creamer has requested that Ms. Beller be approved by the Board to volunteer at the library. Ms. Beller has passed a background check and will be sent for a drug test. Approval is contingent on the passing of the drug test. **ACTION TAKEN:** Trustee Sedillo made a motion to approve Ms. Beller as a library volunteer. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

8.0 Mayor/Council:

Trustee Hall talked about the easement paperwork we received from Dennis Engineering. He pointed out that we still need a legal description of the area and a permanent easement, not a temporary easement as the paperwork shows. There will be another meeting with Mr. Runyon from Dennis Engineering to discuss our requests.

Trustee Chavez asked if the electric guy was coming out on Thursday in preparation for Punkin Chunkin. She said she would call or email the Town Hall when she needed the gates open. She reminded everyone to come out to Punkin Chunkin!

Trustee Sedillo asked if Mr. Gustin spoke with Mr. Bernal about the lift station. The Clerk's Office said that they believed that he did.

Trustee Romero said that the cover for the water meter at the Baptist Church was missing. Mayor Dial will tell Mr. Bernal.

Mayor Dial informed the Board that Ms. Moreno from Mama Bears gave her 30-day notice and will be closing her business. The Board will be discussing how to move forward with the building at the next meeting.

Executive Session- pursuant to NMSA 1978, Section 10-15-1 to 10-15-4 Section (H) (2), the following matters will be discussed in Closed Session:

a) **Limited Personnel Matters- Public Works Department, Police Department, P&Z Department**

ACTION TAKEN: Trustee Hall made a motion to go into Executive Session. Trustee Chavez seconded the motion. Roll Call Vote: Trustee Hall-Yes, Trustee Chavez-Yes, Trustee Sedillo- Yes, Trustee Romero- Yes. **MOTION CARRIED**

Executive Session began at 7:17pm.

Return from Executive Session-

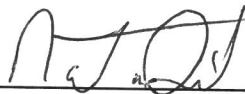
ACTION TAKEN: Trustee Hall made a motion to return to Regular Session at 8:11pm. Trustee Chavez seconded the motion. All in Favor. **MOTION CARRIED** Trustee Hall stated that the only item discussed in Executive Session was the item listed on the agenda and no action was taken.

Adjournment

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

The meeting adjourned at 8:12 pm.

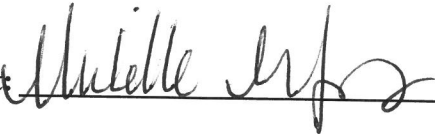
Approved: _____



Date: _____

11/5/18

Attest: _____



Date: _____

11/5/18