

Town of Estancia
Special Meeting of the Board of Trustees

Monday, June 12, 2023 6:00pm

Municipal Building, 513 Williams Avenue, Estancia, NM 87016

Minutes

The meeting was called to order at 6:14pm 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 June 12, 2023 Special Meeting Agenda as written. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

2.0 Approval for Clerk Michelle Jones and Deputy Clerk Roy Hubbard to act on behalf of the Town of Estancia with signatory authority with Wells Fargo Bank - Action Item

ACTION TAKEN: Trustee Hall made a motion to give Clerk Michelle Jones and Deputy Clerk Roy Hubbard the authority to act on behalf of the Town of Estancia with signatory authority with Wells Fargo Bank and all other banks which hold Town Funds as listed here:

- Wells Fargo 1350151625
- Wells Fargo 1600035467
- Wells Fargo 1600730254
- Wells Fargo 2807250572
- Wells Fargo 8927990401
- Wells Fargo 5201209938
- State Employees Credit Union 3001113700
- State Employees Credit Union 3001113750
- United Business Bank 630000357
- US Bank 3-559-5482-4635

Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

3.0 Budget Workshop - Information Only

The Board reviewed the budget requests that were submitted from departments within the Town. Some of the requests are listed here:

Finance

- A new Admin vehicle
- A new position- Administrative Assistant
- A reclassification for the Utility Billing Clerk
- Salary increases

P&Z/Animal Control

- A new van for Animal Control

FIRE/EMS

- A new Ambulance
- Microwave and stove for the kitchen the Fire Dept
- Flooring in the Fire Dept offices/common areas

- A boot and clothing allowance
- Additional bays for apparatus
- Roofing for common areas
- Remodel/maintenance of existing truck bays

Library

- A vehicle
- Increase to the budget by \$1000 for supplies, programs, books, etc.
- Salary increases

Williams funded projects

- New carpet
- Window cleaning
- Restroom floor cleaned and re-sealed

PD

- FT SRO position
- Increase Gas/Oil fund to \$15,000.
- Increase Travel fund to \$15,000.
- Salary increases
- Advanced education incentive pay
- Health incentive pay
- 1-2 Police Vehicles, grant funding is being researched for this purchase
- FSA option
- Repairs to the rear lot at the PD/FD/EMS
- A generator for the PD/FD/EMS building

PW

- A new street sweeper
- Salary Increases

MVD

- A new heating/cooling system

Board of Trustees

- A long term plan for care and replenishment of the trees in town and specifically at the park
- Work on the cemetery
- An increase to the baseball field budget
- New vehicles for the Town

The Board reviewed the current FY23 budget and discussed the new FY24 budget. Salary increases were discussed. Trustee Sedillo requested more information from Clerk Jones and Chief Downing pertaining to the proposed increases. He would like to see proposed scenarios in incremental dollar increases, as opposed to percent increases. He made the point that a 3% increase, for example, is very different for someone making a lower hourly wage and someone making a higher hourly wage. He wants to be as fair as possible to every employee when considering these annual increases. Ms. Jones and Chief Downing will bring more information to the June 19th meeting to assist the Board in making these very important decisions. Clerk Jones commented that all of this meeting was very productive and informative and will assist her greatly as she builds the FY24 budget. She has submitted the Interim budget to DFA, but a lot more work will be done before the final budget is submitted. There will most likely be two more budget

workshops held in July before the final budget is reviewed and approved by the Board. The deadline to finalize and submit the final budget to DFA is July 31. **NO ACTION, INFORMATION ONLY**

Adjournment

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

The meeting adjourned at 8:04 pm.

Approved: Nat Alt

Date: 7/5/2023

Attest: Mitchell for

Date: 7/5/2023