

ROBERT WILSON
Mayor

PAM GRIDER
Mayor Pro-Tem

VILLAGE OF JEMEZ SPRINGS

Municipal Office

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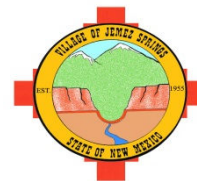
Lupita De Herrera, Clerk/Treasurer

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SUZETTE WALKER
Trustee

DAVID P. RYAN
Trustee

MANO SANCHEZ
Trustee

Minutes for Wednesday February 10, 2016 Regular Scheduled Council Meeting – 6:00 P.M. Village Governing Body Conference Room

1. Call to Order

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

2. Pledge of Allegiance

Mayor Wilson led everyone in the Pledge of Allegiance

3. Introduction of New Officers to Council: Chief Betz

Chief Betz introduced Vanessa Stack as one of the newly hired Reserve Officers. Officer Stack gave the Council information on her background and experience.

Chief Betz announced there will be a Neighborhood Watch meeting on Sunday 2/21/2016 at the Conference Room.

4. Approval of Agenda

Trustee Walker said the approval of the agenda should always be place after the Pledge of Allegiance.

Trustee Grider moved to approve the agenda and it was seconded by Trustee Sanchez.

5. Lodgers Tax Marketing Plan Presentation: Erica Asmus-Otero.

Ms. Asmus-Otero gave the Council and members of the community information regarding her background and experience. She also, talked about her position as the Public Relations Director for the Lodger's Tax Board.

Ms. Asmus-Otero went on to present the Marketing Plan, after her presentation she answered questions.

6. Approval of January 13, 2016 Regular Council Meeting Minutes.

Trustee Ryan moved to approve the minutes as presented and seconded by Trustee Sanchez.

7. Reports Submitted/Not Submitted

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.

- 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**
- i. **Lodgers Tax Minutes**

All departments submitted reports. There were no minutes available from the Planning & Zoning, since there had not been a meeting this month.

Trustee Ryan made a comment regarding the report provided by the Fire Department regarding the cell tower. He suggested the Mayor send a letter to the County Manager to get this project completed.

Trustee Grider stated Dr. Hazen was at their last Fire Department meeting, he was very informative, and discussed what training he has planned for the Fire Department. He also informed the Fire Department members there a Board States Grant through Homeland Security to be able to purchase AED's. Trustee Ryan suggested if they purchase AED's they should consider purchasing Life Pack, since this is what the county uses.

8. Update on Cabin Fever.

Meeting was held today and everything is going on as schedule. Everyone who is involved with the committee commended Cody Lewis on the wonderful job he is doing regarding Cabin Fever.

9. Discussion, Consideration and Action on Beer Garden Permit Approval for Brian Appell for Cabin Fever Festival.

Mr. Appell gave information regarding the Beer Garden and what type of food he would be selling. At this time he requested approval for a permit for the Beer Garden. Trustee Walker mover to approve Mr. Appell request, seconded by Trustee Grider.

10. Village Clerk Report – Clerk/Treasurer De Herrera

a. Financial Report

Clerk De Herrera, presented the financial report, there was no discussion regarding the financials.

11. Mayor's Report

Mayor Wilson stated that Janet Phillips the candidate for Library Director has accepted our offer and her start date is still up in the air, since she would like to do part time work here and in Rio Rancho, until her daughter completes the school year.

The Travel Channel is scheduled to be in Jemez Springs on 2/25/16. They will be visiting the bathhouse and other areas within the village, has referred them to speak to Erica Asmus-Otero since she is the Public Relations Director for the village.

The budget process will start by talking with the department heads, to discuss what their plans are for the next fiscal year, and they will need to cost out their plans.

Trustee Walker asked the Mayor if there were plans to hire a manager for the Bathhouse, the Mayor response was if the manager could bring in enough money to cover his/her salary.

a. Mayor Pro-Tem Grider

Mayor Pro-Tem Grider asked what is the outcome of the bridge projects using the COOP grant, Mayor Wilson confirmed that COOP grant funds could be used for this project. She also wanted to know if the Mayor had considered having manager for the Bathhouse. Issues with Planning & Zoning will be revisited regarding the flood plan, administration and enforcement. She would like to nominate Joe Casaus and Ernie Peyronet for their volunteer work for the Police Chief, either a resolution or a certificate. She wanted to know who the Chief goes to when he needs clerical assistance.

b. Trustee Walker –

Trustee Walker stated given the outcome of the election, she may not be here for next month's meeting. She wanted to make sure these items are included in the minutes:

- 1) There needs to be a resolution to establish what meeting rules of order are be followed during Trustee meetings. Mayor Wilson said that Robert Rules of Order are specified in the Ordinances and that would need to be changed by ordinance.

She also wants to make sure there are background checks on the all the individuals working in the library.

- 2) She wants to stress the Council pursuing the infrastructure of the village is very important, this is to include the internet and web sites and that they are secure websites.
- 3) She asked the Mayor if the Village had received the report on the Tort Claim filed by Deputy Clerk Roybal. Mayor Wilson stated we had been billed, but there was no report.
- 4) She went to state that the Judicial, Executive and Legislative are totally separate. Mayor Wilson asked her what she meant by this. She went on to read an email sent to all the Trustees and the Mayor from Judge Patterson. She also stated if the Judge wished to be on the agenda, she has that choice to be on the agenda.
- 5) She asked if the Deputy Clerk could provide administrative assistant to the Chief. Mayor Wilson replied that he had told the Chief that clerical assistance would be provided as needed.

c. Trustee Ryan

Nothing to report.

d. Trustee Sanchez

Nothing to report.

12. Adjournment 7:45

Motion was made by Trustee Grider to adjourn the meeting and seconded by Trustee Ryan.
Meeting adjourned at 7:45 pm.

Robert Wilson, Mayor
Village of Jemez Springs

ATTEST:

Lupita De Herrera, Clerk/Treasurer
Village of Jemez Springs