



MICHAEL NEALEIGH
Mayor

ROBERT WILSON
Mayor Pro-Tem

VILLAGE OF JEMEZ SPRINGS
Municipal Office

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JUDY BOYD
Trustee
JAMES MCCUE
Trustee
MANOLITO SANCHEZ
Trustee

MINUTES FOR THE REGULARLY SCHEDULED VILLAGE COUNCIL

MEETING: TUESDAY, MAY 21, 2024 AT 6:00 P.M.

LOCATION: JEMEZ SPRINGS GOVERNING BODY CONFERENCE ROOM

1. **Call to Order** by Mayor Nealeigh at 6pm
 - a. Members Present: Mayor Mike Nealeigh, Trustee Jim McCue, Trustee Bob Wilson, Interim Clerk Heather Gutierrez
Members Absent: Trustee Judy Boyd and Trustee Mano Sanchez
 - b. Others Present: Jim Cox, Fred Simmank, Rose Fenton, Janet Phillips, Betsy Daub, Chief Joe Moreno, Olympia Holliday, Greg Mertz, Sean Cridland, Cheryl Maracich, Billy Ehret, Jenna Grantham
2. **Pledge of Allegiance** led by Mayor Nealeigh
3. **Approval of Agenda** – Trustee Wilson moved to approve agenda as presented, Trustee McCue seconded, unanimous approval.
4. **Approval of Minutes**
 - a. **Special Minutes 4/4/2024**
 - b. **Regular Minutes 4/16/2024**
Trustee McCue moved to approve as presented, Trustee Wilson seconded. The minutes were approved unanimously.
5. **Public Input** – No Public Input
6. **Court Report** – Written report submitted
7. **Mayor’s Report**
 - a. **Code Enforcement** – Mayor Nealeigh reported that no code enforcement issues have come up since last meeting.
 - b. **Administration** – Mayor Nealeigh reported on the following two actions:
 - i. **Actions**
 1. **OMA Claim** – The State of Attorney’s General has requested received the minutes for the October 18th, and 30th 2023 meetings.
 - ii. **Project Update** – Mayor Nealeigh gave an update on current projects.
 1. **Trust Land** – The appeal of the BIA decision to grant trust land status to the 23-acre property north of the Village Center is currently pending review. The mayor stated that he will meet with the Pueblo of Jemez administration to discuss this matter on May 30th.
 2. **River Trail** – Begun in January 2022, the scope of work on this project was to create an ADA accessible path and fishing access at the river behind the bathhouse and gazebo, and build a stone gathering circle west of the gazebo. The hardscape trail is completed, and the gathering circle is still pending. Most of the \$100,000 grant has been expended and the grant expires on June 30, 2024.

3. **New Offices** – This project began in September 2021 with a scope of work which included securing modular units for relocating the Village offices, installing those units on a permanent foundation, and connecting them to utilities. To date, modular units (24x60 comprising 4 offices, a large open space, two bathrooms, with electrical, plumbing, and HVAC) have been purchased, placed on a permanent foundation, and skirted. Work remaining to be done includes connecting to utilities and the installation of ADA accessible front and rear ramps/porches. The project was originally funded by two grants totaling \$250,000. The first grant is due to expire June 30, 2024 and the second on June 30, 2026. Just over \$200,000 has been spent on this project, so far.
 4. **Dark Sky** – This project began in July 2021 with a scope of work to replace 29 existing street light fixtures in support of the Village Dark Sky Development Plan. To date, an MOU has been secured from the Jemez Mountain Electrical Coop for use of their poles and a contractor selected. Still pending are 5 certifications required by the DOT, a survey of need by the vendor, design and selection of the fixtures, and installation of the fixtures. No funds from the original \$139,833 grant have been expended. The grant expires June 30th 2025.
 5. **Gift of Property** – Servants of the Paracletes declined the Village resolution to accept the property “as is” if they were willing to gift the undivided .85 acres.
- c. **Personnel** – The Mayor reported that there are no personnel changes since the last meeting.
 - d. **Community Relations** – Mayor Nealeigh reported that he had a meeting with Governor of the Pueblo of Jemez earlier this month with another meeting scheduled for the 30th. He and the Trustees were invited to a zoom meeting with Congresswoman Teresa Leger Fernandez on Tuesday, the 28th of this month.
 - e. **Board & Commissions**
 - i. **Library Board** – Written report submitted; Librarian Janet Phillips briefly went over both Library board & Librarian Notes.
 - ii. **Lodger’s Tax Board** – No written report submitted, Jim McCue reported that the next meeting will take place next week and that he will put out a call for an event planner.
 - iii. **Planning & Zoning Commission** – Written report submitted; Betsy Daub spoke on their review of the Comprehensive Zoning Ordinance. A brief discussion followed.
 - f. **Department Reports**
 - i. **Bath House** – Written report submitted
 - ii. **Fire** – No written report submitted
 - iii. **IT** – Written report submitted; Fred Simmank spoke on his current effort to upgrade police computers and firewall and provide Village personnel access to shared files. .

- iv. **Library** – Written report submitted, combined with Library Board
- v. **Police** – Written report submitted; Chief Moreno reported of petty thefts within the village and encouraged citizens to immediately report suspicious activity. A brief discussion followed.
- vi. **Public Works** – Written report submitted
- vii. **Wastewater** – Written report submitted; Rose spoke of repair to wastewater lines pending grant approval.

8. **Trustee Reports**

- a. **Trustee Boyd** – Absent
- b. **Trustee McCue** – Nothing to report
- c. **Trustee Sanchez** – Absent
- d. **Trustee Wilson** – Nothing to report

9. **Finance Board** – Trustee Wilson moved to convene the Finance Board, Trustee McCue seconded. The motion passed with no objection, meeting began at 6:51pm

- a. **Interim Clerk's Report** – Written report submitted, Trustee McCue asked for clarification regarding whether the funds paid by the Lodger's Tax Board in support of the Lights of Guisewa Event would be reimbursed to the Lodger's Tax Board once the Village received payment from the Cultural Affairs Commission or would those funds be deposited into the General Fund. Mr. Cox said that he would investigate how the funds were designated and report his findings to the mayor.

b. **Finance Director Report** - Jim Cox Finance Director/Consultant

i. **Budget Updates**

- 1. **Prior Year(s)** – Mr. Cox stated that a lot of the prior invoices are being paid, an advance payment was made and immediately a check was written and paid. Progress is still being made with DFA reimbursements. The audit is closer to being completed for FY22, and FY23 will begin shortly after.
- 2. **Current Fiscal Year** – Mr. Cox stated that we are staying up-to-date with current fiscal year operating expenses while continuing to clean-up the outstanding payables on the books. In addition, with grants expiring this year we are working to process the required paperwork so that fewer grant dollars go back to DFA.
- 3. **Upcoming Fiscal Year** – Mr. Cox stated that we are now in budget season and are required to submit a preliminary budget to the Department of Financial Administration by June .

- ii. **Resolution 2024-014 Adoption of FY2025 Preliminary Budget** – Mr. Cox introduced the Resolution which was discussed prior in the special workshop meeting. Trustee Wilson made a motion to approve the resolution, Trustee McCue seconded. Following a brief discussion, the motion passed with unanimous approval.

Trustee Wilson moved to adjourn the Finance Board, Trustee McCue seconded, the Finance Board adjourned at 7:04pm.

10. **Old Business** – No old business to report

11. **New Business**

- a. **Discussion of Fourth of July Planning** – Mayor Nealeigh inquired as to whether the Governing Body customarily set the date for the Village celebration of the 4th of July. Trustee Wilson confirmed that the Council can change the date of when to celebrate the 4th of July. Mr. Ehret made the comment that there was kickback in the past for not celebrating the 4th on the actual day. Trustee Wilson moved to have the 4th of July celebration on July 4th. Trustee McCue seconded, motion carried.
- b. **Resolution 2024-015 Approving Applying for FY25 Firefighter Recruitment Funds** – Trustee Wilson moved to reject the resolution. Trustee McCue seconded. Following a brief discussion the motion to reject the Resolution was approved unanimously.

12. **Adjourn** – Trustee McCue moved to adjourn, Trustee Wilson seconded. With unanimous approval the meeting adjourned at 7:14pm.