

Town of Estancia
Regular Meeting of the Board of Trustees
Monday, May 6, 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 6:15pm and Roll Call was taken:

Trustee Lovato- Present
Trustee Sedillo- Present
Trustee Chavez- Present
Trustee Hall-Present
Mayor Dial -Present

1.0 Approval/Disapproval of Agenda – Action Item

Trustee Hall requested that agenda item #9 be moved to 5.5. The Board agreed to this change.
ACTION TAKEN: Trustee Hall made a motion to approve the agenda with the change listed above. Trustee Sedillo seconded the motion. All in favor. **MOTION CARRIED**

2.0 Discussion/Approval of the April 15, 2019 Regular Meeting Minutes – Action Item

ACTION TAKEN: Trustee Chavez made a motion to approve the April 15, 2019 Regular Meeting Minutes as written. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

3.0 Discussion/Approval of the May 06, 2019 Bill List – Action Item

ACTION TAKEN: Trustee Sedillo made a motion to approve the May 6, 2019 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.

4.0 Department Updates:

Police/Animal Control-

Police Chief Reynolds did not have a written report for this meeting. She told the Board that Officer William Milbourn had made a big arrest on a case that he had been working on for some time. The Board congratulated Officer Milbourn on a job very well done. Chief Reynolds said that the majority of the calls that they have been receiving lately have been at the school.

Chief Reynolds said that our animal shelter is full, unfortunately. She said that she is working with the Mountainair Shelter to see if they can help us. She is working on starting a new Facebook page for the shelter which will hopefully involve the community more.

Chief Reynolds said that the Pill Take back event went very well. The next event will be in October.

Fire-

Volunteer Fire Chief Chris Wolonsky said that everything is going very well and he is currently working on making necessary purchases for his department from the Fire Protection Fund.

Library- The Library did not have a report for this meeting.

Maintenance-

Public Works Supervisor Lorenzo Bernal said his department was currently working on the repairs to Well 4, fixing leaks, and trimming the alleyways.

Mr. Bernal told the Board that the Town of Estancia won the Title of Best Tasting Water in New Mexico from the New Mexico Rural Water Association. As a winner, Mr. Bernal has won a trip to Washington, D.C.

Mr. Bernal said that his department was also doing work at the Library, the pond, and the pool, in addition to their day to day operations. The Board thanked Mr. Bernal for the great work that he and his team are doing in the Town.

Administration-

Clerk Michelle Jones presented the Board with the following written update:

1. We recently attended ICIP training. Our next ICIP is due in September.
2. We will be working on our budget soon.
3. We received our \$130,000.00 COOP funding
4. We are working on our NMSIF annual update
5. We are working on getting our pool staff ready to go
6. We will be starting a monthly in-house safety training
7. We are working on our initial Caselle questionnaire
8. We have contracted with Precision Accounting to do our Asset listing and depreciation schedule

Old Business

5.0 Approval of Pool Dates, Hours of Operation, Fees, etc. – Action Item

Clerk Michelle Jones presented the Board with the following proposed Pool dates, etc. for their approval:

Town of Estancia Aquatic Center Swim Hours of Operation, etc.

2019

- 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
 - \$50.00 Individual Pass
 - \$150.00 Family Season Pass -Open Swim- (Two adults and up to 4 kids)
- One Pool Manager and 7 Sr./Jr. Lifeguards, which includes Two Pool Assistant Managers
 - Pool Manager – Hourly Wage - \$12.00 per hour, Assistant Manager- \$10.00 per hour- Sr. Lifeguards \$ 8.50, Jr. Lifeguards \$7.50 per hour.

Pool rental - \$100.00 per hour, minimum of 2 hours.

Renter must provide TULIP insurance

The Town will provide Lifeguards

The Board carefully reviewed the proposed dates and hours of operation, admission fees, etc. and agreed with all items proposed. **ACTION TAKEN:** Trustee Sedillo made a motion to approve the Summer 2019 Estancia Pool dates and hours of operation, admission fees, etc. as listed above. Trustee Lovato seconded the motion. All in favor. **MOTION CARRIED**

5.5 Silver Sneakers Presentation- Information Only

Ms. Sheryl Boerger, Flex Instructor with Silver Sneakers, introduced herself and read a prepared speech to the Board. She and several Senior Citizens were in attendance that this meeting to discuss having a Silver Sneakers aerobics class at the pool this summer. Ms. Boerger's speech, in summary, talked about the benefits of exercise and water aerobics for seniors. Last summer, the pool was open on Mondays for Senior Swim. Ms. Boerger was advocating for this again. She was requesting that the pool be open on Mondays specifically for her class to be held.

Clerk Michelle Jones told that Board that she had spoken to Ms. Boerger about this request several times before this meeting and had conveyed to Ms. Boerger that Monday Senior Swims last summer were not profitable and could very well be considered anti-donation, as the Monday hours of operation were offered to seniors only. Ms. Jones told the Board that she had suggested to Ms. Boerger that she consider renting the pool to have her class. She gave Ms. Boerger the example of the Teen Nights that were conducted last summer. Ms. Tracey Master rented the pool last summer for evening that were designated for teens only.

In summary, Ms. Boerger was requesting that the Board allow her use of the pool on Mondays in order to conduct her class without having to rent the pool.

The senior citizens in attendance had several questions about why this could not be done. Ms. Jones explained anti-donation to all in attendance and suggested that Ms. Boerger again consider renting the pool.

Mayor Dial suggested that Ms. Boerger try conducting her class during normal open swim hours if she did not want to rent the pool, but he cautioned here that she could not exclude anyone who wanted to join in on her class or swim in the area where she was conducting her class.

Trustee Hall also suggested that Ms. Boerger look into Long Term Aging to see if they could help with funding. **NO ACTION, INFORMATION ONLY**

6.0 Discussion of YCC Project- Discussion Only

Clerk Michelle Jones informed the Board that, unfortunately, the Town would not be able to conduct a YCC project this summer because the Town was not able to hire a YCC Supervisor. The Town advertised for over a month and did not receive a single application for Supervisor. Clerk Michelle Jones and Deputy Clerk Michelle Dunlap contacted the New Mexico Youth Conservation Corps State Office and informed them that we would not be doing a project. We were thanked for promptly informing the State office and were asked to send a letter explaining our decision. We were assured by the State YCC office that this would not impact future projects. The Board was very disappointed to hear this and all agreed that we would work to create a great project for next summer and double our efforts to recruit members and a supervisor. **NO ACTION, INFORMATION ONLY**

7.0 Pearson P&Z Appeal – Discussion and Possible Action Item

Mr. Pearson was in attendance at the meeting. He told the Board that he needed a bit more time to get the requested Business Registration because he had suffered a burglary. The Board agreed to table this item until the first meeting in June. **ACTION TAKEN:** Trustee Hall made a motion to table this item until the first meeting in June. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

New Business

8.0 Request for Transfer of funds – EMWT Regional Water Association- Action Item

Mr. Art Swenka, who represents the Town on the EMWT Regional Water Association. The Board was presented with the following letter from EMWT:

April 30, 2019

To: Town of Estancia ✓
City of Moriarty
Village of Willard
Torrance County Commission

Re: Request for Transfer of Funds

Dear Stakeholders,

Article VII, Section 1 of EMWT's By-Laws states EMWT is,

“owned by and operated at all times for the sole benefit of the City of Moriarty, Town of Estancia, Village of Willard, and Torrance County.”

The 2019 NM Legislature did not grant EMWT Capital Outlay funds in the session to meet the match requirements of the USDA's \$3.9 million in obligated funds for EMWT's Regional Water Project.

Since 2014, **EMW Gas Association** has provided **\$75,000** in cash and over **\$30,000** in in-kind services to cover EMWT's bare bones administrative and operational expenses during the planning phase. In addition, **\$105,000** of State and Federal funds have been awarded to EMWT to fund a Long-Range Master Plan, Preliminary Engineering Report and Environmental Assessment.

The organization is now poised to acquire and operate a small water system that will generate immediate revenue but planning funds have run out. Even though the budget has been cut to a bare minimum required for compliance to law and applications are being submitted to State and Federal Agencies, EMWT is currently completely without funds.

This letter is the first time EMWT has presented a funding request to our member agencies; we are without resources to complete Fiscal 2019 and need help. At your May 2019 meeting, please consider a transfer of \$2,500 to EMWT.

Please confirm placement of this appeal as an item on your May meeting agenda and advise date/time of meeting to Kay Brown at info@emwtwater.org . We will have a representative there.

The Board said that they would consider this funding request during their upcoming FY20 Budget workshop. Mr. Swenka said that he would be giving the Board EMWT reports every 90 days so they will be better informed about what is going on. **NO ACTION, INFORMATION ONLY**

9.0 E911 Communication Joint Powers Agreement- Discussion and Possible Action Item

In summary, the City of Moriarty has sent a recent proposal for a new E911 JPA between the City of Moriarty, the Town of Estancia, the Village of Willard, and the Town of Mountainair. The proposed JPA is located in the file for this meeting. The proposed JPA reduced the City of Moriarty's contribution significantly. It also recommends a Board for Dispatch be created. Mayor Dial agrees with the idea of a Board, but does not agree with the contribution amounts. There will be an EMS meeting on May 16th. Mayor Dial would like for representatives for all the interested entities to be present at that meeting to discuss the JPA. The Board requested that a letter be drafted inviting the interested entities to the meeting. **ACTION TAKEN:** Trustee Hall made a motion that the Town draft a letter to the JPA member entities stating that we like some of the ideas in the JPA , but we feel that the fees should be based on call volume and that we should meeting to discuss this. Trustee Lovato seconded the motion. All in favor. **MOTION CARRIED**

11.0 Approval of Audit Contract with Kubiak, Melton, and Associates – Action Item

Clerk Michelle Jones presented the Board with the audit contract between the Town of Estancia and Kubiak, Melton, and Associates to conduct our FY19 audit. This is year 2 of a 3 year option to contract with Kubiak, Melton, and Associates. The contract has been sent to the Office of the State Auditor. **ACTION TAKEN:** Trustee Hall made a motion to approve the audit contract between the Town of Estancia and Kubiak, Melton, and Associates to conduct our FY19 audit. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

12.0 Approval of Resolution 2019-09 Budget Transfers- Action Item – Roll Call

Clerk Michelle Jones requested approval of Resolution 2019-09 Budget Transfers. She is requested to move budgeted expenditures from the new well project and the EMS fund to the Park and the Pool. **ACTION TAKEN:** Trustee Chavez made a motion to approve Resolution 2019-09 Budget Transfers. Trustee Sedillo seconded the motion. All in favor. **MOTION CARRIED**

13.0 Mayor/Council:

Trustee Hall-said he saw the recent cattail burn at the pond and is impressed with what the Town is doing to repair the pond. He said it is going to be great.

Trustee Chavez- asked is the Mayor had been contacted by Mr. Jonathan Ipiotis about reseeding the grass at the pool area. He has not. She also asked if a podium could be brought into the Trustee room for presenters. The Clerk's office will move a podium in.

Trustee Sedillo- asked if we could dig at the pond. Mayor Dial answered yes.

Trustee Lovato-said that he wanted to give kudos to Officer Milbourn on the great job he is doing for the Town.

Mayor Dial- said that he has a meeting scheduled with Ms. Myra Pancrazio and another representative from EVEDA on Tuesday May 14th. Trustee Hall will also be in attendance at that meeting.

The Mayor also said that the lease between the Town and the County for the Fairgrounds will end in July. He wants to have discussion with the County about the terms of a new lease before this time. He also wants the County to consider purchasing the Fairgrounds. The Board suggested that the Mayor request to get on the County Commission agenda to discuss this issue. The Clerk will help to get the Mayor on the County agenda.

14.0 Executive Session- As per Motion and Roll Call Vote- Pursuant to NMSA 1978- 10-15-1 to 10-15-4 Section (H)(2) Limited Personnel Matters-

ACTION TAKEN: Trustee Hall made a motion to go into Executive Session - As per Motion and Roll Call Vote- Pursuant to NMSA 1978- 10-15-1 to 10-15-4 Section (H)(2) to discuss Limited Personnel Matters- Trustee Sedillo seconded the motion. Roll Call Vote: Trustee Lovato-Yes, Trustee Sedillo-Yes, Trustee Chavez-Yes, Trustee Hall- Yes. **MOTION CARRIED**

Executive Session began at 9:07pm.

Return from Executive Session-

ACTION TAKEN: Trustee Hall made a motion to return to Regular Session at 9:31pm. 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 9:32 pm.

Approved: 

Date: 5/20/19

Attest: 

Date: 5/20/19