

**Town of Estancia**  
**Regular Meeting of the Board of Trustees**  
**Monday, June 4, 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 6:15 pm 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 Romero 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 May 21, 2018 Regular Meeting Minutes – Action Item**

Trustee Hall requested two corrections to the minutes:

- Agenda item #5- Mr. Steve Williams from Dennis Engineering was also present when reviewing the area in front of Sturges Market; add his name to the minutes.
- Agenda item #11-Correct motion- Trustee Hall made a motion to approve the temporary registration.

**ACTION TAKEN:** Trustee Hall made a motion to approve the May 21, 2018 Regular Meeting minutes with the corrections as listed above. Trustee Romero seconded the motion. All in favor. **MOTION CARRIED**

**3.0 Discussion/Approval of June 4 , 2018 Bill List – Action Item**

**ACTION TAKEN:** Trustee Sedillo made a motion to approve the June 4, 2018 bill list. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

**4.0 Department Updates:**

**Police/Animal Control-**

Police Chief Stephanie Reynolds told the Board that May was a very busy month but, thankfully, she had nothing of note to report. She and Officer Mico Fernandez worked with the High School on the Respect Program and it went very well. The High School's Graduation Ceremony was conducted with no problems.

Chief Reynolds is a member of the Torrance County Juvenile Justice Board. She told the Board that more citations will be written in Estancia that will direct youth at risk to the Teen Court program; this can be a very effective deterrent for our youth. The Juvenile Justice Board recently held a retreat that was very productive.

Officer Mico Fernandez is currently participating in a week long Active Shooter training that the Estancia School District is paying for.

Animal Control recently held a shot clinic that went very well with a lot of participation. The next one will be held in August. The recent Town side walk sale was also a success.

Chief Reynolds said that the schedule for her department will change slightly now that school is out for the summer. She also mentioned that her department is in need of a mobile hot spot.

**Fire-**

Fire Department Volunteer Lieutenant Jonathan Barela told the Board that the departments recent holiday fund raiser generated \$1400.00. He told the Board that his department is ordering supplies and that PRC inspections are being conducted this week. He is also helping to get some needed supplies for the pool.

**Library-**

Nothing to report at this meeting.

**Maintenance-**

Public Works Supervisor Lorenzo Bernal gave the Board a very detailed and informative update about the activities of his department. The recent Town Clean-up went very well with a lot of participation from our residents. Mr. Bernal told the Board that his crew had responded to several calls about leaks and a sewer issue. They are also working on trying to resolve a minor flood issue with one of the town buildings. Mr. Bernal also talked about the poor condition of the public bathrooms at the park and the need for repairs there. Mr. Bernal was thanked for his report and for the hard work that his department is doing day in and day out.

**Administration-**

Clerk Michelle Jones gave the Board the following written update:

1. We submitted our Interim Budget on May 31<sup>st</sup>. It is being reviewed by DFA. The final budget and supporting documents are due before July 31<sup>st</sup>. We will submit the final budget by resolution.
2. We are still waiting to hear back from our attorney, Lacy Daniel, about the community garden. I asked her on 5/22 and sent a second request today. The Board has already approved the garden contingent upon her reply. When we hear from her we will inform Ms. Holmes.
3. We are still wrapping up the renewal contract with NM Waste. Our contract stated that we could renew with NM Waste for 5 years, but procurement laws may prohibit that and only allow for 3. I am waiting for a final answer on this.
4. We informed Moriarty that we wanted to amend the MOU to specify a maximum daily total of 72 swimmers from their program. We are waiting for their response.
5. We have begun very preliminary paperwork with our new auditor, Kubiak, Melton & Associates.
6. We are currently requesting a full refund from Asset Services, the company that conducted our inventory last year.
7. The pool will open tomorrow and we could not be more excited! We have a great crew and they are trained and ready to go. The Pool passed inspection and are looking forward to a great season.

**Public Comment** – No public comment was given.

## Old Business

### 5.0 **Discussion of Pool Opening – Discussion and Possible Action**

Clerk Michelle Jones told the Board that the pool had passed inspection and would open as scheduled on June 5<sup>th</sup>. Trustee Chavez suggested having an Open House to thank all the entities that made the pool opening possible. After some discussion, the Board decided to schedule the Open House for Sunday June 24<sup>th</sup> at 4:00 pm. Trustee Chavez will donate hot dogs for the event. Due to anti-donation issues, the pool will not be open for swimming; the pool will be open to tour.

A sign to thank everyone who helped make the pool opening possible was discussed as well. The sign would thank the following: The County of Torrance, The City of Moriarty, the Town of Mountainair, the Village of Willard, EMW Gas, the East Torrance Soil and Water Conservation District, Jeanette Hunt and family and all who donated to her Estancia Pool GoFundMe page, and everyone who has supported the pool for all these years. **NO ACTION, DISCUSSION ONLY**

## New Business

### 6.0 **Approval of EMW Gas 2017 Annual Meeting minutes and 2017-2018 Yearly recap- Action Item**

Mayor Dial explained that EMW Gas had requested approval of their 2017 annual meeting minutes and yearly recap. **ACTION TAKEN:** Trustee Chavez made a motion to approve the EMW Gas 2017 Annual Meeting minutes and 2017-2018 Yearly recap. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

### 7.0 **Approval of agreement with BoundTree Medical /City of Rio Rancho Department of Financial Services Purchasing Division- Action Item**

Mayor Dial explained to the Board that if the Town signs this agreement with BoundTree Medical and the City of Rio Rancho, we can get the pricing that Rio Rancho gets. If we sign this agreement, we can get the lower pricing, but are not obligated to buy supplies exclusively from BoundTree. Trustee Sedillo, who is a Certified Procurement Officer, commented that he had reviewed the agreement and saw no issues with it. **ACTION TAKEN:** Trustee Hall made a motion to approve signing and enter into an agreement with BoundTree Medical and the City of Rio Rancho Department of Financial Services Purchasing Division for purchases of medical supplies/equipment. Trustee Romero seconded the motion. All in favor. **MOTION CARRIED**

### 8.0 **Approval of Resolution 2018-09 NMDOT Road Coop Agreement- Discussion and Possible Action Item**

Clerk Michelle Jones and Deputy Clerk Michelle Dunlap explained to the Board that Resolution 2018-09 NM DOT Road Coop Agreement needed to be approved at this meeting in order to meet funding deadlines. The total project cost outlined in the resolution is \$133,631.00; the NMDOT share being \$100,223.00 and the Town of Estancia match being \$33,408. Ms. Dunlap explained that a portion of the resolution was not complete yet as we were still awaiting verbiage from the State. **ACTION TAKEN:** Trustee Hall made a motion to approve Resolution 2018-09 subject to the Mayor's approval of the verbiage from the State. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

**9.0 Approval of Resolution 2018-10 NMDOT Road Coop Match Waiver- Discussion and Possible Action Item**

Deputy Clerk Michelle Dunlap explained that Resolution 2018-10 requests that the \$33,408.00 Town match be waived. Again, this resolution is incomplete pending verbiage from the State. **ACTION TAKEN:** Trustee Hall made a motion to approve Resolution 2018-10 subject to the Mayor's approval of the verbiage from the State. Trustee Romero seconded the motion. All in favor. **MOTION CARRIED**

**10.0 Fire Department Ambulance inspection- Roy Hubbard- Discussion Only**

EMT Roy Hubbard told the Board that the Town's current PRC certification will expire on August 18<sup>th</sup>, 2018. He told the Board that there would be some cost involved in renewing the certification. He also talked about the costs involved in keeping the ambulance up to regulation standards. He talked about renewing the certification to allow for more ambulance runs which generate revenue. After some discussion, the Board asked Mr. Hubbard to speak with the rest of the department and come to the next meeting with specific information about the costs involved in renewing the PRC, keeping the ambulance and all equipment up to regulation standards and the possible revenue that could be generated. Mr. Hubbard also told the Board that the Fire Department would be holding a meeting to select a new Volunteer Fire Chief. **NO ACTION, INFORMATION ONLY**

**11.0 Mayor/Council:**

**Trustee Hall** encouraged everyone to go vote in the primary.

**Trustee Chavez** said there were some leaks at the gym that she wanted to bring to the attention of the Public Works Department.

**Trustee Sedillo** had no report for this meeting.

**Trustee Romero** said that he and the Mayor had attended the recent EVSWA meeting and that it was lengthy with many pending issues being discussed.

**Mayor Dial** also commented on the recent EVSWA meeting. He talked again about Torrance County possibly taking over the billing. He also said that he was very happy about the upcoming opening of the pool.

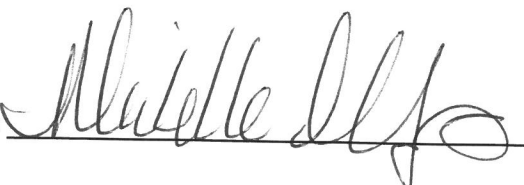
**Adjournment**

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

The meeting adjourned at 8:35 pm.

Approved: 

Date: 6/18/18

Attest: 

Date: 6/18/18