



EDMOND TEMPLE  
Mayor

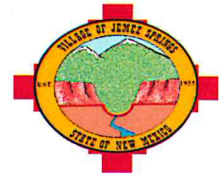
PAM GRIDER  
Mayor Pro-Tem

## VILLAGE OF JEMEZ SPRINGS

### *Municipal Office*

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Ona P. Trujillo, Clerk/Treasurer

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JOHN MERHEGE  
Trustee

DAVID P. RYAN  
Trustee

ROBERT WILSON  
Trustee

DEBBIE PACKARD  
Deputy Clerk

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## Minutes for Wednesday, October 9, 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 led those in attendance in the Pledge of Allegiance.

3. **Approval of Agenda**

Mayor Temple asked to add “4a” to the Agenda, as Matt Barbour to talk about the Jemez Historic Monument.

*Mayor Pro-Tem made a motion to approve the agenda with the addition of 4a, and Trustee Ryan seconded. All ayes, motion approved.*

4. **Windstream**

Dan Ferguson with Windstream presented \$5,000 to La Cueva, Ponderosa and Jemez Springs Volunteer Fire Department to demonstrate Windstream’s community support. These checks were accepted by Scott Allen for La Cueva, Easter Smedley for Ponderosa and Pamela Barber-Grider for Jemez Springs.

4a. **Jemez Historic Monument – Matt Barbour**

Mr. Barbour stated that he is working on a Memorandum of Understanding (MOU) with the State, the Monument and the Pueblo of Jemez regarding matters of maintenance, monetary status and other issues impacting the Monument. He noted that there are no obligations for Jemez Springs, but would like to collaborate with Jemez Springs and the other agents listed above and asked for our support. The MOU includes purchasing art and pottery from current community member, developing a reading program during the summer, and replacing the kiva roof. They are also working on hiring an additional Ranger so the Monument can be open 7 days/week. Mr. Barbour will provide information to the MOU to the Pueblo of Jemez Redrock Reporter (newsletter) to keep community member informed. Robert Borden with the Jemez Thunder requested he be sent

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the same article for the Redrock Reporter, so he could add to the Jemez Thunder, and Mr. Barbour agreed.

**5. Reports Submitted/Not Submitted**

Deputy Clerk Packard reported that reports were submitted by the Library, Maintenance, Bath House Financial Reports, Fire Department and Court. The Police Department will give a verbal presentation, and the monthly reports for the Bath House and Waste Water will provide hardcopy reports during the meeting.

**6. Approval of September 11<sup>th</sup> Council Minutes**

*Trustee Ryan made a motion to approve the September 11<sup>th</sup>'s Council Minutes and Mayor Pro-Tem Grider seconded. All ayes, motion approved.*

**7. Approval of September's Library Board Minutes**

*Trustee Ryan made a motion to approve the September Library Board Minutes, and Mayor Pro-Tem Grider seconded. All ayes, motion approved.*

**8. Monthly Reports**

**A. Village Clerk Report – Clerk/Treasurer Trujillo**

Clerk/Treasurer Trujillo reported:

- The GRT are on target at this time, and reviewed the Financial Reports with Council Members.
  - The Lodger's Tax receipts are all current.
  - In Fund #307, we are asking CDBG for \$40K to offset the negative \$39,443 in this line.
  - We starting to receive invoices on the Waste Water Project.
  - The Village Office is holding 5 checks for the Admin Fee for the Bath House.
  - Ms. Trujillo will take QuickBooks classes to have a good understanding of software to ensure conversion from Peachtree.
  - Robert Borden asked during this time where the pictures of the Mayors were which are normally on the wall. The pictures removed to paint along with restoring the frames/pictures. Mr. Borden said he would like to volunteer to help on this project.
  - Ms. Trujillo noted that Debbie Packard and she will attend the New Mexico Municipal League Conference during the week of October 14<sup>th</sup>, and both will attend PERA Training on October 23<sup>rd</sup>.
  - MVD:
    - Mrs. Trujillo stated that the MVD Distributions were somehow returned to the NM Tax and Revenue Department, and she is following up on this.
    - Reported that the MVD will open in November, probably on the 12<sup>th</sup> on a Tuesday or Thursday, and determining if open 2-4 times a month.
    - Trustee Wilson asked how MVD revenue would be monitored, and would these be Enterprise Funds? Ms. Trujillo will follow up. Ms. Trujillo stated that deposits would be made once a week.
    - Ms. Trujillo will put an ad in the Jemez Thunder noting the MVD opening.
- Trustee Ryan made a motion to approve the Financial Report and Trustee Wilson seconded. All ayes, motion approved.*

**B. Waste Water Report – Ona Trujillo for Karen Nalezny.** Mr. Trujillo handed out a hardcopy report since Ms. Nalezny was not available to report.

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**C. Police Report – Chief Shane Harger**

- **Video Camera** - The vehicles are not fit with audio equipment, which protects the officers and Village. He noted that each Unit cost \$4,500 and would like approval for two (2) Units utilizing LEPF funds.

*Trustee Merhege made a motion that the Chief procure one (1) now, and another one (1) in three (3) months, and Trustee Ryan seconded. All ayes, motion approved.*

- Reported that the Department did check points last weekend.
- Department used \$519 in fuel during September.
- He will attend the Police Academy during the week of October 14<sup>th</sup>.
- Noted that Advanced Communication worked on equipment and made a huge improvement.

**9. Bath House – Winter Planning**

- Ms. Mauzy reviewed the Bath House handout with Council Members.
- Stated that the Grant was submitted for \$5K and was due at 5:00 p.m. Tuesday. Would like to use this money for a new roof.
- Stated that the Bath House would have its yearly inspection on October 25<sup>th</sup>.
- Ms. Trujillo reported that Bath House expenses are high and payroll is \$4200/month including taxes. Utilities average \$300/month and more in the winter months. Holding 5 Admin Fee checks.
- Trustee Wilson noted that we need to ensure that inventory bought needs to sell, so look at past history of sold items.
- Trustee Merhege noted that the Bath House has always struggled with the Admin Fee, and we need to focus on Bath House sales, etc.
- Ms. Trujillo asked if we order purchase inventory, how it will be paid. After much discussion, the end resolve was:
  - Hold the Admin Fee checks.
  - Ms. Mauzy is to attend the buyer's market and work with the Mayor on purchases.
  - Monitor expenses/sales.
  - Follow up next month.

**10. Adoption of Ordinance 181 – NM Uniform Traffic Ordinance 2010 Compilation.**

*Trustee Ryan made a motion to pass, approve and adopt Ordinance 181 and Trustee Merhege seconded. All ayes, motion approved.*

**11. Adoption of Ordinance 182 – Grievance Policy to add to the personnel manual.**

*Trustee Ryan made a motion to pass, approve and adopt Ordinance 182 and Trustee Merhege seconded. All ayes, motion approved.*

**12. Mayor's Report**

- Community member Ernie Peyronet asked if he could make a comment, and wanted to thank the Mayor and Village for paving Armenta Road and noted that neighbors himself

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were grateful. Also, he wanted to thank Police Chief Harger for his professional yet kind response during a family issue that turned out very well with a family member.

- Mayor noted that only one resume was received for the Event Planner, and he would contact the person regarding the posting.
- The Mayor stated that the Bridge Project is still “alive”, and is in the re-design phase.
- There will be a Balloon Test for the locations of the cell towers on October 20<sup>th</sup>. The Village will work with Commnet on Balloon Testing times. The Mayor met with the P&Z members at the last meeting and provided in-depth information on the cell tower. The Village cell tower consultant, Brad Patterson will be at the next P&Z Meeting on October 16<sup>th</sup> at 5:30 p.m.
- The Mayor noted that he would like to have Liz Oster be a consultant to the Village.
- The Mayor noted that Sierra Court should be re-crowned and graveled from damage of the heavy rains. He would like Dave Raue to do this at \$8,850 from Road Coop dollars, but needs Council’s approval.

*Trustee Merhege made a motion to approve \$8,850 from Road Coop dollars and Trustee Ryan seconded. All ayes, motion approved.*

- Reported that Village is working with Howard Kauffman and Matt Trujillo on the Police Station Project.

### 13. Trustee Reports

#### 1. Mayor Pro-Tem Grider

- **Revision of Planning & Zoning Fees** – The fees were reviewed and Mayor Pro-Tem Grider noted that some of the fees are not realistic especially new construction. After discussion, it was stated that an Ordinance is not necessary, as the P&Z Commission has the authority to increase fees as necessary/needed.
- Mayor Pro-Tem Grider stated that utility companies are providing connection services to Village residents prior to getting building permits. She wanted to know if we need an Ordinance informing the utility companies that connection services cannot be provided unless authorized by the Village. Ms. Packard will follow up to see if an Ordinance is necessary with the New Mexico Municipal League.

2. **Trustee Merhege** – Trustee Merhege informed the Council that the Los Alamos National Lab is in the process of the Government Shutdown.

3. **Trustee Ryan** – No report.

4. **Trustee Wilson** – Trustee Wilson advised the Council that he attended the New Mexico Municipal League Conference in Taos, NM.

### 14. Executive Session

*Trustee Ryan made a motion to go into Executive Session at 7:58 p.m. and Trustee Merhege seconded. All ayes, motion approved.*

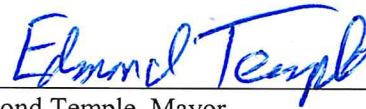
*Trustee Ryan made a motion to go leave the Executive Session at 8:13 p.m. and Mayor Pro-Tem Grider seconded. All ayes, motion approved.*

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15. **Adjournment**

*Mayor Pro-Tem Grider moved to adjourn the meeting and Trustee Wilson seconded the motion. All ayes. Motion approved.*

*Meeting adjourned at 8:13 p.m.*



Edmond Temple, Mayor  
Village of Jemez Springs

**Attest:**



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

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