

Town of Estancia
Regular Meeting of the Board of Trustees

TUESDAY, July 5, 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 Sedillo made a motion to approve the agenda as written. Trustee Lovato seconded the motion. All in favor. **MOTION CARRIED**

2.0 Approval of the June 20, 2022 Regular Meeting minutes – Action Item

ACTION TAKEN: Trustee Hall made a motion to approve the June 20, 2022 Regular Meeting minutes as written. Trustee Sedillo seconded the motion. All in favor. **MOTION CARRIED**

3.0 Discussion/Approval of the July 5, 2022 Bill List – Action Item

ACTION TAKEN: Trustee Sedillo made a motion to approve the July 5, 2022 Bill list. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

Public Comment – Ms. Senaida Anaya and her daughter, Ms. Olivia Anaya addressed the Board about conflict they are experiencing with the person who is renting the snack bar at the pool. They are selling snow cones outside the pool area and the person renting the snack bar has been actively trying to prohibit them from doing so. Ms. Anaya has sold snow cones there for several years and there should be no conflict. The Board thanked Ms. Senaida and Olivia Anaya for their attendance and for making the Board aware of the conflict.

4.0 Department Updates:

Police- Sergeant Downing presented the attached written report to the Board:

ESTANCIA POLICE DEPARTMENT JUNE, 2022 REPORT



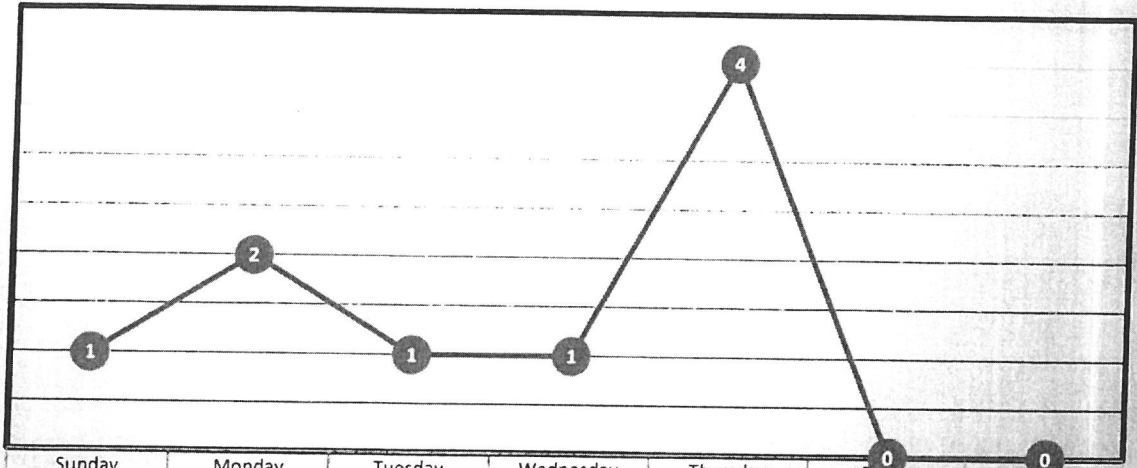
Sgt. Jason Downing, PhD
ESTANCIA POLICE DEPARTMENT

Dispatch Activities	February 2022	March 2022	April 2022	May 2022	June 2022	Month to Month Trend (May-June)
EPD Response*	33	24	47	66	65	
TCSO Response	49	65	45	52	48	
Combined	82	89	92	118	113	-4.24%
Call Type*						
Livestock					1	
911 Open/HangUp					2	
Abandoned Vehicle						
Accident w/o Injury						
Abdominal Pain						
Accident w/Injury						
Alarm						
Animal Problem					1	
Arrest						
Assault					1	
Assistance					1	
Wanted Person						
Welfare Check					4	
Abandoned Vehicle						
Abduction						
Blood Pressure						
B&E (Burglary)					1	
Battery					1	
Child (Welfare)					1	
Civil Matter					1	
Close Patrol					1	
Custody Dispute					1	
CYFD Referral						
Damage To Property					1	
Disturbance					1	
ETOH (Alcohol)						
Fainting					1	
Falls						
Fingerprinting						
Follow Up						
Fireworks					1	

Fire Alarm					
Fraud				1	
Found Property				1	
General Sickness				1	
Harassment				1	
Hit & Run				1	
Illegal Control Burn					
Information				1	
Illegal Dumping					
Irate Customer					
Landlord Tennant				1	
Noise Complaint					
Motorist Assist				1	
Paper Service					
Reckless Driver				2	
Recovered Property				1	
Security Check				8	
Sexual Assault/Rape					
Shots Fired				1	
Narcotics				2	
Smoke Check					
Domestic Violence					
Stolen Items				2	
Suicidal Person				1	
Suspicious Activity				2	
Suspicious Person				1	
Suspicious Vehicle					
Theft					
Threat				2	
Traffic Control				1	
Traffic Stop				9	
Trespass				1	
Vandalism					
Unc Breathing				1	
Unwanted Person				1	
Warrant Service				2	
Witness- Drug Test					
Totals				65	

EPD Data Charts

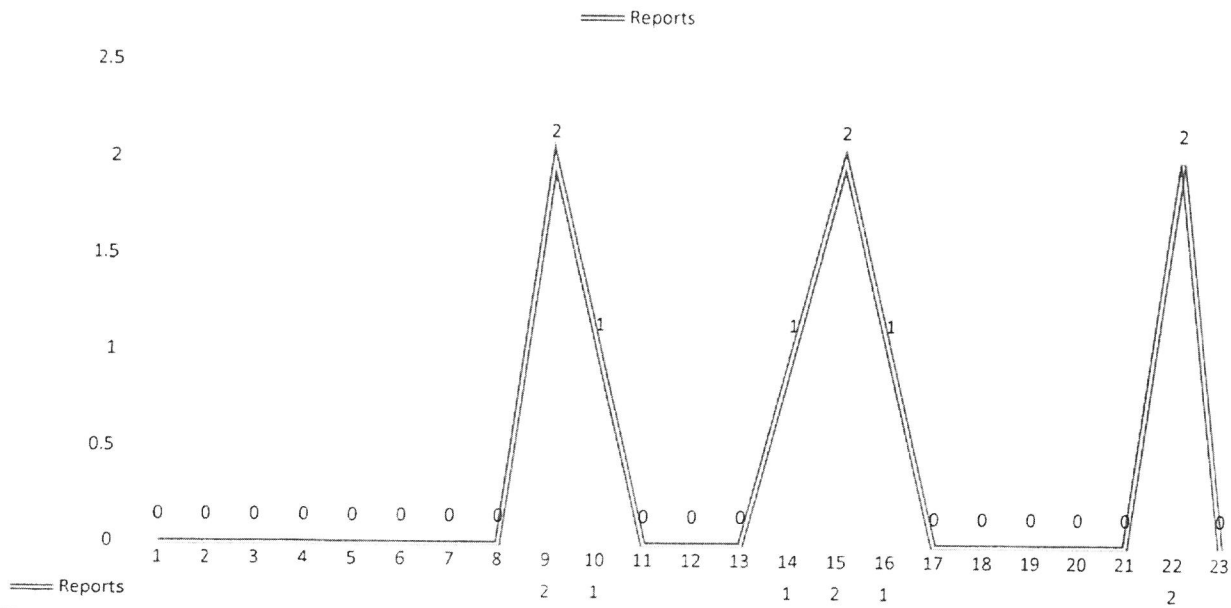
Day of Week Chart
-June Report-



Reports	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	1	1	4	0	0

—●— Reports

TIME OF DAY CHART
-JUNE REPORT-



— Reports

General Updates

Emergency Lifesaver Training

Estancia Police Department will be hosting a training course on **July 18th**.

Training will be conducted by Albuquerque Fire Rescue.

Approximately, 20 police officers and staff are scheduled to attend the training.

Cellphone, Mobile Hot Spot, and GPS Field Testing

Recommendations for hybrid system have been submitted.

Equipment is needed. Some officers do not have an assigned cellphone, or mobile hotspot.

Radio Field Testing

Field testing is going well.

Torrance County radio system has ongoing issues.

Recommend scheduling a meeting with Torrance County to discuss issues and concerns.

Fix for Estancia PD likely field radios paired with vehicle repeaters for a stronger radio transmission.

Currently seeking quotes and options.

SecuraMax Program (body-worn camera program)

Help bring department into better body-worn camera compliance.

NMSA §29-1-18

- 120 Day Retention
- Help prevent intentional manipulation erasure of camera recordings.
- Secure sharing with time limits.

Code Enforcement- P&Z/Animal Control- Code Enforcement Officer Bill Teaney told the Board that he has been busy. He has been handling P&Z and Animal Control calls. He has also been out checking properties and is training for the upcoming Flood Plain Manager test in November.

Fire had no report at this meeting.

Library had no report at this meeting.

Maintenance has been very busy, as usual. They had to dig a grave this past week and worked hard to prepare the park for the 4th of July. The new Maintenance Supervisor will start on July 18th.

Administration- Clerk Michelle Jones said that her office has been very busy closing out the fiscal year and opening the new one. She is training her new Deputy Clerk Courtney Labrum.

Old Business

- 5.0 **Review and Approval of Sergeant Downing's proposed SOP for Use of On-Body Recording Devices- Action Item** **ACTION TAKEN:** Trustee Hall made a motion to approve the SOP for Use of On-Body Recording Devices. Trustee Sedillo seconded the motion. All in favor. **MOTION CARRIED**

New Business

- 6.0 **Request to restart a water meter for an indoor cannabis micro producer business- Steven Roy - Discussion/Possible Action** Mr. Roy explained that he will be growing product to sell to a retailer, he will not have a store front- he will be strictly producing. His location is zoned as commercial. **ACTION TAKEN:** Trustee Hall made a motion to approve Mr. Roy's request to restart a water meter for an indoor cannabis micro producer business, subject to compliance with all applicable ordinances. Trustee Sedillo seconded the motion. All in favor. **MOTION CARRIED**
- 7.0 **Discussion/possible action concerning the snack bar at the pool- Discussion/possible action**
In summary, Trustee Sedillo requested that the agreement with Ms. Emily Sanchez for the rental of the snack bar at the pool be terminated. He said, in summary, that the conflicts that are occurring there should not be happening. He said that the presented intention if this agreement was for the kids, not for profit; this is clearly for profit. **ACTION TAKEN:** Trustee Sedillo made a motion to terminate the contract. Trustee Chavez seconded the motion. Trustee Sedillo – yes, Trustee Chavez – Yes, Trustee Lovato – No, Trustee Hall – No. Mayor Dial broke the tie with a vote in favor of termination. **MOTION CARRIED**
Ms. Sanchez will be presented with letter and will be given 10 days to vacate. She will also be refunded a prorated amount of the rent she has already been paid.
- 8.0 **Approval of the American Legion Request to place bleachers at the cemetery- Action Item**
ACTION TAKEN: Trustee Hall made a motion to deed the agreed upon portion of the cemetery to the American Legion for the purpose of adding bleachers. Trustee Sedillo seconded the motion. All in favor. **MOTION CARRIED**
- 9.0 **Approval of the Mayor's hiring of Ms. Courtney Labrum to the position of Deputy Clerk- Action Item**
ACTION TAKEN: Trustee Lovato made a motion to approve the Mayor's hiring of Ms. Courtney Labrum to the position of Deputy Clerk. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**
- 10.0 **Approval of the Mayor's hiring of Mr. William Teaney to the position of Code Enforcement Officer- Planning & Zoning/Animal Control- Action Item**
ACTION TAKEN: Trustee Lovato made a motion to approve the Mayor's hiring of Mr. William Teaney to the position of Code Enforcement Officer. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

- 11.0 Approval of Resolution 2022-21 Participation in the NM DOT COOP- L500495- Action Item Roll Call Vote ACTION TAKEN:** Trustee Hall made a motion to approve Resolution 2022-21 Participation in the NM DOT COOP- L500495. Trustee Sedillo seconded the motion. Roll Call Vote: Trustee Lovato – Yes, Trustee Sedillo – Yes, Trustee Chavez – For, Trustee Hall- Yes. **MOTION CARRIED**
- 12.0 Approval of Resolution 2022-22 request for the Match Waiver for NM DOT COOP – L500495- Action Item Roll Call Vote NO ACTION**
- 13.0 Approval of Resolution 2022-23 Participation in the NM DOT MAP – HW2L500521- Action Item Roll Call Vote ACTION TAKEN:** Trustee Hall made a motion to approve Resolution 2022-23 Participation in the NM DOT MAP – HW2L500521. Trustee Lovato seconded the motion. Roll Call Vote: Trustee Lovato – Yes, Trustee Sedillo – Yes, Trustee Chavez – For, Trustee Hall- Yes. **MOTION CARRIED**
- 14.0 Approval of Resolution 2022-24 request for the Match Waiver for NM DOT MAP – HW2L500521- Action Item Roll Call Vote ACTION TAKEN:** Trustee Hall made a motion to approve Resolution 2022-24 request for the Match Waiver for NM DOT MAP – HW2L500521. Trustee Sedillo seconded the motion. Roll Call Vote: Trustee Lovato – Yes, Trustee Sedillo – Yes, Trustee Chavez – For, Trustee Hall- Yes. **MOTION CARRIED**
- 15.0 Approval of Resolution 2022-25 Amending the Personnel Ordinance with respect to PD Differential pay – ACTION TAKEN:** Trustee Lovato made a motion to approve Resolution 2022-25 Amending the Personnel Ordinance with respect to PD Differential pay. Trustee Hall seconded the motion. Roll Call Vote: Trustee Lovato – Yes, Trustee Sedillo – Yes, Trustee Chavez – For, Trustee Hall- Yes. **MOTION CARRIED**
- 16.0 Review of the EMW Gas Bi-laws- Discussion and Possible Action**
 Mayor Dial said that he wants to wait until he gets comment for the lawyers before moving forward with this item. He wants to know if everything done in the past at EMW was done legally. Ms. Sylvia Chavez commented that the Mayor should have tasked his representatives with looking in to this; he should have come to her and the other representatives with questions. Trustee Sedillo said that he agreed that the Bi-laws should be reviewed for possible updates. **ACTION TAKEN:** Trustee Lovato made a motion to TABLE this item. Trustee Sedillo seconded the motion. All in favor. **ITEM TABLED**
- 17.0 Request for repairs to Alan Ayers- Discussion and Possible Action**
 The Board received a letter from resident Diana Vardy concerning the need for repairs to Alan Ayers. Mayor Dial said several people ask for work to be done on this road. He has asked Torrance County Road Superintendent Mr. Leonard Lujan to give him a quote on what it would cost to do repairs to the road. Mayor Dial estimates it may be around \$40,000.00. The Board asked Clerk Jones if the Town could afford this- she said yes. **ACTION TAKEN:** Trustee Hall made a motion to give Mayor Dial the authority to spend up to \$50,000.00 to make needed repairs to Alan Ayers Rd. from 41 to 9th street. Trustee Sedillo seconded the motion. All in favor. **MOTION CARRIED**
- 18.0 Mayor/Council:**
Trustee Hall asked if any progress had been made to the fire hydrants in town that are basically out of service. Mayor Dial said that he would ask Maintenance to look into this. He also asked about getting air conditioning to the Board room and MVD. Mayor Dial said work has been done at MVD and a small air conditioner has been placed in the Board room.

Trustee Chavez asked about a resident inquiry concerning Audra Loop. Ms. Jones said she has sent the documents she could find to our lawyer for an opinion.

Trustee Sedillo said that Old Timers Day is coming and this year there will be an Estancia Alumni meeting. He is waiting to here from Mr. Steven Ferguson about a shipment of fish for the pond.

Trustee Lovato said that 4th of July events at the park were great! They had a lot of participation in the Bike parade and the fireworks were wonderful. The music was very good and the attendance was great. He will be meeting with the Baseball committee to work in estimates, etc. The bathroom trailers will be delivered soon. Some turf from the high school was secured for the baseball field and the American Legion with be holding their annual Youth Corp next week.

Mayor Dial said that American Legion Youth Corp event will be the 1st in two years and should be really great. There will be food, an obstacle course and the kids will camp out for the event. He said that the Town employees participated in an Active Shooter training which was very informative.

19.0 Executive Session- As per Motion and Roll Call Vote- Pursuant to NMSA 1978 10-15-1 Sections (H)(2)(7), threatened or pending litigation and personnel.

ACTION TAKEN: Trustee Sedillo made a motion to go into Executive Session, pursuant to NMSA 1978 10-15-1 Sections (H)(2)(7) to discuss threatened or pending litigation and personnel. Trustee Hall seconded the motion. Roll Call Vote: Trustee Lovato – Yes, Trustee Sedillo – Yes, Trustee Chavez – For, Trustee Hall – Yes. **MOTION CARRIED**

Executive Session began at 7:54pm.

Return to Regular Session. ACTION TAKEN: Trustee Sedillo made to motion to return to Regular Session, stating that the only item discussed in Executive Session was the item on the agenda and no action was taken. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

Regular Session resumed at 8:14 pm.

Adjournment

Trustee Lovato 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: 7/18/2022

Attest: 

Date: 7/18/2022