

Town of Estancia
Regular Meeting of the Board of Trustees

Monday, July 21, 2025 6:15pm

Municipal Building, 513 Williams Avenue, Estancia, NM 87016

Minutes

Topic: Town of Estancia Board of Trustees Meeting

Time: Jul 21, 2025 06:15 PM Mountain Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/83399537994?pwd=IcuQnWqr6h8MfoAfA4FUQLrExyMZZ6.1>

Meeting ID: 833 9953 7994

Passcode: 344660

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

1.0 Approval/Disapproval of Agenda – Action Item

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

2.0 Discussion/Approval of the July 8, 2025 Regular Meeting Minutes – Action Item

Trustee Hall requested an amendment to the minutes. For Agenda item 14, the minutes read that Trustee Hall was asked if the Democratic Party could bring donkeys to the Parade for Old Timers Day. This is incorrect, they asked if they could bring donkeys to the PARK for Old Timers Day, not the parade. Clerk Jones will make this correction. **ACTION TAKEN:** Trustee Hall made a motion to approve the July 8, 2025 Regular Meeting minutes as amended above. Trustee May seconded the motion. All in favor. **MOTION CARRIED**

3.0 Discussion/Approval of the July 21, 2025, Bill List – Action Item

ACTION TAKEN: Trustee Hall made a motion to approve the July 21, 2025 Bill List. Trustee Sanchez seconded the motion. All in favor. **MOTION CARRIED**

No Public Comment.

Old Business

4.0 Discussion/Approval of Resolution 2025.29 Approval of Annual Pay increases for Staff-

Action Item, Roll Call Vote Clerk Jones presented the Board with the spreadsheet/salary schedule that she will present to DFA for budget approval. She calculated three different options: 4% pay increase, a \$2.00 per hour increase, and a \$1.50 per hour increase. The Board carefully reviewed and discussed each option. **ACTION TAKEN:** Trustee May made a motion to approve a \$1.50 per hour pay increase to all employees, except the Town Clerk, Police Chief, Fire Chief, PW

Supervisor and EMS Chief. Trustee Lovato seconded the motion. Roll Call Vote: Trustee May- Aye, Trustee Lovato – Aye, Trustee Sanchez – Aye, Trustee Hall – Aye. **MOTION CARRIED**

- 5.0 Discussion of Contracting for water for the baseball field-Discussion Only** After some discussion, the Board directed Clerk Jones to contact the water hauler and request two more deliveries through the month of August. **NO ACTION, DISCUSSION ONLY**

New Business

6.0 Discussion/Approval of Land Split Request- Action Item

The requested land split was presented to the Board by Surveyor Derrick Smith. The land owner is requesting to split his property into two tracts: one 20.8 acres, and one 30.0 acres. The application and plat were reviewed for accuracy and compliance with town ordinances. **ACTION TAKEN:** Trustee Hall made a motion to approve the requested land split and to authorize Mayor Dial to sign all required documents. Trustee May seconded the motion. All in favor. **MOTION CARRIED**

7.0 Presentation of the FY24 Audit and Discussion/Approval of Resolution 2025.31 Acceptance and Approval of the FY24 Audit- Action Item Roll Call Vote

Contracted auditor Mr. Chris Garner presented the final FY24 audit to the Board of Trustees. In summary, the auditor gave a DISCLAIMER OF OPINION for the audit because the auditors were not able to verify balances due to inadequate accounting records related to the Town. The Town incurred five (5) new findings and resolved one (1) 2023 finding. The Board, staff, and Clerk Jones will work hard in the coming year to rectify these findings. **ACTION TAKEN:** Trustee Hall made a motion to approve Resolution 2025.31 Acceptance and Approval of the FY24 Audit. Trustee Lovato seconded the motion. Roll Call Vote: Trustee May- Aye, Trustee Lovato – Aye, Trustee Sanchez – Aye, Trustee Hall – Aye. **MOTION CARRIED**

8.0 Discussion/Approval of Resolution 2025.32 Adopting the 2027-2031 ICIP- Action Item Roll Call Vote The Board of Trustees reviewed the current ICIP, discussed Town priorities and made amendments to the project priority order. **ACTION TAKEN:** Trustee May made a motion to list the top eight (8) ICIP projects as follows:

1. Estancia Recreational Complex
2. Road and Streetlight Repair and Maintenance
3. Wastewater Treatment Plant Improvements
4. Water System Distribution Improvements
5. Town Hall and Community Center Improvements
6. Flood Mitigation
7. Estancia Airport Improvements
8. Regional Animal Control

Trustee Lovato seconded the motion. Roll Call Vote: Trustee May- Aye, Trustee Lovato –Aye, Trustee Sanchez – Aye, Trustee Hall – Aye. **MOTION CARRIED**

9.0 Presentation/Approval of Resolution 2025.33 Approving the FY25 4th Qtr Qtrly Report- Action Item Roll Call Vote Clerk Jones requested that this item be tabled until a July 30, 2025 Special Meeting. The Board agreed to call a Special Meeting. **ACTION TAKEN:** Trustee Lovato made a motion to TABLE this item until the July 30, 2025 Special Meeting. Trustee Sanchez seconded the motion. All in favor. **MOTION CARRIED, ITEM TABLED**

- 10.0 Presentation/Approval of Resolution 2025.34 Approving the FY26 Final Budget- Action Item Roll Call Vote** Clerk Jones requested that this item be tabled until a July 30, 2025 Special Meeting. The Board agreed to call a Special Meeting. **ACTION TAKEN:** Trustee Lovato made a motion to TABLE this item until the July 30, 2025 Special Meeting. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED, ITEM TABLED**
- 11.0 Discussion/Approval of Resolution 2025.35 Match Waiver Request for CN L500646- Action Item Roll Call Vote** Clerk Jones explained that this will allow us to request that our required grant match of \$56,796.00 be waived. **ACTION TAKEN:** Trustee Hall made a motion to approve Resolution 2025.35 Match Waiver Request for CN L500646. Trustee May seconded the motion. . Roll Call Vote: Trustee May- Aye, Trustee Lovato – Aye, Trustee Sanchez – Aye, Trustee Hall – Aye. **MOTION CARRIED**
- 12.0 Procedure for Water shutoff for non-payment- Discussion Only** Trustee Hall informed the Board and the Mayor that he had received a complaint from a resident about how they were charged and treated due to a late payment. He will bring a recommended amendment to the ordinance regarding the procedure for water shut off due to non-payment. **NO ACTION, DISCUSSION ONLY**

Mayor Dial talked about the need for signage at the baseball field. He and Trustee Lovato both said that there is a need for signage about parking, trespassing, unauthorized use, etc. Mayor Dial also said that the water spickets at the field need to be locked. Trustee Lovato will talk with Police Chief Carter about the specific signing needs. This Item will be revisited at the July 30, 2025 Special Meeting. **NO ACTION, DISCUSSION ONLY**

- 14.0 EMWT Board replacement- Discussion/Possible Action** Mayor Dial informed all that the Town will have a vacancy on the EMWT Board. He needs to appoint a new representative. Trustee May volunteered and Mayor Dial appointed her. **ACTION TAKEN:** Trustee Lovato made a motion to approve Mayor Dial's appointment of Trustee May to represent the Town of Estancia on the EMWT Board. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

- 15.0 Mayor/Council:**
Trustee Hall informed the Board that the EVSWA conducted a feasibility looking into the EVSWA doing local trash pickup. It does not look good. He informed the Board that he will be traveling to Colorado and will be out of pocket.

Trustee May informed the Board that she will be attending the upcoming MOLI training. Trustee Sanchez may also attend.

Trustee Lovato talked about the baseball field, which has been an incredible success! He reminded all that the bleachers need to go back to the Punkin Chunkin field and the port-a-potties can be removed at the end of July. He would like to begin the process of putting a playground at the baseball field for the youth that attend the games but are not playing. A playground will provide a safe activity there for the younger kids. He thanked Police Chief Carter for his assistance with the Youth Corp, which was also a great success!!

Trustee Sanchez- asked if vendors needed a permit for Old Timers Day. They do not. He is prepared for the Car Show and has offered to take over the Old Timers Day event, if needed, in the future.

Mayor Dial updated the Board about several issues:

1. We had to be in compliance with the Water Trust Board by July 31st to qualify for funding. We have done it.
2. We will be submitting and Notice of Intent to apply for more WTB funding for Wastewater projects.
3. We have almost completed all the required paperwork for the RIP loan for the monitoring wells.
4. He met with Commissioner Jaramillo and with the County Road Dept to discuss the portion of Berkshire Road that is in desperate need of repair, but does not belong to the Town and does not belong to the County.
5. There are 3 different entities currently shooting documentaries in the Town.
6. The Paranormal people want to have a Family night at Town Hall!
7. Trustee Lovato will be in charge with Mayor Dial is out of pocket from 8/6-8/11.

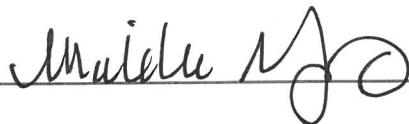
Adjournment –

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

The Meeting adjourned at 7:45pm.

Approved: 

Date: 8/18/2025

Attest: 

Date: 8/18/2025