

**Town of Estancia**  
**Regular Meeting of the Board of Trustees**  
**Monday, June 3, 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 6:15 pm 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**

**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 May 13, 2019 Special Meeting Minutes – Action Item**

**ACTION TAKEN:** Trustee Hall made a motion to approve the May 13, 2019 Special Meeting Minutes. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

**3.0 Discussion/Approval of the May 20, Regular Meeting Minutes- Action Item**

**ACTION TAKEN:** Trustee Chavez made a motion to approve the May 20, 2019 Regular Meeting Minutes. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

**4.0 Discussion/Approval of the June 3, 2019 Bill List – Action Item**

**ACTION TAKEN:** Trustee Chavez made a motion to approve the June 3, 2019 Bill List. Trustee Sedillo seconded the motion. All in favor. **MOTION CARRIED**

**Public Comment –**

Resident Sheryl Boerger asked if swimmers could use kick boards; they can. She asked if the pool will be open on the 4<sup>th</sup> of July; it will. She asked of swimmers had to wear swimsuits; they do.

**5.0 Department Updates:**

**Police/Animal Control-** Police Department Administrative Assistant Melanie Gallegos submitted a written update to the Board. Ms. Gallegos provided the Board with information about the calls that were taken by the Estancia PD in the last month. She also submitted a written report outlining all the projects she is currently working on. Lastly, Ms. Gallegos submitted an Animal Control report. Ms. Gallegos is sincerely thanked for all her hard work at the P.D.

**Fire-** Volunteer Fire Chief Chris Wolonsky told the Board that their recent boot fund raiser generated \$381.00. He also told the Board that he would make sure that the Fire Department ceremony that Mr. Butch McGee was working on will happen on Old Timers Day. Mr. McGee was a beloved resident of Estancia who recently passed. Chief Wolonski's commitment to seeing this ceremony through is really appreciated.

**Library-** Head Librarian Angela Creamer presented the following written report:

**Library Report June 2019**

**Childrens Summer Reading**

The Childrens summer reading program runs June – July. Eleven Library Lizards ( k – 5<sup>th</sup> grade) meet on Tuesdays for a Story, crafts and activities, and fourteen Bookworm Buddies ( 1.5 years – 5 years)meet Wednesdays a for a Story and a craft. There are fourteen children sign up in the Readers group, they will be reading to earn prizes for a total of 39 children in the reading program. All groups will be reading to earn prizes and the books read have to be library books.

**GED**

Both UNM GED programs are up and running with a total of 9 students. Classes are held Wednesdays and Thursdays.

**Dolly Parton’s Imagination Library**

The American Legion Post 22 is sponsoring Dolly Parton’s Imagination Library for children in the 87016 zip code area. Please see the attached letter.

Angela Creamer has volunteered to oversee the project by registering children at the Library and hosting fund raising events. No Town/Library money will be used for this project.

**Community Events:**

Box and Bubble Day at the Library had a great turn out with 13 children and 6 adults attending.

The Wonder on Wheels will be visiting the Library Monday, June 10<sup>th</sup>. The entire community is invited to this free family fun event. Please see attached flyer.

Touring our Solar System with Timmy Telescope will be doing a presentation for children of all ages on Tuesday, July 30<sup>th</sup>. Another free family fun event. Please see attached flyer.

**Homeschool Coop**

I approached four homeschool families and asked them if I could help them create and implement a co-op to meet at the Library. They said, “Yes, please!” I will be ordering (free) STEM trunks full of activities from the State Library for them to use during their meetings.



Box and Bubble Day



Ms. Creamer also presented the Board with handouts about ‘The Imagination Library in Torrance County, Presented by the Estancia Public Library’, Touring our Solar System, and Wonders on Wheels! Ms. Creamer is thanked for all the wonderful events going on at the Library; her outstanding work is much appreciated.

**Maintenance-** Public Works Supervisor Lorenzo Bernal told the Board that his department completed their annual CCR report and it has been distributed for public viewing. He said his department is doing a lot of mowing and tree trimming. They are doing work at the park and pool area. They also have the Coop project coming soon and they finished piping well 4. Mr. Bernal also passed his test to become Water 2 Certified; a huge accomplishment! These certifications are critical for the Town and Mr. Bernal is congratulated on passing this test on his first try.

**Administration-** Clerk Michelle Jones presented the Board with the following written update:

Clerk’s Update 6/03/19

1. Precision Accounting is currently working on our Asset Listing and Depreciation Schedule, with is a requirement for our Capital Outlay Funding.
2. I have submitted our Interim budget to DFA. I will be working towards a final budget
3. We are on schedule to open the pool tomorrow. Big thanks to Michelle Dunlap and the Mayor and Public Works for all the final preparations!
4. We submitted our NMSIF annual update
5. We will be working on Caselle
6. We will be talking about the new YCC project at the next meeting; the deadline for submissions is July 25<sup>th</sup>.
7. We have been advised from the NM DOH that we have been tentatively approved to receive \$7,371.00 for our EMS fund. Thank you so much Chris Wolonsky for getting the application turned in on time- Great Job!

### Old Business

- 5.0 Pool Update** – Clerk Michelle Jones told the Board that the pool will open tomorrow!
- 6.0 Pearson P&Z Appeal** – Clerk Michelle Jones told the Board that Mr. Pearson has completed the tasks that the Board asked of him: he got his property correctly zoned as commercial with the County, he got a NM CRS tax id number and registered his business with the Town. **ACTION TAKEN:** Trustee Lovato made a motion to close the P&Z file on this case as Mr. Pearson has met all the requirements. Trustee Sedillo seconded the motion. All in favor. **MOTION CARRIED**

### New Business

- 7.0 Approval of the Mayor appointment of Trustee Lovato to the EVSWA Board- Action Item**  
**ACTION TAKEN:** Trustee Sedillo made a motion to approve the Mayor’s appointment of Trustee Lovato to the EVSWA Board. Trustee Chavez seconded the motion. All in favor.  
**MOTION CARRIED**

**8.0 Discussion/Approval for the Public Works Department to move to a 4-10 work week schedule effective June 10<sup>th</sup>- Action Item**

Mayor Dial told the Board that the Public Works Department requested to move from 5- 8 hour days to 4-10 hour days, working Monday – Thursday. He said that most of our departments work 4-10s now, as do the County departments. He said the County Road department works 4-10s. There was a question about what would happen if a P.W. issue came up on a Friday. Someone from Public Works would be on-call Friday-Sunday. It was decided that if the on-call person was called out on a Friday, that time would be taken as Comp. time, not over-time. Trustee Sedillo requests a change to the Personnel Ordinance that specifically outlines the days and hours of work for P.W. and specifically states that any Friday work will be taken as comp. Ms. Jones will have this change prepared for approval at the next Board meeting. **ACTION TAKEN:** Trustee Lovato made a motion to allow the Public Works Department to begin a 4- 10 hour day schedule beginning on June 10<sup>th</sup>, with the understanding that any work on Fridays will be taken as comp time. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

**9.0 Discussion of possibility of completely dismantling the Animal Control department due to budgeting and restrictions- Discussion Only**

Mayor Dial told the Board that many new restrictions are coming for Animal Control that our Town will not be able to afford to implement. The time is now to talk with Torrance County about taking over our Animal services. Torrance County currently has MOUs in place with some of the other municipalities for their Animal Services. He suggests that we do the same. The cost to us will be significantly reduced if we do this. The Board agreed to move forward with the creation of an MOU between the Town and the County for Animal Services. If the Mayor can get one set up and signed before the next meeting, the Board will ratify his signature at that time. **NO ACTION, DISCUSSION ONLY**

**12.0 Mayor/Council:**

**Trustee Hall** said there are two dead trees at the Estancia Veterans Plaza. Ms. Jones will contact Cheri at the East Torrance Soil and Water to see if they can get us two new trees.

**Trustee Chavez**-had no update at this meeting.

**Trustee Sedillo**-asked if he could help at the pond. Mayor Dial will talk with him about this.

**Trustee Lovato**- had no update at this meeting.

**Mayor Dial**-told the Board that the County is very open to the idea of buying the Fairgrounds from the Town. He needs to get the legal descriptions of the properties involved and will move forward from there. He told the Board that we did not get the grant to clean up the old dump so we will add this expense to the FY20 budget.

**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- Police Department , P&Z Department**

**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 in the Police Department and the P&Z Department. Trustee Chavez seconded the motion. Roll Call Vote: Trustee Lovato- yes, Trustee Sedillo- yes, Trustee Chavez- yes, Trustee Hall- yes. **MOTION CARRIED**

Executive Session began at 7:48pm.

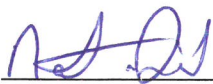
**Return from Executive Session-**

**ACTION TAKEN:** Trustee Hall made a motion to return to Regular Session at 8:14pm. Trustee Sedillo 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.

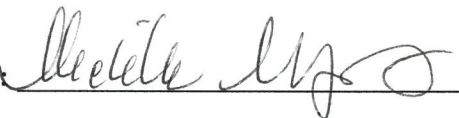
**Adjournment**

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

The meeting adjourned at 8:14 pm.

Approved: 

Date: 6/17/19

Attest: 

Date: 6/17/19