

Town of Estancia
Regular Meeting of the Board of Trustees

MONDAY, MARCH 20, 2023 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 March 20, 2023 agenda as written. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

2.0 Approval of the February 21, 2023 Regular Meeting minutes - Action Item

ACTION TAKEN: Trustee Lovato made a motion to approve the February 21, 2023 Regular Meeting minutes as written. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

3.0 Approval of February 27, 2023 Special Meeting minutes- Action Item

ACTION TAKEN: Trustee Lovato made a motion to approve the February 27, 2023 Special Meeting minutes as written. Trustee Sedillo seconded the motion. All in favor. **MOTION CARRIED**

4.0 Discussion/Approval of the March 20, 2023 Bill List - Action Item

ACTION TAKEN: Trustee Sedillo made a motion to approve the March 20, 2023 Bill List. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

No Public Comment

Old Business

5.0 Discussion and approval of annual contract with Envision IT for IT services- Action Item Clerk Jones requested NO ACTION on this item as the contract has already been approved. **NO ACTION**

6.0 Approval of the hiring of Ms. Linda Wolonsky, Ms. Danielle Wolonsky, and Mr. Segan Frazier to the positions of Full-time EMT- Action Item **ACTION TAKEN:** Trustee Hall made a motion to approve the hiring of Ms. Wolonsky, Ms. Wolonsky, and Mr. Frazier pending legal review of the SOP. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

New Business

7.0 Presentation of the FY22 Audit- Patillo, Brown & Hill, LLP

Chris Garner from Patillo, Brown & Hill, LLP presented the FY22 Audit to the Board.

He said that Auditor gave the Town of Estancia an Unmodified Opinion, a 'Clean Opinion'. Meaning that the Financial statements were presented fairly in accordance with accounting principles generally accepted in the US. He said that Town had resolved the one finding from the prior year and had one new finding for FY22.

He said it involved controls surrounding Payroll Disbursement (Other Matter) and that he believed that the Town had already resolved the matter. He said that the Town can be comfortable with the accuracy of their financial statements. Mr. Garner was sincerely thanked for his time and presentation. **INFORMATION ONLY**

Clerk Jones presented Utility Billing Clerk Laura Acosta with a Certificate of Appreciation for her outstanding work every day and her assistance with the audit.

- 8.0 Approval of Resolution 2023-03 Acceptance and Approval of the FY22 Audit- Action Item Roll Call Vote ACTION TAKEN:** Trustee Sedillo made a motion to Accept and Approve the FY22 Audit. Trustee Hall seconded the motion. Roll Call Vote: Trustee Lovato- Yes, Trustee Sedillo – Yes, Trustee Chavez – For, Trustee Hall – Yes. **MOTION CARRIED**
- 9.0 Approval of Resolution 2023-04 Donation of a Fire Truck to the Chilili Land Grant - Action Item Roll Call Vote** Mr. Juan Sanchez, President of La Merced del Pueblo de Chilili, addressed the Board and Mayor Dial. He is requesting the donation of two Fire Trucks that the Town owns but are not using. He said that the donation would greatly help the Land Grant make sure that they can respond to small fires with the Grant, is necessary. These pieces of equipment will make sure that the health safety and welfare of the community is kept. The two pieces of equipment are not used by the Town and have fully depreciated. The Town is happy to make this donation. **ACTION TAKEN:** Trustee Hall made a motion to donate the two pieces of equipment listed on the resolution to the Chilili Land Grant. Trustee Sedillo seconded the motion. Roll Call Vote: Trustee Lovato- Yes, Trustee Sedillo – Yes, Trustee Chavez – For, Trustee Hall – Yes. **MOTION CARRIED**
- 10.0 Approval of hiring of David Green to the position of Part-time Estancia Police Officer- Action Item ACTION TAKEN:** Trustee Sedillo approved the hiring of Mr. David Green to the position of Part-time Town of Estancia Police Officer. Trustee Lovato seconded the motion. All in favor. **MOTION CARRIED**
- Mr. Green was sworn in.**
- 11.0 Approval of Uniform Traffic Ordinance- Action Item Roll Call Vote** Sergeant Downing explained the UTO. The fees are in accordance with the Municipal Court fees. **ACTION TAKEN:** Trustee Hall made a motion to approve Uniform Traffic Ordinance 01-2023. Trustee Chavez seconded the motion. Roll Call Vote: Trustee Lovato- Yes, Trustee Sedillo – Yes, Trustee Chavez – For, Trustee Hall – Yes. **MOTION CARRIED**
- 12.0 Approval of NM Waste Services assigning the remaining portion of their contract with the town to Universal Waste Systems- Action Item** Clerk Jones explained that she received a letter from NM Waste Services stating that they had sold their assets to Universal Waste Systems NM. NM Waste requested permission to assign the remaining portion of our contract to Universal Waste Systems. Clerk Jones told the Board that the current contract with NM Waste will expire in June of this year and we will be going out for RFP in April. **ACTION TAKEN:** Trustee Sedillo made a motion to approve the assignment of the remainder of the contract to Universal Waste Systems, with a written addendum to the contract for the Mayor to sign. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**
- 13.0 Update on trip to Washington DC, Capital Outlay Requests and Congressional Directed Funding Requests- No Action, Information Only** Clerk Jones, Trustee Sedillo, and Mayor Dial went to DC and met with Congresswoman Melanie Stansbury, Senator Ben Ray Lujan, and Senator Martin Heinrich to discuss the needs of the Town and to request Federal funding assistance. The meetings were very productive. Each representative gave us at least an hour of their time. We received important information regarding what

funding avenues were available to us and how to correctly apply for funds. We requested funding assistance for Flood Mitigation, Town Hall/Community Center improvements, Improvements to our Park, Pond, and Pool and funding to purchase a Road Zipper and Loader. We have formally applied and are awaiting further direction. Trustee Sedillo took this opportunity to give kudos to Mayor Dial for not only talking about our needs, but mentioning a problem Moriarty is having with their federal funding. Our representatives were quick to reach out to Moriarty to give assistance. **NO ACTION, INFORMATION ONLY**

14.0 Update on Pool and YCC- No Action, Information Only

Clerk Jones told the Board that we were gearing up to being working on YCC and the Pool! We received the contract and notice to proceed for YCC and will be posting for positions at the beginning of April. We will be hiring one Supervisor, one Corp Lead, and ten Corp members. The hourly pay for Corp Members will be \$12,50 per hour. We will also be posting for Lifeguard positions. We will be calling back last summers Supervisor and will be contacting last years Lifeguards to see if they want to come back, as each is certified for two years. The hourly pay for Lifeguards will also be \$12.50 per hour. We are looking forward to a vary busy very fun summer!!! **NO ACTION, INFORMATION ONLY**

15.0 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, Pursuant to NMSA 1978 10-15-1 Sections (H)(2) to discuss personnel. Trustee Sedillo seconded the motion. **ROLL CALL VOTE:** Trustee Lovato – Yes, Trustee Sedillo – Yes, Trustee Chavez – For, Trustee Hall- Yes. **MOTION CARRIED**

Executive Session began at 7:36 pm.

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

Regular Session reconvened at 7:54 pm

16.0 Mayor/Council:

Trustee Hall congratulated Mayor Dial, Trustee Sedillo, and Clerk Jones on a successful trip. He also congratulated Ms. Jones and her team on a very successful audit. He told the Mayor that our streets are crumbling, and the PW guys keep overfilling the pond. He asked about the EVSWA Board. Mayor Dial told him that the Mayors are still attending the Board meetings. Lastly, Trustee Hall said that he like the progress being done on the Animal Shelter.

Trustee Chavez asked if any progress had been made towards getting employee Bill Teaney certified as a Floodplain Manager. Ms. Jones said she would look at the testing schedule. She asked that the PW guys look at seeding that grass at the pool and she asked that we consider replacing the current Town Admin car with a larger vehicle so we can more easily travel to our trainings. Ms. Jones and the Mayor said this is a great idea and it can be considered at budget time, which is quickly approaching. She asked about possibly putting privacy slats in the fence at Animal Control and putting gravel around a manhole in town that is sticking out.

Trustee Lovato thanked Ms. Jones for recognizing Ms. Acosta for her assistance with the audit. He hopes that we will do more recognizing of the outstanding work of our employees more often. He said work is being done on the baseball project and it looks like it will cost approximately \$240,000.00.

Trustee Lovato thanked Mayor Dial for letting Head Librarian Angela Creamer attend a school event with him. He also wants to talk to the Town about EYDG; about taking over and running EYDG. He will present more information about this idea at a later meeting.

Trustee Sedillo congratulated Ms. Jones on the successful audit. He also congratulated Trustee Lovato on a very successful EYDG season. Trustee Sedillo asked if we had received any response from Ms. Lehman regarding the fencing at her property. Ms. Jones said that we have. She will email a copy to him.

Mayor Dial said that we will have Town Clean Up on the weekend of April 22-23 and we are working on getting a new flow meter for our sewer.

Lastly, Mayor Dial said that there will be a ceremony at the American Legion on Saturday at 10:00am to honor and remember Mr. Larry Sinnott who recently passed away. Mr. Sinnott served in every branch of the military during his life and will be greatly missed.


Adjournment

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

The meeting adjourned at 8:28 pm.

Approved: 

Date: 4/3/2023

Attest: 

Date: 4/3/2023