

**Regular Meeting of the Board of Trustees**  
**Monday, June 3, 2024 6:15pm**

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

**Minutes**

**Invocation and Pledge of Allegiance**

**The meeting was called to order at 6:15pm and Roll Call was taken:**

**Trustee May - Present**  
**Trustee Lovato - Present**  
**Trustee Sanchez - Present**  
**Trustee Hall - Present**  
**Mayor Dial - Present**

Join Zoom Meeting

<https://us06web.zoom.us/j/82586692056?pwd=3uBKq9TKQHyF6VG1RcWQOY1StD8wKa.1>

Meeting ID: 825 8669 2056

Passcode: 160138

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

**ACTION TAKEN:** Trustee May made a motion to approve the June 3, 2024 Regular Meeting agenda as written. Trustee Sanchez seconded the motion. All in favor. **MOTION CARRIED**

**2.0 Approval of the May 20, 2024 Regular Meeting Minutes-Action Item**

**ACTION TAKEN:** Trustee May made a motion to approve the May 20, 2024 Regular Meeting agenda as written. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

**3.0 Discussion/Approval of the June 3, 2024 Bill List - Action Item**

**ACTION TAKEN:** Trustee Sanchez made a motion to approve the June 3, 2024 Bill List. Trustee May seconded the motion. All in favor. **MOTION CARRIED**

**No Public Comment -**

**No Old Business**

**New Business**

**4.0 Department Updates:**

**Police-** Sgt. Carter addressed the Board. He proposed pay increases for his Department. The Board is considering \$2.00 per hour pay increases. Sgt. Carter said that this amount would help significantly with his efforts to recruit officers. He talked about a new vehicle which should be delivered to the Town soon. He also talked about moving the schedules around for his staff to have better coverage. Mayor Dial also mentioned the recent pay increases that Edgewood has just approved to help with their PD. Edgewood approved 8% pay increases.

**Code Enforcement** had no update for this meeting.

**Fire/EMS-** Volunteer Fire Chief Chris Wolonsky said that there was really nothing new happening right now. He said they have been busy and are only getting busier. Torrance County is struggling to respond to calls so Estancia has been picking up the slack. Trustee Lovato will meet with Torrance County to address this issue. Our PD and our EMS have been responding to TC calls.

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

## **June 2024 Library Report**

### **Childrens Programming:**

**Adventure Begins at your Library!** We have 53 kids signed up for the Summer Reading Program so far!

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 enjoying a BBQ with their families. So far we have 14 kids signed up!

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

### **For the Community:**

Mr. Justin McMurdo is returning to teach guitar lessons in the Southwest Room this summer.

AARP prepared 68 tax returns for the 2023 tax season.

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. American Legion Post 22 has a display in the case at this time.

The Job Fair was a huge success with 18 employers and 26 Job seekers attending!

We have received an erate funding commitment decision letter for internet for \$1080.00

Our Seed and Plant swap event was well attended.

### **Projects:**

Dupree Trees is cutting down 8 dead trees at the Library. I am researching what would be the best tree to replace them with.

### **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.

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

The last GO Bond was \$10,951.90

**Thank you for your support of the library and staff.**

**Maintenance-** Public Works Supervisor Edwin Bencomo presented the following written report:  
Edwin Bencomo

- Park
  1. Been mowing the park every Thursday as well as weed whacking
  2. Replaced a few broken sprinklers that were broken
  3. Going to get paint to paint the water fountain and the stage
  4. Getting paint for the church to paint the basketball court
- Pool
  1. Turned water back on to make sure there is no leaks
  2. Power washed the pool and are going to get water out tomorrow morning and leave it ready for paint.
- Mowing
  1. Started to mow around town.
  2. Going to start mowing the alleyways
  3. Also going to week whack around the stop signs and fire hydrants

Mr. Bencomo was asked again about pothole patching. He will work to get this accomplished.

**Administration-**

Clerk Jones presented the following written report:

1. We have submitted our Interim Budget to LGBMS. We will carefully monitor our current budget through to the end of the fiscal year and then make changes as needed before approving the final budget.
2. Our Lifeguards have filled out their paperwork and are doing their certification now. We are hoping to open around June 13
3. Congresswoman Stansbury and her team have requested 2.26 million for our Community Center/Town Hall. Senator Heinrich has also requested 2.26 million for our Community Center/Town Hall and \$300,000 for a new ambulance. Senator Ben Ray Lujan has requested 1.2 million for our Community Center/Town Hall
4. The application our Grant Writer submitted for funding for our Town Hall was not funded. I think I will talk with him about applying for PPRF funding for PD vehicles.
5. I have a call on Wednesday at 10:00am with a FEMA contractor to get assistance with the FEMA funding application.
6. We will be closing early tomorrow to allow for voting.
7. We will have Town Clean up this coming weekend. There seems to be a lot of interest.
8. We have fully converted to Caselle and Xpress Bill Pay. Our meter reading system is working better and we hope to be running smoothly within the next few months.
9. We will begin audit prep in the next few weeks.
10. I have a meeting tomorrow with iWorq to begin the process of adding their P&Z software.
11. Please remember to attend the Code of Conduct/Open Meetings Act training on Wednesday, June 13<sup>th</sup> at 9:00am at the Moriarty Civic Center.
12. I am requesting that we move our next Board of Trustees meeting to June 24. I will be out of town on the 17 and I would very much like to attend the next meeting as it is the last of the Fiscal year and we will be conducting critical year end business.

**5.0 Increase to Traffic Violation Fine Amounts- Action Item**

Beginning July 1, 2024- we will no longer be allowed to connect administrative fees for Municipal Court violations. Municipal Court Clerk Cindy Solomon and Judge Bruce Dial have supplied the Board with new proposed fine amounts. The Board can discuss and select a fine schedule and pass it by resolution at the next meeting. **ACTION TAKEN:** Trustee Lovato made a motion to go with PLAN C fine increase schedule; this will increase the fines by \$43.00. Trustee May seconded the motion. Three in favor, Trustee Hall opposed. **MOTION CARRIED**

**6.0 Textmygov app- Discussion/Possible Action**

Clerk Jones and Deputy Clerk Hubbard presented the Board with a handout about Textmygov. Textmygov is a text messaging service that allows citizens to communicate with their local government. It uses a cell phone's regular messaging service so no app or download is required. Moriarty already uses the service and they love it. Ms. Jones will get more information about the service for the Board at the next meeting so they can make an informed decision. **ACTION TAKEN:** Trustee Lovato made a motion directing the Clerk to gather more information about Textmygov for the Board. Trustee Sanchez seconded the motion. All in favor. **MOTION CARRIED**

**7.0 Proposed Utility Ordinance Change request and request for a Public Hearing- Discussion/Possible Action**

Deputy Clerk Roy Hubbard presented a proposed change to the utility ordinance. After review of the proposition, the Board agreed to schedule a Public Hearing for June 26<sup>th</sup> to discuss the proposed changes and to discuss the ICIP. **ACTION TAKEN:** Trustee Lovato made a motion to schedule a Public Hearing on June 26, 2024 at 5:30pm at Town Hall to review the ICIP and the proposed change to the utility ordinance. Trustee May seconded the motion. All in favor. **MOTION CARRIED**

**8.0 Approval of \$50.00 On-Call pay for Police Department – Action Item**

Mayor Dial said that there is a real need to have On-call hours and pay for the PD. Officers have been getting called out when they are not on shift because TC is short staffed. We already offer on-call pay for Public Works, so on-call pay for the PD will be an easy addition. **ACTION TAKEN:** Trustee May made a motion to approve the addition on \$50.00 on-call scheduling and pay for the PD. Trustee Lovato seconded the motion. All in favor. **MOTION CARRIED**

**9.0 Employee Pay increases- Discussion/Possible Action**

Clerk Jones and Deputy Clerk Hubbard talked to the Board about annual pay increase options. Mayor Dial mentioned again the need to keep out pay competitive in order to keep out employees and to recruit new qualified ones. Sgt. Carter talked about the very important need to have a good strong PD. Clerk Jones talked about the strong employees that we already have and the need to retain them. Deputy Clerk Hubbard presented the Board with a few different pay increase scenarios for the Board to consider. The Board discussed a \$2.00 hourly pay increase. Mayor Dial talked about a COLA plus 1% increase, which also came to approx. \$2.00. This increase will need to be approved by resolution so the Ms. Jones will have this on the next agenda for consideration and approval by resolution. The Board is also considering adding a full-time Fire Chief position. **NO ACTION, INFORMATION ONLY**

**10.0 Mayor/Council:**

**Trustee Hall** said that he was very happy to see all the mowing that has been getting done. The new road also looks very good. We just urgently need more pothole patching.

**Trustee May** gave a shout-out to the gals in the Town Hall office. She very much appreciates their hard work. She also said that she appreciates our new garbage man, he is also doing a very good job. She said it was really nice to see so many people at the recent sidewalk sale. She is looking forward to the upcoming Tractor Parade.

**Trustee Lovato** had no update for this meeting, except to share that he is very excited about the progress of the baseball field.

**Trustee Sanchez** had no update for this meeting.

**Mayor Dial** said that the Tractor Parade is ready to go and should have a lot of participation. He told the Board that we had a zoom meeting with FEMA about the Flood Mitigation funding. Our best avenue for the 1.0 mil funding is to use it for scoping, and not construction. 90% of the project will be constructed on state highway easement. We are working with FEMA and the Army Corp of Engineers on this project.

**11.0 Executive Session- As per Motion and Roll Call Vote- Pursuant to NMSA 1978 10-15-1 Sections (H)(7), Threatened or Pending Litigation.**

**ACTION TAKEN:** Trustee Hall made a motion to go into Executive Session, Pursuant to NMSA 1978 10-15-1 Sections (H)(7) to discuss threatened or pending litigation. Trustee May seconded the motion. **ROLL CALL VOTE:** Trustee May – Yes, Trustee Lovato – Yes, Trustee Hall- Yes. Trustee Sanchez- Yes. **MOTION CARRIED**

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 7:43 pm


**Adjournment**

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

The meeting adjourned at 7:44 pm.

Approved: 

Date: 6/24/2024

Attest: 

Date: 6/24/2024