

Town of Estancia
Regular Meeting of the Board of Trustees
Monday, February 7, 2022 6:15pm
Municipal Building, 513 Williams Avenue, Estancia, NM 87016

Minutes

Invocation and Pledge of Allegiance

The meeting was called to order at 6:15pm 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 Lovato made a motion to approve the February 7, 2022 agenda as written. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

2.0 Discussion/Approval of the January 18, 2022 Regular Meeting Minutes – Action Item

ACTION TAKEN: Trustee Sedillo made a motion to approve the January 18, 2022 Regular meeting minutes as written. Trustee Lovato seconded the motion. All in favor. **MOTION CARRIED**

3.0 Discussion/Approval of the February 7, 2022 Bill List – Action Item

ACTION TAKEN: Trustee Sedillo made a motion to approve the February 7, 2022 Bill List as written. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

Public Comment – Estancia residents Michelle Dunlap, Jessie Waldon, Larry Crow all spoke in opposition to agenda item #7. Resolution 2022-05 Eliminating the current CDL requirements in the Town of Estancia Ordinance. They said, in summary, that they do not want their police officers to live so far away from the Town. They said that changing the distance requirements for officers was not in the best interest of the Town.

4.0 Department Updates:

Police/Animal Control – Mayor Dial shared the report from the Torrance County Sheriff's Office showing the number of times they have responded to calls within the Town. He also shared that Ms. Tracey Master from the Torrance County DWI Program received \$1,000.00 in grant money to assist with Estancia PD patrols. He also said that the NMML is offering Mental Health Services for PD employees.

Planning and Zoning – no update

Fire- Volunteer Fire Chief Wolonsky said that the delivery of their new truck will be pushed off until next year.

Library Head Librarian Angela Creamer submitted the following written report:

Children's Programming:

Library Lizards and Bookworm Buddies are meeting regularly.

Friday, February 4th was National Take Your Child to the Library Day. I had activities planned, but we closed due to weather.

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For the Community:

AARP has begun taking appointments for free tax preparations at the Library.

Liberty Tax is also using the Library for their tax services twice a month.

Grief Support Group will begin meeting at the Library on Saturday, February 5 at 10am. The group will be led by Jennifer Freer from Sunshine Wellness in Mountainair.

We have a large doll collection on display at the Library at this time.

Financial:

The Library has been awarded \$10,951.90 in new 2020 GO Bond money. These funds have to be spent by April 1, 2024.

We have received \$17,828 in grant money from American Rescue Plan Act. These funds can be used on getting Wi-Fi service enhanced, the purchase of hot spots, and tablets to be checked out by the public, and other technology resources. These funds have to be spent by September 30th of this year.

We are currently having a book sale.

We are advertising for the Library Aid position. We have received three applications.

Maintenance- Public Works Supervisor Lorenzo Bernal said that his department is very busy, as usual. They are doing a big project at the Baptist Church and are busy fixing leaks throughout the Town. He said they have a plan in place to re-do the flagpoles at the Veterans Park. JC Collins is working on well 4. His department just received one of their two new trucks today.

Administration-

Old Business

- 5.0 Discuss/Approve an Application for a Conditional Use Permit to approve a Cannabis Dispensary in the Historic Preservation District Zone- Amy May- Action Item**
- 6.0 Approve Resolution 2022-05 Eliminating the current CDL requirements in the Town of Estancia Ordinance- Action Item Roll Call Vote**
- 7.0 Approve Resolution 2022-06 Changing the current PD requirements in the Town of Estancia Ordinance- Action Item Roll Call Vote**
- 8.0 Discussion/Approval of a proposed contract for consulting services for the PD- Action Item**
- 9.0 Approval of a Professional Services Agreement with Dupress Trees for Tree maintenance within the municipality- Action Item**
- 10.0 Approval of Resolution 2022-07 Combining Planning & Zoning and Animal Control to a full-time position- Action Item Roll Call Vote**

TAKEN: Trustee Hall made a motion to approve the Conditional Use Permit allowing a Cannabis Dispensary in the Historic Preservation District Zone. Trustee Sedillo seconded the motion. All in favor. **MOTION CARRIED**

- 6.0 Approve Resolution 2022-05 Eliminating the current CDL requirements in the Town of Estancia Ordinance- Action Item Roll Call Vote** Clerk/Treasurer Michelle Jones explained this the requested change will be made to the job descriptions, as there is no mention of the CDL requirement in the Town Ordinance. Trustee Sedillo requested that the new verbiage read, " Must be able to drive and maintain an active NM Driver's License. **ACTION TAKEN:** Trustee Sedillo made a motion to approve 2022-05 Eliminating the current CDL requirements in the Town of Estancia Public Works Job Descriptions as amended above. Trustee Lovato seconded the motion. Roll Call Vote: Trustee Lovato – Yes, Trustee Sedillo – Yes, Trustee Chavez – Yes, Trustee Hall – Yes. **MOTION CARRIED**
- 7.0 Approve Resolution 2022-06 Changing the current PD requirements in the Town of Estancia Ordinance- Action Item Roll Call Vote** Mayor Dial explained to all in attendance that the Town is struggling to hire officers. The Board is attempting new ways to attract applicants. One way is to extend the maximum distance an officer can live from the town. The additional distance would be by exception only at the Mayors discretion with the approval of the Board. All the members of the public in attendance at the meeting who spoke were opposed to this change. No member of the public spoke in favor of this change. Trustee Lovato explained the rationale behind the change; to have more coverage that is stable within the town. Trustee Sedillo said that we are competing with the metro area for applicants. Many residents spoke out in opposition: Michelle Dunlap, Jessie Waldon, and Glenda Page, among others. After much discussion, Trustee Lovato said, "the Public has spoken." **NO ACTION, ITEM DIES**
- 8.0 Discussion/Approval of a proposed contract for consulting services for the PD- Action Item** **ACTION TAKEN:** Trustee Sedillo made a motion to TABLE this item. Trustee Hall seconded the motion. All in favor. **ITEM TABLED**
- 9.0 Approval of a Professional Services Agreement with Duprees Trees for Tree maintenance within the municipality- Action Item** Clerk/Treasurer Michelle Jones said that she called the State Purchasing Office and they told her that if the services requested require a higher level of education and expertise, then it is a Professional Service. Duprees Trees will not only be trimming trees, they will also be providing arborist services. Clerk Jones wants the dollar cap of \$50,000.00 listed in the agreement and Trustee Sedillo wants the procurement statute for professional services listed in the agreement. **ACTION TAKEN:** Trustee Lovato made a motion to approve the Professional Services Agreement with Duprees Trees as amended above. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**
- 10.0 Approval of Resolution 2022-07 Combining Planning & Zoning and Animal Control to a full-time position- Action Item Roll Call Vote** Trustee Hall said that he this is a horrible idea. He thinks that the two positions require vastly different skills. Clerk Jones said she thinks there are skills that are in common: assisting residents, keeping records, looking for violations within the town, siting residents into court for violations, etc. It was acknowledged that this may not work. Perhaps offering a combined full-time position with benefits will help. Resident Glenda Page said this is the stupidest thing she has ever heard of in her entire life. Time will tell. **ACTION TAKEN:** Trustee Lovato made a motion to approve Resolution 2022-07 Combining Planning & Zoning and Animal Control to a full-time position. Trustee Sedillo seconded the motion. Roll Call Vote: Trustee Lovato – Yes, Trustee Sedillo – Yes, Trustee Chavez – Yes, Trustee Hall abstained. **MOTION CARRIED**
- 11.0 Approval of .50 per hour pay increase for Bi-lingual Utility Billing Clerk- Action Item** Clerk Michelle Jones told the Board that she found a company that provides accredited ACTFL language assessments and certifications, Language Testing International. Language Testing International offers 4 bi-lingual certification tests: reading, writing, listening, and speaking. Our Utility Billing Clerk took and passed

each test. The Board will vote at the next meeting to offer this testing and incentive to all Town of Estancia employees. The Board thanked Ms. Jones for finding this testing and congratulated Ms. Laura Acosta for her successful completion of each test. **ACTION TAKEN:** Trustee Hall made a motion to approve a .50 per hour pay increase for Ms. Laura Acosta, Utility Billing Clerk. Trustee Lovato seconded the motion. All in favor. **MOTION CARRIED**

New Business

12.0 Approval to convene a hiring committee for PD interviews- Action Item

ACTION TAKEN: Trustee Sedillo made a motion to convene a hiring committee to conduct PD interviews on February 16, 2022, at 6:15 pm at Town Hall. Trustee Lovato seconded the motion. All in favor. **MOTION CARRIED** The Ordinance Workshop will be moved to February 23, 2022.

13.0 Resolution 2022-08 Budget Transfer request- Action Item Roll Call Vote

Clerk Jones requested a budget transfer to pay for legal services used to assist in the creation of the Cannabis Ordinance. Trustee Hall made a motion to approve Resolution 2022-08 Budget Transfer request, transferring \$6,000.00 from P&Z salaries to attorney fees. Trustee Sedillo seconded the motion. Roll Call Vote: Trustee Lovato – Yes, Trustee Sedillo – Yes, Trustee Chavez – Yes, Trustee Hall - Yes. **MOTION CARRIED**

14.0 Mayor/Council:

Trustee Hall apologized for missing the last two meetings and thanked the Public Works Department for their assistance with cleaning up the sidewalks.

Trustee Chavez had no update.

Trustee Sedillo asked to receive updates about the new website design. He also said that he is excited that we are looking into lifeguard training for the summer and YCC.

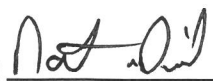
Trustee Lovato asked about the progress of the sale of the Fairgrounds. He is excited to get started on the baseball field. He wants to try to bring Little League here. He said the Events Committee has a Facebook page and he encouraged all in attendance to consider getting involved. He said they are currently planning an Easter Egg Hunt. He also wants to plan a day when citizens can come out and meet their elected officials. Trustee Lovato also asked about maintenance of the roads at the cemetery.

Mayor Dial said that he would be out of pocket from February 25-27. Mayor Pro Tem Sedillo will take over while he is gone.

Adjournment

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

The meeting adjourned at 8:14 pm.

Approved: 

Date: 2/22/2022

Attest: 

Date: 2/22/2022