



EDMOND TEMPLE
Mayor

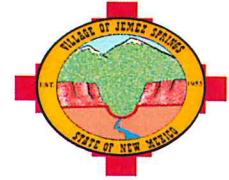
PAM GRIDER
Mayor Pro-Tem

VILLAGE OF JEMEZ SPRINGS

Municipal Office

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JOHN MERHEGE
Trustee

DAVID P. RYAN
Trustee

ROBERT WILSON
Trustee

DEBBIE PACKARD
Deputy Clerk

**Minutes for Wednesday, September 11, 2013
Regular Scheduled Council Meeting – 6:00pm
Village Governing Body Conference Room**

Present: Mayor Temple, Mayor Pro-Tem Grider, Trustee Merhege, Trustee Ryan, Trustee Wilson, Clerk/Treasurer Trujillo, Deputy Clerk Packard, along with reference to the attached sign in sheet.

1. Call to Order

Mayor Temple called the meeting to order at 6:00 p.m.

2. Pledge of Allegiance

Mayor Temple first requested a moment of silence in remembrance of 9/11 and the loss of the Jemez Springs Firefighter, Token Adams. Then, he led those in attendance in the Pledge of Allegiance. The Mayor then announced that there would be two fundraisers for Token Adams wife.

3. Approval of Agenda – The Mayor asked to have Mary Nelson added to the Agenda to speak on behalf of the Jemez Valley Community Association (JVCA) and all agreed.

Trustee Merhege made a motion to approve the agenda with the addition of the JVCA, and Mayor Pro-Tem Grider seconded. All ayes, motion approved.

3a. JVCA – Mary Nelson left the meeting, and no discussion occurred.

4. Police Station Replacement – Wilson & Company – Howard Kaplan.

- Mr. Kaplan presented plans for the design of the Police Station to be connected to the Village Office.
- Budget & Procurement – there is a 10% contingency due to the “unknown” costs of this project – refer to handout for details. Procurement alternatives are listed in the handout, and Mr. Kaplan would like the Council to make a decision on selecting a contractor with budgetary monies and costs in mind. The number three (#3) has a selection through CES to ensure the quality and completion of the project. The number two (#2) provides no risk to the Village once the Contractor is selected with a final dollar amount.
- It was suggested that the Village put an ad in the local newspaper to see if anyone would like to salvage the current Police Station as this could save \$10K-\$15K on the project.
- There is a concern of asbestos in the ceiling, and the Mayor asked Clerk Trujillo to see if Chris Tolleson could confirm.

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- Mr. Kaplan asked for a decision on the procurement selection, and Council Members discussed the different options.
Trustee Merhege made a motion to select procurement number 3 (#3) and Trustee Ryan seconded. All ayes, motion approved.
 - Mr. Kaplan suggested to the Council to discuss the following:
 - Directly select from the list provided when the Village interviews contractors.
 - Price and References – recommended the Village put out a small bid package as this would provide a “firmer” price.
 - Suggested the Village go “online” and research (1) Modular Solutions Unlimited, (2) Modular Building Systems, and (3) Williams Scotsman. The Council will discuss and research these manufacturers and provide feedback to Mr. Kaplan.
5. **Reports Submitted/Not Submitted**
Deputy Clerk Packard reported that all reports were submitted by the Library, Sewer, Bathhouse, Maintenance, Police, Fire and Court.
6. **Approval of August Council Minutes**
Trustee Ryan made a motion to approve the August 14th Council Minutes and Trustee Wilson seconded. All ayes, motion approved.
7. **Approval of August Library Board Minutes**
Trustee Merhege made a motion to approve the August Library Board Minutes, and Mayor Pro-Tem Grider seconded. All ayes, motion approved.
8. **Monthly Reports**
- **Village Clerk Report – Clerk/Treasurer Trujillo**
Clerk/Treasurer Trujillo reported:
 - Fund #307 CDBG will be added into General Fund 101 when grant monies are received.
 - The Bath House needs further discussion since there are not enough budget dollars for the Admin Fee for the past 2 months. It was noted that the inventory tracking should greatly improve since the Bath House purchased a new Point of Service System.
 - Waste Water is doing well and the delinquent accounts are down.
 - The GRT’s were down in July, but the current month is normal.
 - Mayor Pro-Tem Grider stated that she referred Mark Michel to Clerk Trujillo as he had questions on expenditures. Clerk Trujillo will follow up with Mr. Michel to clarify. Ms. Trujillo suggested that she would like to put in a “fund code” in the upcoming QuickBooks to identify no-Fire Grant monies as the Fire Marshall needs specific dollars.
 - Stated that Funding Code 216 is for the Walkway.
 - Noted that the Final Codification Books are received in the Village Office and a copy is also located in the Library.
 - We need a new Funding Code for the new Police Station Project.
 - Star Paving will be doing the pavement job on Armenta Road and will give us a bid. Joe Dillion will supervise this project for the Village.
 - **Waste Water Report – Clerk Ona Trujillo reporting for Karen Nalezny.**
TLC presented a “timeline” for the project which should be completed by December 2013. The bid amount was \$204K.

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- **Police Chief Report – Chief Harger** - Refer to the Chief’s Monthly Report that was handed out at the meeting.
 - Stated that he was having issues getting oil changes at La Cueva Automotive, and Clerk Trujillo stated to get these services done at the Valvoline in Rio Rancho which we have an account.
 - The New Mexico Rangers have been assisting in traffic control in the Village.
 - The MOU with the Pueblo of Jemez is almost completed and is meeting with Chief Camancho tomorrow at 1:00 p.m.
 - Looking at Traffic Safety Funds to help with funding for the five back up police officers.
 - Advanced Communications was here this past Friday to fine tune the antennas and possibly move the Repeater to the Fire Department Station.
 - Reviewed the traffic safety statistics in his report.
 - Stated that the “correctional room” in the new Police Station is one foot off and will require moving the wall by this amount to meet requirements. The Chief would like to be able to do outside agency trainings at the new Police Station.
9. **ICIP** – Clerk Trujillo provided a handout for this project to include:
- No. 1 -Completion of the Municipal Building Upgrade – came from the Legislative Session.
 - No. 2 – Bath House
 - No. 3 – Fire Department Communications.
 - No. 4 – Storm Surface Water – Need meeting with the Acequias.
- Trustee Ryan made a motion to meet with the Acequias Committee and Trustee Wilson seconded. All ayes, motion approved.*
- Trustee Merhege thanked Mayor Temple for all his accomplishments during his term in office as he has brought so many to the Village.
10. **Purchase of Solar Light** – Discussion of the benefits of the solar light on loan to the Village. While beneficial to the area, it is not cost effective – see attached quote. The Council Members will advise Deputy Clerk Packard of the final decision once they look at the light in the night hours.
11. **Recycling MOU** – Mayor Temple stating concerns that the Village provides all the personnel and maintenance and responsibility/liability for the Recycling Center, yet it serves the entire Jemez Canyon. The Mayor asked if the Jemez Sustainable Solutions team should be included in the MOU and/or advise Sandoval County that we would not be interested in the MOU. Trustee Merhege stated that Sandoval County would most likely not do this project due to the size of our area and budgetary issues. It was stated that the Village pays Sustainable Solutions 20% of the recyclable monies, but Deputy Clerk Packard advised it was 30% - she will clarify and advise the Mayor. After discussion, the Council concurred that the MOU should be signed, but ask for a breakdown of recyclable monies in the MOU cover letter.
12. **Event Planner** – The Lodger’s Tax Board wants to remove the “P.R.” duties of the Event Planner and use the \$5,000 on promoting/advertising Jemez Springs since this is a year round matter and not just 3-4 events. The additional \$5,000 would be for the Event Planner to coordinate and kickoff 4 events/year to include the Fire & Ice Festival, Memorial Weekend, July 4th and Christmas Events. Trustee Wilson recommended that the Event Planner should be an Ex-Officio on the Lodger’s Tax Board to keep communications open and all agreed. Discussion of who will

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train and supervise the Event Planner without resolve at the meeting. Council Members agreed that the Event Planner position should be advertised in the next Jemez Thunder.

13. **Mayor's Report** - Mayor Temple discussed:

- The Bath House water problems are resolved and fully functional.
- The Walkway Project is underway and within budget.
- Mr. Eddie Gonzales with the NMDOT advised the Mayor that the Bridge Project may happen in 2014.
- The Mayor will meet with Comnet regarding a cell tower tomorrow at 1:00 p.m. and would like Mayor Pro-Tem Grider to attend the meeting. They will be doing a site visit on the possible property and there are many questions such as concerns of the steep slopes, types of adverse effects and visual worries to the community.

14. **Trustee Reports**

1. **Mayor Pro-Tem Grider** – She stated that Mary Nelson left the meeting (see 3a), but wanted to state concerns that the JVCA bank statements were going to the incorrect mailing address at the Village Office. Clerk Trujillo will change the address, and Mayor Pro-Tem Grider will advise Mrs. Nelson.
2. **Trustee Merhege** – No report.
3. **Trustee Ryan** – No report.
4. **Trustee Wilson** – No report.

15. **Executive Session** – The Council Members excused Clerk Trujillo and Deputy Clerk Packard for the Executive Session.

Trustee Merhege made a motion to go into Executive Session at 8:14 p.m. and Trustee Ryan seconded. All ayes, motion approved.

16. **Adjournment**

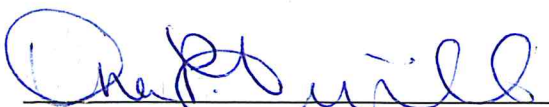
Trustee Merhege moved to adjourn the meeting and Trustee Wilson seconded the motion. All ayes. Motion approved.

Meeting adjourned at 8:51 p.m.



Edmond Temple, Mayor
Village of Jemez Springs

Attest:



Ona P. Trujillo, Clerk/Treasurer
Village of Jemez Springs

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