

Town of Estancia
Regular Meeting of the Board of Trustees
Monday, February 4, 2019 6:15 pm
Municipal Building, 513 Williams Avenue, Estancia, NM 87016

Minutes

Invocation and Pledge of Allegiance

The meeting was called to order at 6:16 pm and Roll Call was taken:

Trustee Romero- Excused absent

Trustee Sedillo- Excused absent

Trustee Chavez- Present

Trustee Hall- Present

Mayor Dial – Present

1.0 Approval/Disapproval of Agenda – Action Item

ACTION TAKEN: Trustee Chavez 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 January 22, 2019 Regular Meeting Minutes – Action Item

Clerk Michelle Jones said she had changed the minutes to reflect that Trustee Hall had requested that the “gutters” on the east side of the TOPS building be cleaned. Trustee Hall also stated that the cost to hang art work in the gym could cost a few hundred dollars; he will get a quote.

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

3.0 Discussion/Approval of the February 4, 2019 Bill List – Action Item

ACTION TAKEN: Trustee Hall made a motion to approve the February 4, 2019 Bill List. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

Public Comment

Resident and owner of the Old Mill Javier Sanchez told the Board that he was interested in Hosting a series of events over the summer. He wanted to have events on Saturday nights in Town. The events would last from approximately 7:00pm to midnight and the Old Mill would cater. He is looking for a venue where they could have a beer garden. He asked about the Town community center. Clerk Michelle Jones told him that, per Town Ordinance, alcohol is not allowed in the community center/gym. Mr. Sanchez asked about possibly applying for a conditional use permit that would allow the serving and consumption of alcohol. Trustee Hall expressed his concerns about serving alcohol, saying, in part, that we would not be able to control people coming in and drinking and driving, etc.

4.0 Department Updates:

Police/Animal Control- Police Chief Stephanie Reynolds told the Board that she received a letter informing her that our Animal Control kennel is going to be inspected. She said that most likely minor changes and updates will be required. We will probably need to install a dog run, a heater, and a drainage system. She will be having a meeting with Torrance County to see if we

can work out an agreement for them to help us with animal control. She also said that we will be holding an animal shot clinic on February 8 at our maintenance yard. Our Animal Control volunteer, Crystal, continues to do a great job for the Town.

Chief Reynolds said her department has been handling large call volumes; between 95-125 calls per month. They are also transporting prisoners to Santa Fe again. She said the school athletic events have been getting too rowdy and that the NMAA has warned that they will step in if things don't improve.

Chief Reynolds said pipeline training will be coming up soon. She said that her department will be participating in the National Prescription Drug Take Back day. She said they have seen an increase in drug use in the school which is causing concern. Lastly, Chief Reynolds said that she and Officer Milbourn are enrolled in advance training online classes.

Fire- Volunteer Fire Chief Chris Wolonsky said that they have not had any calls recently, which is a very good thing. They ordered some much needed medical equipment and he was happy to inform the Board that he had submitted the EMS Fund application on time. He will be attending a meeting on the 7th to discuss EMS issues with the County.

Library- The library will be hosting free tax preparation, offered by AARP, for low to moderate income tax payers- especially those 50 or older. Interested citizens can call the library to make an appointment.

Maintenance- PW Supervisor Lorenzo Bernal talked about the work being done on the sewer lift station, at the old dump and at the pond. He said that a new pump at the lift station had been ordered and will be installed in the next few weeks. He said that he and representatives from the EVSWA will be touring the old dump on February 19 to discuss how best to remove the asbestos contaminated and illegally dumped materials. He also said that when the weather improves, he will address the fish issue at the pond. He said there was a leak on Leonard road and that the road will most likely have to be closed where they will conduct the repair and that water service would have to be shut down in that area. Chief Reynolds said she would help to notify the residents.

Administration- Clerk Michelle Jones said that she had recently submitted the Town's 2nd Qrt Quarterly report to NMDFA. She and her Deputy Clerk recently went to Santa Fe with the Mayor to request Capital Outlay funding for the Town. She was assisting in the process of getting the new pump for the lift station and was working on getting the PW Supervisor registered to take his WS2 certification test.

Old Business

- 5.0 **Update on Capital Outlay requests and Emergency request for a Rural Infrastructure loan for the lift station- Information Only** The Mayor told the Board that we had presented our requests to our legislators in Santa Fe and are waiting to hear if we will receive any funding. He also told the Board that a new pump had been ordered for the lift station and that Mark Simon would be coming out to clean the station before the new pump was installed. We will be talking to Mr. Simon about annual maintenance of the lift stations. **NO ACTION, INFORMATION ONLY**
- 6.0 **Discussion of the Pool- Discussion Only** Clerk Michelle Jones presented the Board with an updated hand out about the pool. She told the Board that 39 families had purchased the family pool pass last summer. She told the Board that she had reviewed the revenues by day and Mondays were not profitable at all. She suggested that the Silver Sneakers group rent the pool on

Mondays if they want to have classes, as being open for Senior Swim did not work. She, again asked for feedback from the Board and residents as the planning process moves forward. Mayor Dial said that he approached Moriarty Mayor Hart about a donation and he was on board to donate again. He said that the Mayor of Mountainair was not sure if they would donate again. He also discussed asking the County for half of what they donated last year. We will also request donations from EMW Gas, the East Torrance Soil and Water Conservation District, etc. Trustee Chavez said that sod had been donated in the past and will look into us getting sod donated again.

7.0 Update on the status of Trustee Manuel Romero- Discussion and Possible Action

Mayor Dial told the Board that he had spoken with Trustee Romero and read the following letter into the record:

Jan. 30, 2019

To: Mayor & Town Council,

It is with great regret to inform you, that I will resign my position as trustee to the Town of Estancia immediately. My health does not allow me to perform this duty at this time. In my opinion the Town of Estancia is in great shape with our new Mayor & Town Clerk.

Sincerely,

Manuel A. Romero

The Board spoke about Trustee Romero and about how much they appreciated his years of dedicated service to the Town. With much regret, they will accept his resignation.

Mayor Dial told the Board that he has decided to appoint Mr. Albert Lovato to replace Mr. Romero as Trustee. Approval of Mayor Dial's appointment by the Board will be on the agenda for the next meeting. **ACTION TAKEN:** Trustee Hall made a motion to accept the resignation of Trustee Romero. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

New Business

8.0 Request for letter of support for EMWT Regional Water Association - Kay Brown –Action Item The EMWT is requesting Capital Outlay funding from the State and is requesting a letter of support from the Town. **ACTION TAKEN:** Trustee Hall made a motion to submit a letter of support for the EMWT Regional Water Association from the Town. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

9.0 Request for Approval of Resolution 2019-02 Amending the Estancia PD SOP- Action Item Chief Reynolds presented the Board with several amendments and additions to the current Estancia Police Department Standard Operation Procedures Manual. A copy of the amendments and additions can be found in the file for this meeting in the Clerk's office and at the Estancia PD. The additions and amendments addressed, among other things, officer appearance, uniforms and equipment, damaged lost or stolen uniforms and equipment, court appearance and attire, active

shooter protocol, etc. Chief Reynolds thoroughly explained every amendment and addition and the necessity of each. **ACTION TAKEN:** Trustee Hall made a motion to approve Resolution 2019-02 Adoption of Amendments and Additions to the Estancia PD SOP. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

10.0 Request to apply for NM DOT Coop funding for 2020- Discussion and Possible Action
Clerk Michelle Jones told the Board that the deadline to apply for 2020 funding is March 15, 2019 and she wanted formal approval from the Board for her department to begin the application process. **ACTION TAKEN:** Trustee Hall made a motion to approve beginning the application process for the NM DOT Coop. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

11.0 Mayor/Council:

Trustee Hall- told the Board that he had been traveling to Texas and spoke with a representative from Pattern Energy who told him that Torrance County will soon be the largest producer of solar energy in the country.

Trustee Chavez talked about the large number of gophers at the park and asked if there was anything that could be done. Chief Reynolds said she knew someone who could possible help and and would contact them.

Trustee Sedillo-absent

Mayor Dial- told the Board that he had been asked by the Special Forces Association and the Green Beret Foundation to attend some events as the Mayor of Estancia. He asked if this would be acceptable. The Board all agreed that this would be appropriate.

Executive Session- pursuant to NMSA 1978, Section 10-15-1 to 10-15-4, the following will be discussed in Closed Session: **Section (H) (7) Pending Litigation and (H) (8) Real Property**

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. **MOTION CARRIED**

Executive Session began at 8:10pm.

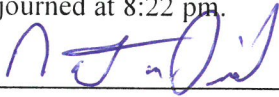
Return from Executive Session-

ACTION TAKEN: Trustee Hall made a motion to return to Regular Session at 8:21pm. 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 8:22 pm.

Approved: 

Date: 2/21/19

Attest: 

Date: 2/21/19