

Town of Estancia
Regular Meeting of the Board of Trustees

Monday, October 2, 2023, 6:15pm

Municipal Building, 513 Williams Avenue, Estancia, NM 87016

Minutes

Topic: Town of Estancia Regular Board Meeting
Time: Oct 2, 2023 06:15 PM Mountain Time (US and Canada)
Join Zoom Meeting

<https://us06web.zoom.us/j/89156802145?pwd=I2GdCxXvWu7c5yoJueieK8enstJHs5.1>

Meeting ID: 891 5680 2145

Passcode: 041406

Find your local number: <https://us06web.zoom.us/j/89156802145?pwd=I2GdCxXvWu7c5yoJueieK8enstJHs5.1>

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 – Absent
Mayor Dial – Present

1.0 Approval/Disapproval of Agenda – Action Item

ACTION TAKEN: Trustee Sedillo made a motion to approve the October 2, 2023 agenda as written. Trustee Lovato seconded the motion. All in favor. **MOTION CARRIED**

2.0 Approval of the September 18, 2023 Regular Meeting minutes – Action Item

ACTION TAKEN: Trustee Sedillo made a motion to approve the September 18, 2023 Regular Meeting minutes as written. Trustee Lovato seconded the motion. All in Favor. Trustee Chavez abstained. **MOTION CARRIED**

3.0 Discussion/Approval of the October 2, 2023 Bill List – Action Item

ACTION TAKEN: Trustee Sedillo made a motion to approve the October 2, 2023 Bill List. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

Public Comment –Resident Julia Holmes complained about dogs roaming at large in town.

4.0 Department Updates:

Police- Chief Jason Downing presented the following written report:

ESTANCIA POLICE DEPARTMENT
SEPTEMBER, 2023 REPORT



Prepared by Jason Downing, PhD

ESTANCIA POLICE DEPARTMENT

General Updates

EPD GENERAL UPDATE

- **New PD Officer Started**
 - Ofc. David Vazquez (405)
- **Coffee with Cops (9/30/23 - Saturday)**
 - Opportunity for public to meet Estancia PD staff.
- **Award - Law Enforcement Recruitment Fund (LERF)**
 - Estancia PD was awarded \$131,250.00 by NM Dept. of Finance.
 - Spread over three years:
 - \$75,000 (2023-2024)
 - \$37,500 (2024-2025)
 - \$18,750 (2025-2026)
- Vehicle Purchase Update
- German Discovery Channel
- Non-PD Specific (Traffic Sign Delivery)

EPD TRAINING

- **AFR Emergency Lifesaver Training (open to public)**
 - **October 13th** (morning/lunch)
 - Lunch?
- **Bola Wrap Certification Training**
 - **October 13th** (afternoon)
- **Completed NMDPS Rifle Instructor Certification Course**
 - Chief Downing
- **Completed SFST/DWI Biennium Training**
 - Sgt. Carter, Ofc. Alderete, Ofc. Vazquez, Chief Downing

Dispatch Activities	AUG 202 3	SE PT 20 23	Month to Month Trend (Aug-Sept)
EPD Response	141	123	
TCSO Response	62	49	
Combined	03	f1 72	}15.27%
Call Type-*EPD Only			
Public Service			
911 Open/Hang Up		1	
Livestock			
Abandoned Vehicle			
Accident w/o Injury		1	
Abdominal Pain			
Accident w/Injury			
Alarm		2	
Animal		2	
Arrest			
Assault			
Assistance			
Wanted Person		1	
Welfare Check		5	
Abandoned Vehicle			
Altercation			
Abduction			
Bleeding/Cuts			
Bite			
Blood Pressure			
B&E (Burglary)			
Battery			
Break/Fracture			
Breathalyzer			
Burglary			

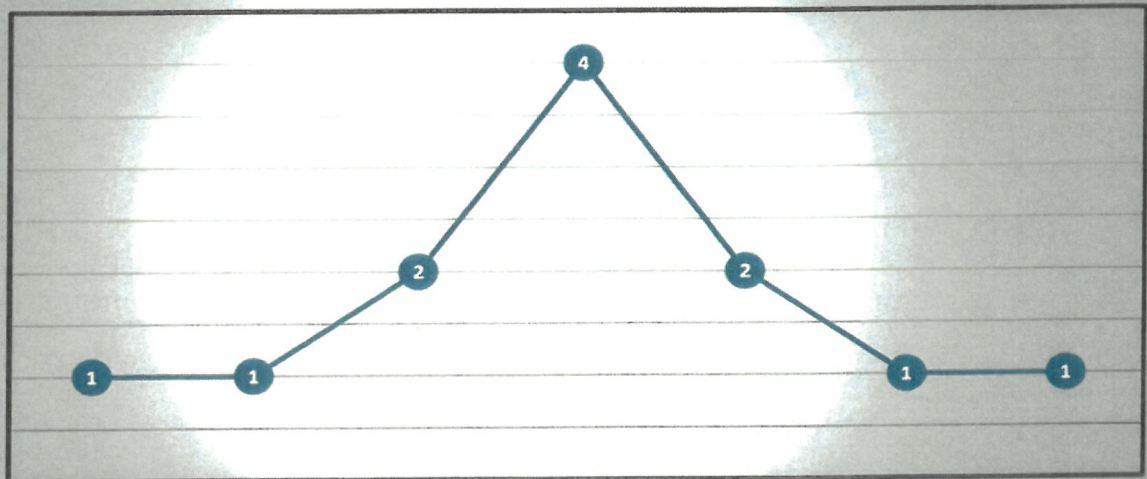
Chest Pain				
Child (Welfare)				
Civil Matter				
Close Patrol			51	
Contraband				
Complaint				
Custody Dispute			1	
Cuts/Lacerations				
CYFD Referral			1	
Damage to Property			2	
Domestic Violence				
Diabetic Problem				
Dog (Bite)				
Down Powerline				
Disturbance			1	
DWI				
Drill			1	
EMS Evaluation				
ETOH (Alcohol)			1	
Escort				
Fainting				
Falls				
Fingerprinting				
Follow Up				
Fight				
Fireworks				
Fire Alarm			1	
Fraud				
Found Property				
Fuel Spill			1	
General Sickness				
Harassment			1	
Hit & Run				
Headache				
Illegal Control Burn				
Identity Theft				
Information			2	
Illegal Dumping				
Juvenile				

Landlord Tennant			
Lift Assist			
Locked Out		3	
Lost & Found			
Lost Animal		1	
Neighbor Dispute			
Noise Complaint			
Missing Person		1	
Motorist Assist			
Narcotics			
Open Door			
Panic Attack			
Paper Service			
Protection Order		1	
Prowler			
Reckless Driver			
Runaway			
Recovered Property			
Security Check		16	
Seizure			
Sexual Assault/Rape			
Shoplifting		1	
Shots Fired		1	
Narcotics		2	
Smoke Check			
Domestic Violence			
Stolen Items			
Stolen Vehicle			
Street Racing			
Stroke			
Suicidal Person			
Unk Susp Person			
Suspicious Activity		6	
Suspicious Package		1	
Suspicious Person		2	

Suspicious Vehicle			
Swelling			
Theft		1	
Threat		1	
Traffic Control			
Traffic Stop		7	
Transport			
Trespass			
Warrant Service			
Unc Breathing			
Unc Not Breathing		1	
Wanted Person			
Unknown/ Man Down			
Unwanted Person		2	
Warrant Service			
Welfare Check			
Wrecker			
Vandalism		1	

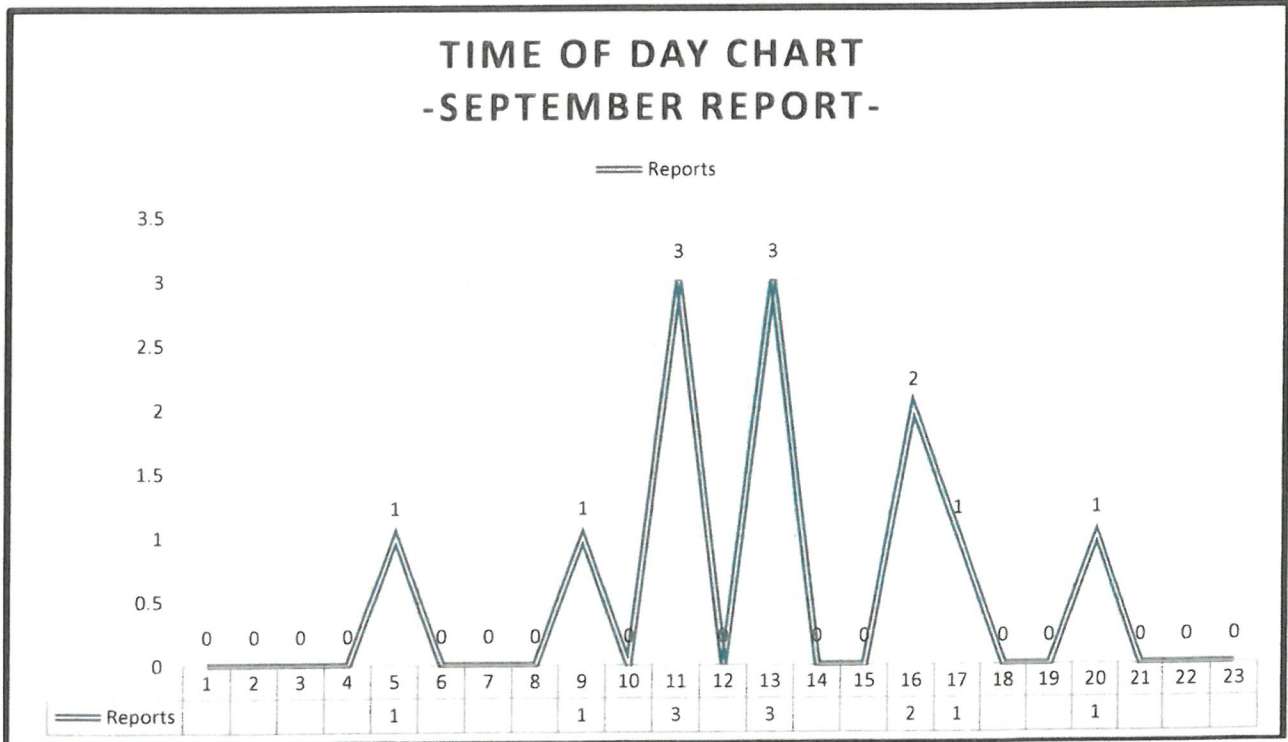
EPD Data Charts

Day of Week Chart
-SEPTEMBER REPORT-



	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Reports	1	1	2	4	2	1	1

Reports



Chief Downing also shared the flyer for the upcoming AFR Training:

2nd Annual EMERGENCY LIFESAVER TRAINING

FREE

NMDPS Required Annual Training

- Bleed & Control (Tourniquet & Trauma Kit*)**
*Will count towards NMSA 29-7-7.7 annual training
- First Aid Refresher**
- NARCAN**

Stay after for lunch & special demonstration & instruction from Bola Wrap.

Date: October 13, 2023 (Friday)	Time: 9:00 AM - 11:00 PM
Location: East Torrance Soil & Water Conservation District	Address: 701 10th St South Estancia, NM 87016

Instructors:

- Albuquerque Fire Rescue Training Team
- Chief Jason Downing, Estancia PD

Sponsored By:

- Estancia Police Department

Please RSVP

Email or scan QR code to RSVP

EPD@townofestancia.com

Space is limited

Scan to RSVP



Code Enforcement- Code Enforcement Officer William Teaney said he has received several skunk calls recently, several in a day. He will be ordering more cages soon. He recently caught 4 dogs who have been reported several times roaming at large; all 4 were surrendered by the owner. He now has 12 dogs and is trying to get them adopted out. He also recently attended P&Z training and it was very informative.

Fire- Volunteer Fire Chief Chris Wolonsky said that his team recently attended a Fire Conference and it was very informative. He said his team attended the State Fair and participated in the State Fair Parade. He will be participating in Fire Prevention training at the school with the Fire Marshall on Nov. 13th.

EMS- EMS Chief Jonathan Barela said their transports have been going very well. Things are going smoothly with everyone working their shifts.

Library- Head Librarian Angela Creamer sent the attached update:
We have 50 children signed up for the reading program!

18 Library Lizards (k-5th grade), 14 Bookworm Buddies (pre k), and 18 signed up for the Readers Club (reading for prizes)

13 Teens participated in the Mini Golf Tournament at the Estancia Library on 09/01. Three won Meow Wolf tickets (donated by Meow Wolf).

Deborah Rose and Deborah Maberry from NM Torrance county extension services created salsa and smoothies with the teens!

The new carpet is installed. We have received many compliments such as "The new carpet has really brightened up the Library!"

Maintenance- Public Works Supervisor Edwin Bencomo sent the attached update:

Edwin Bencomo
Public Works Update for September 2023

- Hydrants
 - I. There are 112 total water hydrants 19 of those are the ones that need to be worked on.
 - II. 6 are out of service and have no water flow those will be prioritized to get water flow back to them.
 - III. The rest of the hydrants are too stiff to open we can put grease in them to help loosen them will call the manufacture to see what type of grease we can use.ee
- Material
 - I. Theres going to be road work done on Highland, Berkshire and 4th St there will be left over road material that we will be using on Scott Lane and the rest will be put at the town yard for any other projects.
- Sewer Work
 - I. Talked to JP Mainline, Tlc and Mark Simon to get quotes to camera the sewer line on Alan Ayers, Masonic lodge, Town Hall and Joe Barelvas waiting for the quotes to be emailed.
- Park and Trees
 - I. Dubrees Trees is all done for the year they got the more important trees at the park done that were considered the most hazardous.
 - II. They completely removed 4 trees at the park and they also removed the dead tree on Williams between 9th and 10th St.
 - III. They got a lot of trimming done around town. They focused mainly on the dead branches but also got a lot of the stuff that was hanging onto the road.
- Well 4
 - I. Talked to Wesley Dennison to run his camera down the well were on the waiting list for him to come out.

Administration- Clerk Jones presented the following update:

1. The Pool Season was very successful – Total Revenues for the season were \$27,345.50
Total Expenditures were \$63016.81 - overall we spent \$ 35,671.31 to run the pool.
2. We are working on audit prep.
3. We had a meeting with Dennis Engineering last week to review the plans for Highland Phase II. This is TPF monies. Work should begin now in October.
4. Installation of the new water meters will begin on or about November 27.
5. We will be receiving a testing date for Bill soon for his Floodplain certification.
6. I have received my Notary Certification and stamp.
7. I attended the T/LPA training and passed the certification. This certification is required to be eligible for Federal Funding Grants.
8. We have applied for the Recreation Grant for the Baseball field. We should hear very soon if we were awarded.
9. We will be submitting for Capital Outlay funding from our ICIP beginning October 18th.
10. Roy will be attending the Clerks Institution, and I may be attending the Clerks Master training as well if time allows.

Old Business

- 5.0 Update on property located at 515 Iverness – Code Enforcement Officer William Teaney – Information/ Possible Action** Code Enforcement Officer William Teaney brought pictures of the property at 515 Iverness. The property has improved, but the clean up is not finished. The Board reviewed the pictures and instructed Mr. Teaney to move forward with citing the owner into court as was discussed at a previous meeting. **NO ACTION, INFORMATION ONLY**

New Business

- 6.0 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 – absent (had to leave early), Trustee Hall- absent.
MOTION CARRIED

Executive Session began at 7:09 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 Lovato seconded the motion. All in favor. **MOTION CARRIED**

Regular Session reconvened at 7:13 pm

- 7.0 Approval of the demotion of Mr. David Green to the position of Grant Writer/Manager- Action Item**
ACTION TAKEN: Trustee Lovato made a motion to approve the demotion of Mr. David Green to the position of Grant Writer/Manager. Trustee Sedillo seconded the motion. All in favor. **MOTION CARRIED**
- 8.0 Approval of the hiring of Ms. Diana Acosta to the position of Finance Administrative Assistant/Receptionist - Action Item**
ACTION TAKEN: Trustee Lovato made a motion to approve the hiring of Ms. Diana Acosta to the position of Finance Administration Assistant/Receptionist. Trustee Sedillo seconded the motion. All in favor. **MOTION CARRIED**
- 9.0 Approval of Intergovernmental Agreement- Warrant Service- Action Item**
ACTION TAKEN: Trustee Lovato made a motion to approve the Intergovernmental Agreement- Warrant Service. Trustee Sedillo seconded the motion. All in favor. **MOTION CARRIED**
- 10.0 Approval of Resolution 2023.20 Adding Revenue and Expenditure Line Items to FY24 budget for grants- Action Item Roll Call Vote**
ACTION TAKEN: Trustee Sedillo made a motion to approve Resolution 2023.20 Adding Revenue and Expenditure Line Items to FY24 budget for grants. Trustee Lovato seconded the motion. Roll Call Vote: Trustee Lovato – Yes, Trustee Sedillo -Yes, Trustee Chavez – absent (had to leave early). **MOTION CARRIED**
- 11.0 Discussion/Possible Action concerning cancellation of the October 18, 2023 Board Meeting- Discussion and Possible Action**
ACTION TAKEN: Trustee Sedillo made a motion to cancel the October 18, 2023 Board of Trustees Meeting. Trustee Lovato seconded the motion. All in favor. **MOTION CARRIED**

12.0 Mayor/Council:

Trustee Hall- absent

Trustee Chavez- absent (had to leave early)

Trustee Sedillo said that the pond was recently stocked. He reminded all that if they catch a Bass that is 14 inches or smaller, it must be thrown back.

Trustee Lovato requested the following items be placed on the Nov. 6 agenda:

- The Baseball Field
- Implementation of the EYDG Youth Development Town Club Youth Program
- A formal proposal to fix the basketball court.

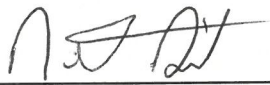
Trustee Lovato said that the Sea Cadet program is a great success. Punkin Chunkin is coming up, as well as the Halloween Parade, the Christmas parade, and Christmas Luminarias.

Mayor Dial said that he will be out of pocket from October 8-11. He will also attend a meeting at the Balloon Fiesta with Mayor Keller on Oct. 13.

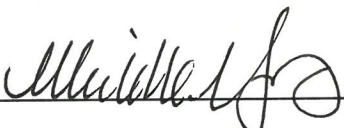
Adjournment

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

The meeting adjourned at 7:40 pm.

Approved: 

Date: 11/6/2023

Attest: 

Date: 11/6/2023