

Regular Meeting of the Board of Trustees
TUESDAY, January 16, 2024, 6:15pm

Municipal Building, 513 Williams Avenue, Estancia, NM 87016

Minutes

Topic: Town of Estancia Board of Trustees Meeting
Time: Jan 16, 2024 06:15 PM Mountain Time (US and Canada)

Join Zoom Meeting
<https://us06web.zoom.us/j/82581975547?pwd=7LhEdlsyWz83Dzq1FaSxlbddqVtiZe.1>

Meeting ID: 825 8197 5547
Passcode: 710330
Find your local number: <https://us06web.zoom.us/u/koW5RrVSB>

Invocation and Pledge of Allegiance

The meeting was called to order at 6:18 pm and Roll Call was taken:

Trustee May – Present
Trustee Sedillo – Arrived late
Trustee Sanchez -Present
Trustee Hall -Present
Mayor Dial – Present

1.0 Approval/Disapproval of Agenda – Action Item

ACTION TAKEN: Trustee May made a motion to approve the January 16, 2024 agenda as written. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

2.0 Approval of the January 8, 2024 Regular Meeting minutes – Action Item

ACTION TAKEN: Trustee Hall made a motion to approve the January 8, 2024 Regular Meeting minutes as written. Trustee May seconded the motion. All in favor. **MOTION CARRIED**

3.0 Discussion/Approval of the January 16, 2024 Bill List – Action Item

ACTION TAKEN: Trustee Sanchez made a motion to approve the January 16, 2024 Bill list. Trustee May seconded the motion. All in favor. **MOTION CARRIED**

No Public Comment

No Old Business

New Business

4.0 Approve the Mayor’s reappointment of Deputy Clerk Roy Hubbard to the MR RTPO Board- Action Item

ACTION TAKEN: Trustee Hall made a motion to approve Mayor Dial’s reappointment of Deputy Clerk Roy Hubbard to represent Estancia on the MR RTPO Board. Trustee Sanchez seconded the motion. All in favor. **MOTION CARRIED**

5.0 Approval of the Mayor’s termination of probationary employee Roman Moran- Action Item

ACTION TAKEN: Trustee Hall made a motion to approve the Mayors termination of probationary employee Roman Moran. Trustee May seconded the motion. All in favor. **MOTION CARRIED**

6.0 Approval of Mayor Dial’s acceptance of Mayor Pro-Tem Noah Sedillo’s resignation from the Board of Trustees- Action Item

ACTION TAKEN: Trustee Hall made a motion to approve the Mayors acceptance of Mayor Pro-Tem Noah Sedillo’s resignation for the Board of Trustees. Trustee Sanchez seconded the motion. All in favor. **MOTION CARRIED**

7.0 Approval of Mayor Dial’s appointment of Mr. Albert Lovato to replace Trustee Noah Sedillo – Action Item

ACTION TAKEN: Trustee Hall made a motion to approve Mayor Dial’s appointment of Mr. Albert Lovato to replace Noah Sedillo as Trustee. Trustee May seconded the motion. All in favor. **MOTION CARRIED**

8.0 Approval of Mayor Dial's appointment of Trustee Patrick Sanchez to Mayor Pro-tem- Action Item

Mayor Dial said that he had approached Trustee Sanchez to see if he would be willing to take on the responsibility of Mayor Pro-tem and Trustee Sanchez replied that he would. Trustee May suggested Trustee Hall for Mayor Pro-tem as he has more experience. **ACTION TAKEN:** Trustee Hall made a motion to approve Mayor Dials appointment of Trustee Patrick Sanchez to Mayor Pro-tem. Trustee May seconded the motion. All in favor. **MOTION CARRIED**

9.0 Update on the Baseball Facility – Information Only

We are ready to go out for an RFB for the construction/renovation of the Baseball facility. J Brawley, our architect on the project explained the advertising process. We will advertise on our website, Facebook, in the Albuquerque Journal and in the Roswell Daily Record. We will accept electronic Bids only sent to the Town of Estancia at Mjones@townofestancia.com. We will have a mandatory pre-bid conference which will be held on February 7 and the bids will be opened and publicly read on February 15. **NO ACTION, INFORMATION ONLY**

10.0 Review and Approval of FY24 2nd Qtr Qtrly Report – Action Item

Clerk/Treasurer Jones presented the 2nd qtr qtrly report to the Board. She presented the following financial recap:

2ND QTR FY24									
FUND	CASH	INVESTMENTS	REVENUES	TRANSFERS	EXPENDITURES	ADJUSTMENTS	BALANCE	RESERVES	ADJUSTED BALANCE
GEN FUND	\$ 3,070,839.00		\$ 1,004,924.75		\$ 1,085,435.60	\$ -	\$ 2,990,328.15		\$ 2,990,328.15
CORRECTIONS	\$ 15,368.00		\$ 643.00		\$ 171.00		\$ 15,840.00		\$ 15,840.00
EMS	\$ 7,991.00		\$ 5,189.00		\$ 600.00		\$ 12,580.00		\$ 12,580.00
FIRE PROTECTION	\$ 26,654.00		\$ 477,777.00		\$ 38,628.28		\$ 465,802.72		\$ 465,802.72
LEPF	\$ -		\$ 96,239.67		\$ 7,169.55		\$ 89,070.12		\$ 89,070.12
STREETS COOP	\$ 687,094.00		\$ 115,765.38		\$ 18,475.42		\$ 784,383.96		\$ 784,383.96
GRANTS	\$ 69,702.00		\$ -		\$ 26,846.77		\$ 42,855.23		\$ 42,855.23
DWI	\$ 298.00						\$ 298.00		\$ 298.00
AMERICAN RESCUE PLAN	\$ 378,794.00		\$ -		\$ -		\$ 378,794.00		\$ 378,794.00
CANNABIS ACT REGULATION	\$ 188.00						\$ 188.00		\$ 188.00
OTHER SPECIAL REVENUE	\$ 50,000.00						\$ 50,000.00		\$ 50,000.00
STATE LEGISLATIVE APPROPRIATION P	\$ 18,887.00		\$ 19,849.47		\$ 45,885.37		\$ (7,148.90)		\$ (7,148.90)
OTHER STATE FUNDED PROJECTS							\$ -		\$ -
NMFA DEBT SERVICE	\$ 5,325.00			\$ 19,200.00	\$ 9,792.65		\$ 14,732.35		\$ 14,732.35
WATER ENTERPRISE	\$ 10,189.00		\$ 153,873.87	\$ (19,200.00)	\$ 127,668.61		\$ 17,194.26		\$ 17,194.26
SOLID WASTE ENTERPRISE	\$ 122,147.00		\$ 117,756.86		\$ 133,130.31		\$ 106,773.55		\$ 106,773.55
WASTEWATER/SEWER ENTERPRISE	\$ 365,237.00		\$ 89,021.99		\$ 132,195.78		\$ 322,063.21		\$ 322,063.21
METER DEPOSITS	\$ 48,463.00		\$ 3,173.73		\$ -	\$ -	\$ 51,636.73		\$ 51,636.73
TRUST & AGENCY	\$ 188,923.00	\$ 1,030,806.97	\$ 63,724.68		\$ 63,725.28		\$ 188,922.40		\$ 188,922.40
TOTALS	\$ 5,066,099.00	\$ 1,030,806.97	\$ 2,147,939.40	0.00	\$ 1,689,724.62	\$ -	\$ 5,524,313.78		\$ 5,524,313.78

Clerk Jones also reviewed the 2nd qtr P&L with the Board. Ms. Jones explained to the Board that one of the funds has a negative balance. She said that the fund is Capital Outlay monies. We have paid out for a project but have not been reimbursed yet so the fund is negative. Ms. Jones said that her DFA financial analyst advised her to transfer funds from the General fund to the Capital Outlay fund until the reimbursement came through. The Analyst said that a resolution from the Board approving the transfer is not required. Ms. Jones would rather explain the negative balance to DFA than transfer funds without Board approval. **ACTION TAKEN:** Trustee Hall made a motion to approve the 2nd qtr qtrly report with approval of the funds transfer from the General Fund to the Capital Outlay fund. Trustee May seconded the motion. All in favor. **MOTION CARRIED**

11.0 Mayor/Council:

Trustee Hall said that he appreciates very much Trustee Sedillo's work on this Board; his dedication to following the letter of the law and his attention to detail. Trustee Hall said that he appreciates the comradery around this table. He said that we have gotten so much done since Trustee Sedillo has been on this Board.

Trustee May commented that our local post office is terrible and suggested that we look into the possibility of mail being delivered to physical addresses as opposed to the current post office boxes. Clerk Jones said that this Board had already complained about the post office to our representatives. Trustee Hall drafted a letter of complaint that we sent to our representatives. Clerk Jones will follow up on this to see if anything can be done. Trustee May also requested that a sink hole behind Town Hall be fixed.

Trustee Sedillo said that he has very mixed feelings about leaving, but knew he was leaving us in very good hands. Trustee Sedillo said that he was glad that Mr. Albert Lovato would be back to work on the baseball field, a project very near and dear to his heart. He encouraged his fellow Trustees to go to DC to advocate for the town if they can and wished us all continued success.

Trustee Sanchez gave the Clerk quotes for lights at the park and on Main Street. She will look for grants to pay for this work. Trustee Sanchez also said that residents have complained to him about the cars parked at the corner of 7th and Williams that are blocking the visibility of the intersection. Clerk Jones will ask our Code Enforcement officer William Teaney to look into this.

Mayor Dial told the Board that he was recently thrown out of a Republican Party meeting because he wanted to record the meeting. He thanked Trustee Sedillo for his years of service to the Town.

Adjournment

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

The meeting adjourned at 8:13 pm.

Approved: 

Date: 2/5/2024

Attest: 

Date: 2/5/2024