



ROBERT WILSON
Mayor

PAM GRIDER
Mayor Pro-Tem

VILLAGE OF JEMEZ SPRINGS

Municipal Office

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Lupita De Herrera, Clerk/Treasurer

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SUZETTE WALKER
Trustee

DAVID P. RYAN
Trustee

MANO SANCHEZ
Trustee

Minutes for Tuesday June 10, 2015 Regular Scheduled Council Meeting – 6:00 P.M. Village Governing Body Conference Room

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

1. Call to Order

Mayor Wilson Called the meeting to order at 6:00p.m.

2. Pledge of Allegiance

Mayor Wilson led everyone in the Pledge of Allegiance

3. Approval of Agenda

4. Approval of May 13, 2015 Council Meeting Minutes.

Trustee Ryan made a motion to approve the minutes of May 13, 2015. Trustee Sanchez seconded the motion all in favor, motion approved.

Approval of May 27, 2015 Special Council Meeting Minutes

Trustee Walker

Trustee Ryan made a motion to approve the minutes of May 27, 2015 with amendments. Trustee Walker seconded the motion, all in favor motion approved.

5. Appointment of Animal Arbitration Panel.

Mayor Wilson stated that the Village needed to have an animal arbitration panel according to the Village Ordinance and they would have to do a written report, prior to the Police Chief handling any animal disputes.

Mayor Wilson stated that he would like to nominate Ms. Cheryl Denney, Roger or Linda Sweet, Michelle Cardaralla and Cheryl Ridlon to be on the animal arbitration panel.

Trustee Ryan asked if the Panel would have to follow the Village Ordinances. Mayor Wilson stated that they would.

Trustee Ryan made a motion to approve the recommendations from the Mayor for the Animal Arbitration Panel. Trustee Sanchez seconded the motion, all in favor motion approved.

6. Volunteer of the Year

Mayor Wilson stated that this item would have to be tabled until the next meeting because there were other nominations.

Trustee Ryan made a motion to table this item until the next meeting. Trustee Walker seconded the motion, all in favor motion approved. Item Tabled until next meeting.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the meeting, please contact the Village of Jemez Springs office at 575-829-3540 at least 15 days prior to the meeting.

7. Annual Audit Review.

Mayor Wilson went over the audit review and explained the audit findings. He explained the audit was for fiscal year 2013-2014.

8. Sandoval County Dispatch Agreement

Mr. Maxon from Sandoval County was present to discuss the Sandoval County Dispatch Agreement. He stated that Sandoval County has a centralized dispatch and it is located in Rio Rancho and serves all Sandoval County including La Cueva, Jemez Springs, Jemez, San Ysidro, Cuba, Rio Rancho, Corrales, Bernalillo, etc. The amount due is \$7268.00. He stated that this amount is calculated based on minutes on CAD System. The monies help with personnel and equipment. Mr. Maxon stated that Jemez Springs had not paid since 2010, and they would not be back billed. He stated that the fees will be going up as well. He stated that Cuba pays approximately \$60,000.00 a year.

Trustee Ryan stated that it was more cost effective to stay with Sandoval County than to have our own dispatch.

Trustee Ryan made a motion to approve the payment of \$7268.00 to Sandoval County for Dispatch Agreement. Mayor Pro-Tem Grider seconded the motion all in favor, motion approved.

Mr. Maxon then stated the Sandoval County would be paying part of the repeater, he stated that they would be shooting for half but it was not certain yet. Half would be about \$5,000.00 since the repeater is about \$10,000.00

9. Proposal for a job Classification & Compensation study.

Trustee Walker stated that she really wanted to have this study done, because she thought it was needed for the village. She stated that there were areas within the village that needed concentration. She stated that she would like to make if possible some employees exempt, because after review she found out that you do not have to be a supervisor in order to be exempt.

After some discussion it agreed upon to see if a job classification could be done without the compensation study. See if we might be able to piece mill together. Also discussed was how the update of the current policy and procedures was coming along.

Discussions on the Open Meetings Act and Rules and Regulations in regards to the Open Meetings Act were discussed and it was agreed upon to table this item and have a special meeting to be able to discuss some items in Executive Session such as Personnel issues and Human Resources and all positions.

Trustee Ryan stated that he would like to have a copy of all job descriptions and the current policy and procedures emailed to him.

Trustee Walker made a motion to table this item until the June 16th Special Meeting scheduled at 6:00p.m. Trustee Ryan seconded the motion, all in favor, motion approved.

It was stated that the at the special meeting the Strategic Plan for the Bath House would also be discussed.

10. Proposal for Strategic Planning and Organizational Development Process.

Trustee Ryan made a motion to table this item. Trustee Walker seconded the motion, all in favor, motion approved.

11. Reports Submitted/Not Submitted

- a. Maintenance** - *Was submitted*
- b. Bath House** - *Was submitted*
- c. Library Report** - *Was submitted*
- d. Courts Report** - *Was submitted*
- e. Waste Water** - *Was submitted*
- f. Poilce Chief Report** - *Was submitted*
- g. P&Z Mintues** **NONE**
- h. 4th of July**

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Deputy Clerk Roybal gave a brief update on the 4th of July and let everyone know how things were coming along. The fireworks were ordered, the road was fixed and all was coming together.

i. Growers Market

Ms. Jennifer Olsen stated that she would like to start the Growers Market in the park on June 28th. She would also like to have a booth on 4th of July and keep the Growers Market Open. It was stated that she could if she paid the booth fee of \$10.00.

Trustee Ryan stated that he would like to have a report from the Fire Department on a monthly basis as well as the ones that they currently get. Trustee Ryan stated that the Fire Department should not be going on too many call outs because they do not have protocols.

12. Monthly Reports

- a. Village Clerk Report – Clerk/Treasurer De Herrera**
 - i. Cash Flow Report**

13. Mayor's Report

- a. Mayor Pro-Tem Grider**
- b. Trustee Walker**
- c. Trustee Ryan**
- d. Trustee Sanchez**

14. Adjournment

Trustee Ryan made a motion to adjourn the meeting. Trustee Sanchez seconded the motion, all in favor, motion approved. Meeting Adjourned at 9:35 p.m.