



ROBERT WILSON  
Mayor

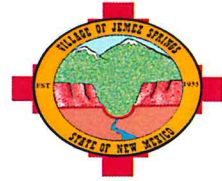
PAM GRIDER  
Mayor Pro-Tem

VILLAGE OF JEMEZ SPRINGS

*Municipal Office*

080 Jemez Springs Plaza  
PO Box 269, Jemez Springs, NM 87025  
Phone (575) 829-3540 • Fax (575) 829-3339  
Ona P. Trujillo, Clerk/Treasurer

Website: [www.jemezsprings.org](http://www.jemezsprings.org)



SUZETTE WALKER  
Trustee

DAVID P. RYAN  
Trustee

MANO SANCHEZ  
Trustee

**Minutes for Wednesday, July 09, 2014  
Regular Scheduled Council Meeting – 6:00pm  
Village Governing Body Conference Room**

**Present:** *Mayor Wilson, Pro Tem Grider, Trustee Walker, Trustee Ryan, Clerk/Treasurer Trujillo, Deputy Clerk Roybal, along with reference to the attached sign in sheet.*

**1. Call to Order**

*Mayor Wilson called the meeting to order.*

**2. Pledge of Allegiance**

*Mayor Wilson led everyone in the Pledge of allegiance.*

**3. Approval of Agenda**

*Mayor Wilson stated that item no. 7 Resolution #482 "Budget Adjustment" needed to be removed.*

*Trustee Ryan made a motion to approve the agenda as amended. Trustee Walker seconded, all ayes motion approved.*

**4. Approval of June 11, 2014 Council Minutes.**

*Trustee Walker made a motion to approve the June 11, 2014 Council Minutes. Trustee Ryan seconded, all ayes motion approved.*

**5. Resolution #480 "Adoption of FY14/15 Budget "**

*Trustee Walker made a motion to adopt Resolution #480 "Adoption of the FY 14/15 Budget". Trustee Ryan seconded. All ayes motion approved.*

**6. Resolution #481 "Adopting 4<sup>th</sup> Quarter Financial"**

*This item was removed because some corrections needed to be made.*

*Trustee /Walker withdrew her motion.*

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7. **Resolution #482 “Budget Adjustment Resolution”**

*Removed from agenda.*

8. **Village of Jemez Springs “Comprehensive Land Use Plan”. Update**

*It was stated that the last time the Comprehensive Land Use Plan was updated was in the year 2007. It is time that it is updated again, and in order to do so an open meeting will need to be scheduled.*

9. **Fourth of July Report**

*Clerk Trujillo stated that the fourth of July event had 15 booths, and a few last minute entries in parade but overall it was a good parade. She stated that next year she would like to up the first place prize to \$500.00. She also stated that this year the prize was \$200.00 and the event paid for it itself as well as paying Mr. Austin Vanlindingham \$150.00 to play for the afternoon. Clerk Trujillo stated that Hummingbird Music Camp won first prize.*

*Mayor Pro Tem Grider stated that the village had money to pay an event coordinator and since Clerk/Treasurer Trujillo took charge and coordinated the event the money should go to her. The entire governing body agreed that Clerk/Treasurer Trujillo did an awesome job with the event. Clerk/Treasurer Trujillo thanked everyone that helped her and stated that she did enjoy helping the community.*

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*It was stated that next year there would be no theme except for the fourth of the July, because it was losing the meaning.*

*Discussions ensued in regards to fireworks and when would be an alternative time to do a firework display. It was also discussed who would be able to light them and all the requirements for that individual.*

10. **Monthly Reports**

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

**i. June Financial Report**

*Clerk/Treasurer Trujillo stated that all looked good. Everybody was up to date on their Lodgers’ tax. She stated that if we would have gotten the monies that were allocated to us and that the Tax and Revenue Department had no held we would have actually hit our marks on the audit. But we did well.*

*Clerk/Treasurer Trujillo stated that she made a transfer into the Bath House account. The General Fund and Waste Water look great. She stated that the Village will be spending more money in Waste Water to correct the UV. She stated that in a few weeks she would be helping Waste Water Director Karen Nalezny apply for a \$500,000.00 CDBG grant. Clerk/Treasurer Trujillo stated that the plant needed to do a UV study, then rebuild or upgrade UV as is and put new parts. Clerk/Treasurer Trujillo stated that the plant had passed with its last sample, but the lights are becoming extinct and will be harder to replace if we wait too long before replacing them with current standards.*

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*Trustee Ryan asked about waste water collections. Clerk/Treasurer Trujillo stated that people were paying sewer bills, and some of the more outstanding bills had gotten paid. She stated that everything was going good and that there are really only two accounts that are delinquent.*

*Clerk/Treasurer Trujillo stated that the Village had received the audit from June 2013 back and was approved from auditor with minor corrections. Clerk/Treasurer Trujillo stated that the reason it took some time was because the State had denied the auditor that we had chosen. The Village had to get another auditor and now we will have back to back audits, because they approved this auditor, she stated that we should be okay with this audit,*

*Clerk/Treasurer Trujillo stated that the Village closed out all savings and investment accounts and moved them to BBVA Compass Bank in Bernalillo with a 1% return after a year. She stated that she also moved all the checking accounts to the Credit Union here in Jemez Springs. Clerk/Treasurer Trujillo stated that it would make all the accounting much easier and make the transfers needed much easier having all the checking accounts in the same location.*

#### **11. Library Board/Village Liaison**

*Mayor Wilson stated that Mr. James Cooper from the Library Board stated that in the bylaw there are discrepancies on who to can approve the appointing of members. There were conflicting paragraphs. Mayor Wilson asked the Trustees if they would like to approve the appointing or would they prefer that the Mayor take care of that.*

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*Mayor Pro Tem Grider stated that it would be more practical for the Mayor so they wouldn't have to wait for a Council Meeting. The Council agreed.*

*Director Carol stated that they would like to approve Ms. Janet Philips and Mr. Arthur Knox as the two new Library Board Members.*

*Mayor Pro Tem Grider made a motion to approve the appointment of Ms. Janet Philips and Mr. Arthur Knox as the two new Library Board Members. Trustee Walker seconded. All ayes motion passed.*

*Library Director Carol Meine stated that Mr. Larry Rodger was also going to resign from Library board as well because of being on the credit union board. Mayor Wilson stated that he would speak to Mr. Rodgers and see what the plans were for him. Mayor Wilson also asked about the liaison for the Library Board and it was decided that the Mayor himself would be the liaison for the meantime, until a definite answer could be agreed upon.*

#### **12. Bath House Manager Resignation/Next Step.**

*Mayor Wilson stated that Bath House Manager Ms. Rose Marie Mauzy had given her resignation and that her last day is august 7<sup>th</sup>. Mayor Wilson stated that he would like to create a new job description for that position.*

*Discussions arose about the positions at the bath house.*

*It was stated that maybe it could be a two positon part. One for gift shop and dresser, and one for Marketing and paper work.*

*It was stated that the employees there should be asked their opinion on what is needed.*

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*It was stated that maybe the therapists could rent spaces, and that might alleviate the times when there is no coverage.*

*It was stated that there is a need for more marketing, and better relations with the lodging and local businesses.*

*It was stated that the manager would have to have a background in the spa business, and maybe the salary could be \$40,000.00 a year. Mayor Wilson said the Village could not afford it.*

*Ms. Tanya Struble stated that a change was needed and should be done considerably fast because it is hurting and affecting the entire community.*

*Mayor Wilson stated that he would like anyone interested in working with him to come up with a job description to contact him and then a meeting could be set for the end of the month.*

*Mayor Pro Tem Grider stated that the manager should have spa experience; she stated that it hinders you if you don't know the business.*

### **13. Mayor's Report**

*Mayor Wilson stated that he would like to redo the employee manual. Mayor Wilson stated that he would like to meet with all department heads and ask their opinions. He stated that he thought the disciplinary procedures needed revamping.*

*It was agreed upon that the next Council Meeting would be on Wednesday July 23, 2014 at 6:00PM. This meeting will be to approve the two resolutions not adopted at this meeting as well as the position descriptions, approving procedures that needed revamping and any other items that may come up.*

### **14. Trustee Reports**

#### **1. Mayor Pro-Tem Grider.**

*Mayor Pro Tem Grider stated that at the Planning and Zoning Meeting it was discussed to revise the current Planning and Zoning Ordinances. It was stated that wind power, solar power, and geothermal power need to be added and hydroelectric was discussed*

*Mayor Pro Tem Grider also stated that she would like to pass a resolution to help the ranchers of the area. Trustee Ryan stated that he thought that was a great idea and would approve the resolution. Clerk/Treasurer Trujillo stated that she could contact the attorney for a resolution and it could be approved at the next meeting.*

#### **2. Trustee Walker**

*Trustee Walker stated that she would like to create a task list for the Manager of the bath house. She stated that she also worked on a corrective measure policy outline for the employee handbook. Trustee Walker stated that it was her opinion that on someone's first offense they get a written verbal warning, with counseling and if corrected and nothing happens for six months their slate be wiped clean.*

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**3. Trustee Ryan**

*Trustee Ryan stated that he was willing to back up the resolution for the ranchers and was willing to help with the coordination of acquiring one.*

**4. Trustee Sanchez**

*Trustee Sanchez stated that the Fire Department is trying to acquire their 501c3 to take care of their auxiliary fund.*

*Trustee Sanchez stated that he would like to take the employees of the bath house around to the local businesses and improve their knowledge of the Village as well as introduce them to the locals and improve moral.*

**15. Executive Session**

**16. Adjournment**

*Trustee Ryan made a motion to adjourn the meeting. Mayor Pro Tem Grider seconded the motion. All ayes motion approved. Meeting adjourned at 7:53*

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**ATTEST:**

  
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**Sylvia A. Roybal, Deputy Clerk**

  
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**Robert Wilson, Mayor**

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