

**Town of Estancia**  
**Regular Meeting of the Board of Trustees**  
**Monday May 3, 2021 6:15pm**  
**Municipal Building, 513 Williams Avenue, Estancia, NM 87016**

**Minutes**

**Invocation and Pledge of Allegiance**

The meeting was called to order at 6:17 pm and Roll Call was taken:

Trustee Lovato – Present  
Trustee Sedillo – Present via Zoom  
Trustee Chavez – Present via Zoom  
Trustee Hall- Present  
Mayor Dial – Present

**1.0 Approval/Disapproval of Agenda – Action Item**

Trustee Lovato requested that agenda item #8 be heard before item #6. The Board agreed to this change. **ACTION TAKEN:** Trustee Lovato made a motion to approve the agenda as amended above. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

**2.0 Discussion/Approval of the April 19, 2021 Public Hearing Minutes – Action Item**

**ACTION TAKEN:** Trustee Lovato made a motion to approve the April 19<sup>th</sup> Public Hearing Minutes as written. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

**3.0 Discussion/Approval of the April 19, 2021 Regular Meeting Minutes – Action Item**

**ACTION TAKEN:** Trustee Lovato made a motion to approve the April 19, 2021 Regular Meeting minutes as written. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

**4.0 Discussion/Approval of the May 3, 2021 Bill List – Action Item**

**ACTION TAKEN:** Trustee Hall made a motion to approve the May 3, 2021 Bill List. Trustee Lovato seconded the motion. All in favor. **MOTION CARRIED**

**Public Comment – At the discretion of the Mayor. For information only (No Action can be taken). Comments may be limited to (5) minutes per person on any subject.**

**5.0 Department Updates:**

**Police/Animal Control/Planning and Zoning-** No update for this meeting.

**Fire-** No update for this meeting.

**Library-** No update for this meeting.

**Maintenance-** Public Works Supervisor Lorenzo Bernal said that his department is busy, as usual. They are installing a lot of new water taps, they are working with File Construction on the Waster water lift station project, and they tore down the old bathroom at the park. They are going to mow the weeds at the park and at the Library. We will be advertising for a new Public Works employee in July.

**Administration-** Clerk Michelle Jones said her department is preparing for the end of the fiscal year (June 30). We are also in the process of receiving proposals for a new Auditor and are beginning the process of creating the new budget for FY22.

**Old Business**

- 6.0 Appoint a person to represent the Town of Estancia on the NM RTPO- Discussion/Possible Action** There are no new candidates to consider.  
**ACTION TAKEN:** Trustee Lovato made a motion to TABLE this item to allow more time to find a suitable candidate. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**
- 7.0 Update on MOU between the Town of Estancia and the Torrance County Sheriff's Office for services- Information and Possible Action Item**  
 Trustee Lovato said that he, Mayor Dial, and Clerk Jones met with representatives from the Sheriff's Department to discuss the proposed MOU for services. The meeting was very constructive. TCSO administrative assistant Stephanie Dunlap sent us a very comprehensive email outlining the specifics that were discussed. We were very happy to see that the cost of the MOU would remain the same as was previously proposed- \$95,680.00 annually. We were also glad to know that any citations written in the Town would go to our municipal court. There were still some items in the MOU that needed further discussion. **ACTION TAKEN:** Trustee Hall made a motion to TABLE this item. Trustee Lovato seconded the motion. **ITEM TABLED**

**New Business**

- 8.0 Annual Report and Request for Funding Estancia Basin Water Planning Committee- Information and Possible Action** Mr. Rick Thompson, the Chair of the EBWPC, addressed the Board. He spoke about the work that his committee does for the Estancia Basin, monitoring the aquifer, etc. He requested support in the amount of \$500.00. The Board has provided this support to the important planning committee for years and is happy to do so again. **ACTION TAKEN:** Trustee Lovato made a motion to approve \$500.00 in funds to the Estancia Basin Water Planning Committee. Trustee Hall seconded the motion. Three in favor, Trustee Sedillo abstained. **MOTION CARRIED**
- 9.0 Approval of Notice of Award for Alan Ayers Waterline Replacement Project- Action Item** Clerk Michelle Jones explained that this project went out for quote and CF Padilla was selected to work on our Capital Outlay Alan Ayers Waterline Replacement Project. She explained that the Town received two quotes and one was for approximately \$80,000.00: far about our budgeted amount of \$60,000.00. Cf Padilla was the only other bidder with a bid of \$59,889.69. **ACTION TAKEN:** Trustee Hall made a motion to approve the Notice of Award and to give Mayor Dial the authority to sign any necessary documents to complete the project at the current price. Any change order to increase the cost would still go before the Board for approval. Trustee Lovato seconded the motion. All in favor. **MOTION CARRIED**
- 10.0 Approval of Quote for Tree Trimming- Action Item**  
 Clerk Michelle Jones presented the Board with a quote for tree trimming services that the Town received from Asplundh Tree Expert LLC. The quote included straight hourly wage quotes, per diem for Asplundh employees who would be working in the project, and overtime wages. Mayor Dial asked that the per diem charge be removed from the quote and Trustee Chavez requested that overtime rates be removed. **ACTION TAKEN:** Trustee Hall made a motion to approve the quote without per diem or overtime and to give Mayor Dial the authority to negotiate the final price. Trustee Lovato seconded the motion. All in favor. **MOTION CARRIED**
- 11.0 Selection of Auditor for FY21- Action Item**  
**ACTION TAKEN:** Trustee Sedillo made a motion to TABLE this item to allow the Board more time to review and score the audit proposals. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**  
 An auditor will be selected at the May 12, 2021 Special Meeting.

**12.0 Approval of Airport Manager- Action Item**

Mayor Dial proposed selecting resident Jeff Brock to be our new Airport Manager. This is a volunteer position. Mr. Marshall Hall was our Manager for many years and has decided to retire from the position. We thank Mr. Hall for his many years of work as our manager.

**ACTION TAKEN:** Trustee Lovato made a motion to appoint resident Jeff Brock as our new Airport Manager. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

**13.0 Discussion of Sign-on bonuses for PD- Discussion Only**

Trustee Lovato said that at our last meeting, we discussed PD pay, the possibility of hiring non-certified officers, take home distance and we took no action. He wants to now discuss the possibility of offering sign-on bonuses for new officers. He said that we are looking at the MOU with the county, etc. He said we have to do everything possible to keep and grow our PD. He said sign-on bonuses worked great for Mountainair. He proposed a \$2,000.00 bonus, possibly \$1,000 after the first 6 months and then \$1,000.00 after completion of the first year. He said he would like to vote on these things at the next meeting. **NO ACTION, DISCUSSION ONLY**

**14.0 Mayor/Council:**

**Trustee Hall** said that he will be getting a hearing test tomorrow and if he is unable to correct his hearing, he might not run for re-election. Clerk Jones said that his contribution to the Board is a great one and she hopes very much that he is able to be well and continue on the Board. Trustee Hall also commented that well 4 needs to be back up and running; the pond is getting low.

**Trustee Chavez** had no update for this meeting.

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

**Trustee Lovato** had no update for this meeting.

**Mayor Dial** said that he is still working with the County to try to get a satellite Animal Control office in our Town that would be manned by a member of TC Animal Control. He also said that Mr. Ron Saavedra, a resident of Estancia, is currently certified to work at the PD and has applied. Mayor Dial said that he is working in addressing the exorbitant costs involved in trying to get work done on a state right-of-way. The permitting cost alone is approximately \$15,000.00. He also said that he will be attending a meeting with the County at the Fairgrounds to further discuss the purchase.

**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: 5/17/2021

Attest: 

Date: 5/17/2021