



ROGER SWEET  
Mayor

DAVID RYAN  
Mayor Pro-Tem

VILLAGE OF JEMEZ SPRINGS  
*Municipal Office*

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BOB WILSON  
Trustee  
MANOLITO SANCHEZ  
Trustee  
DR. JULIETTE SWEET  
Trustee

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MINUTES OF THE REGULARLY SCHEDULED VILLAGE COUNCIL MEETING  
OCTOBER 17, 2018 AT 6:00 P.M. IN THE VILLAGE CONFERENCE ROOM

1. Call to Order

*The meeting was called to order at 6:01 p.m. Present were Mayor Sweet, Mayor Pro Tem Ryan, Trustees Wilson, Sanchez, and Sweet and Police Chief Nunez.*

2. Pledge of Allegiance

*Mayor Sweet led the Pledge of Allegiance*

3. Approval of Agenda

*Mayor Sweet asked that we move the report on Light Among the Ruins up to be part of Chief Nunez's report. Mayor Pro Tem Ryan moved that the agenda be approved with the change. Trustee Sweet seconded, and the agenda was approved with the change.*

4. Approval of Minutes from 9/19/18 Meeting

*Trustee Wilson moved that the minutes be approved as presented. Trustee Ryan seconded and the minutes were approved without opposition.*

5. Dr. Lisa Shin-Dr. Shin was not in attendance.

6. Reports

- a. Maintenance-Submitted
- b. Bath House-Submitted
- c. Library-Submitted
- d. Court-Submitted
- e. Wastewater-Submitted
- f. Police Chief-Submitted.

*Planning for the upcoming Light Among the Ruins event has been underway. Mayor Sweet explained that he and Chief Nunez met with Historic Site Director Matt Barbour. The Historic Site has taken over planning the event including parking and admission, leaving the Village with only the responsibility of traffic control. This year tickets will be sold in advance and attendees will pick a time slot to attend, and there will be shuttles again (provided by the Historic Site in partnership with the Pueblo). The hope is that this will reduce traffic congestion and make the event less crowded and more enjoyable for all attendees. The Village will continue to promote the event using materials Mr. Barbour shares. There will be no vendors in the Fitzgerald Park or the Leyba Land.*

- g. P & Z Commission-Submitted
- h. Volunteer Fire Department-Submitted
- i. Lodgers' Tax Advisory Board-Not Submitted

7. Clerk/Treasurer's Report-



*Trustee Wilson gave the report for Ms. Dickey, who was unable to attend. The report demonstrated that pro-rata revenues are not as much as hoped for, but this is mainly due to waiting for small cities assistance, a lump sum of \$90,000 that is typically received in the spring. Expenditures are on track for the year.*

#### 8. Resolution 2018-013 Budget Adjustment Request

*Trustee Wilson explained that a BAR (Budget Adjustment Request) is needed to temporarily transfer money from the general fund to fire, roads, and lodgers' tax. This transfer is needed to cover these departments until they receive their grants/revenues and the transfer will be reversed next quarter. Trustee Ryan moved that the Resolution be adopted. Trustee Sweet seconded and the resolution was adopted unanimously.*

#### 9. Second Alarm Brew House Permit Update

*Mayor Sweet and Trustee Sweet explained that the state did not follow through on the application correctly, forcing the owners of Second Alarm Brew House to repeat the 45 day comment period. That period ends November 15th. The council discussed holding a special meeting to approve the permit after all this waiting. Trustee Wilson pointed out that the regular council meeting falls the day before Thanksgiving, and suggested that the regular meeting be moved to immediately follow the special meeting so all business could be taken care of in one meeting. Ms. Dickey will follow up on moving the meeting.*

#### 10. American Legion Presentation-Plans for their new property

*Trustee Sanchez presented a handout about the American Legion's plans for their new property. He explained that the Legion will need lots of volunteer time and that as finances allow, it is the Legion's intention to build on the new property. This will take time.*

#### 11. New appointments to Lodgers' Tax Board-Jeannene Nealeigh and Cody Lewis

*Mayor Pro Tem Ryan moved to approve the new appointments. Trustee Sanchez seconded and the appointments were unanimously approved.*

#### 12. Mayor's Report

- a. Mayor Pro-Tem Ryan-nothing to report
- b. Trustee Sanchez-nothing to report
- c. Trustee Sweet-Trustee Sweet reported that there was a recent "Star Party" held at the Jemez Historic Site. She said the event was a huge success, attended by over 700 people! There were presentations given by the Jemez Pueblo and UNM's Astronomy group. Trustee Sweet said the success of the event reinforces the importance of the Dark Skies compliance initiative.
- d. Trustee Wilson-Trustee Wilson asked about progress on the HVAC system in the Bath House. Mayor Sweet said that the roof has become a new priority and that grant funds may be needed to cover that depending on the results of the insurance claim filed after the 7/31 hail storm. Trustee Wilson reminded the council that the grant funds do revert back to the state in the summer of 2019 and that winter is a slow time for the Bath House, so now is a good time for major projects. Trustee Wilson also asked that the Bath House implement an online reservation system to help increase revenues. Mayor Sweet stated that when Trustee Wilson discussed this with Bath House staff, it upset them. Mayor Sweet asked whether the council could go into executive session to discuss the matter. Trustee Wilson pointed out that this would be contrary to the Open Meetings Act. (According to the Open Meetings Act, an executive session must be on the agenda with a specific reason for the closed session.) It was decided to discuss the matter in open session. Mayor Sweet asked that Trustee Wilson not have discussions with staff without including the Mayor. Trustee Wilson responded

*that his governance function includes talking with Village staff directly as opposed to having discussions "filtered" through the Mayor. The discussion came back to whether the Bath House should have an online reservation system. The pros include customers being able to access and make appointments any time for services-there would be a 24-hour buffer so online appointments would not be in conflict with appointments made in person or by phone. Reservations would be confirmed after Bath House personnel contacted the customer. Another positive result that could come from an online reservation system is increased revenues. Trustee Wilson explained that revenues at the Bath House decline with forest closures and other similar factors. He emphasized the importance of steady revenues for the Bath House, as forgiveness of the administrative fee from the Bath House hurts the entire financial picture for the Village. Perhaps an online reservation system could be used as a tool to help revenue streams stay more regular. There are some cons to an online reservation system, mainly being that the Bath House staff prefer the "personal touch" that could be lost with an online system. It would be an additional procedure for Bath House staff to learn. However, Trustee Sweet added, if the Bath House chooses, the Square POS System does have an online reservation module.*

- e. Mayor Sweet-Mayor Sweet explained that State Disaster Assistance Program representatives have instructed the Village to file an insurance claim for the hail damage sustained by the Bath House roof. As the situation develops, the council will be kept up to date.

13. Adjourn-At 8:15 p.m. Trustee Sanchez moved that the meeting be adjourned. Trustee Wilson seconded and the meeting was adjourned unanimously.

Approved at the regular meeting of the Village Council, this 16<sup>th</sup> day of November, 2018.

  
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Mayor Pro Tem Dave Ryan

ATTEST:

  
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Yvonne Dickey, Clerk/Treasurer