

Town of Estancia
Regular Meeting of the Board of Trustees

Monday, June 5, 2023 6:15pm

Municipal Building, 513 Williams Avenue, Estancia, NM 87016

Minutes

Topic: Town of Estancia Board of Trustees Meeting
Time: Jun 5, 2023 06:15 PM Mountain Time (US and Canada)

Join Zoom Meeting
<https://us06web.zoom.us/j/89110108040?pwd=MjdDSlorSEVlZVd0ekd5cTUwaWkxUT09>

Meeting ID: 891 1010 8040
Passcode: 176418
Meeting ID: 891 1010 8040
Passcode: 176418
Find your local number: <https://us06web.zoom.us/j/kezEaq03sX>

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 June 5, 2023 Agenda as written. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

2.0 Approval of the May 15, 2023 Regular Meeting minutes - Action Item

ACTION TAKEN: Trustee Lovato made a motion to approve the May 15, 2023 Regular Meeting minutes as written. Trustee Sedillo seconded the motion. All in favor. **MOTION CARRIED**

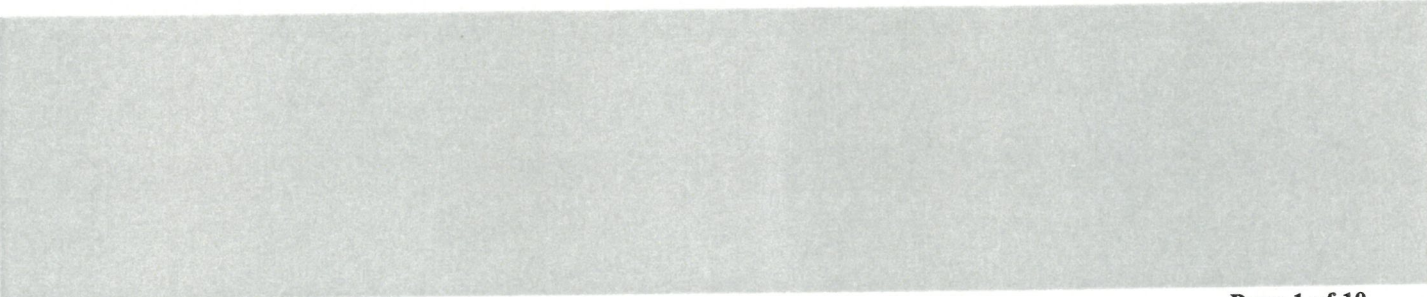
3.0 Discussion/Approval of the June 5, 2023 Bill List - Action Item

ACTION TAKEN: Trustee Chavez made a motion to approve the June 5, 2023 Bill List. Trustee Sedillo seconded the motion. All in favor. **MOTION CARRIED**

No Public Comment -

4.0 Department Updates:

Police- Interim Chief Downing presented the following written reports:



ESTANCIA POLICE DEPARTMENT MAY, 2023 REPORT



Prepared by Jason Downing, PhD
ESTANCIA POLICE DEPARTMENT

General Updates

PD GENERAL UPDATE

- **Ofc. Green**
 - Waiting for an official response on Certification by Waiver application.

TRAINING UPDATE

- **May 5 – Update Officer Liability/Legal Update (Estancia)**
 - Participants from:
 - Edgewood PD
 - New Mexico Mounted Patrol
 - Valencia County Sheriff's Office

- NM Dep District Attorney
- Torrance County Sheriff's Office
- New Mexico State Police
- Moriarty PD
- Estancia PD

- **Field Training (FTO)**

- Ofc. Alderete & Ofc. Green are currently going through field training.
- FTO program will likely take five (5) or more months to complete.

EVENING SHIFT PATROL

- Sgt. Carter is currently assigned to evening shift patrols. (Wed – Sat)

FY24 ANNUAL WORK PLAN ATTACHED

Dispatch Activities	APRIL 2023	MAY 2023	Month to Month Trend (APRIL-MAY)
EPD Response	49	88	
TCSO Response	59	81	
Combined	108	169	+56.5%
Call Type—*EPD Only			
Public Service			
911 Open/Hang Up		1	
Abandoned Vehicle		1	
Accident w/o Injury		3	
Abdominal Pain			
Accident w/Injury			
Alarm			
Animal			
Arrest			
Assault			
Assistance			
Wanted Person			
Welfare Check		4	
Abandoned Vehicle			

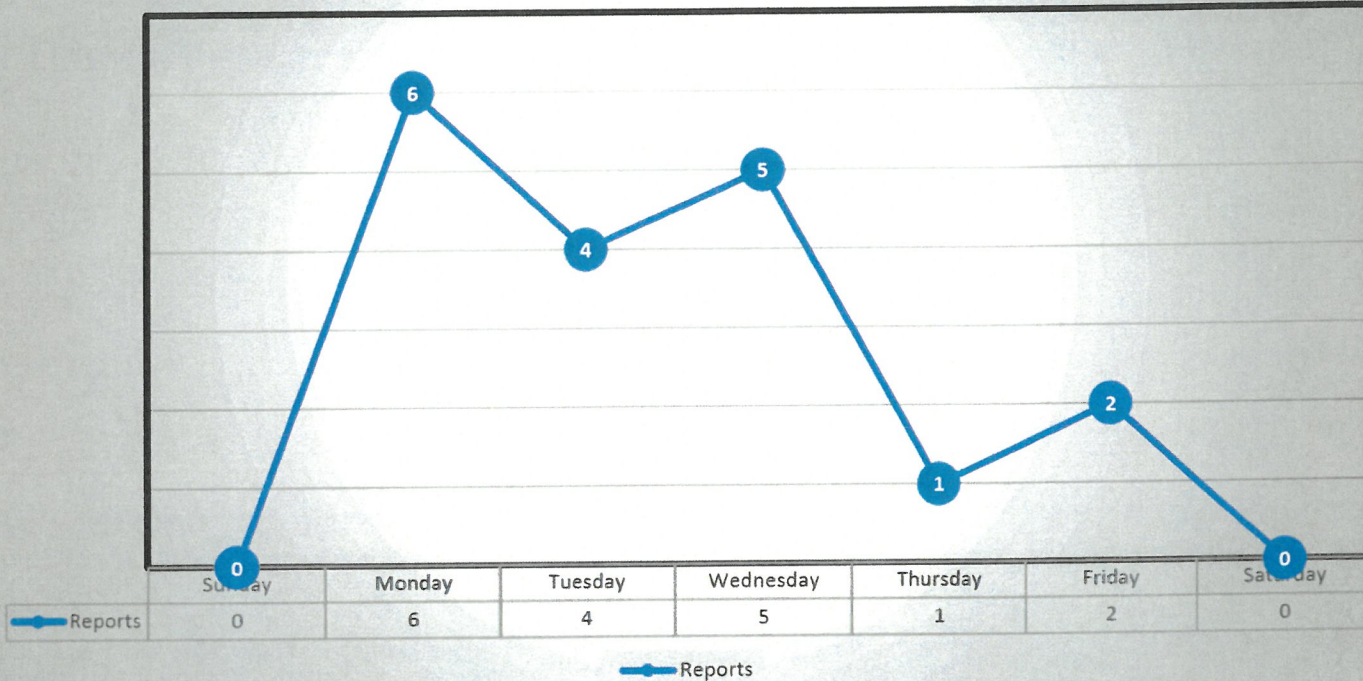
Altercation				
Abduction				
Bleeding/Cuts			1	
Blood Pressure				
B&E (Burglary)				
Battery			1	
Burglary			2	
Child (Welfare)			1	
Civil Matter			2	
Close Patrol			32	
Complaint			1	
Custody Dispute			1	
Cuts/Lacerations				
CYFD Referral				
Damage to Property				
Domestic Violence				
Down Powerline				

Disturbance			3	
Drill				
ETOH (Alcohol)				
Escort				
Fainting				
Falls				
Fingerprinting				
Follow Up				
Fight				
Fireworks				
Fire Alarm			2	
Fraud				
Found Property				
General Sickness			1	
Harassment			2	
Hit & Run				
Headache				
Illegal Control Burn				
Identity Theft				
Information			2	
Illegal Dumping				
Juvenile				
Landlord Tennant				

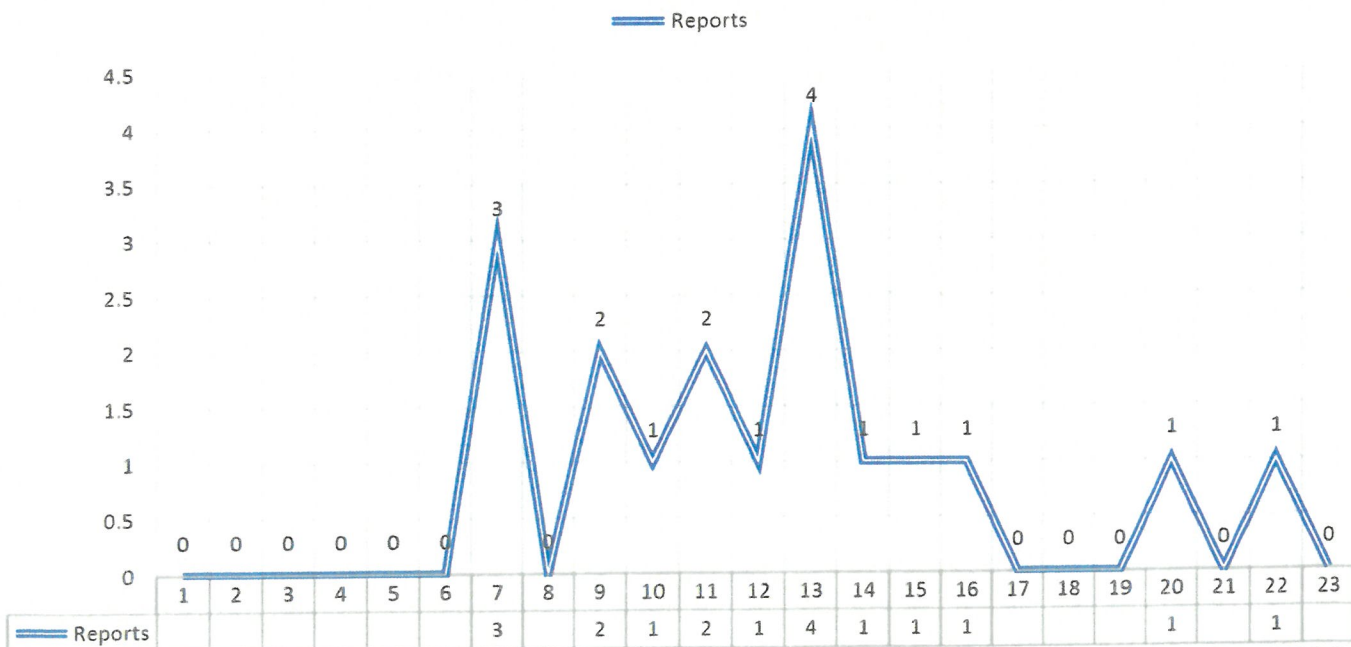
Lift Assist				
Lost & Found				
Neighbor Dispute				
Noise Complaint				
Motorist Assist				
Narcotics				
Panic Attack				
Paper Service			1	
Reckless Driver			1	
Runaway				
Recovered Property				
Security Check			14	
Seizure				
Sexual Assault/Rape				
Shots Fired			1	
Narcotics			1	

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

Day of Week Chart -MAY REPORT-



TIME OF DAY CHART -MAY REPORT-



Chief Downing swore in Officer Alderete and Sergeant Carter. The PD is making great strides. Chief Downing said that he and the Mayor are in talks with the School Superintendent about hiring an SRO. Mayor Dial said that currently, the PD is being called to handle security at the Magistrate Court because the Sheriff's office is not responding. He said that if this continues, we will bill the County for these calls. The Board sincerely thanked the PD for their presence over the weekend at the sidewalk sale; it's great to see.

Code Enforcement – Code Enforcement Officer William Teaney told that Board that the occupants of the property at 515 Iverness are actively taking steps to clean up the property. They will haul off the additional trash in the front and backyards. Also, the trailer that has been moved in next to them is in compliance with the Town's ordinances. Mr. Teaney has also been driving around town chasing dogs found roaming back into their yards and addressing their owners.

Fire- Volunteer Fire Chief Chris Wolonsky told the Board that they ran 27 calls last month, which is huge! They want to bring a new volunteer on board, Mr. William Brockman. The Board will review his application for approval at the next regular meeting. Chief Wolonsky has expended all of this Fire Protection Funding, which is very good. He also applied for and received \$5,193.00 in EMS Grant funding for FY24.

EMS- had no report for this meeting.

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

May 2023 Library Report

Childrens Programming:

Registration for the Summer Reading Program "All Together Now" began Monday May 22. So far we have 55 children signed up!

Summer Events:

Box and Bubble Day: rescheduled for June 7

ICan (Torrance County Extension Office) 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

For the Community:

Mr. Justin McMurdo, guitar teacher for Moriarty Public Schools is using the southwest room for guitar lessons.

Mrs. Pegeen Mouser is using the SW room to teach senior citizens the Ukulele.

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

The Library was awarded a \$1000 grant from the NM Library Foundation for our Teen Nights at the Library. We will be organizing game, craft, and movie nights.

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 would like to get estimates on new carpet for the Library

I submitted my wish list to Michelle Jones which consisted of an increase in budget for Books, Supplies, Programs, and salaries.

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

Municipal Court – Court Clerk Cindy Solomon presented the Board with the attached update:

January 01 2023-----May 31 2023

1/9/2023	1525	VICIOUS DOG	COURT	TEANEY	fined
1/19/2023	1013923-6	SPEEDING	COURT	DOWNING	fined
2/15/2023	1013924-4	ALLOWING MINOR TO DRIVE	FINE	DOWNING	fined
3/22/2023	1526	ANIMAL CONTROL	COURT	TEANEY	fined
4/12/2023	1014827-8	SPEEDING	COURT	DOWNING	fined
4/25/2023	1528	ATTACK CAUSING INJURY	COURT	TEANEY	fined
5/12/2023	1014829-4	ALLOWING MINOR TO DRIVE	FINE	J. DOWNING	fined
5/24/2023	1014501-9	DRIVING ON SUSPENDED	FINE	J. DOWNING	fined

Ms. Solomon said that the Court will not be allowed to charge court fees beginning June 1, 2023. She said that we could increase our fines, however. Also, we need to fix the heating and cooling system at the MVD/Court. Ms. Solomon was thanked for her update.

Maintenance- Public Works Supervisor Edwin Bencomo told that Board that his crew used up all the cold patch we had. The County will begin work on Alan Ayers soon. Duprees Trees is coming out tomorrow to work on the trees at the park and the pumps at the pond seem to be working. Also, we have hired a seasonal worker to help PW this summer. Trustee Hall talked to Mr. Bencomo about turning on the water at the cemetery twice a week. We have promised our residents that we will do this and we need to do it- even if it is raining.

Administration-Clerk/Treasure Michelle Jones presented the following written report:

1. We will be conducting interviews for YCC this week. The Pool kids are all hired; all have been drug tested; 4 will be getting certified in about a week. We are on schedule to open the pool on June 12.
2. We will finalize the selection of a Solid Waste contractor.
3. We will be participating in a Pre-bid conference tomorrow for our Water Meter Project.
4. The Interim Budget has been submitted to LGBMS. I am requesting that we schedule another Budget Workshop to be conducted on June 19, right before our regular meeting.
5. We should know about our Federal Funding requests will the next few weeks.
6. We have applied for the Capacity Grant and should hear about that within the next month.
7. As soon as we enter into the new Fiscal Year, we will be reaching out to Caselle!

Old Business

5.0 Discussion and Possible Action concerning YCC – Possible Action Item

ACTION TAKEN: Trustee Sedillo made a motion to extend the deadline to accept applications for YCC to close of business on Wednesday, June 7 and conduct interviews on Thursday evening June 8. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

- 6.0 EMWT Representative Appointment- Action Item** Mayor Dial told the Board that Mr. Dennis Wallin had formally resigned from his position on this Board. Mayor Dial said that he was considering appointing either Jason Quintana or Brian Crider and he wanted feedback from the Board about this appointment. Trustee Sedillo and Trustee Chavez both commented that, while both are qualified, they would prefer Mr. Crider because he is an Estancia resident. Mayor Dial appointed Mr. Brian Crider to represent the Town of Estancia on the EMWT Board. **ACTION TAKEN:** Trustee Hall made a motion to approve the Mayor's appointment of Mr. Crider to the EMWT Board. Trustee Sedillo seconded the motion. All in favor. **MOTION CARRIED**

New Business

- 7.0 Beau Lutrick- Discussion concerning the Town- Discussion Only** Town resident Beau Lutrick addressed the Board about the trash nuisance at 515 Iverness. He said that his family lives right across the street and this trash situation has been going on for years. He requested that the Town set a hard date for the trash to be cleaned up, and if the trash is not cleaned up by that date, action must be taken. He said the trash across the street is severely hindering his and his mother's quality of life. The Board and the Mayor agreed that firmer action must be taken. This subject will be discussed again at the 1st meeting in July. If significant progress in the cleanup has not been made, a hard date will be given to the owner of the property and legal action will be taken if the cleanup has not been completed by the hard date. **NO ACTION, DISCUSSION ONLY**
- 8.0 Approval of the hiring of Officer Thomas Carter to the position of Sergeant for the Town of Estancia- Action Item** **ACTION TAKEN:** Trustee Lovato made a motion to approve the hiring of Thomas Carter to the position of Police Sergeant for the Town of Estancia. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**
- 9.0 Approval of Pay rate increase for Officer Lucian Alderete from 17.50 per hour to 26.00 per hour- Action Item** **ACTION TAKEN:** Trustee Lovato made a motion to approve the pay increase for Officer Alderete from 17.50 per hour to \$26.00 per hour. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**
- 10.0 Approval of the hiring of 12 youth to the position of Lifeguard and Senior Lifeguard- Action Item** **ACTION TAKEN:** Trustee Lovato made a motion to approve the hiring of 12 youth to the position of Lifeguard and Senior Lifeguard for the Town of Estancia. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**
- 11.0 Approval of the Amended JPA for EVSWA- Action Item** **ACTION TAKEN:** Trustee Sedillo made a motion to approve the amended JPA with EVSWA. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**
- 12.0 Selection of Solid Waste Service Provider – Action Item** **ACTION TAKEN:** Trustee Lovato made a motion to TABLE this item. Trustee Chavez seconded the motion. All in favor. **ITEM TABLED**
- 13.0 Discussion/Approval of MOU between the Town of Estancia and Torrance County for EMS Services- Action Item** **ACTION TAKEN:** Trustee Lovato made a motion to TABLE this item. Trustee Hall seconded the motion. All in favor. **ITEM TABLED**

- 14.0 Approval of Resolution 2023-09 Authorizing the Assignment of Officers and Agents for SAP 22-G2440-STB- Action Item Roll Call Vote** This grant is for \$100,000.00 for Flood Mitigation **ACTION TAKEN:** Trustee Lovato made a motion to approve Resolution 2023-09 Authorizing the Assignment of Officers and Agents for SAP 22-G2440-STB. Trustee Sedillo seconded the motion. Roll Call Vote: Trustee Lovato- Yes, Trustee Sedillo – Yes, Trustee Chavez – For, Trustee Hall – Yes. **MOTION CARRIED**
- 15.0 Discussion of APRA funding- Discussion and Possible Action** Mayor Dial and Clerk Jones informed that Board that they have a meeting scheduled to talk with a Federal Grants Bureau Analyst to insure that we are taking the correct steps to expend our funding within the Federal guidelines. We have \$ 378,793.31 of ARPA funding. We plan to expend the entirety of the funding on our Water Meter Project. We have conveyed this information to our engineers. We are also attending a pre-bid meeting with our engineers to get correct totals for engineering and construction of the project so we can create purchase orders to obligate the funds. **NO ACTION, INFORMATION ONLY**
- 16.0 Presentation/Discussion of Interim Budget- Discussion and Possible Action** Clerk Jones told the Board that she had submitted the Interim Budget to DFA and has put the Interim Budget into Quickbooks. She gave the Board a copy of the LGBMS report and the P&L for their review. She said that this year she had budgeted the town for a 1.5 million dollar decrease and she had budgeted FY24 for a 1.7 million dollar decrease. This decrease will come primarily from the completion of the baseball field, the NMDOT projects, and equipment purchases that the Town would like to make. We will end this year with an approximate increase of \$478,000.00. Hopefully in FY24 we will be able to complete these big projects and goals. **ACTION TAKEN:** Trustee Hall made a motion to schedule a Budget Workshop for Monday, June 12, 2023 at Town Hall at 6:00pm. Trustee Sedillo seconded the motion. All in favor. **MOTION CARRIED**
- 17.0 Mayor/Council:**
Trustee Hall said we need to buy more pallets of cold mix asap for our roads.

Trustee Chavez had no update for this meeting.

Trustee Lovato asked if the paint had been purchased yet for the painting of the walls at the pool. He also said that he had a meeting with the Architect for the Baseball field, and it was very productive and informative. He would like to give a presentation very soon to the Board to discuss EYDG. He also said that the Town Hall building needs a lot of work, especially the basketball court.



Trustee Sedillo said that we must look at options for making Highland, in front of the park, safer. Perhaps lower the speed limit. Chief Downing said he would look at options.

Mayor Dial said that the Tractor Parade will be held this weekend and that Highland Street will be turned into a One-Way Street for the duration of the event. He said the upcoming American Legion Youth Corp is coming up soon and it is going to be great! He expressed his firm request for the Board members to attend the meetings in-person. Trustee Hall agreed. He said he has a concern that the EMW Gas Board might not be in compliance with the Open Meetings Act. They are making phone calls that could be considered a rolling quorum.

Adjournment

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

The meeting adjourned at 9:18 pm.

Approved: 
 Attest: 

Date: 6/19/2023
 Date: 6/19/2023