**Town of Estancia**

**Regular Meeting of the Board of Trustees**

**Monday May 17, 2021 6:15pm**

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

**Minutes**

**Invocation and Pledge of Allegiance**

**The meeting was called to order at 6:16 pm and Roll Call was taken:**

**Trustee Lovato – Present**

**Trustee Sedillo – Present**

**Trustee Chavez – Present**

**Trustee Hall – Present**

**Mayor Dial - Present**

1. **Approval/Disapproval of Agenda – Action Item**

**ACTION TAKEN:** Trustee Lovato made a motion to approve the May 17, 2021 agenda as written. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

1. **Discussion/Approval of the May 3, 2021 Regular Meeting Minutes – Action Item**

**ACTION TAKEN:** Trustee Lovato made a motion to approve the May 3, 2021 Regular Meeting minutes as written. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

1. **Discussion/Approval of the May 17, 2021 Bill List – Action Item**

**ACTION TAKEN:** Trustee Hall made a motion to approve the May 17, 2021 Bill List. Trustee Lovato seconded the motion. All in favor. **MOTION CARRIED**

**Public Comment – At the discretion of the Mayor. For information only (No Action can be taken). Comments may be limited to (5) minutes per person on any subject.**

1. **Executive Session- As per motion and Roll Call Vote-** **Pursuant to NMSA 1978-10-15-1 Section (H)(2) (7) concerning personnel matters and threatened or pending litigation– Action Item**

**ACTION TAKEN:** Trustee Hall made a motion to go into Executive Session, pursuant to NMSA 1978-10-15-1 Section (H)(2) (7) concerning personnel matters and threatened or pending litigation. Trustee Sedillo seconded the motion. Roll Call Vote: Trustee Lovato- Yes, Trustee Sedillo – Yes, Trustee Chavez – Yes, Trustee Hall – Yes. **MOTION CARRIED**

**Executive Session began at 6:19pm.**

**Return from Executive Session-**

**ACTION TAKEN:** Trustee Hall made a motion to return from Executive Session. Trustee Lovato seconded the motion. All in favor. **MOTION CARRIED**

Trustee Hall stated for the record that the only items discussed in Executive Session were those listed on the agenda and no action was taken. Also, Trustee Lovato stated in Open Session that while dealing with the Sheriff’s Department, the Mayor, or any others trying to establish a new workplace at the P.D., he has no conflict of interest concerning the PD or its administrative assistant, Ms. Melanie Gallegos.

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**Old Business**

1. **Appoint a person to represent the Town of Estancia on the NM RTPO- Action Item**

Mayor Dial wishes to appoint Clerk/Treasure Michelle Jones to represent the Town on the NM RTPO. **ACTION TAKEN:** Trustee Hall made a motion to approve the Mayor’s appointment of Michelle Jones to represent the Town of Estancia on the NM RTPO. Trustee Lovato seconded the motion. All in favor. **MOTION CARRIED**

1. **Update on MOU between the Town of Estancia and the Torrance County Sheriff’s Office for services- Information and Possible Action Item Further** amendments to the current MOU draft are requested. There will be another meeting with the Sheriff’s Department to get closer to a final MOU. **ACTION TAKEN:** Trustee Lovato made a motion to TABLE this item. Trustee Hall seconded the motion. All in favor. **ITEM TABLED**
2. **Discussion and possible action concerning PD pay, take home vehicles distance and Sign-on bonuses for PD- Possible Action Item**

After some discussion, the Board agree on the following starting salaries in the PD:

$26,00 for a Certified Sergeant, $21.00 for a Certified Officer, and $16.24 for Non-certified.

The also agreed to change the take home distance for officers to 60 miles. The exact required response time has not been decided yet. Lastly, they are considering a $1,000.00 for new officers after their first year on employment with the Town is completed. Clerk Michelle Jones expressed her concerns to the Board about the decision to move forward towards building up the department. She expressed her concern about the newly passed state law which ended qualified immunity, increasing the cap on civil rights lawsuits to 2.0 million dollars. Trustee Chavez said that she spoke with Mr. Forte from the Municipal League and he said that the League will support municipalities if such lawsuits are presented and that the League will begin providing a lot of training in an effort to prevent lawsuits. Trustee Hall requested that Ms. Jones provide a clear picture of the requested changes to the personnel ordinance concerning the PD to the Board for consideration and approval at the next meeting. They also discussed using a hiring board when interviewing potential officers. **ACTION TAKEN:** Trustee Lovato made a motion to TABLE this item. Trustee Hall seconded the motion. All in favor. **ITEM TABLED**

**New Business**

1. **Approve** **Resolution 2021-10 Election Resolution- Action Item Roll Call Vote**

Clerk Michelle Jones requested approval of the attached Election Resolution outlining te positions within the Town that will be up for election in November:

**ELECTION RESOLUTION**

**TOWN OF ESTANCIA**

**Resolution No. 2021-10**

**WHEREAS**, the Governing Body of the Town of Estancia, New Mexico has opted into the Local Election Act, Article 1, Section 1-22-3.1 of the NMSA 1978; and

**WHEREAS**, the Governing Body of the Town of Estancia wishes to convey the correct and complete election information to the Torrance County Clerk as required by 1-22-4(A)

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**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE TOWN OF ESTANCIA, STATE OF NEW MEXICO THAT**:

1. A regular local election is to be held on November 2, 2021. Polls will open at 7:00am and close at 7:00 pm; and
2. At the regular local election, persons shall be elected to fill the following municipal elective offices:

1. One Mayor for a four year term.

2. ONE Trustee for a four year term.

3. ONE Trustee for a four year term.

4. ONE Trustee for a two year term.

5. One Municipal Judge for a four year term.

C. All Declarations of Candidacy shall be filed in the Office of the Torrance County Clerk on August 24, 2021, between the hours of 9:00am and 5:00 pm

D. All Declarations of Candidacy for write-in candidates shall be filed in the Office of the Torrance County Clerk on August 31, 2021, between the hours of 9:00am and 5:00 pm.

E. The casting of votes by qualified municipal electors shall be recorded on paper ballots to be counted by electronic vote tabulators.

Adopted and approved this \_\_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_\_\_\_.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mayor

ATTEST:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Municipal Clerk

**ACTION TAKEN:** Trustee Lovato made a motion to approve Resolution 2021-10 Election Resolution. Trustee Hall seconded the motion. Roll Call Vote: Trustee Lovato- Yes, Trustee Sedillo – Yes, Trustee Chavez – Yes, Trustee Hall – Yes. **MOTION CARRIED**

1. **Review and Approval of E.M.W. Gas 2021 Annual Meeting and Yearly Re-cap- Action Item ACTION TAKEN:** Trustee Hall made a motion to approve the E.M.W. Gas 2021 Annual meeting and yearly recap. Trustee Lovato seconded the motion. All in favor. **MOTION CARRIED**

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1. **Budget Discussion- Discussion and Possible Action**

Clerk Michelle Jones suggested a starting pay for PD Sergeant at $26.00, Officer at $21.00, Non-Certified at $16.49. Per a request from Trustee Chavez, she proposed increasing current officer Torres’ salary to $23.00 to be comparable with the $23.00 hourly salary requested in the MOU with Torrance County Sheriff’s office. She proposed increasing Public Works employee Edwin Bencomo’s hourly salary to $15.00 per hour to be competitive with the new minimum wage that will be coming in a few years. Ms. Jones and Mayor Dial proposed a $1.50 increase for all other Town employees. Trustee Sedillo suggested a $1.75 hourly increase for all other Town employees. Ms. Jones requested a Special Budget meeting to be held on May 25th at 6:16pm. She said she would present the Board with the salary totals by department with a $1.50 increase and with a $1.75 increase. Trustee Sedillo asked for confirmation that Ms. Jones was requesting a $1.50 for all other employees. Ms. Jones replied that she was. At the Special Meeting, Ms. Jones will present the Interim Budget P&L for review by the Board. **DISCUSSION ONLY**

**11.0 Mayor/Council:**

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

**Trustee Chavez** asked if Williams fund money could be used to repave the parking lot at the library. Ms. Jones replied that it can, and she will as Head Librarian Angela Creamer to being reaching out to get quotes for the work.

**Trustee Sedillo** thanked the Mayor and the Public Works Department for getting water back in the pond. Now that well 4 is fixed, the water level has risen back up and the pond looks great. Trustee Sedillo also requested that the Town look into getting equipment to video and record the Board meetings. Funding for this will be included in the FY22 budget. Trustee Sedillo said he is still working hard to get the rules changed for fishing at the pond.

**Trustee Lovato** said that the Events Committee will try to meet next week. To discuss showing movies at the park this summer. He requested that the weeds be cut down at the horseshoe pits and the volleyball court at the park.

**Mayor Dial** said he wanted to create an ordinance for driving ATVs around town. He said that he will be gone on vacation from May 27th thru June 6th. He said well 4 is doing great and now he is looking into getting the fountain at the park going again. He spoke with resident Jeff Brock about getting a new Bear sculpture at the park. He also asked about getting speed bumps in the town to try and stop the drag racing that is going on.

**Adjournment**

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

The meeting adjourned at 8:00 pm.

**Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Attest: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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