

ROBERT WILSON
Mayor

PAM GRIDER
Mayor Pro-Tem

VILLAGE OF JEMEZ SPRINGS

Municipal Office

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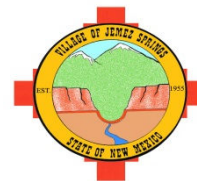
Lupita De Herrera, Clerk/Treasurer

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SUZETTE WALKER
Trustee

DAVID P. RYAN
Trustee

MANO SANCHEZ
Trustee

Minutes for Wednesday December 09, 2015 Regular Scheduled Council Meeting – 6:00 P.M. Village Governing Body Conference Room

--DRAFT MINUTES--

1. Call to Order

Mayor Wilson called the meeting to order at 6:00pm.

2. Pledge of Allegiance

Mayor Wilson led everyone in the Pledge of Allegiance.

3. Approval of Agenda

Trustee Walker stated she would like to change agenda 4 & 5 to 13 and 14.

Trustee Walker made a motion to approve agenda as amended. Mayor Pro-Tem Grider seconded the motion.

Roll Call vote:

Trustee Sanchez Nay

Trustee Ryan Nay

Trustee Walker Yea

Mayor Pro-Tem Yea

Mayor Nay

Motion denied.

Trustee Ryan made a motion to approve the agenda as presented. Trustee Sanchez seconded the motion.

Roll Call vote:

Trustee Sanchez Yea

Trustee Ryan Yea

Trustee Walker Nay

Mayor Pro-Tem Yea

Motion approved.

Mayor Wilson stated that he would like to introduce the reserve officers quickly so they could leave.

The reserves officers introduced themselves as Paula Archuleta, NM State Certified for 14 years various police agencies; Mr. Felix Nunez with 20 years Law Enforcement in both Federal and State Level; Mr. Steve Garcia with 13 years of law enforcement and 2 years of corrections and also state certified and is an investigator.

4. Motion to close the public meeting under “Open Meetings Act” NMSA 1978 Section 10-15-1 H(2) for possible Disciplinary Action or Dismissal of the Village Clerk/Treasurer.

Trustee Walker made a motion to go into executive session. Mayor Pro-Tem seconded the motion all in favor; motion approved. Council goes into executive session at 6:08 PM.

5. Return to the Public Meeting with possible personnel action.

Mayor Wilson called the meeting to order again at 7:05pm. Mayor Wilson stated the Trustees discussed personnel matters and that no action was to be taken as a result of the closed session. Trustee Walker moved to reopen the public meeting at 7:05pm. Motion was seconded. Motion was passed unanimously.

6. Approval of November 10, 2015 Regular Council Meeting Minutes.

Trustee Walker stated that on the second paragraph of item 6 “Adoption of Resolution 2015-021 Extension on NM DOT Grant: it should state that Mayor Pro-Tem Grider asked if the Village could paint the speed bumps on the top so people could see them, and not Trustee Walker.

Trustee Walker made a motion to approve the minutes as amended. Trustee Ryan seconded the motion, all in favor; motion approved.

7. Reports Submitted/Not Submitted

- a. Maintenance**
- b. Bath House**
- c. Library Report**
- d. Courts Report**
- e. Waste Water**
- f. Police Chief Report**
- g. P&Z Minutes**
- h. Fire Department – It was stated that they needed to have a report every month since this department did have a paid position for paperwork.**
- i. Lodgers Tax Minutes**

Deputy Clerk stated that all reports were either submitted or she was informed that there would be no report.

8. Discussion, Consideration and Action on Presentation by Carol Meine.

Ms. Carol Meine stated that she was retiring and it was a pleasure to work for the Village of Jemez Springs. She then thanked Trustee Walker and Ms. Melissa Chandler and Mr. Greg Shores for all their help and work that they have done for the library. She stated that Mr. Shores was really good with the computer system and keeping all the information that needed to be kept confidential and all the new computers and activating them as well and programming all the current applications that are available through the library. She also thanked the friends and library committee.

The bonds were discussed, and what is allowed and not allowed in regards to reimbursements.

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.

Mayor Wilson thanked her for her service and stated that now that it is official they will advertise and start the interview process. Mayor Wilson stated that he would like to have two people from the Library Board and one from the Friend of the Library board on the interview committee. Ms. Meine stated that would be a good idea.

Trustee Ryan stated that it would be great if Ms. Meine could be on the interview committee because there are some issues only she would be knowledgeable about and would be an asset to the Village.

9. Adoption of Resolution 2015-023: Holiday Schedule.

a. State Holiday Schedule or

b. Village of Jemez Springs Holiday Schedule

Mayor Wilson stated that the Village has been going on its own holiday schedule with 14 days while the state holiday schedule only has 10 days. After some discussion they agreed upon one schedule.

Trustee Walker made a motion to adopt Resolution 2015-023 the State Holiday Schedule. Trustee Sanchez seconded the motion, all in favor; motion approved.

10. Approval of Police Department Job Descriptions.

Trustee Walker stated that on page two, it needed to be changed from Santa Ana to Jemez Springs.

Trustee Ryan made a motion to approve the Village of Jemez Springs Police Department Job Descriptions as changed. Trustee Sanchez seconded the motion, all in favor; motion approved.

11. Approval of Police Department Reserve Officer Hiring.

Mayor Wilson stated that the reserve officers had already introduced themselves.

Trustee Ryan made a motion to approve the hiring of the reserve officers, Archuleta, Nunez and Garcia. Trustee Walker seconded the motion, all in favor; motion approved.

Trustee Ryan asked what was wrong with the new police car. Chief Betz stated that it is an alternator and a mouse chewed some wires.

Chief Betz went on to read his report, and informed the Council of the status of the Harger case.

12. Discussion, Consideration and Action on Web Site Recommendations.

Mayor Wilson stated that they could not take action on this item, due to the fact that they did not meet the requirements under the State Statutes for the Procurement according to the New Mexico Edge Program. Mayor Wilson stated that he needed some clarification in regards to what are a tangible goods and services and just services. Mayor Wilson stated that he was not sure if they needed the three quotes or if the amount could be separated and not need the three quotes.

Trustee Ryan stated that regardless if they needed the three quotes or not, Trustee Walker did receive three bids and she should be able to produce the names and numbers of the companies that she contacted. Trustee Ryan stated that the real problem was that the village did not have the money to pay for the services regardless who won the bid.

Mayor Wilson stated that they needed to come up with a better definition or specifications for each website as well as a breakdown of the actual cost for each, because questions had come up as to who would pay for each.

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Mayor Pro-Tem Grider made a motion to table this item until the next meeting. Trustee Ryan seconded the motion, all in favor; motion approved.

13. Discussion, Consideration and Action on American Legion Lease Agreement.

Mayor Wilson said that although there was no final agreement, it was hope that there could be an agreement in principal. Mayor Wilson explained the analysis that was performed to satisfy the requirements of the Anti-donation Clause of the New Mexico Constitution. Assuming a fair market rental of \$400.00 and the assumed schedule of improvements, the lease of 15 years could be justified, but no more. It was discussed how the terms from the current lease have not been satisfied and if it would have impact on the new lease.

Discussion ensued in regards to the review period for the new lease as well as a schedule of the improvements and upgrades that would be done annually. It was discussed whether the review would be done every five, ten or fifteen years. Trustee Ryan stated that it should be done sooner like annually because they had not performed all of the improvements according to the current lease. Mayor Wilson stated that the on the new lease the description of area would have to be corrected as it was wrong on the current lease.

Trustee Sanchez stated that he would take it back to the legion and ask for a schedule annually for all improvement and upgrades. Trustee Sanchez stated that they would also get the roof evaluated.

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

**14. Village Clerk Report – Clerk/Treasurer De Herrera
a. Financial Report**

There was no discussion.

15. Mayor’s Report

Mayor Wilson stated that at the next meeting there will be a resolution on retention of security recordings for all Village cameras. He also stated that the Police Chief and others have requested more cameras. Mayor Wilson stated that the retention would be about a 15 day roll-over if no crime has been committed. If a crime has been committed they need to be kept until litigation was over.

Mayor Wilson stated that they would be meeting with Representative Garcia-Richard as well as Senator Benny Shendo on January 4th at 6:00 pm. He stated that he would be inviting the rest of the organizations in the community as well.

Mayor Wilson stated that Ms. Melissa Chandler would be getting a temporary raise during the period of time that Ms. Meine leaving and the new Librarian being hired.

a. Mayor Pro-Tem Grider

Mayor Pro-Tem Grider asked Trustee Ryan about Mr. Mike Scales or Pete Dwyer and the antenna. Trustee Ryan stated that it would be done in January. Mayor Pro-Tem stated that they would have to do a modification of conditional use permit to add the antenna.

b. Trustee Walker

Trustee Walker stated the she would like to have budget workshops, that way they would all be more informed on the process.

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Mayor Wilson stated that they will be budget meetings, and he would start that process in February since the preliminary budget isn't due until the end of April.

Trustee Walker stated that Mayor Pro-Tem advised her that the signage on American Legion for the bath house would need a variance before it could be done.

c. Trustee Ryan

Trustee Ryan stated that he liked the blinds.

d. Trustee Sanchez

Nothing

16. Adjournment

Trustee Ryan made a motion to adjourn the meeting. Trustee Sanchez seconded the motion, all in a favor; motion approved. Meeting adjourned at 8:24pm.