**Town of Estancia**

**Regular Meeting of the Board of Trustees**

**Monday, July 20, 2020 6:15pm**

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

**Minutes**

**Invocation and Pledge of Allegiance**

**The meeting was called to order at 6:16pm 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 Sedillo made a motion to approve the agenda as written. Trustee Lovato seconded the motion. All in favor. **MOTION CARRIED**

1. **Discussion/Approval of the July 7, 2020 Regular Meeting Minutes- Action Item**

**ACTION TAKEN:** Trustee Chavez made a motion to approve the July 7, 2020 Regular Meeting minutes as written. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

1. **Discussion/Approval of the July 20, 2020 Bill List – Action Item**

**ACTION TAKEN:** Trustee Hall made a motion to approve the July 20,2020 Bill list. Trustee Sedillo seconded the motion. All in favor. **MOTION CARRIED**

**No Public Comment**

**Old Business**

1. **Update on Torrance County Economic Strategy-TC Commissioner Javier Sanchez- Information and Possible Action** Commissioner Sanchez was not present at the meeting. **NO ACTION**
2. **Discussion/Approval of** **Resolution 2020-18- One Time Adjustment to the General Fund Account Balance to insure accurate reporting to NM Department of Finance Authority- Action Item Roll Call** Clerk Michelle Jones read Resolution 2020-18 into the record and requested approval:

**Resolution 2020-18**

**One Time Adjustment to the General Fund Account Balance to insure accurate reporting to NMDFA**

**WHEREAS,** The Town of Estancia received Audit Finding 2019-001 (2016-003) – Mismanagement of Pooled Cash, Material Weakness, Compliance and other Matter (repeated and revised from 2016 Special Investigation) and

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**WHEREAS,** The Clerk/Treasurer and Deputy Clerk agreed with the auditors comments and believe that it is critical to report accurate fund balances to the New Mexico Department of Finance, to the Board of Trustees and the Mayor, and Most importantly- to our Residents, and

**WHEREAS,** The Clerk/Treasurer has concluded that a one time adjustment increasing the General Fund balance by $306.07 will rectify our inaccurate reporting,

**NOW THEREFORE, BE IT RESOLVED,** that the Town of Estancia Board of Trustees does hereby accept and approve the One Time Adjustment to the General Fund Account Balance of $306.07 to insure accurate reporting to NMDFA and to clear this final audit finding.

**ACCEPTED AND APPROVED** this 20th day of July 2020 in regular session by the Town of Estancia Board of Trustees, at Estancia, Torrance County, New Mexico.

**ACTION TAKEN:** Trustee Hall made a motion to approve Resolution 2020-18- One Time Adjustment to the General Fund Account Balance to insure accurate reporting to NM Department of Finance Authority. Trustee Chavez seconded the motion. Roll Call Vote: Trustee Lovato – Yes, Trustee Sedillo – Yes, Trustee Chavez – Yes, Trustee Hall – Yes. **MOTION CARRIED**

Ms. Jones said that she believes, and hopes, that this will clear that Town’s final repeat audit finding. She thanked her Deputy Clerk Michelle Dunlap for her help and hard work clearing the Town’s audit findings.

1. **Discussion/Approval of Resolution 2020-23 – Amendment to Planning and Zoning Ordinance F. Manufactured Homes. 1. Installation. – Action Item- Roll Call Vote**

Clerk Michelle Jones thanked Trustee Hall for sending her the updated, correct version of the current Town zoning ordinance. She said she is still requesting this amendment because she thinks it would be easier for staff and for residents if this portion of the Town’s ordinance mirrored the County’s version. Trustee Hall said he disagreed. He said that the Town updated this portion of the ordinance when they lost a lawsuit with a resident because the old version was deemed unconstitutional. Ms. Jones said that same resident is what prompted her to request this further amendment. Trustee Hall said, in summary, that he did not see a need to make a further amendment. He read additional portions of the ordinance. Ms. Jones clarified for the Board that she only wanted to amend the portion of the ordinance that is written in the resolution. After further discussion, Ms. Jones requested that this item be tabled to allow further research. **ACTION TAKEN:** Trustee Sedillo made a motion to TABLE this item. Trustee Lovato seconded the motion. All in favor. **ITEM TABLED**

**New Business**

1. **Mr. Tim Nisly- Discussion of new property development- Information Only**

Mr. Nisly was present at the meeting, along with Estancia resident Anna Martinez and Mr. Brian Lucero. Ms. Martinez spoke first and talked about her ties to the Town, working and raising her children here. She shared about her love for the Town and her recognition that there is a need for housing. She spoke out the vision she and Mr. Nisly and Mr. Lucero have for the property Mr. Nisly is looking to purchase. In summary, Mr. Nisly wants to use the property for a mobile home park, as well as an RV park. The Board was very receptive to his development ideas. Trustee Hall said that Mr. Nisly should look at a PAD, a Planned Area Development for the property. Trustee Sedillo asked Mr. Nisly what obstacles he sees. Mr. Nisly said infrastructure; there are development hurdles with respect to utilities, etc. Trustee Sedillo asked if ownership of the property had changed hands yet. Mr. Nisly said no, he is hoping for an August 2nd closing.

Myra Pancrazeo from EVEDA was also in attendance at the meeting and spoke about the project.

She said there were a lot of current wind project going on in our area and these workers do need housing. She said she thought an RV park was an exciting idea. She also said that Mr. Nisly was thinking about a possible Bed and Breakfast in the area and a motel. Ms. Pancrazeo suggested that the Town looking into passing a GRIP ordinance. If, in the future, Mr. Nisly hires employees in our area, the GRIP program could be an incentive program that could help him.

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Mr. Nisly will work with the Town on any zoning or permitting issues that may arise. He thanked the Board for their time and the Board thanked Mr. Nisly for his presentation; all agreed that the project has a lot of promise. **NO ACTION, INFORMATION ONLY**

1. **Letter from Resident Diana Vardy- Request for a 4-way stop at the corner of Alan Ayers**

**and 9th street- Discussion and Possible Action** Clerk Michelle Jones read a letter she received from resident Diana Vardy:

Diana Vardy

Estancia, NM 87016

July 9th 2020

Estancia Board of Trustees,

I am submitting a request for a four way stop on the corner of Alan Ayers and 9th St. This is

currently a two way stop, but due to the increasing volume of traffic I fee this is a necessity. It used to be 25 Mph and was changed to 35Mph which shouldn’t have made a difference except for the fact that people are speeding close to 60 mph. I’m concerned that die to the increased speedsters traveling on this road we will have a terrible accident. In the mornings at 7:45, the traffic flies by without concern, then again between 5:30 and 7:00pm. Now, reporting it by calling the police everyday is not an option because by the time they get there they are long gone. Yesterday evening we were sitting outside and an older maroon suburban went up and down the road from around Walker St. on Alan Ayers 6 times at a speed of at lease 60 to 70 mph. I don’t know why they kept going up and down Alan Ayers so fast but this leaves no room for precaution. People walk, ride their bikes, run, and walk their dogs on this road. I don’t know if the police start giving tickets to these people if it will stop the speeding. I’m hoping yes. Please consider this request for the safety of the pedestrians. Please call me if you have any question.

Thank you,

Diana Vardy

505-507-\*\*\*\*

Trustee Hall said that half of this road is in Torrance County. Trustee Sedillo said that there are kids in that area and people are speeding there. Trustee Hall said that we had a rule of three blocks before a stop sign. He said that he sees no problem with a 4 way stop at this intersection. The Board agreed that the County needed to be contacted before a decision was made. Ms. Jones said she would send the letter from the resident on to the County and ask about changing the intersection to a 4 way stop. **ACTION TAKEN:** Trustee Sedillo made a motion to work in conjunction with Torrance County to change the intersection of Alan Ayers and 9th street to a 4 way stop if allowed. Trustee Chavez seconded the motion. All in favor. **MOTION CARRIED**

1. **Request for Public Works to purchase a Tractor- Discussion and Possible Action**

The Public Works department is requesting approval to purchase a tractor and a trailer for their department. Clerk Michelle Jones said that if the cost of the tractor is over $20,000.00, Public Works needs to get three quotes for a tractor. $22,700.00 have been put into the budget for the purchase. Public Works Supervisor Lorenzo Bernal with work with the Mayor to get quotes.

**NO ACTION, DISCUSSION ONLY**

1. **Approval of 4th Qtr Qtrly Report for FY20 Resolution 2020-24 – Action Item Roll Call Vote**

Clerk Michelle Jones presented the Board with the Profit and Loss report for FY20. A copy of this report is in the file for this meeting. The Town had a good year financially due to very strong GRTs and a significant Small Cities Assistance contribution from the State. Ms. Jones had planned for an overall budget decrease of $82,744.05. The Town experience an overall budget

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increase of $518,806.33. **ACTION TAKEN:**  Trustee Lovato made a motion to approve Resolution 2020-24 Approval of the 4th qtr qtrly report. Trustee Sedillo seconded the motion. Roll Call Vote: Trustee Lovato – Yes, Trustee Sedillo – Yes, Trustee Chavez – Yes, Trustee Hall – Yes. **MOTION CARRIED**

1. **Approval of FY21 Final Budget Resolution 2020-25 – Action Item Roll Call Vote**

Clerk Michelle Jones presented the Board with the Profit and Loss report for FY21. A copy of this report is in the file for this meeting. She budgeted the Town for an overall budget increase of $ $25,607.03. The future is uncertain, but if the prison remains open GRTs should continue to remain strong. **ACTION TAKEN:**  Trustee Lovato made a motion to approve Resolution 2020-25 Approval of FY21 Final Budget. Trustee Hall seconded the motion. Roll Call Vote: Trustee Lovato – Yes, Trustee Sedillo – Yes, Trustee Chavez – Yes, Trustee Hall – Yes. **MOTION CARRIED**

**12.0 Mayor/Council:**

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

**Trustee Chavez s**aid that she pulled weeds from the Estancia Veterans Park. She also asked

about replacing some of the doors at the pool.

**Trustee Sedillo** said that he recently took some of his cousins fishing. He said that the pond

looks really good.

**Trustee Lovato** said that he visited EMW Gas. He said he toured the building and met with employees. He said they have a really good crew and that their budget looks good. He said they were going to have a meeting to plan a memorial service for Mr. Martin and possibly others who have passed. He said they were going to discuss where to have the service and whether they wanted to have two services; this would include a service at the school.

**Mayor Dial** talked about the following:

1. The Cares Act application for reimbursement for expenses related to Covid 19 will be coming soon.
2. He has implemented an official “on-call” schedule for the PD. Officers will receive an additional $25.00 per week for “on-call” hours. They will receive additional hourly pay if they are called out. Ms. Gallegos will monitor this.
3. The Town Clean Up went well. EVSWA is considering having another one later in the summer.
4. Punkin Chunkin is probably not going to happen this year because of the Coronavirus.
5. The Sidewalk Sale went very well.
6. Old Timers is still going to happen in a scaled down fashion.

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1. **Executive Session – Per Motion and Roll Call Vote Pursuant to NMSA 1978** **Section 10-15-01 – 10-15-4 (H) (2) Threatened or Pending Litigation**

**ACTION TAKEN:** Trustee Lovato made a motion to go into Executive Session, Pursuant to NMSA 1978, Section 10-15-01 – 10-15-4 (H) (2) 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 7:47pm.**

**Come out of Executive Session and resume Regular Session**

**ACTION TAKEN:** Trustee Hall made a motion to come out of Executive Session and return to Regular Session. Trustee Chavez seconded the motion. All in Favor. **MOTION CARRIED**

**Regular Session resumed at 7:56pm.** Trustee Hall said that the only item discussed is the item that was on the agenda and no action was taken.

**Adjournment**

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

The meeting adjourned at 7:56 pm.

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

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

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