

**Town of Estancia**  
**Regular Meeting of the Board of Trustees**

**Monday, October 3, 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 - Absent  
Trustee Chavez - Present  
Trustee Hall -Present  
Mayor Dial - Present

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

**ACTION TAKEN:** Trustee Hall made a motion to approve the October 3, 2022 Agenda as written. Trustee Lovato seconded the motion. All in favor. **MOTION CARRIED**

**2.0 Approval of the September 19 Regular Meeting minutes - Action Item**

**ACTION TAKEN:** Trustee Chavez made a motion to approve the September 19, 2022 Regular Meeting minutes as written. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

**3.0 Discussion/Approval of the October 3, 2022 Bill List - Action Item**

**ACTION TAKEN:** Trustee Chavez made a motion to approve the October 3, 2022 Bill List. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

**Public Comment** - The Town's MRCOG representative, Ms. Amy May, gave the Board an update. She recently attended the MRCOG meeting and shared their 2022 Annual Report with the Board. She suggested that the Board think about creating some mode of transportation to take residents from Estancia to Edgewood once a week if possible. The Board thanked Ms. May for representing the Town at the meeting and for her report.

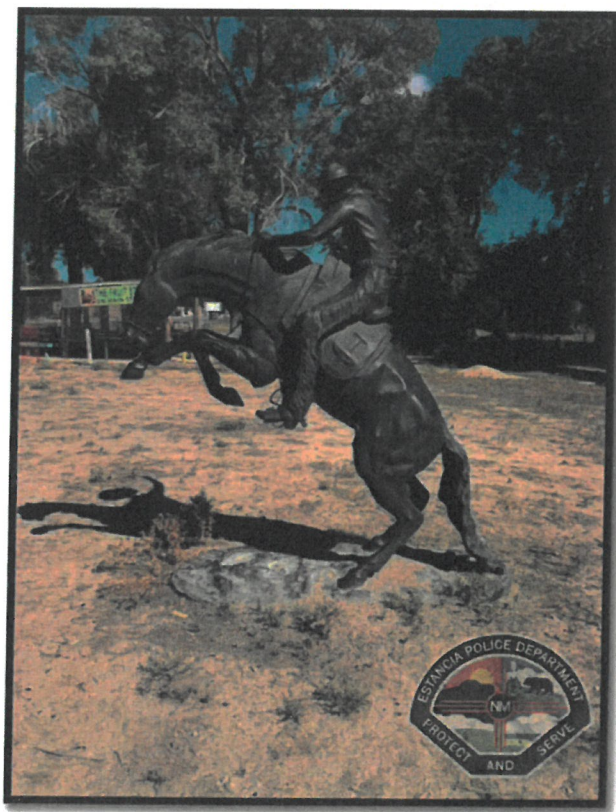
**No Old Business**

**New Business**

**4.0 Department Updates:**

**Police-** Sergeant Downing Presented the following written report to the Board:

**SOLVED!**



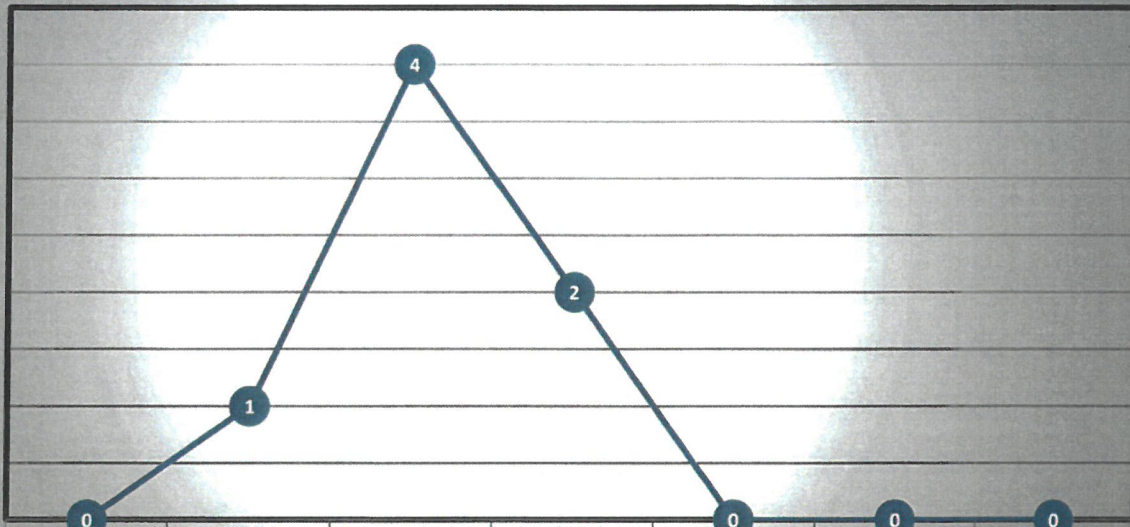
Sgt. Jason Downing, PhD  
ESTANCIA POLICE DEPARTMENT

Dispatch Activities	March-August 2022 6 Month Average	Aug 2022	Sept 2022	Month to Month Trend (Aug – Sept)
EPD Response*	60.33%	71	51	
TCSO Response	50.17%	37	55	
<b>Combined</b>		<b>108</b>	<b>106</b>	<b>-1.85%</b>
<b>Call Type—*EPD Only</b>				
Livestock			1	
911 Open/Hang Up				
Abandoned Vehicle				
Accident w/o Injury				
Abdominal Pain				
Accident w/Injury				
Alarm			1	
Animal			1	
Arrest			2	
Assault				
Assistance				
Wanted Person			1	
Welfare Check			3	
Abandoned Vehicle			2	
Altercation				
Abduction				
Blood Pressure				
B&E (Burglary)				
Battery				
Child (Welfare)				
Civil Matter			1	
Close Patrol			8	
Custody Dispute				
CYFD Referral				
Damage To Property				
Disturbance				
ETOH (Alcohol)				
Fainting				
Falls				
Fingerprinting				
Follow Up				
Fireworks				

Fire Alarm			
Fraud			
Found Property			
General Sickness			
Harassment			
Hit & Run			
Illegal Control Burn			
Information			
Illegal Dumping			
Juvenile		1	
Landlord Tennant			
Noise Complaint		1	
Open Door			
Motorist Assist			
Paper Service			
Reckless Driver			
Recovered Property			
Security Check		21	
Seizure		1	
Sexual Assault/Rape			
Shots Fired			
Narcotics		1	
Smoke Check			
Domestic Violence			
Stolen Items			
Stroke		1	
Suspicious Activity			
Unk Susp Person			
Suspicious Vehicle			
Theft			
Threat			
Traffic Control		1	
Traffic Stop			
Trespass		1	
Vandalism			
Unc Breathing			
Unwanted Person			
Warrant Service		2	
Witness- Drug Test			
<b>Totals</b>		<b>51</b>	

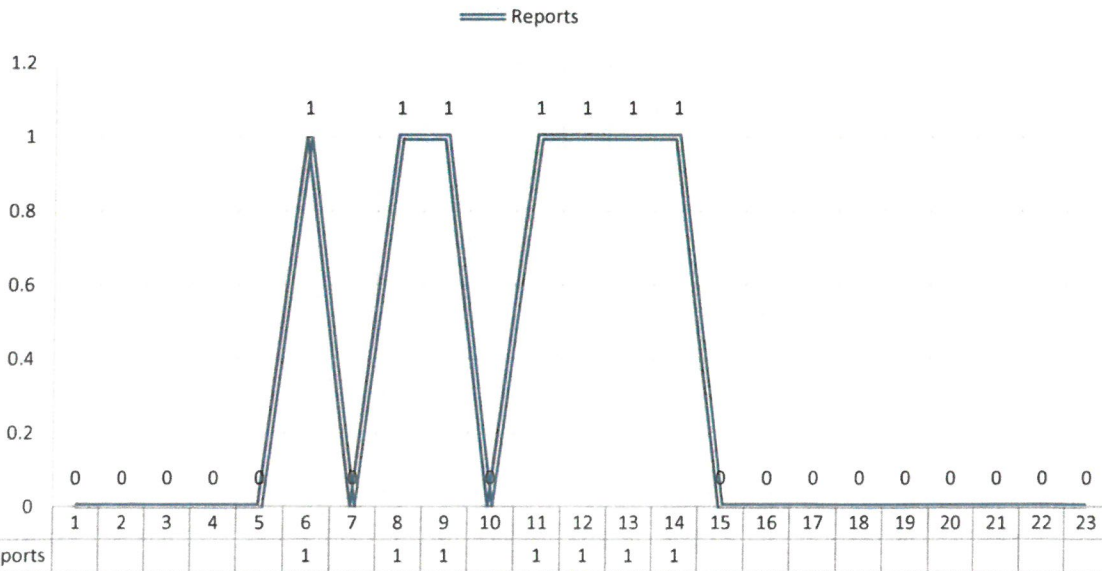
EPD Data Charts

### Day of Week Chart -SEPTEMBER REPORT-



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

### TIME OF DAY CHART -SEPTEMBER REPORT-



## General Updates

### **Missing Cowboy Statue Case Solved**

The cowboy/horse statue located at 5<sup>th</sup> and Williams has been located and case has been closed.

### **TRAINING**

#### **Estancia PD attended Advanced FTO Training (Rio Rancho)**

Presented by Calibre Press

#### **FirstNet First Responder Conference (ABQ)**

Meet with several radio engineers and have a few possible radio options.

### **UPCOMING TRAINING**

#### **Instructor Certification**

- BOLA Wrap – Remote Restraint Device (handout)
- TASER Instructor Certification

#### **PD Marketing Billboard (Installed Soon)**

#### **Radio Options (Update)**

#### **Continuing to build foundation for PD**

- Policies/Procedures
- Equipment
- Training (Instructor Certifications)
- Workspace

**Code Enforcement- P&Z/Animal Control**– Code Enforcement Officer William Teaney told the Board that Trustee Hall has been assisting him with updating and organizing his P&Z files, which has been very helpful. He has had about 25-30 animal control calls in the last month. There was also an animal bite case that he is working on. We are going to be requesting bids soon for a concrete slab in the back of the P&Z office to put animal crates.

**Fire-** Volunteer Fire Chief Chris Wolonsky showed the Board the new Fire Truck; Attack 23. He said things are going good. Trustee Lovato asked if he and Sergeant Downing were well stocked with Narcan; they are.

**Library** Clerk Jones presented the following written report:

### **October 2022 Library Report**

#### **Childrens Programming:**

As of today we have 39 children are enrolled in the Fall/Spring children’s reading program.

The Library will be open Halloween day and will have a photo booth and candy for families to enjoy all day.

The Gingerbread House making party will be Tuesday, December 13. All children 12 and under are invited to participate. Sign up will begin December 1.

#### **For the Community:**

The Grief and Loss Support Group is meeting at the Library on the 1st and 3rd Saturdays at 10am. The leader, Jennifer Freer, has started a group in Mountainair because the Estancia group is so successful.

The Adult Book Club is meeting regularly on the last Friday of the month.

We will be taking donations for our annual gift baskets for local senior citizens in need beginning in December.

The Town of Estancia Facebook page has over 2000 followers.

We will be having a book sale October 31st – November 4th.

#### **Projects:**

The construction for the new tile floor for the SW room is scheduled to begin December 19th. East Mountain Flooring gave us a quote of \$9,802.00. This quote includes removing the flagstone, leveling the floor with a self-leveling underlayment, and installing the new tile. The money will come from the State Capital Outlay funds given to the Library.

Barbara, Lori and I thank you for your support!

**Maintenance** – Public Works Supervisor Justin Duff said that his crew has been very busy. They have been replacing water lines, working on sewer issues, and preparing for Punkin Chunkin. They has also been doing a lot of mowing around town and in the alleyways. Trustee Hall talked about several areas that we wanted Duff to work on. He talked about Highland Street and Berkshire, the pond and several trees around town.

**Administration-** Clerk Michelle Jones presented the following written update:

Clerk’s Update 10/03/2022

1. Our realtor will be coming out this Thursday to take pictures of Mama Bears – We have received approval from DFA for the sale of the property.

2. We are still waiting to hear about the Recreational Grant and the Grant Manager funding.
3. We have also submitted a notice of interest for Federal Flood Mitigation Funding
4. We applied for YCC
5. We purchased new trash cans for the park and have received our new salt spreader and snowplow
6. We will continue to move ahead with the Highland Ave project later this week- the completion date is Nov. 15.
7. I am working on getting our meetings on videotaped for the public. It looks like we might have to do something like the County does.

**5.0 Approval to convene a hiring committee to interview Mr. Lucian Aldrete for a position with the Estancia PD in conjunction with the WIOA Youth Program - Action Item**

**ACTION TAKEN:** Trustee Lovato made a motion to convene a hiring committee on Thursday, October 13, 2022 at 5:30pm to conduct an interview with Mr. Aldrete. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

**6.0 Approval to post for uncertified applicants for a position with the Estancia PD in conjunction with the WIOA program- Action Item**

**ACTION TAKEN:** Trustee Hall made a motion to post for uncertified applicants for a position with the Estancia PD in conjunction with the WIOA program. Trustee Lovato seconded the motion. All in favor. **MOTION CARRIED**

**7.0 Executive Session- As per Motion and Roll Call Vote- Pursuant to NMSA 1978 10-15-1 Sections (H)(2) personnel.**

**ACTION TAKEN:** Trustee Lovato made a motion to go into Executive Session, as per Motion and Roll Call Vote- Pursuant to NMSA 1978 10-15-1 Sections (H)(2) to discuss personnel. Trustee Hall seconded the motion. Roll Call Vote: Trustee Lovato – Yes, Trustee Chavez – For, Trustee Hall-Yes. **MOTION CARRIED**

**Executive Session began at 7:30pm.**

**Return to Regular Session- ACTION TAKEN:** Trustee Hall made a motion to return to regular session and stated that the only item discussed in Executive Session was the item listed on the agenda and no action was taken. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

**Regular Session resumed at 7:42 pm**

**8.0 Approval of the Clerk's termination of Deputy Clerk Labrum and approval to post for the position of Deputy Clerk - Action Item**

**ACTION TAKEN:** Trustee Hall made a motion to approve the Clerk's termination of Deputy Clerk Labrum and to post for the position of Deputy Clerk. Trustee Lovato seconded the motion. All in favor. **MOTION CARRIED**

**9.0 Approval of Resolution 2022-36 Amending the Personnel Ordinance concerning Holiday Pay-Action Item Roll Call Vote**

**ACTION TAKEN:** Trustee Lovato made a motion to Amend the Personnel Ordinance concerning Holiday Pay; a Full-time employee will get paid for the Holiday and will receive additional time and ½ for any hours worked on the Holiday. Trustee Hall seconded the motion. Roll Call Vote: Trustee Lovato – Yes, Trustee Chavez – For, Trustee Hall-Yes. **MOTION CARRIED**



**10.0 Mayor/Council:**

**Trustee Hall** asked Mayor Dial about the EVSWA Board. Mayor Dial said that things are not in good shape there right now and all of the Mayors are attending the meetings.

**Trustee Chavez** said it was nice to finally meet the PW Supervisor. She will check to make sure the electricity is set up for Punkin Chunkin. They will have pony rides. She requested that we look into getting a new tree at the Veterans Park.

**Trustee Sedillo** was absent.

**Trustee Lovato** talked about the Special Events Committee. He said they have a Halloween parade planned along with a movie in the park, games, and popcorn! They are also looking ahead to Christmas. They are getting quotes for a Christmas tree for the park. He also talked about the Baseball field; we are hoping to hear about the Recreational Grant soon so we can move forward.

**Mayor Dial** said there will be a Matanza for Veterans Day on November 12 at Post 22; the cost will be \$10.00 a plate.


**Adjournment**

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

The meeting adjourned at 8:14 pm.

Approved: 

Date: 10/17/2022

Attest: 

Date: 10/17/2022