

Town of Estancia
Regular Meeting of the Board of Trustees
Monday, June 17, 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 Hall made a motion to approve the agenda as written. Trustee Sedillo seconded the motion. All in favor. **MOTION CARRIED**
- 2.0 Discussion/Approval of the May 29, 2019 Special Meeting Minutes – Action Item**
ACTION TAKEN: Trustee Chavez made a motion to approve the May 29, 2019 Special Meeting minutes. Trustee Lovato seconded the motion. All in favor. **MOTION CARRIED**
- 3.0 Discussion/Approval of the June 3, 2019 Regular Meeting Minutes- Action Item**
ACTION TAKEN: Trustee Hall made a motion to approve the June 3, 2019 Regular Meeting minutes. Trustee Sedillo seconded the motion. All in favor. **MOTION CARRIED**
- 4.0 Discussion/Approval of the June 17, 2019 Bill List – Action Item**
ACTION TAKEN: Trustee Hall made a motion to approve the June 17, 2019 Bill List. Trustee Sedillo seconded the motion. All in favor. **MOTION CARRIED**

No Public Comment

Old Business

- 5.0 Approval of Resolution 2019-11 Amendment to 8.2 of the Personnel Ordinance outlining the Public Works Department’s work week hours- Action Item- Roll Call Vote**
ACTION TAKEN: Trustee Sedillo made a motion to approve Resolution 2019-11. Trustee Chavez seconded the motion. Roll Call Vote: Trustee Lovato-yes, Trustee Sedillo-yes, Trustee Chavez-yes, Trustee Hall-yes. **MOTION CARRIED**

New Business

- 6.0 EBRA update and request for \$500.00 annual pledge- Ted Barela- Action Item**
Mr. Ted Barela gave a brief update on EBRA's recent activities. The Estancia Basin Resource Association is an advocacy group designed to fight to keep our water in the Estancia basin. Mr. Barela told the Board that EBRA has decided to hold three meetings in the spring and three meetings in the fall. He thanked the Town for their continued support. **ACTION TAKEN:** Trustee Hall made a motion to approve giving EBRA a \$500.00 annual due payment. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

- 7.0 Estancia Basin Water Planning Committee update and funding request- Art Swenka- Action Item** Representatives from the Estancia Basin Water Planning Committee spoke to the Board about their recent activities. Mr. Rick Thompson, Chairman, explained the four priorities for the regional water plan:
1. Promote and encourage changes in agricultural irrigation practices to lower water use systems such as no-till, drip irrigation, and/or greenhouse based agriculture.
 2. Promote and encourage public and/or private efforts for development of an intra-basin water pipeline to allow physical transfer of water within the basin.
 3. Investigate the magnitude and uncertainty of declared and appropriated “paper rights”.
 4. Continue to review and propose ordinances and policies for local governmental entities with respect to water conservation and increased efficiency of use.

ACTION TAKEN: Trustee Hall made a motion to approve giving the Estancia Basin Water Planning Committee a \$500.00 annual due payment. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

8.0 Ratification of the Mayor’s signature on the MOU between the Town and Torrance County for Animal Services- Action Item

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. Torrance County currently has MOUs in place with some of the other municipalities for their Animal Services. The Mayor has signed an MOU between the Town and Torrance County for Animal Services. He is asking for ratification of his signature from the Board. **ACTION TAKEN:** Trustee Hall made a motion to ratify the Mayor’s signature on the MOU between the Town and Torrance County for Animal Services. Trustee Lovato seconded the motion. All in favor. **MOTION CARRIED**

- 9.0 Ratification of the Mayor’s signature on the MOU between the Town and the City of Moriarty for pool services- Action Item** Mayor Dial has signed an MOU with the City of Moriarty for pool services. The City of Moriarty will pay the Town \$2500.00 and once a week, during swim season, the City of Moriarty will bus no more than 70 of their youth to come and swim in Estancia’s pool free of charge. **ACTION TAKEN:** Trustee Hall made a motion to ratify the Mayor’s signature on the MOU between the Town and the City of Moriarty for pool services. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

- 10.0 Approval of Resolution 2019-10 Fy20 Budget transfer- Action Item- Roll Call Vote** Clerk Michelle Jones explained that this is a resolution to transfer funds from the water fund to debt service to cover debt payments for FY20. **ACTION TAKEN:** Trustee Chavez made a motion to approve Resolution 2019-10. Trustee Lovato seconded the motion. . Roll Call Vote: Trustee Lovato-yes, Trustee Sedillo-yes, Trustee Chavez-yes, Trustee Hall-yes. **MOTION CARRIED**

- 11.0 Approval to increase the deposit amount for the rental of Community Center Tables and Chairs to \$500.00- Action Item** Deputy Clerk Michelle Dunlap has requested that the damage deposit for table/chair rentals be increased from \$150.00 to \$500.00 as \$150.00 would not cover the cost of replacing even one table. **ACION TAKEN:** Trustee Sedillo made a motion to approve increasing the damage deposit for table/chair rentals from \$150.00 to \$500.00. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

- 12.0 Approval to hold a Public Hearing on July 1, 2019 to discuss amendments to the Utility Billing Ordinance- Action Item** Clerk Michelle Jones, Deputy Clerk Michelle Dunlap are requesting a Public Hearing to review the Town's utility billing. They are advocating to move to the same billing cycle as EMW gas. The Public Hearing will allow for public input about the billing cycle, shut off date, late fees, etc. **ACTION TAKEN:** Trustee Sedillo made a motion to call a Public Hearing for Monday, July 1, 2019 at 5:45pm to discuss utility billing. Trustee Lovato seconded the motion. All in favor. **MOTION CARRIED**
- 13.0 Approval of the Capital Asset listing, Inventory listing, and Depreciation Schedule- Action Item** In an effort to clean up another of the Town's audit findings, the Clerk's office contracted with Precision Accounting, llc to develop a correct and complete capital asset listing, inventory listing, and depreciation schedule. The completed project was presented to the Board approval. **ACTION TAKEN:** Trustee Hall made a motion to approve the Capital Asset listing, Inventory listing, and Depreciation Schedule. Trustee Sedillo seconded the motion. All in favor. **MOTION CARRIED**
- 14.0 Approval of Resolution 2019-12 Correcting Prior Audit Finding 'Due To/Due Froms' to Zero- Action Item- Roll Call Vote** The Clerk's office received direction on how to clear another audit finding related to due to/due from reversals. They have presented this resolution to clear that finding. **ACTION TAKEN:** Trustee Hall made a motion to approve Resolution 2019-12. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**
- 15.0 Approval of Salary Increases beginning July 1, 2019- Action Item** During the Budget workshop, the Clerk presented the Board with a proposed schedule of Grade level and merit based salary increases for several of the Town's employees. If approved, these increases will take effect on the pay period beginning July 8, 2019. A listing of the salary increases is included in the file for this meeting in the Town Clerk's office. **ACTION TAKEN:** Trustee Sedillo made a motion to approve the salary increases as presented by Clerk Michelle Jones. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

16.0 Mayor/Council:

Trustee Hall told the Board that the house next to his has skunks and cats. He said that we need to start thinking about ways to reduce the cat population. He also requested that we start to think about getting new trees into the Town; perhaps a more diverse assortment. Lastly, he spoke to his fellow Board members about ways to move the meetings along a little faster.

Trustee Chavez presented the Board with a packet with a drawing and pictures for our next YCC Project. This project will be on the agenda for discussion and approval at the next meeting. Trustee Chavez also reminded the Clerk and Deputy Clerk about trying to get a podium for future meetings.

Trustee Sedillo asked about the aerator system for the pond. He will call Game and Fish about restocking the pond when it is ready.

Trustee Lovato told the Board that he will begin attending the EVSWA meetings and will be attending a MRCOG meeting for the Mayor. He complimented the library and the pool on how well they are both being run and how active they are. He asked about PD applications. At this time, the Town has received one PD application.

Mayor Dial told the Board that on Saturday the War Hippies will be gathering at the Legion to hold a horseshoe tournament.


Adjournment

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

The meeting adjourned at 7:54 pm.

Approved: 

Date: 7/1/19

Attest: 

Date: 7/1/19