

Town of Estancia
Regular Meeting of the Board of Trustees
Monday, March 19, 2018 6:15 pm (Immediately following Public Hearing)
Municipal Building, 513 Williams Avenue, Estancia, NM 87016

Minutes

Invocation and Pledge of Allegiance

The meeting was called to order at 6:19 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 Chavez made a motion to approve the agenda as written. Trustee Romero seconded the motion. All in favor. **MOTION CARRIED**

2.0 Discussion/Approval of the March 5, 2018 Regular Meeting Minutes – Action Item

Trustee Hall said that the amount of the annual fee paid by the Town to EVEDA was listed incorrectly on the minutes. The amount is \$5000.00, not \$2500.00. Clerk Michelle Jones will make this correction to the minutes. **ACTION TAKEN:** Trustee Hall made a motion to approve the minutes with the correction as listed above. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

3.0 Discussion/Approval of March 19, 2018 Bill List – Action Item

ACTION TAKEN: Trustee Romero made a motion to approve the March 19, 2018 Bill List. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

Public Comment

Resident Jenea Ortiz commented on the pool. She said that if we were able to receive 50 dollars from 1000 residents we would have all the funding we need for the pool. She said she thinks this is doable for many residents and she is will to help raise funds in any way she can. She believes that if we can get a buy-in from the community, it will really help.

Trustee Romero asked if we could us any of our Williams Bequest funds for the pool. We cannot as the rules for use if the funds is restricted.

Resident Ted Barela commented about the Williams fund. He said that he spoke with a Williams relative and was told that the funds were restricted and that we needed to expend some of the funds for the Library soon or they could be at risk of being reverted.

Old Business

4.0 **Discussion of funding the pool for the summer of 2018- Discussion Only**

The Board was updated about the efforts that are currently being made to fund the pool. The Trustees, the Mayor, and the Clerk recently presented a request for funding assistance from the County at the last Commission meeting. The Commission approved a motion to look into possibly providing some funding. The Mayor, the Clerk, and Trustee Chavez also presented a request for funding at the Moriarty town meeting and were told that the Town would consider funding approximately \$5000.00. The Board reiterated their desire to continue to try to find a way to fund the pool for this summer. The Board is on the agenda for the Mountainair Town Council meeting tomorrow night and is planning to attend the EMW gas meeting, the Soil and Water Conservation District meeting, and the Village of Willard meeting to request funding assistance. The Clerk has also contacted the Juvenile Justice Board to get community service help with cleaning up the pool complex. The short time frame is a big concern, but the Board is making every effort to open the pool for the community.

5.0 **Letter from Trustee Romero concerning FEMA designation of Estancia as a flood zone- Discussion and Possible Action**

Trustee Romero said that he received very good comments from Trustee Hall about the letter. Trustee Romero recommended that we make some adjustments to the letter and send it to Senator Heinrich. Mayor Dial said that he had a meeting scheduled with the Senator and Trustee Romero suggested giving the letter to Mayor Dial to hand deliver to the Senator. Trustee Hall disagreed and said that he did not think this was the proper way to approach this situation. The Trustees discussed the letter in detail. Trustee Sedillo asked if sending the letter would hurt us in any way and said that if the letter would not hurt us, he did not see any reason not to send it. **ACTION TAKEN:** Trustee Sedillo made the motion to send the letter with the proper revisions as previously discussed. Trustee Romero voted in favor. Trustee Sedillo voted in favor. Trustee Chavez voted in favor. Trustee Hall voted no. **MOTION CARRIED**

Later in the meeting it was brought up that sending this letter could hurt us, because it could bring to question whether we had an official Floodplain Manager in our organization. Clerk Michelle Jones informed the Board that P&Z employee Rose Romo would be attending training in June to become a certified Floodplain Manager and perhaps it would be better to consider sending the letter at that time. Trustee Sedillo said that, with all due respect to Trustee Romero, he would rescind his previous motion. **ACTION TAKEN:** Trustee Sedillo made the motion to rescind his previous motion to send the letter. Trustee Hall seconded the motion. All in favor **MOTION CARRIED. ACTION TAKEN:** Trustee Sedillo made the motion that no letter be send concerning this issue until further discussion. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

New Business

6.0 **Election Results- Clerk Michelle Jones – Information Only**

Clerk Michelle Jones read the following election results into the record. She thanked all who ran for their efforts and their professionalism.

CERTIFICATE OF CANVASS

I, Michelle M. Jones, Clerk/Treasurer for the Town of Estancia, do hereby certify that the following number of votes were cast in the March 6, 2018, Municipal Election: number of votes cast on Election day: 164 ; number of votes cast on absentee ballots: 10 ; and the number of votes cast during early voting: 63 for a total of 237.

Nathan M. Dial was elected Mayor for a four year term.

Noah Joshua Sedillo and J. Morrow Hall were elected as Trustees for four year terms.

Stella L. Chavez was elected as a Trustee for a two year term.

Bruce R. Dile was elected as Municipal Judge for a four year term.

Trustee Romero retains his seat.

Clerk Michelle Jones told the Board that the election results were canvassed on March 8, 2018 and were signed off on by herself and Magistrate Judge Matthew "Mateo" S. Page. **NO ACTION, INFORMATION ONLY**

7.0 Mayoral appointment/re-appointment of Clerk/Treasurer and Police Chief- Action Item
Mayor Nathan Dial said that he re-appoints Michelle Jones as Clerk/Treasurer and Stephanie Reynolds as Chief of Police. **ACTION TAKEN:** Trustee Hall made a motion to approve the re-appointments of Michelle Jones as Clerk/Treasurer and Stephanie Reynolds as Chief of Police. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

8.0 Mayoral appointment of Mayor Pro-tem- Action Item
Mayor Dial said that he appoints Trustee Noah Sedillo as the Mayor Pro-tem. **ACTION TAKEN:** Trustee Hall made a motion to approve the appointment of Trustee Noah Sedillo to Mayor Pro-tem. Trustee Romero seconded the motion. All in favor. **MOTION CARRIED**

9.0 RESPECT Program Presentation- Janice Barela- Information Only
Mr. Ted Barela gave a presentation about the RESPECT Program 2018. Mr. Barela said that the program will be in its 12 year and gave a history of the program. Mr. Barela read the program's Mission Statement:

The mission of the RESPECT Program is to provide real-life education and training for young adults who are preparing to leave small, rural communities to attend college or work in an urban environment. Our goal is to empower them to make well-informed decisions to avoid dangerous, life-changing pitfalls or when faced with at-risk behaviors.

Mr. Barela gave the Board a hand-out with the schedule for this year's program, which will run from April 16-19. (A copy of the hand-out is included in the file for this meeting).

Mr. Barela thanked the Town for their continued support and the Trustees thanked Mr. and Mrs. Barela for the Program that Mrs. Barela created and for their efforts to continue the program that is so important to our youth. **NO ACTION, INFORMATION ONLY**

10.0 MRCOG presentation- Sharalynn Lucero- Information Only

Ms. Sharalynn Barela is the Town's representative on the MR RTPO Board. She, Brandon Howe, Sandy Gaiser, and Maida Rubin from the MRCOG and the MR RTPO came to the Board meeting to introduce themselves to the Newly elected officials and to give a presentation about what they do and how they can help the Town. They gave the Board a hand-out titled MRCOG: TOWN OF ESTANCIA. (A copy of the hand-out is located in the file for this meeting). They presented an overview of the MRCOG, the LPA program and the RTPO.

Mr. Brandon Howe gave a presentation about the RTIPR- the Mid-Region Regional Transportation Improvement Plan Recommendations. He explained that the RTIPR is a prioritized list of transportation projects within the region. He explained the types of projects that are suitable for RTIPR consideration: roadway & Bridge Recommendations, Safety Recommendations, Bike, Pedestrian & Equestrian Recommendations, Aviation Recommendations, and Planning, Engineering or Design Recommendations. He explained their project consideration process and their timeline.

The Board thanked each representative for their time and their presentation. Mr. Howe said he would send more detailed information about the RTIPR to Clerk Michelle Jones for dissemination to the Board. **NO ACTION, INFORMATION ONLY**

11.0 Resident Raymond Sedillo- comments about the recent election ballot- Information Only
Mr. Sedillo was not in attendance. **NO ACTION**

12.0 Resident Ruthella Terhune- Suggestion of a community garden- Information Only
Resident Ruthella Terhune told the Board that she loves gardening and is interested in starting a community garden. Ms. Sharalynn Barela said that she is working with Ms. Terhune and the Estancia School District to make Ms. Terhune's community garden idea a reality. A space on the school campus has been selected. They are just waiting to see if a new teacher that will be coming to the School District will be willing to assist with this project. Trustee Hall suggested that Ms. Terhune and Ms. Barela also get in touch with the Soil and Water Conservation District to see if they can help. The Board thanked Ms. Terhune for her time and enthusiasm and Ms. Barela for her assistance. **NO ACTION, INFORMATION ONLY**

13.0 Resident Jeff Brock- P&Z question about his fence- Discussion and Possible Action
Mr. Brock was not in attendance. **NO ACTION**

14.0 Approval of Training for Newly Elected Mayor and Trustee Sedillo- Action Item
Clerk Michelle Jones asked for approval for Mayor Dial and Trustee Sedillo to attend a training for Newly Elected Officials on March 24th. **ACTION TAKEN:** Trustee Hall made a motion to approve this training for Mayor Dial and Trustee Sedillo. Trustee Romero seconded the motion. All in favor. **MOTION CARRIED**

15.0 Approval of Procurement Officer Training for Clerk Michelle Jones- Action Item
Clerk Michelle Jones asked for approval to attend Procurement Officer Training on April 10-13. Becoming a CPO will help but the Town in compliance and eliminate an audit finding. **ACTION TAKEN:** Trustee Hall made a motion to approve this training for Ms. Jones. Trustee Sedillo seconded the motion. All in favor. **MOTION CARRIED**

- 16.0 Approval of Newby and Safety Coordinator Training for Mayor Dial, Clerk Michelle Jones and Deputy Clerk Michelle Dunlap- Action Item**
Clerk Michelle Jones asked for approval for herself, Mayor Dial, and Deputy Clerk Michelle Dunlap to attend Newby and Safety Coordinator Training on April 25th in Las Cruces. Attending this training is required in order to be eligible for dividend credits. **ACTION TAKEN:** Trustee Chavez made a motion to approve this training for Ms. Jones, Ms. Dunlap, and Mayor Dial. Trustee Romero seconded the motion. All in favor. **MOTION CARRIED**
- 17.0 Approval of LGBMS training for Clerk Michelle Jones and Deputy Clerk Michelle Dunlap- Action Item**
Clerk Michelle Jones asked for approval for herself and Deputy Clerk Michelle Dunlap to attend the LGBMS training in Santa Fe on April 5th. This training will cover the new NM DFA required financial reporting. **ACTION TAKEN:** Trustee Hall made a motion to approve this training for Ms. Jones and Ms. Dunlap. Trustee Romero seconded the motion. All in favor. **MOTION CARRIED**
- 18.0 Appointments to Boards- EVSWA, EMW Gas, and EBRA- Action Item**
ACTION TAKEN: Trustee Hall made a motion to add EVEDA to this list of Boards that need appointments. Trustee Sedillo seconded the motion. All in favor. **MOTION CARRIED**
Mayor Dial appointed himself and Trustee Romero to the EVSWA Board and asked for more time to research the other appointments listed on this agenda item. **ACTION TAKEN:** Trustee Hall made a motion to approve the appointment of Mayor Dial and Trustee Romero to the EVSWA Board. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**
- Appointments to EMW Gas, EBRA, and EVEDA will be action items on the next agenda.
- 19.0 Approval to move PW employee Michael Garcia from Full-Time Seasonal to Full-Time Regular Town employee- Action Item-**
Clerk Michelle Jones asked for approval to move Seasonal Public Works employee Michael Garcia for a Full-Time Seasonal employee to a Full-Time Regular Town employee. Mr. Garcia's seasonal employment will be coming to an end in a few months and with the recent resignation of Public Works Supervisor Chavez, it is essential move Mr. Garcia from Seasonal to Regular in order to keep him working with the Town. Mr. Garcia has been an outstanding employee and will, no doubt, help with the transition of a new Supervisor. His hourly rate will increase from \$9.09 to \$11.95 and he will be eligible for benefits. **ACTION TAKEN:** Trustee Romero made a motion to approve the move for Mr. Michael Garcia from Full-Time Seasonal employee to Full-time Regular employee. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**
- 20.0 Town Clean-up- Discussion and Possible Action**
Clerk Michelle Jones asked the Board if they wanted to schedule a Town Clean-up. This is an annual event and will cost the Town approximately \$4000.00. There are many benefits to the Town Clean-up, but Ms. Jones asked for the Boards consideration and approval considering our current financial situation. The Board discussed this item and decided to schedule this event for May 4, 5, and 6. **ACTION TAKEN:** Trustee Romero made the motion to approve the scheduling of the Town Clean-up for May 4, 5, and 6. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

21.0 Mayor/Council:

Trustee Hall commented on how many people were in attendance and thanked everyone for their interest in the Town and for their time.

Trustee Chavez asked about the quarterly budget update. Clerk Michelle Jones said that she remembered that she needed to present it to the Board, but, considering the length of the Public Hearing and the regular meeting agenda, chose to present it at the next meeting. She gave a quick update saying that, while our GRTs continue to be very low, we are holding our own. She said that we are basically 75% through the fiscal year. To-date our revenues are only 57% of our budgeted revenues, but our expenditures are only 54% of our budgeted expenditures. She will present the 2nd qtr. quarterly report at the next regular meeting.

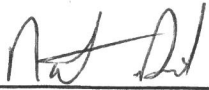
Trustee Sedillo asked to receive information from the MRCOG presentation and said that we should pursue project opportunities through the MRCOG and the RTIPR. He said that the prison will reopen eventually and we should look into opportunities with that in mind. His fellow Trustees agreed.

Trustee Romero asked if any repairs could be done to the potholes and broken pavement at the corner between Sturgess and the Post Office. He was told that, unfortunately, that land is private property and could not be repaired by the Town.


Mayor Dial said that he wants to make sure that we re-visit the issue of raises for our Police Officers who completed their probationary period. The Board agrees that this will be a priority when planning next fiscal year's budget.

Adjournment- ACTION TAKEN: Trustee Hall made a motion to adjourn the March 19, 2018 meeting. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

Meeting adjourned at 9:09 pm.

Approved: 

Date: 3 April 18

Attested: 

Date: 4/3/18