



EDMOND TEMPLE  
Mayor

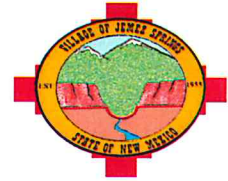
PAM GRIDER  
Mayor Pro-Tem

## VILLAGE OF JEMEZ SPRINGS

### *Municipal Office*

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JOHN MERHEGE  
Trustee

DAVID P. RYAN  
Trustee

ROBERT WILSON  
Trustee

DEBBIE PACKARD  
Deputy Clerk

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## Minutes for Wednesday, January 22, 2014 Regular Scheduled Council Meeting – 6:00pm Village Governing Body Conference Room

**Present:** 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. **Absent:** Mayor Edmond Temple.

**1. Call to Order**

Mayor Pro-Tem Grider called the meeting to order at 6:02 p.m.

**2. Pledge of Allegiance**

Mayor Pro-Tem Grider led those in attendance in the Pledge of Allegiance.

**3. Approval of Agenda**

*Trustee Merhege made a motion to approve the agenda with the exception to move the Police Department Report to Executive Session, and Trustee Ryan seconded. All ayes, motion approved.*

**4. Approval of December 11<sup>th</sup> Council Minutes**

*Trustee Ryan made a motion to approve the December 11<sup>th</sup> Council Minutes and Trustee Wilson seconded. All ayes, motion approved.*

**5. Approval of October, November and December 2013 Planning and Zoning Minutes**

*Trustee Wilson made a motion to approve the October, November and December 2013 minutes, and Trustee Ryan seconded. All ayes, motion approved.*

**6. Farmer Market – Jennifer Olson -** Ms. Olson asked for approval to use the Park and gazebo for the Farmers Market. She noted that the Farmers Market will start earlier in the day each Saturday, and will have a plant sale to honor Earth Day. The Council agreed the use of this community event.

**7. Reports Submitted/Not Submitted – Deputy Clerk Packard**

Deputy Clerk Packard reported that reports were submitted by Maintenance, the Fire Department and the Court. There was no Library report due to the open position of the Library Director. The Bath House will provide a written and oral report during the meeting and Police Department will provide the same.

## 8. Monthly Reports

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

Clerk/Treasurer Trujillo reported:

- The General Fund is receiving more revenue from outside sources, and we should receive the Small Assistance monies (\$90K) in the near future.
- The Bath House is increasing revenues, but the Village is still not cashing the Administration Fee.
- The GRT was low in November at \$6000, and December was \$11,000.
- All Lodgers Tax is current.
- **Approval of the FY 2014 Financial Report** - Ms. Trujillo reviewed the Quarterly Report and asked the Council for Approval, so she can send it to DFA.  
*Trustee Wilson made a motion to approve the Quarterly Report, and Trust Ryan seconded. All ayes, motion approved.*
- **Appointment of Precinct Board** – Ms. Trujillo asked for approval to appoint Shelly Quiner, Monica Tolleson and Christy Alton for the Precinct Boat.  
*Trustee Wilson made a motion to approve the appoint Ms. Quiner, Ms. Tolleson and Ms. Alton to the Precinct Boat, and Trust Ryan seconded. All ayes, motion approved.*
- **Appointment of Village Auditor** – Ms. Trujillo reported that Integrity Accounting and Consultants were selected for the 2012, 2013 and 2014 Village Audit, and will cost approximately \$8,000/year for these audits. She needs approval from the Council to proceed.  
*Trustee Ryan made a motion to approve Integrity Accounting and Consultants for the 2012, 2013 and 2014 Village Audits, and Trust Merhege seconded. All ayes, motion approved.*
- **Capital Outlay Update** – The Village put three requests to Representative Richard regarding the Police Department Communications, the Police Department’s “finishing touches”, and the Walkway. A total of \$145,000 was requested.
- **Library Director Hiring** – Ms. Carol Meine was selected for the position, and will start on February 21<sup>st</sup>.
- **Judicial/Municipal Complex Update** - Ms. Trujillo reported that the Police Department building will be demolished and removed this Friday.
- **Waste Water Project Update** – Ms. Trujillo reported for Ms. Nalezny that there was a meeting with TLC last Thursday, and the project is 120 days overdue. The projected completion date is February 7<sup>th</sup>. TLC will provide 400 tons of gravel for the WW Plant in lieu of damages. If TLC is not completed by February 7<sup>th</sup>, then the “run over fine” is \$500/day. Final walk through is to be on February 11<sup>th</sup> at 11:00 a.m., and Ms. Trujillo invited Trustee Merhege for this inspection.

### B. Bath House Report – Rose Marie Mauzy

- Ms. Mauzy handed out a hardcopy report for Council review. She then asked permission to sell gift certificates, as they turned away a lot of business for these during the holidays. She noted that the POS System can easily track these. Ms. Trujillo noted that if gift certificate are not redeemed, that the Village cannot keep this money and goes back to the State. After discussion with Council members, Ms. Mauzy will research and check with the new Auditor to see if we can do this, and how to track, etc. Ms. Mauzy will follow up on this issue, and advise the Council at a later date.
- Ms. Mauzy talked about enhancing Spa services for the Bath House, as she believed this would generate more revenue. After discussion, she stated that she will do a study on this and present to Council with results at an upcoming meeting.



- Ms. Mauzy advised Council that the largest budget line item was payroll. The Bath House has closed on Wednesdays to save monies. Ms. Mauzy reduced staff by half on Tuesdays and Thursday, and she works those days to reduce costs.
- Reported that the Bath House was not chosen for the State Historical Preservation Grant. Apparently, there were many applications for this grant, and the small amount of money went elsewhere.

**C. Police Report – Police Chief Shane Harger** – This report was moved to Executive Session.

9. **Resolution 477 – Sandoval County Hazard Mitigation Plan** – Sandoval County is addressing county threats and hazards, and needs support to submit this Plan to FEMA, which will provide monies for this project. Ms. Trujillo stated that Resolution 477 needs to be approved, passed and adopted by the Council.

*Trustee Merhege made a motion to approve, pass and adopt Resolution 477 for the Sandoval County Hazard Mitigation Plan, and Trustee Ryan seconded. All ayes, motion approved.*

10. **Mayor’s Report** - Mayor Pro-Tem Grider reported since Mayor Temple was absent. She announced the Melisa Chandler was the Event Coordinator for the upcoming Fire and Ice Festival, and noted that she will need help with volunteers especially with knowledge from past Festivals.

11. **Trustee Reports**

1. **Mayor Pro-Tem Grider** – Reported above.
2. **Trustee Merhege** – He asked how the budget dollars were on the WW Project. Ms. Trujillo that TLC was under budget to date. If the loan runs out, then the Village will go to grant dollars.
3. **Trustee Ryan** – No report.
4. **Trustee Wilson** – No report.

Community members came to this meeting to voice their opinion about Chief Harger, and wanted to be acknowledged. These attendees were informed that any issue or topic discussed at a Council Meeting needs to be put on the agenda to follow the Open Meetings Act.

12. **Executive Session**

*Trustee Merhege made a motion to go into Executive Session at 7:00 p.m., and Trustee Ryan seconded. All ayes, motion approved.*

Personnel issues were discussed during this session.

*Trustee Merhege made a motion to adjourn from Executive Session at 7:45 p.m., and Trustee Ryan seconded. All ayes, motion approved.*

13. **Adjournment**

*Trustee Ryan moved to adjourn the meeting, and Trustee Wilson seconded the motion. All ayes. Motion approved.*

*Meeting adjourned at 7:45 p.m.*



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Pamela Grider, Mayor Pro-Tem  
Village of Jemez Springs

**Attest:**



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