

Town of Estancia
Regular Meeting of the Board of Trustees

MONDAY, APRIL 3, 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 Sedillo made a motion to approve the agenda. Trustee Hall seconded All in favor. **MOTION CARRIED**

2.0 Approval of the March 20, 2023 Regular Meeting minutes – Action Item

ACTION TAKEN: Trustee Chavez made a motion to approve the March 20, 2023 Regular meeting minutes as written. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

3.0 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 with a correction to the report title to reflect the correct date. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

No Public Comment

4.0 Department Updates:

Police- Sergeant Downing presented the following written report:

ESTANCIA POLICE DEPARTMENT FEBRUARY, 2023 REPORT



Prepared by Sgt.
Jason Downing,
PhD ESTANCIA
POLICE
DEPARTMENT

General Updates

PD APPLICANT UPDATES

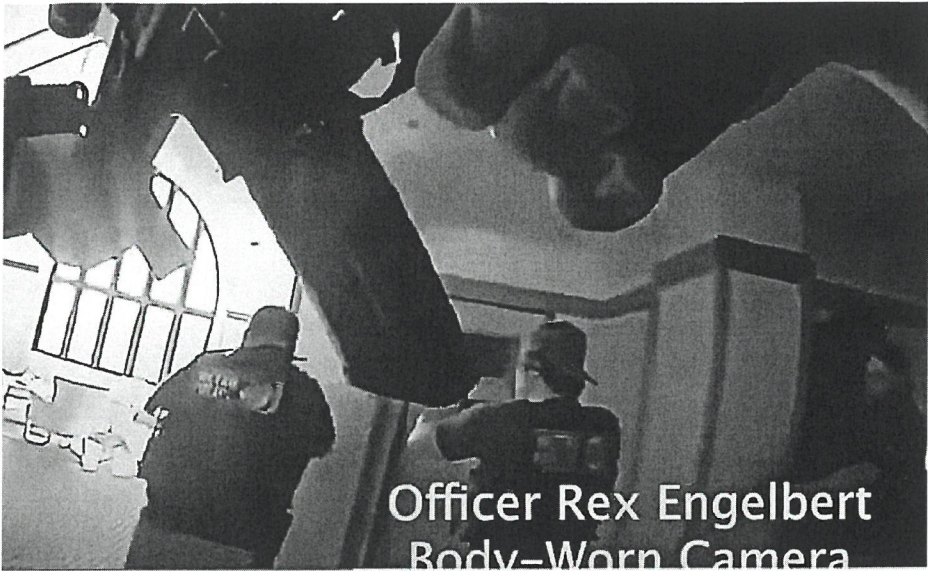
- Current non-certified applicant is on hold.
- Ofc. Green
 - Priority is getting the certification by waiver application submitted.

TRAINING

- **May 20-28** – Firearms Instructor Certification (ABQ) - COMPLETED
- **April 6** – TASER Instructor Certification (ABQ)
- **April 18-21** – Rifle Qual Course (ABQ) – *On standby list*
- **May 5** – Officer Liability/Legal Update (Estancia) - FLYER
- **June 6-8** – Rifle Armorer certification training (Santa Fe)
- **September** – Rifle Instructor Course (ABQ)

NASHVILLE ACTIVE SHOOTER





DISCUSSION

- STOLEN VEHICLE/CORE CIVIC PRISONER RELEASE

SHERIFF’S DEPARTMENT

- UPDATES

DISPATCH

- ISSUE ACCESSING DISPATCH DATA

Dispatch Activities	JAN 2023	FEB 2023	Month to Month Trend (JAN-FEB)
EPD Response	64	64	
TCSO Response	57	48	
Combined	121	112	-7.44%

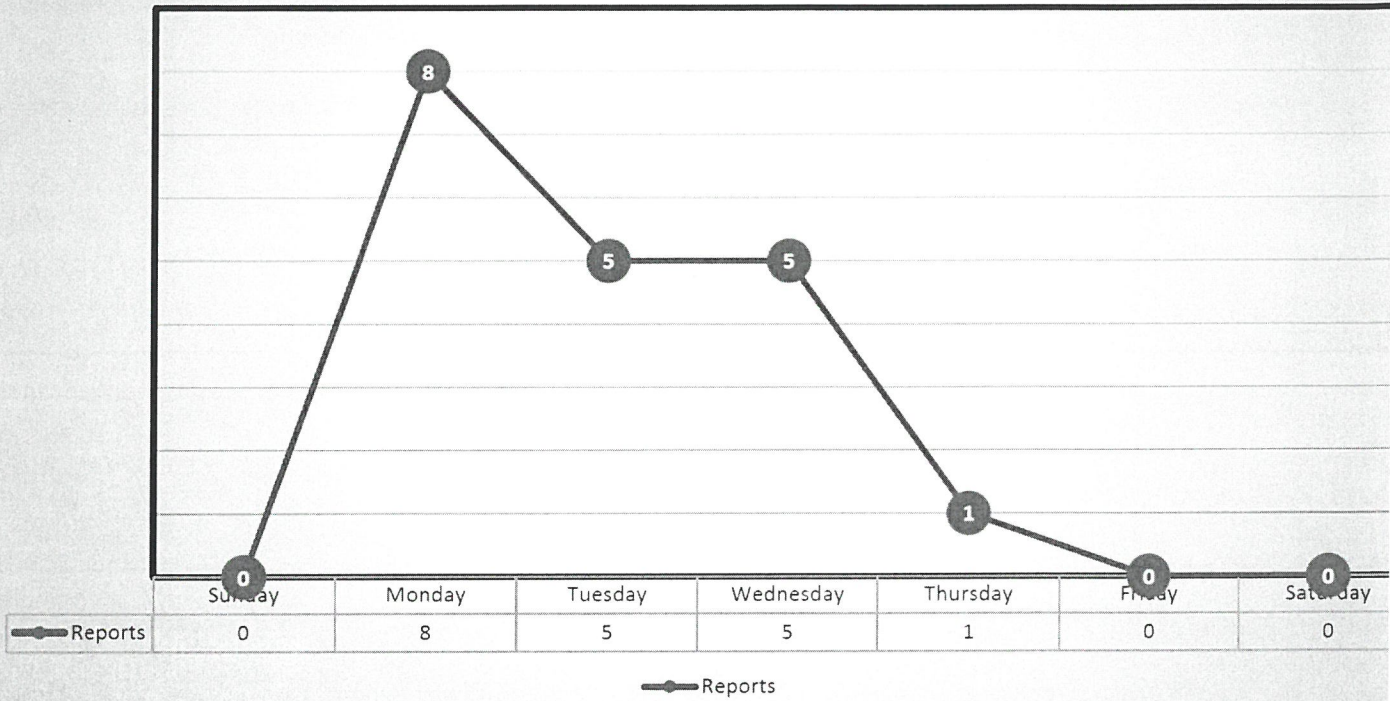
Call Type—*EPD Only			
Public Service			
911 Open/Hang Up			
Abandoned Vehicle			
Accident w/o Injury		1	
Abdominal Pain			
Accident w/Injury			

Animal		1	
Arrest		1	
Assault			
Assistance			
Wanted Person			
Welfare Check			
Abandoned Vehicle		1	
Altercation			
Abduction			
Blood Pressure			
B&E (Burglary)			
Battery			
Child (Welfare)			
Civil Matter		23	
Close Patrol			
Custody Dispute			
Cuts/Lacerations			
CYFD Referral		2	
Damage to Property		1	
Domestic Violence			
Disturbance		4	
Drill			
ETOH (Alcohol)			
Escort			

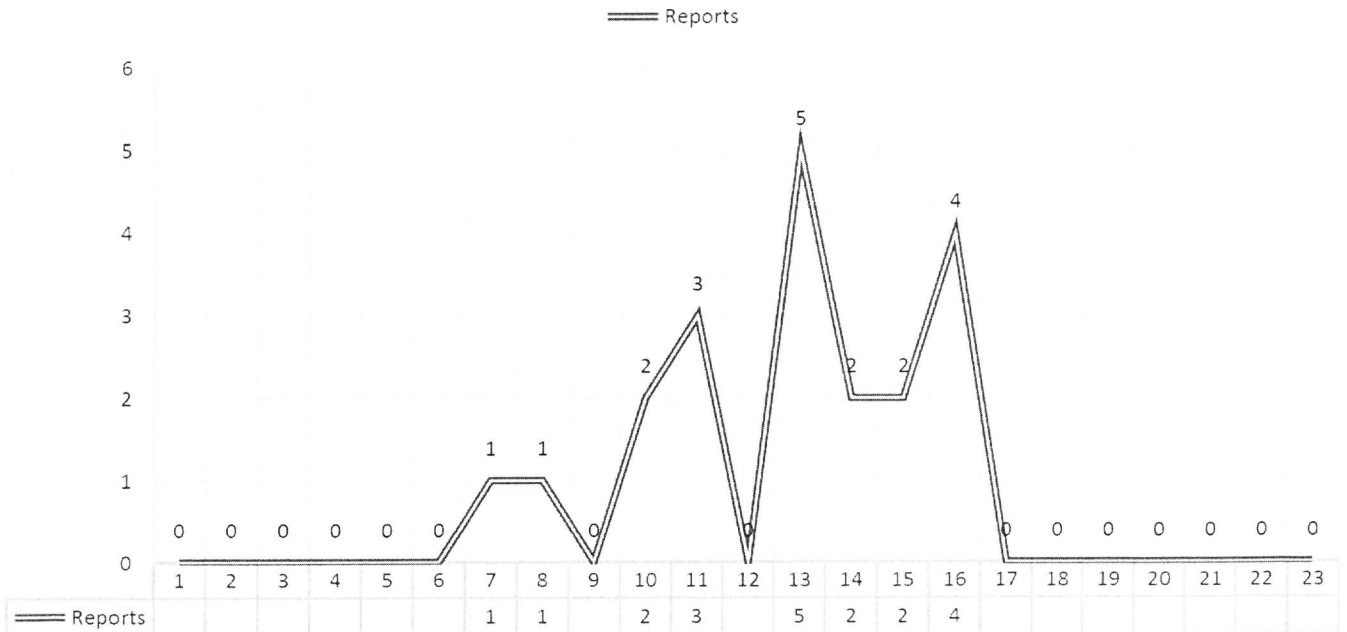
Fainting			
Falls			
Fingerprinting			
Follow Up		1	
Fight			
Fireworks			
Fire Alarm			
Fraud		1	
Found Property			
General Sickness			
Harassment		1	
Hit & Run			
Headache			
Illegal Control Burn			
Identity Theft			

Information			3	
Illegal Dumping				
Juvenile				
Landlord Tennant				
Lost & Found				
Neighbor Dispute				
Noise Complaint				
Motorist Assist				
Narcotics				
Paper Service				
Reckless Driver			1	
Recovered Property				
Security Check			14	
Seizure				
Sexual Assault/Rape				
Shots Fired				
Narcotics			1	
Smoke Check				
Domestic Violence				
Stolen Items			1	
Stolen Vehicle			1	
Stroke				
Suicidal Person				
Unk Susp Person				

Day of Week Chart -FEBRUARY REPORT-



TIME OF DAY CHART -FEBRUARY REPORT-



Code Enforcement – Code Enforcement Officer William Teaney told the Board that the dog kennels are up and running. Mayor Dial said a lot of work is being done over there to add a place for cats, etc. Mr. Teaney also said that he has sent a letter to the owner of the property at 515 Iverness about the condition of their property. Per the letter, they have until April 22nd to clean the property until further action is taken by the Town.

Fire- Volunteer Fire Chief Chris Wolonsky said that EMS has started to take calls. He said that the annual PRC inspection went very well. The inspector will be back on July 1 to inspect again because the PRC will be under that DOT at that point. The EMTs are scheduled and working. The EMT supervisor was not able to attend this evening's meeting.

Library- Clerk/Treasurer Jones presented the attached written Library report from Head Librarian Angela Creamer:

April 2023 Library Report

Childrens Programming:

We have 54 children enrolled in the Fall/Winter/Spring children's reading program.

The Teen Game Night was a success with 16 teens attending. We provided Wii games and other board games and plenty of snacks. We are planning a teen movie night on Friday March 31.

For the Community:

AARP is using the SW room to do taxes for seniors and low income so far they have helped 60 people file their taxes.

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

We are planning a Seed/Plant swap for April 14. Flordemayo Hall, part of The Path seed vault group, is donating seeds for this event.

The Library is a drop off place for candy donations for the Easter Egg Hunt hosted by the Estancia Special Events Committee.

Patrons can now access another free resource for free eBooks and audiobooks, The Pilot Project. This project is sponsored by the NM State Library.

The Book Sale raised \$42.25 last month.

Projects:

The tile project in the SW room is complete. -Williams fund

The new fire alarm system has been installed. - Capital Outlay/Williams fund

The Security System with 4 cameras has been installed. We now have cameras at the main entry, south side entry, southwest room entry and main lobby. -Williams Fund

The drywall repair has been completed around the new fire alarm panel. When Mr. Valdez was working on the drywall repair in the entry way he found a leak. I have requested a quote from J3 Systems, a company that Mr. Valdez recommends. - Williams Fund

I have completed the grant request for Erate money to pay for (2023-24) Internet access at the Library. We will know if we are approved in April.

Maintenance- Mayor Dial told the Board that Public Works Supervisor Edwin Bencomo and Maintenance Worker Manuel Hernandez were at a training. Utility Billing Clerk Laura Acosta was attending the training as well; she will be learning as well as interpreting for Mr. Hernandez. Mayor Dial also told the Board that we have contracted with Mr. Mike Butler from Rocky Mountain Water & Wastewater to help us with training Mr. Bencomo and collecting and sending our water samples. We will be replacing the flags around town soon and will begin pothole patching.

Administration- Clerk/Treasurer Michelle Jones told the Board that her department has been very busy.

- Posting for positions for YCC and the Pool will begin this week.
- We met with last year's pool supervisor to begin planning the season.
- We met with Ms. Emily Pacheco from the Office of the State Engineer to begin work on the Flood Mitigation project.
- We will begin the RFP process for a waste service provider in the next few weeks.
- The Envision IT contract is complete.
- The County Manager called to get information about our Flood Mitigation project; Commission Schwebach was interested.
- The EMS staff is on the payroll.
- We will begin budget workshops in May.
- The Water Meter project is moving forward.
- We are also working on streamlining the Cemetery process.
- Town Clean-Up is scheduled for the weekend of April 22-23
- We have begun renting the Community Center again .

No Old Business

New Business

5.0 Camera Discussion – Sergeant Downing told the Board that he has an idea for cameras at the pool and park that could be very effective and cheaper than what we currently have. The Board is very interested in this and asked Sergeant Downing to pursue this further and bring back his findings at the next meeting. **NO ACTION, DISCUSSION ONLY**

6.0 Signage Discussion- Tim Nisly

Representatives from Salt Mission Park came to the Board and asked about advertising their RV/Mobile Home park on signs that are owned by the Rotary Club and the Town. Below is the proposed sign:



Trustee Chavez will present the proposed sign to the Rotary Club to see if they are interested in approving the signage. She will report back to the Board. **NO ACTION, INFORMATION ONLY**

7.0 Approval to convene a hiring committee to interview for Deputy Clerk and Maintenance Worker 1 position- Action Item

ACTION TAKEN: Trustee Sedillo made a motion to convene a hiring committee on April 6th at 6:00pm at Town Hall to interview candidates for Deputy Clerk and Maintenance Worker 1 positions. Trustee Lovato seconded the motion. All in favor. **MOTION CARRIED**

8.0 Approval of Resolution 2023-05 TPF- Action Item Roll Call Vote

ACTION TAKEN: Trustee Sedillo made a motion to approve Resolution 2023-05 TPF. Trustee Chavez seconded the motion. Roll Call Vote: Trustee Lovato- Yes, Trustee Sedillo – Yes, Trustee Chavez – For Trustee Hall – Yes. **MOTION CARRIED**

9.0 Executive Session- As per Motion and Roll Call Vote- Pursuant to NMSA 1978 10-15-1 Sections (H)(8) the purchase, acquisition, or disposal of real property.

ACTION TAKEN: Trustee Sedillo made a motion to go into Executive Session, Pursuant to NMSA 1978 10-15-1 Sections (H)(8) to discuss the purchase, acquisition, or disposal of real property. Trustee Chavez seconded the motion. ROLL CALL VOTE: Trustee Lovato – Yes, Trustee Sedillo – Yes, Trustee Chavez – For, Trustee Hall- Yes. **MOTION CARRIED**

Executive Session began at 7:42 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 7:51 pm

10.0 Mayor/Council:

Trustee Hall said it is time to raise the salaries of the Trustees and the Mayor. He suggested \$500.00 per month for the Trustees, \$1,000.00 for the Mayor, and \$600.00. for the Mayor Pro-tem. Clerk Jones will investigate how best to get this accomplished. These pay increases will be for the next elected officials.

Trustee Chavez said that she will work again on getting the additional lots transferred to the County. She asked about lights at the pool and suggested additions to the Fire and EMS building. She requested tables and umbrellas at the pool outside the snack bar.

Trustee Lovato thanked the community involvement with the Special Events Committee and with the group of students who recently conducted interviews for the Bears News. He is still working on the Baseball Field and EYDG. Easter activities are planned for Easter weekend at the park.

Trustee Sedillo said that there is a lot going on in the Town and Kudos to everyone for working so hard to make it all happen.

Mayor Dial asked that either Judge Dile or his administrative assistant, Cindy Solomon, begin giving quarterly updates to the Board. He said that the Soil and Water Conservation District want to upgrade a pump. This would require a new electric line along their fence line. It should be fine as long as it is done to code. Mayor Dial said that water will be turned on at the Cemetery again twice a week, beginning in May.

Lastly, Mayor Dial told the Board that Town Hall will be closed on April 19-20 for filming. We do apologize for this inconvenience to our customers.

Adjournment

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

The meeting adjourned at 8:11 pm.

Approved: Nat Dial

Date: 04/17/2023

Attest: Mickie L. P...

Date: 04/17/2023