

**Town of Estancia**  
**Regular Meeting of the Board of Trustees**  
**Tuesday, September 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 6:19pm 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**

Clerk Michelle Jones asked for an item to be added to the agenda: 7.1 Approval of Resolution 2019-20 NMDOT COOP extension request. **ACTION TAKEN:** Trustee Hall made a motion to approve the agenda as amended. Trustee Sedillo seconded the motion. All in favor. **MOTION CARRIED**

**2.0 Discussion/Approval of the August 19, 2019 Public Hearing Meeting Minutes – Action Item**

**ACTION TAKEN:** Trustee Hall made a motion to approve the August 19, 2019 Public Hearing Meeting minutes. Trustee Lovato seconded the motion. All in favor. **MOTION CARRIED**

**3.0 Discussion/Approval of the August 19, 2019 Regular Meeting Minutes- Action Item**

**ACTION TAKEN:** Trustee Lovato made a motion to approve the August 19 Regular Meeting minutes. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

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

**ACTION TAKEN:** Trustee Lovato made a motion to approve the September 3, 2019 Bill List. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

**No Public Comment**

**New Business**

**5.0 Department Updates:**

**Police-** Police Chief Vernon Cobb addressed the Board. He said his department is working on a new reporting system. They are stressing to residents that they need to call dispatch when they need help. They have had 44 calls for service since the 20<sup>th</sup> of last month.

Chief Cobb talked about the major call they had at the school when a small pipe bomb was found on school grounds. He said that the State Police responded quickly and were a big help and that Mayor Dial helped immensely. He said that the Sheriff and Deputy Sheriff were also very helpful. The incident is still under investigation and he said there were no leads yet. He verified that it was a dangerous pipe bomb and that the school was locked down. He said that many lessons were learned as a result of the incident. He said the school would be conducting situational learning and active shooter training.

All agreed that, even though errors were made, the results were still very, very good: no one was injured. Mayor Dial added that the Fire Department was also on scene very quickly and was very helpful. He said the State Police were very professional. He said that Dispatch could have handled the situation better and that the County was not notified at the time of the incident. He reiterated that overall, it went well.

Chief Cobb, Mayor Dial, school staff, and everyone who played a part in handling this situation is to be congratulated for the safe outcome.

The Board will request to be on the next school board agenda to discuss security at the school.

Chief Cobb also requests decals for the black truck. Deputy Clerk Michelle Dunlap said that they have already been ordered.

**Animal Control-** Chief Cobb said they had two call for dogs and handled a call for a deceased cat.

**Fire** had no update for this meeting.

**Library** had no update for this meeting.

**Maintenance-** Mayor Dial said that the pump at the pond has been fixed and water is flowing in. Trustee Sedillo said he has set up a meeting with Game and Fish for September 13<sup>th</sup> at 10:00am to talk about stocking the pond. A Notice of Possible Quorum will be issued so the Trustees and the Mayor can attend this meeting. There was discussion about tearing down the restrooms at the park and putting two stainless steel stalls there with a water stand for people to wash their hands. Trustee Hall also mentioned that there is a skunk problem in the Town that needs to be addressed in the future.

**Administration-** Clerk Michelle Jones presented the following written update:  
Clerk's Update 9/03/19

1. Our 4th qtr quarterly report was approved by DFA, as was our final budget.
2. We have submitted our ICIP.
3. We are working on the RFP for On-call Engineering services.
4. We have submitted all of our Caselle pre-work and are waiting to hear about the next step.
5. We are working on Audit Prep. Our audit is scheduled for November.
6. NMFA approved us for a \$50,000.00 grant to for a Wasterwater PER and a \$37,500.00 grant for a Water PER. We will be working with Donzil on these later in the fall.

**6.0 Approval of Ordinance 2019-01 amending the Uniform Traffic Ordinance- Action Item**

Clerk Michelle Jones explained to the Board that the Uniform Traffic Ordinance is updated every fiscal year and must be approved by the Board. A copy of the amended Uniform Traffic Ordinance is on file at the Estancia Motor Vehicle Department. **ACTION TAKEN:** Trustee Hall made a motion to approve Ordinance 2019-01. Trustee Lovato seconded the motion. Roll Call Vote: Trustee Lovato – Yes, Trustee Sedillo – Yes, Trustee Chavez – Yes, Trustee Hall – Yes, **MOTION CARRIED**

**7.0 Approval of FY20 Budget- Information Only**

Clerk Michelle Jones informed the Board of Trustees and the Mayor that the FY20 Budget was formally approved by NM DFA. **NO ACTION, INFORMATION ONLY**

**7.1 Approval of Resolution 2019-20- NMDOT COOP extension request- Action Item**  
Clerk Michelle Jones explained that the Town received a significant amount of COOP funding and is requesting, by resolution, an additional year to expend the funds. **ACTION TAKEN:** Trustee Hall made a motion to approve Resolution 2019-20. Trustee Lovato seconded the motion. Roll Call Vote: Trustee Lovato – Yes, Trustee Sedillo – Yes, Trustee Chavez – Yes, Trustee Hall – Yes, **MOTION CARRIED**

**8.0 Mayor/Council:**  
**Trustee Hall** had no update for this meeting. He said he was very happy about the pond.

**Trustee Chavez** requested that the area in front of the Town Hall be maintained a little more and asked if purchasing YCC signs listing the names of the kids who participated in the different projects could be looked into.

**Trustee Sedillo** said that he has a ‘Children at Play’ sign at his house that the Town could have. He asked about the progress of the sale of the Fairgrounds to the County. Mayor Dial said that the County was in the process of getting an appraisal.

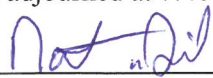
**Trustee Lovato** thanked the Mayor and the Chief of Police for their work during the bomb incident. He thanked Chief Cobb for the police presence at the school.

**Mayor Dial** said he was very happy with the progress at the pond and was very thankful about the outcome at the school.

**Adjournment**

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

The meeting adjourned at 7:40 pm.

Approved: 

Date: 9/16/19

Attest: 

Date: 9/16/19