

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

**MONDAY, MAY 1, 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 May 1, 2023 Agenda as written. Trustee Sedillo seconded the motion. All in favor. **MOTION CARRIED**

**2.0 Approval of the April 17, 2023 Regular Meeting minutes – Action Item**

**ACTION TAKEN:** Trustee Lovato made a motion to approve the April 17, 2023 Regular Meeting Minutes as written. Trustee Sedillo seconded the motion. All in favor. **MOTION CARRIED**

**3.0 Discussion/Approval of the May 1, 2023 Bill List – Action Item**

**ACTION TAKEN:** Trustee Sedillo made a motion to approve the May 1, 2023 Bill List. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

**Public Comment** – Town resident Amy May asked the Board to consider putting a cap on how many retail cannabis establishments would be allowed to do business within the town limits. Resident Cristina Estrada commented that when something serious happens in our community, we all come together- regardless of our personal opinions or beliefs, everyone jumps in to help. We have a very tightknit strong community, and it is great to see how we can join together to help each other out. Resident Steven Roy seconded what Ms. Estrada said. All are thanked for attending our meeting and for their comments.

**4.0 Department Updates**

**Police-** Interim Chief Downing presented the following written report:

**General Updates**

**PD APPLICANT UPDATES**

- Received application for Sergeant position.
  - Next Step: Schedule Interview Panel
  
- Ofc. D. Green
  - Certification by Waiver application was submitted to NMDPS

## TRAINING

- **May 5** – Officer Liability/Legal Update (Estancia)
- **June 6-8** – Rifle Armorer certification training (Santa Fe)
- **September** – Rifle Instructor Course (ABQ)

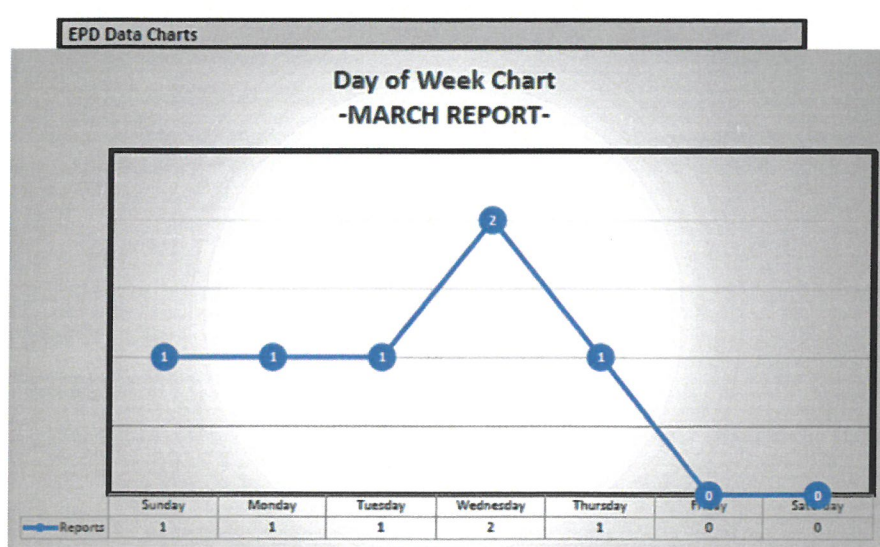
| Dispatch Activities        | FEB<br>2023 | MAR<br>2023 | Month to Month<br>Trend<br>(FEB-MAR) |
|----------------------------|-------------|-------------|--------------------------------------|
| EPD Response               | 64          | 55          |                                      |
| TCSO Response              | 48          | 55          |                                      |
| <b>Combined</b>            | 112         | <b>110</b>  | <b>-1.79%</b>                        |
| <b>Call Type–*EPD Only</b> |             |             |                                      |
| Public Service             |             |             |                                      |
| 911 Open/Hang Up           |             |             |                                      |
| Abandoned Vehicle          |             | 1           |                                      |
| Accident w/o Injury        |             |             |                                      |
| Abdominal Pain             |             |             |                                      |
| Accident w/Injury          |             |             |                                      |
| Alarm                      |             | 3           |                                      |
| Animal                     |             | 1           |                                      |
| Arrest                     |             |             |                                      |
| Assault                    |             |             |                                      |
| Assistance                 |             | 1           |                                      |
| Wanted Person              |             |             |                                      |
| Welfare Check              |             | 2           |                                      |
| Abandoned Vehicle          |             |             |                                      |
| Altercation                |             |             |                                      |
| Abduction                  |             |             |                                      |
| Blood Pressure             |             |             |                                      |
| B&E (Burglary)             |             |             |                                      |
| Battery                    |             | 1           |                                      |
| Child (Welfare)            |             |             |                                      |
| Civil Matter               |             |             |                                      |
| Close Patrol               |             | 22          |                                      |
| Complaint                  |             |             |                                      |
| Custody Dispute            |             |             |                                      |
| Cuts/Lacerations           |             |             |                                      |

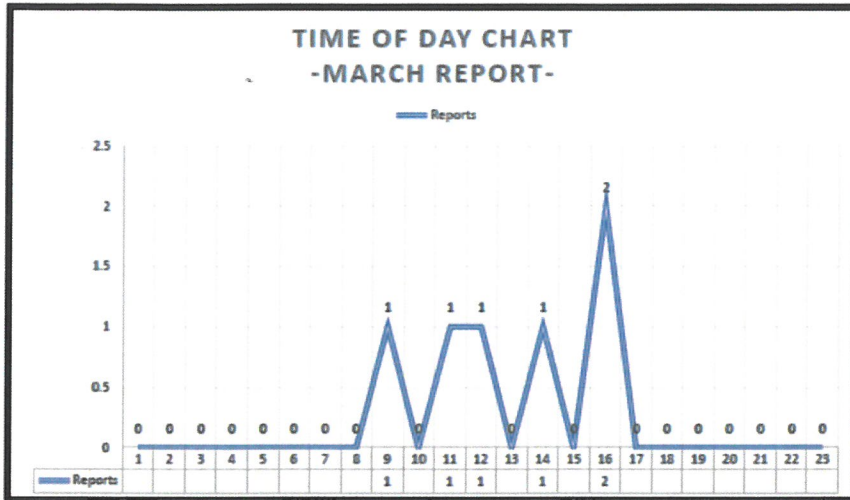
|                    |  |   |  |
|--------------------|--|---|--|
| CYFD Referral      |  |   |  |
| Damage to Property |  |   |  |
| Domestic Violence  |  |   |  |
| Down Powerline     |  | 1 |  |
| Disturbance        |  | 1 |  |
| Drill              |  |   |  |

|                      |  |   |  |
|----------------------|--|---|--|
| ETOH (Alcohol)       |  |   |  |
| Escort               |  |   |  |
| Fainting             |  |   |  |
| Falls                |  |   |  |
| Fingerprinting       |  |   |  |
| Follow Up            |  |   |  |
| Fight                |  |   |  |
| Fireworks            |  |   |  |
| Fire Alarm           |  |   |  |
| Fraud                |  |   |  |
| Found Property       |  |   |  |
| General Sickness     |  |   |  |
| Harassment           |  |   |  |
| Hit & Run            |  |   |  |
| Headache             |  |   |  |
| Illegal Control Burn |  |   |  |
| Identity Theft       |  |   |  |
| Information          |  | 3 |  |
| Illegal Dumping      |  |   |  |
| Juvenile             |  |   |  |
| Landlord Tennant     |  |   |  |
| Lift Assist          |  | 1 |  |
| Lost & Found         |  |   |  |
| Neighbor Dispute     |  |   |  |
| Noise Complaint      |  |   |  |
| Motorist Assist      |  |   |  |
| Narcotics            |  |   |  |
| Panic Attack         |  | 1 |  |
| Paper Service        |  |   |  |
| Reckless Driver      |  |   |  |
| Runaway              |  | 1 |  |
| Recovered Property   |  |   |  |
| Security Check       |  | 9 |  |
| Seizure              |  |   |  |

|                     |  |  |  |  |
|---------------------|--|--|--|--|
| Sexual Assault/Rape |  |  |  |  |
| Shots Fired         |  |  |  |  |
| Narcotics           |  |  |  |  |
| Smoke Check         |  |  |  |  |
| Domestic Violence   |  |  |  |  |

|                     |  |  |   |  |
|---------------------|--|--|---|--|
| Stolen Items        |  |  |   |  |
| Stolen Vehicle      |  |  |   |  |
| Stroke              |  |  |   |  |
| Suicidal Person     |  |  | 1 |  |
| Unk Susp Person     |  |  |   |  |
| Suspicious Activity |  |  |   |  |
| Suspicious Vehicle  |  |  |   |  |
| Theft               |  |  | 3 |  |
| Threat              |  |  |   |  |
| Traffic Control     |  |  |   |  |
| Traffic Stop        |  |  | 1 |  |
| Transport           |  |  |   |  |
| Trespass            |  |  |   |  |
| Warrant Service     |  |  | 2 |  |
| Unc Breathing       |  |  |   |  |
| Wanted Person       |  |  |   |  |
| Unknown / Man Down  |  |  |   |  |
| Unwanted Person     |  |  |   |  |
| Welfare Check       |  |  |   |  |
| Vandalism           |  |  |   |  |





**Code Enforcement-** Code Enforcement Officer William Teaney talked about the recent dog attack. One of our residents was attacked by two dogs while taking a walk. He was seriously injured and required medical attention. He is recovering, but the attack was bad. The dogs have been impounded. The owner of the dogs has been cited into Municipal Court. Court will be held on May 11 at 6:00pm. Our office will not allow the dogs to remain in the municipality. It is very likely that the dogs will be put down. With respect to Planning and Zoning, there is a 40ft dumpster now located at the property at 515 Inverness. It does appear that the owner is attempting to clean up the property. Clerk Jones thanked Bill for his work on behalf of the town.

**Fire-** Volunteer Fire Chief Wolonsky said things are going very well in his department. All of the trucks have been serviced and are in “tip top shape”. Chief Wolonsky will work with Edwin Bencomo on the fire hydrants in town. Chief Wolonsky also said that the traffic on Highland is awful. People are speeding and blowing through the stop signs.

**EMS-** EMS Chief Jonathan Barela said that EMS is going well. They are averaging an over 90 % response time to their calls. All three EMTs are doing great and taking pride in their work- it’s a very good thing. Trustee Sedillo suggested discussing creating a living space for the EMTs; this will be discussed at budget time. Kudos to the new EMS department!

**Library-** Head Librarian Angela Creamer presented the following written report:

**May 2023 Library Report**

**Childrens Programming:**

The Fall/Spring Childrens program concluded with parties for the Library Lizards and Bookworm Buddies. Registration for the Summer Reading Program “All Together Now” will begin Monday May 22.

**Summer Events:**

Box and Bubble Day: May 31

I Can Nutrition Challenge: June 13, June 14

WOW Bus New Mexico Historical Museum (wonder on wheels) June 20

Mr. Albert the science guy: July 18

Explora: August 8

Teen Game Night: August 25

The Teen Movie Night was a success with 9 teens attending.

### **For the Community:**

AARP helped 105 people file their taxes.

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

The Seed and Plant Swap was a huge success. The Seed Library is full of new and interesting seeds.

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

### **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 leak in the entry was repaired. – Williams Fund

The drywall repair has been completed around the new fire alarm panel, and the entry way – Williams Fund

I applied for the NMLF grant for \$1000.00 to fund a teen program.

**Barbara, Lori, and I thank you for your support!**

**Maintenance-** Public Works Supervisor Edwin Bencomo told the Board that Maintenance Worker Jace Aragon has given his 2-weeks notice. We thank Jace for his time with us and wish him well on his future endeavors. Mr. Bencomo and his team will look at what needs to be done as far as pothole patching in town. Trustee Hall said that the roads are awful and the lake is too full. There is also concern about a tree at the Veterans Park. Mr. Bencomo is also meeting with our Architect to talk about the baseball field.

**Administration-** Clerk/Treasurer Michelle Jones presented the following written report:  
Clerk's Update 05.01.2023

1. We will be conducting interviews for YCC and the Pool in the next few weeks.
2. We will be moving forward with our new Capital Outlay Grant Agreements soon.
3. The Meter project, and the Road projects are in the Engineers' hands right now, we are waiting to move forward.
4. The 3<sup>rd</sup> Qtr Qtrly report was approved by DFA
5. We received word that Senator Lujan submitted our requests for Federal Funding for our Town Hall/Community Center and the Zipper to the Senate Appropriations Committee.
6. We will post the RFP for Waste Management later this week.

### **Old Business**

#### **5.0 CCTV at the Park – Sergeant Downing- Discussion/Possible Action**

Interim Chief Downing presented his research to the Board. We can get WIFI at the pool for \$2,633.34 and \$15 a month. We can also get quality security cameras for \$ 7, 116.61. The Board thanked Chief Downing for this research and approved of these purchases. This expense will come out of our Major Buildings fund.

**ACTION TAKEN:** Trustee Sedillo made a motion to approve purchasing WIFI for the park and security cameras. Trustee Lovato seconded the motion. All in favor. **MOTION CARRIED**

**6.0 Approval of Mayor's appointment of Nathan Dial to EMW Board - Action Item**

At the April 17th Board meeting, Mayor Dial requested approval of Irena Dial to the EMW Board. There was no motion to approve. Trustee Sedillo suggested that Mayor Dial appoint himself to this Board. Trustee Chavez said that someone else should be appointed; someone who could report back to the Mayor and the Trustees. **ACTION TAKEN:** Trustee Sedillo made a motion to approve the Mayor appointment of Nathan Dial (himself) to the EMW Board. Trustee Lovato seconded the motion. Roll Call Vote: Trustee Lovato – Yes, Trustee Sedillo – Yes, Trustee Chavez – No, Trustee Hall – No. Tie Break – Mayor Dial – Yes. **MOTION CARRIED**

**New Business**

**7.0 Executive Session- As per Motion and Roll Call Vote- Pursuant to NMSA 1978 10-15-1 Sections (H)(2) & (H)(8) Personnel and the purchase, acquisition, or disposal of real property.**

**ACTION TAKEN:** Trustee Sedillo 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) & (H)(8) to discuss Personnel and the purchase, acquisition, or disposal of real property. 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 7:52pm.**

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

**Regular Session resumed at 8:30pm**

**8.0 Possible Action concerning the property at 405 5<sup>th</sup> Street- Discussion and Possible Action**

**ACTION TAKEN:** Trustee Lovato made a motion to award the sale of the property at 405 5<sup>th</sup> street to the highest bidder- Mr. Steven Roy. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

**9.0 Review of EMW Annual Meeting Minutes for questions- Discussion Only**

Mayor Dial gave each of the Trustees a copy of the minutes from the Annual EMW Meeting and a packet of information he has gathered about EMW. He requested that the Trustees review the information that he has gathered. He said he has a lot of questions based on his research. This item will be on the next agenda. **NO ACTION, DISCUSSION ONLY**

**10.0 Approval of Mayor's appointment of Michelle Jones to the EVSWA Board- Action Item**

**ACTION TAKEN:** Trustee Hall made a motion to approve the Mayor's appointment of Ms. Michelle Jones to the EVSWA Board. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

**11.0 Approval of Resolution 2023-06 Election Resolution- Action Item Roll Call Vote**

**ACTION TAKEN:** Trustee Hall made a motion to approve Resolution 2023-06 Election Resolution. Trustee Lovato seconded the motion. Roll Call Vote: Trustee Lovato- Yes, Trustee Sedillo – Yes, Trustee Chavez – For, Trustee Hall – Yes. **MOTION CARRIED**

**12.0 Presentation of 3<sup>rd</sup> Qtr Qtrly Report- Information Only**

Clerk/Treasurer Michelle Jones presented the Board with the P&L for the Town year-to date as of the end of the 3<sup>rd</sup> quarter, March 30. She reported that the Town is in very good shape. She also presented the Town with the LGBMS report attached here:

**State of New Mexico**  
**Local Government Budget Management System (LGBMS)**  
**Report Recap - Fiscal Year 2022-2023 - Estancia (Town) - FY2023 Q3**

Printed from LGBMS on 2023-04-27 18:04:25

| Fund  | Cash         | Investments  | Revenues     | Transfers  | Expenditures | Adjustments | Balance      | Reserves  | Adjusted Balance |
|---|--------------|--------------|--------------|------------|--------------|-------------|--------------|-----------|------------------|
| 11000 General Operating Fund                  | 2,809,173.00 | 0.00         | 1,322,115.04 | 0.00       | 1,095,148.87 | 0.00        | 3,036,139.17 | 91,262.41 | 2,944,876.76     |
| 20100 Corrections                             | 15,081.00    | 0.00         | 174.00       | 0.00       | 45.00        | 0.00        | 15,210.00    | 0.00      | 15,210.00        |
| 20600 Emergency Medical Services              | 7,991.00     | 0.00         | 0.00         | 0.00       | 0.00         | 0.00        | 7,991.00     | 0.00      | 7,991.00         |
| 20900 Fire Protection                         | 222,160.00   | 0.00         | 100,813.00   | 0.00       | 203,143.41   | 0.00        | 119,829.59   | 0.00      | 119,829.59       |
| 21100 Law Enforcement Protection              | 13.00        | 0.00         | 42,262.00    | 0.00       | 17,560.11    | 0.00        | 24,714.89    | 0.00      | 24,714.89        |
| 21600 Municipal Street                        | 307,970.00   | 0.00         | 628,967.18   | 0.00       | 216,494.54   | 0.00        | 720,442.64   | 0.00      | 720,442.64       |
| 21800 Intergovernmental Grants                | 69,702.00    | 0.00         | 0.00         | 0.00       | 0.00         | 0.00        | 69,702.00    | 0.00      | 69,702.00        |
| 22300 DWI Fund                                | 298.00       | 0.00         | 0.00         | 0.00       | 0.00         | 0.00        | 298.00       | 0.00      | 298.00           |
| 26000 American Rescue Plan Act                | 183,356.00   | 0.00         | 195,438.00   | 0.00       | 0.00         | 0.00        | 378,794.00   | 0.00      | 378,794.00       |
| 28000 Cannabis Regulation Act                 | 188.00       | 0.00         | 0.00         | 0.00       | 0.00         | 0.00        | 188.00       | 0.00      | 188.00           |
| 29900 Other Special Revenue                   | 50,000.00    | 0.00         | 0.00         | 0.00       | 0.00         | 0.00        | 50,000.00    | 0.00      | 50,000.00        |
| 30300 State Legislative Appropriation Project | 19,028.00    | 0.00         | 59,657.44    | 0.00       | 93,927.32    | 0.00        | -15,241.88   | 0.00      | -15,241.88       |
| 30800 Other State Funded Projects             | 0.00         | 0.00         | 0.00         | 0.00       | 0.00         | 0.00        | 0.00         | 0.00      | 0.00             |
| 40400 NMFA Loan Debt Service                  | 5,325.00     | 0.00         | 0.00         | 0.00       | 0.00         | 0.00        | 5,325.00     | 0.00      | 5,325.00         |
| 50100 Water Enterprise                        | 93,339.00    | 0.00         | 191,727.21   | -42,000.00 | 218,892.55   | 0.00        | 24,173.66    | 0.00      | 24,173.66        |
| 50200 Solid Waste Enterprise                  | 139,921.00   | 0.00         | 144,654.09   | 0.00       | 166,965.91   | 0.00        | 117,609.18   | 0.00      | 117,609.18       |
| 50300 Wastewater/Sewer Enterprise             | 334,443.00   | 0.00         | 119,597.03   | 42,000.00  | 128,243.77   | 0.00        | 367,796.26   | 0.00      | 367,796.26       |
| 70100 Meter Deposits                          | 45,902.00    | 0.00         | 2,225.00     | 0.00       | 664.50       | 0.00        | 47,462.50    | 0.00      | 47,462.50        |
| 79900 Other Trust & Agency                    | 188,983.00   | 1,048,151.67 | 71,214.42    | 0.00       | 71,265.32    | 0.00        | 1,237,083.77 | 0.00      | 1,237,083.77     |

Ms. Jones said that the negative balance for fund 30300 State Legislative Appropriation Project is Capital Outlay that has been spent, but not yet reimbursed. This fund will be positive before the end of the fiscal year. Trustee Sedillo expressed concerns about the town's budgeted expenditures. This can be discussed at the budget workshop. **NO ACTION, INFORMATION ONLY**

**13.0 Approval of May is Motorcycle Awareness Month Proclamation- Action Item**

**ACTION TAKEN:** Trustee Hall made a motion to Approve the May is Motorcycle Awareness Month Proclamation. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

**14.0 Schedule a Hiring Committee to interview candidate for Sergeant, candidates for Lifeguards and YCC- Action Item**

**ACTION TAKEN:** Trustee Lovato made the motion to convene hiring committees on May 8, May 9, and May 16 to interview for Sergeant, Lifeguards, and YCC. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

**15.0 Schedule FY24 Budget Workshop- Action Item**

**ACTION TAKEN:** Trustee Lovato made a motion to schedule the FY24 Budget Workshop for May 22,2023 at 6:00pm here at Town Hall. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**



**16.0 Mayor/Council:**

**Trustee Hall** said there will be a community garden in town again this year. It looks to be a very good thing and all are encouraged to participate. He also said that recently a resident took a cage of kittens to the pond to drown them there. This is unacceptable behavior; he was not allowed to do it. Trustee Hall said that what was done with the dogs who attacked our resident was the right thing to do, but we need to prevent these types of things from happening in the future.

**Trustee Chavez** said she was still researching the request from the Salt Mission trailer park to re-do two signs in town owned by the Rotary Club and the Town. She is concerned that this could be anti-donation.

**Trustee Sedillo** requested that a camera be placed at the dog kennels.

**Trustee Lovato** did not have an update for this meeting.

**Mayor Dial** said that he will be out-of-pocket from May 24-30. He told the Board that a law was recently passed at the Legislature that will eliminate municipal court costs; people will no longer be fined and required to pay court costs. Mayor Dial handed out information he has gathered about EMWT. He told the Board that he has many concerns about the establishment of EMWT, the intentions of EMWT, etc. The Torrance County Commission is currently voting to ear-make hundreds of thousands of dollars from their APRA fund for EMWT. Right now, EMWT is not in good standing with the Secretary of State and is not eligible to receive Federal funding. This is just some of the many issues that Mayor Dial is concerned about with respect to EMWT. Water is vital to us and must stay within the County. EMWT, as it stands now, could put our water in danger of being sent out of the County. Mayor Dial will be speaking to the County Commission at their next meeting about his many concerns.

**Adjournment**

Trustee Hall made a motion to adjourn the meeting. Trustee Chavez seconded the motion. All in favor.

**MOTION CARRIED**

The meeting adjourned at 10:11 pm.

Approved: 

Date: 5/15/2023

Attest: 

Date: 5/15/2023