

**Regular Meeting of the Board of Trustees**  
**Monday, April 1, 2024, 6:15pm**

**Municipal Building, 513 Williams Avenue, Estancia, NM 87016**

**Minutes**

Join Zoom Meeting

<https://us06web.zoom.us/j/87928469758?pwd=xSQxWbntEWal17bSraeEO7adyAimc.1>

Meeting ID: 879 2846 9758

Passcode: 103240 Find your local number: <https://us06web.zoom.us/j/87928469758?pwd=xSQxWbntEWal17bSraeEO7adyAimc.1>

**Invocation and Pledge of Allegiance**

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

**Trustee May - Present**

**Trustee Lovato - Present**

**Trustee Sanchez - Absent- CNMEC Emergency**

**Trustee Hall - Present**

**Mayor Dial - Present**

**1.0 Approval/Disapproval of Agenda - Action Item**

Mayor Dial requested that the Library update be done before any new business, that NO ACTION be taken on agenda item #7 and that agenda item #8 be TABLED. **ACTION TAKEN:** Trustee May made a motion to approve the agenda with the amendments listed above. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

**2.0 Approval of the March 25, 2024 Regular Meeting minutes - Action Item**

**ACTION TAKEN:** Trustee Hall made a motion to approve the March 25, 2025 Regular Meeting minutes as written. Trustee May seconded the motion. All in favor. **MOTION CARRIED**

**3.0 Discussion/Approval of the April 1, 2024 Bill List - Action Item**

**ACTION TAKEN:** Trustee Hall made a motion to approve the April 1, 2024 Bill List. Trustee May seconded the motion. All in favor. **MOTION CARRIED**

**Public Comment**

Resident Casey Embick asked if he could paint the stage at the park. It has been vandalized and a new coat of paint would be very welcome. Mayor Dial asked that Mr. Embick reach out to our Public Works Supervisor to set up a time to do the painting; we already have paint purchased. Casey is sincerely thanked for volunteering.

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

**April 2024 Library Report**

**Childrens Programming:**

We have 18 Library Lizards (K-5<sup>th</sup> grade) and 14 Bookworm Buddies (0 – pre-k) participating in craft and story time activities. We have an additional 23 children participating in the read-to-earn prizes program.

**Adventure Begins at your Library! Summer Reading Program 2024**

Exotics of the Library, Estancia Fire Station, Ranger Sage, and a Time Capsule are some fun things we have planned.

### **Tweens Library Camp Friday, June 21:**

Tweens from ages 13 – 14 will be making crafts, conducting a science experiment with Mr. Albert the Science Guy, and along with their families enjoying a BBQ.

**Teen Game Night – Friday, July 26<sup>th</sup>.**

### **For the Community:**

AARP is preparing taxes for seniors and low-income families at the Library until April 11.

Ms. Kathleen Long has continued to meet with the public to educate and discuss the Declaration of Independence and Bill of Rights on Tuesday mornings.

The Library computers have a shortcut to the UNM HEP (High School Equivalency Program) program. This program enables anyone to receive tutoring without traveling to Alb.

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

Our display case is available for local artists and collectors to use. Heather Hedges has booked the display case for Jan – March. The display will be for information on the USNSCC Roadrunner division.

I am working with the Workforce Connection in Moriarty in bringing a job fair to Estancia on Thursday, April 25. So far we have 14 employers participating.

The Seed and Plant Swap will take place on Friday, May 3<sup>rd</sup>.

Book Sale April 1 – 5

Eclipse viewing Monday, April 8<sup>th</sup>.

### **Projects:**

Electrician Justin Gore with Just In Time Electric completed the electrical work at the Library.

### **State Aid**

We received \$10,352.38 in State Aid. These funds have been used to purchase our online Cataloging system, large print books, and other book-processing supplies.

**Rural Libraries Program Grant \$2,646.29 (spend by June 30, 2024)**

Grant documents have been signed, with the award amount of \$2,646.29. This grant is being spent on practice tests for ASVAB, ACT, and GED in Spanish and English and nonfiction titles for children.

**2022 GO (General Obligation) Bond Money \$19,598.86 to be spent by April 2026**

The last GO Bond was \$10,951.90

The purpose of the New Mexico Public Library general obligation bond program is to provide *supplemental* funds for public library resources when such funds are approved by the legislature and/or the voters in statewide elections. Funds for the public library bond program are intended to supplement local efforts in providing local public library service. The public library bond program funds public library resources and equipment for public libraries statewide and includes the rural library services of the state library.

Library bond program funds may be approved by the state legislature only during legislative sessions convened in even-numbered years. The amount of bond funds received for distribution by the state library may vary depending on the amounts approved by the state legislature and subsequently approved by the voters.

When Ms. Creamer concluded her report, she was presented with a Certificate of Appreciation from Mayor Dial and the Town of Estancia for our outstanding service to the Town. She was also presented with two books: gifted to Ms. Creamer from the Library of Congress. We sincerely thank Ms. Creamer and her team at the Library for their hard work and contributions to the community.

#### **No Old Business**

#### **New Business**

#### **4.0 Presentation from Myra Pancrazeo concerning LEDA funding for Estancia Valley Feed- Information Only**

Ms. Pancrazeo, the Director of EVEDA, the Estancia Valley Economic Development Association, addressed the Board and all in attendance. Her comments are best summarized in the letter she drafted to Representative Lord attached here below:

**From:** director@evedanm.com

**Sent:** Monday, March 25, 2024 9:18 AM

**To:** 'info@lord2020.com'

**Cc:** 'rschwebach@tcnm.us'; ndial@townofestancia.com; Betty Cabber State EDD and Sanchez Farms

**Subject:**

## ***Press Release March 14 2024***

**SANTA FE, N.M.** - *The owner of a family farm in Torrance County has been awarded state economic development assistance to operate a farm-and-ranch and hardware supply retail businesses in Estancia with future expansion planned for Mountainair, N.M.*

*The New Mexico Economic Development Department (EDD) has awarded the business \$150,000 from the Local Economic Development Act (LEDA) job-creation fund. Sanchez has committed to invest \$250,000 in private capital in the Estancia store and additional money if a future expansion comes to fruition in nearby Mountainair and the Merced communities of Manzano, Torreon, or Tajiique.*

*The rural development assistance is made possible by a change to the LEDA statute in 2020 (58118) supported by Gov. Michelle Lujan Grisham which allows for investments in retail projects in communities with a population of 15,000 or less. The project must not compete with an existing business in the community.*

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Representative Lord,

The Estancia Valley Economic Development Association is a non-profit ED organization contracted to oversee the LEDA ordinances in all communities in Torrance County and the county proper. On behalf of our communities and county, we would like to address the recent LEDA award of \$150,000.00 by the NM Economic Development Department announced on March 14, 2024. This funding was awarded to Sanchez Farms in Estancia, NM to operate and expand a farm and ranch and hardware supply retail business in Estancia, NM. This LEDA award has created concerns from the government bodies in the Town of Estancia, the Torrance County Commission, the Estancia Valley Economic Development Association and numerous small businesses that have competing operations in the community and the county. Here are the concerns:

- There was not a public hearing in Estancia where the business is located. There are competing businesses in the community and they were not able to express their concerns, they did not know about this LEDA assistance coming from another town; Mountainair, NM.
- The Town of Mountainair (approx. 23 miles away) posted a public hearing in their community for Sanchez Farms and LEDA funding of \$150,000.00 on 01/17/23 (I cannot find a more recent PPA). The Mountainair

- Council passed resolution Ordinance 01-2023, a PPA (project participation agreement) to become the fiscal agent for the LEDA award for the hardware business in Estancia, NM.
- The Estancia Valley Economic Development Association (EVEDA) was not contacted by the State EDD or the Town of Mountainair. EVEDA is listed as the economic development entity to oversee and conduct reviews of all economic development projects in the community. (addressed in section 6 and 9 of the Mountainair, NM Local Economic Development Act Ordinance 2012-05 below);

*Section 6. Estancia Valley Economic Development Association*

*The governing body assigns the EVEDA Board of Directors the following responsibilities with regard to the economic development plan for the City of Mountainair:*

*-Reviewing and making recommendations to the governing body on applications for assistance for economic development projects*

*-Reviewing and making recommendations to the governing body on applications for industrial revenue bonds (JRB'S). Section*

*Section 9. Public Safeguards.*

*9.1 All economic development projects receiving assistance from the City shall be subject to an annual performance review conducted by EVEDA. This review shall evaluate whether the project is attaining the goals and objectives set forth in the project participation agreement. This review shall be presented to the governing body for their consideration. The governing body at a public hearing may terminate assistance to the economic development project by provisions set forth in the agreement, which terminates the agreement and specifies the disposition of all assets and obligations of the project.*

Here are the questions that need to be addressed:

- When the LEDA statute was passed in 2020 (SB118), supported by Gov. Michelle Lujan Grisham, it was designed to provide investments in retail projects in communities with a population of 15,000 or less and it was with careful legislative drafting that the state not be allowed to utilize LEDA money to create winners and losers in similar retail businesses in small rural communities. So why is the State doing this very thing with Sanchez farms in Estancia, NM?
- Since when can one rural community become the fiscal agent for a business in a whole other community? Isn't this a violation of the public hearing process and its intention to make the local community aware of a project in their community and the opportunity for the constituents in that community to voice their concerns?
- EVEDA and the State EDD have worked together over the past 25 years concerning all LEDA and other incentives available to businesses and have always been notified in regards to incentives and LEDA public hearings. If the organization would have been contacted, we would of immediately addressed these improprieties to the State EDD and to the community of Mountainair and we would have made the Town of Estancia aware that the Sanchez Farm and State EDD is requesting that the Town of Mountainair, NM be the fiscal agent for a business located in the Town of Estancia, NM. So why was the local LEDA ordinance overlooked by both the State EDD and the Town of Mountainair for this project?
- In EVEDA's discussion with the State EDD representative for Region 3, Yuriria Morales, on Tuesday March 19, 2024, she told me that numerous businesses and elected officials have been calling the department since the press release was published. The calls are businesses and government entities complaining about the justification of money being awarded to Sanchez Farms and asking for clarification for this LEDA funding since it directly competes with similar businesses in Estancia. She said she attended the public hearing in Mountainair NM and the acting Secretary, Mark Roper, is aware of this project and the concerns. She confirmed that EVEDA should have been contacted, just as we have been for 25 years. So why weren't we? We could have avoided all this aggravation for our NM businesses and elected officials.

- I am not aware of LEDA funding being authorized for *future or possible projects* as stated in the press release?
- If in fact the future project is imminent (only the verbiage within the PPA can spell the time frame out, which Mountainair has not made public to EVEDA) then the proper procedure would have been to form a JPA (Joint

Powers Agreement) for this one time PPA between Mountainair and Estancia, or, approach Torrance County as the fiscal agent since both communities are within the county.

- Businesses, elected officials and EVEDA left numerous messages for acting Sec. Mark Roper and have not received a call back.

Representative Lord, I feel in order to correct this matter, the Town of Mountainair should rescind the PPA resolution according to the instructions within the LEDA Ordinance and the LEDA funding be withdrawn by the State EDD due to competing businesses in the community. If not, the State EDD and Sanchez Farms should approach the Town of Estancia as the fiscal agent and allow a public hearing in the community where the business operates.

I will be copying Commissioner Ryan Schwebach, Mayor Dial and Chair of EVEDA Betty Cabber in this email so you will have their contact information.

Thank you for your help in regards to this matter. The outcome will be a testament as how LEDA funding for retail businesses will be affected in all rural communities in the future.

Myra Pancrazio  
 Executive Director  
 Estancia Valley  
 EDA  
 P.O. Box 3209  
 Moriarty, NM 87035  
 505-252-0252 cell  
 505-832-5428 office  
[director@evedanm.com](mailto:director@evedanm.com)  
[www.evedanm.com](http://www.evedanm.com)

Ms. Pancrazeo commented that, "this is wrong and should not have happened. Everything is being violated." She clarified that she does not blame the Town of Mountainair or Mr. Sanchez. She said that this is her fight and she is not going another business put another business out of business. We have to have eachother's backs. The Town will also send a letter to Representative Lord. Mayor Dial said that he has already had several phone calls with Representative Lord about this situation. **NO ACTION, INFORMATION ONLY**

- 5.0 **Department Updates:**  
**Police-** Chief Downing presented the attached written report:

# ESTANCIA POLICE DEPARTMENT

## MARCH, 2024 REPORT



Prepared by Chief Jason Downing, PhD

ESTANCIA POLICE DEPARTMENT

**General Updates**

**EPD GENERAL UPDATE**

- Located a veterinarian to review chemical control policy.
- Estancia PD is being asked to assist other departments state-wide as an increasing number of departments transitioning to the Bola Wrap device.
- Approx. April 12 – Radio repeater is scheduled to be installed.
- Two New Mexico Police Officers have been killed in the line of duty since January. (Las Cruces & NM State). Both were “routine” calls.

**EPD TRAINING**

- **Completed** – Ofc. Vazquez - Close Quarters Training
- **Completed** – Interactions with Persons with Mental Illness: Instructor Course
  - Interesting side-note state will be requiring reality-based situational training. As of right now, online training will not be sufficient.
- **Upcoming** – TASER Conference including certification training (April 21-26, Florida)

Dispatch Activities	FEB 2024	MARCH 2024	Month to Month Trend (FEB - MARCH)
EPD Response	172	98	
TCSO Response	46	31	
<b>Combined</b>	218	129	-40.83%
<b>Call Type-*EPD Only</b>			
Public Service			
911 Open/Hang Up			
Livestock			
Abandoned Vehicle			
Accident w/o Injury			

Abdominal Pain				
Accident w/Injury				
Alarm			2	
Animal			1	
Arrest			1	
Assault				
Assistance			1	
Wanted Person				
Welfare Check			3	
Abandoned Vehicle				
Abdominal Pain			1	
Altercation				
Abduction				
Back-Up				
Back Pain				
Bleeding/Cuts				
Bite				
Blood Pressure				
B&E (Burglary)				
Battery			2	
Bomb Threat				
Break/Fracture				
Breathing Problems				
Breathalyzer				
Burglary				
Cardiac				

Careless Driver				
Chest Pain			1	
Child {Welfare}				
Civil Matter				
Close Patrol			<b>42</b>	
Contraband				
Complaint				
Custody Dispute				
Custody Exchange			1	
Cuts/Lacerations				
CYFD Referral			1	
Damage to Property				
Domestic Violence				
Diabetic Problem				

Dog (Bite)			1	
Down Powerline				
Disturbance				
<b>DWI</b>				
Drill				
EMS Evaluation			2	
ETOH (Alcohol)			1	
Escort				
Fainting				
Falls				
Fingerprinting				
Follow Up				
Fight			1	
Fireworks				
Fire Structure				
Fire Alarm			1	
Fraud				
Found Property				
Fuel Spill				
General Sickness				
Harassment				
Hit & Run				
Head/ Face Trauma				
Headache				
Illegal Control Burn				
Illegal Dumping				
Illegal Parking				
Identity Theft				
Information			2	
Irate Customer				
Illegal Dumping				
Juvenile				
Landlord Tennant				
Lift Assist				
Locked Out				
Lost & Found				
Lost Animal				
Neighbor Dispute				
Noise Complaint			1	
Medical Alarm				
Missing Person			1	



Motorist Assist			
Narcotics			
Open Door			
Out of Control (JUV)			
Overdose			
Panic Attack			
Paper Service		1	
Protection Order			
Prowler			
Reckless Driver		1	
Runaway			
Recovered Property			
Security Check		9	
Seizure			
Sexual Assault/Rape		1	
Shoplifting		1	
Shots Fired			
Narcotics			
Smoke Check			
Domestic Violence		2	
Stolen Items		1	
Stolen LP			
Stolen Vehicle			
Street Racing			
Stroke			
Suicidal Person			
Unk Susp Person			
Suspicious Activity		2	
Suspicious Package			
Suspicious Person			
Suspicious Vehicle		2	
Swelling			
Theft		2	
Threat			
Traffic Control			
Traffic Stop		3	
Transport			
Trespass			
Warrant Service			
Unc Breathing			
Unc Not Breathing			

Wanted Person				
Unknown/ Man Down				
Unwanted Person			1	
Warrant Service			5	
Welfare Check				
Wrecker				
Vandalism				

**Code Enforcement-** Code Enforcement Officer William Teaney said that things have been pretty slow in his department. Once the Clerk’s office completes the Caselle install, we will begin installing iWorQ for online Permit Management and online Code Enforcement Management.

**Fire** Volunteer Fire Chief Wolonsky said that last month they received 29 EMS calls and 9 fire calls.

**EMS** One of our EMTs has resigned and we have posted for a new EMT.

**Maintenance** Public Works Supervisor Edwin Bencomo gave the Board the attached update:  
Edwin Bencomo  
Public Works Update for April 2024

- Pool
  - I. Removed slide there will be a new one being installed
  - II. Checked all the sprinklers to see which ones need to be replaced
- Meters
  - I. We have 31 meters left to replace
  - II. We will be reading meters with the computer instead of by hand on the 15<sup>th</sup>
  - III. We have been helping the meter guys with taking out the cans and installing the resetters/risers so its faster to install the meters
- Airport Gate
  - I. Waiting on a call back from Gustin Electric to see when they can come look at the gate
- Out of Compliance
  - I. Sent our compliance officer paperwork from our discharge results
  - II. Sent our compliance officer paperwork from our sludge judge results
  - III. Sent our compliance officer paperwork from our quarterly wastewater samples

**Administration-** had no update for this meeting.

- 6.0 **Ratification of Resolutions 2024.05 and 2024.06 Approving Application for TPF funding – Action Item Roll Call**  
**Vote ACTION TAKEN:** Trustee Hall made a motion to ratify the Mayor’s signature of approval for Resolution 2024.05 and 2024.06 Approving Application for TPF funding. Trustee May seconded the motion. Roll Call Vote: Trustee May- Yes, Trustee Lovato- Yes, Trustee Hall- Yes. **MOTION CARRIED**
- 7.0 **Approval of NMSIF JPA- Action Item, Roll Call Vote NO ACTION**
- 8.0 **Approval of the Contract for work on the Baseball field- Action Item TABLED**
- 9.0 **Discussion of Town Clean-Up- Discussion/Possible Action**  
**ACTION TAKEN:** Trustee May made a motion to reach out to EVSWA and suggest either May 18-19 or June 8<sup>th</sup>-9<sup>th</sup> for Town Clean-Up. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

**10.0 Schedule Budget Workshop- Action Item**

**ACTION TAKEN:** Trustee Lovato made a motion to schedule the Budget Workshop for 5:30pm on April 15, 2024. Trustee May seconded the motion. All in favor. **MOTION CARRIED**

**11.0 Update – Caselle training and DC trip- Information Only**

Clerk Jones said that the Caselle training was difficult and very important. The Caselle system will go live in the next few weeks and will be a very good system for us. She said that our team worked really hard to learn the new system and while there will be bumps in the beginning, it should be great.

All who attended the meetings in DC agreed that they were very productive. Every representative was very responsive to our requests and comments. We specifically requested funding for our Town Hall and for a new ambulance. It will be months before we know anything, but we did our best. **NO ACTION, INFORMATION ONLY**

**12.0 Update – Swimming Pool- Information Only**

Clerk Jones told the Board that we are gearing up for swimming pool season. We will begin advertising for lifeguards and a Pool Supervisor later this week. We plan on offering \$13.50 or \$14.00 per hour for the guards and \$17.00 per hour for the Supervisor. We have already reached out to Cuda Aquatics to look at our pumphouse and possibly install our new slide. We have begun the process of scheduling our health inspection and will begin scheduling the guard certification. We will talk with Lyra, last year’s Pool Supervisor, for hours of operation recommendations. General Office Clerk Laura Acosta will take the lead on Supervising the Pool Operations. **NO ACTION, INFORMATION ONLY**

**13.0 Mayor/Council:**

**Trustee Hall** said again that the potholes in town continue to be a huge problem and concern.

**Trustee May** said that she will be attending a SMART MEETINGS 2024 TRAINING. The Training will be presented by the NM State Association of Parliamentarians. She encouraged all to attend. She requested business cards which the Clerk will order for all the Trustees. Lastly, she took this opportunity to thank everyone who helped with the Easter Egg hunt at the park; it was great- over 100 kids attended. And we had the Coolest Easter Bunny ever!

**Trustee Lovato** asked about the Firework budget. We do have approximately \$4500.00 set aside for Fireworks, the same as last year.

**Trustee Sanchez** is absent.

**Mayor Dial** asked that IT put a link to our agendas on the Town’s homepage. He said that the CCA water meter was broken and a new one has been ordered to be installed. He said there is a meeting tomorrow evening in Mountainair and someone will be there to talk about asking for water and he will be in attendance. He said that the meeting with the Army Corp of Engineers went very well. They are assisting with Flood Mitigation.

**14.0 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 Hall seconded the motion. ROLL CALL VOTE: Trustee May – Yes, Trustee Lovato – Yes, Trustee Hall- Yes. **MOTION CARRIED**

Executive Session began at 8:03pm.

Return to Regular Session. **ACTION TAKEN:** Trustee Lovato 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 May seconded the motion. All in favor. **MOTION CARRIED**

Regular Session reconvened at 8:27 pm

**Adjournment**

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

The meeting adjourned at 8:27 pm.

Approved: Noted

Date: 4/15/2024

Attest: Michele [Signature]

Date: 4/15/2024