



ROBERT WILSON
Mayor

PAM GRIDER
Mayor Pro-Tem

VILLAGE OF JEMEZ SPRINGS

Municipal Office

080 Jemez Springs Plaza

PO Box 269, Jemez Springs, NM 87025

Phone (575) 829-3540 • Fax (575) 829-3339

Lupita De Herrera, Clerk/Treasurer

vcclerk@jemezsprings-nm.gov

Sylvia A. Roybal, Deputy Clerk

voffice@jemezsprings-nm.gov

Website: www.jemezsprings-nm.gov



DAVID P. RYAN
Trustee

MANO SANCHEZ
Trustee

ROGER SWEET
Trustee

Minutes for Wednesday March 9, 2016 Regular Scheduled Council Meeting – 6:00 P.M. Village Governing Body Conference Room

Present: Mayor Wilson, Pro Tem Grider, Trustee Ryan, Trustee Sanchez, Trustee Sweet, 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 6:00 pm.

2. Pledge of Allegiance

Mayor Wilson led everyone in the pledge of allegiance.

3. Introduction of and Swearing in of Newly Elected Trustees: Judge Patterson

Mayor Wilson introduced the newly-elected trustees. Judge J. Ana Patterson then swore them in as well as the Village Clerk/Treasurer and Deputy Clerk.

4. Approval of Agenda

Trustee Ryan made a motion to approve the agenda as presented. Mayor Pro-Tem Grider seconded the motion, all in favor; motion approved.

5. Approval of February 10, 2016 Regular Council Meeting Minutes.

Trustee Sanchez made a motion to approve the minutes of February 10, 2016 Regular Council Meeting as presented. Trustee Ryan seconded the motion, all in favor; motion approved.

6. Approval of Hires/Terminations.

Mayor Wilson read the list of hires which were:

- Janet Phillips-Librarian*
- Teeah Toya-Bath Attendant*
- Victoria Martinez-Bath Attendant*
- Isaac Martinez-Reserve Officer*
- Venessa Stack-Reserve Officer*

Resignations: Melissa Chandler – Library Asst.

Trustee Ryan moved to approve the hires and resignations as listed. Trustee Sweet seconded the motion, all in favor; motion approved.

7. Approval to Change Regularly Scheduled Council Meetings to Third Wednesday of Each Month.

Discussion took place in regards to moving the regularly scheduled Council meetings from the 2nd Wednesday of the month to the 3rd Wednesday of the month. Mayor Wilson stated that a decision could not be made tonight as it would require an ordinance change, but if the Council agreed he would present the ordinance changes, along with other ordinance changes at a later meeting. The reason for the change is to give more time to complete financial reports, especially in months with early meetings. It would also help with all the quarterly budget and DFA reports. Mayor Wilson stated that he would like to change next months' meeting to the 19th of April.

Mr. Robert Borden asked about the Planning and Zoning Meetings that are already scheduled for the 3rd Wednesday of every month. Mayor Wilson stated that he took that in mind and thought that Planning and Zoning could also change their meetings to the second and fourth Wednesdays.

Trustee Sweet asked about budget training. Mayor Wilson stated that it would start happening soon. Mayor Wilson stated that a motion was need to move the meeting for next month.

Trustee Sweet made a motion to approve the next meeting for Council to be changed to Tuesday April 19, 2016 at 6:00. Trustee Ryan seconded the motion, all in favor; motion approved.

8. 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
- i. Lodgers Tax Minutes

Mayor Pro Tem Grider stated that Ms. Asmus-Otero suggested that it would be more competitive to advertise for two websites instead of one. More companies would be willing to bid. Mayor Pro-Tem Grider stated that they would work on the .org website first and the bath house website would be done at a later date. Mayor Wilson stated that he would take that into consideration.

- j. Election Report

9. Report from Fire Department Re: \$100,000.00 Grant

Fire Chief Dudley and Mr. Mark Michel reported to the Council that they received the \$100,000.00 grant. They informed the Council of what they would like to accomplish with the grant and would like to request approval to borrow \$40,000.00 from the state. Fire Chief Dudley explained that they were still in the process of requesting bids for all projects, so could not give a true accounting number for totals. Trustee Ryan asked for how many years the loan would be for if approved. Mr. Michel stated that it would be \$5,000.00 a year for 8 years. Trustee Sweet asked how the payments would be made. He was informed that the payments would be automatically intercepted from the fire fund. Discussion ensued in regards to requirements from the State Fire Marshall's office. Discussion ensued as well in regards to ISO ratings and benefits of bringing ratings down.

Mayor Wilson informed the Fire Department that he needed their preliminary budget by the end of April. The final would not be due until the end of July.

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.

Asst. Fire Chief Craig Francois stated that Mr. Andy from Commnet came with his crew and put up the extension on the tower as well as all the gear. Fire Chief Dudley stated that even with the new extension it did not make a difference passed Soda Dam. It was stated that Mike from Sandoval County did not show up to check the radios. Mayor Pro-Tem Grider informed the Council that there would be no other co-locators on the tower.

10. Resolution 2016-003: Resolution Adopting Agreement with MRCOG as Fiscal Agent for 2015 Legislative Appropriation.

Mayor Wilson stated that there were actually two resolutions 2016-003 and 2016-004 which are both related to MRCOG. The first on 2016-003 is the memorandum of understanding with MRCOG to act as fiscal agent to manage project #15-0845. The second resolution 2016-004 is to accept and approve the legislative appropriation for project #15-0845 in the amount of \$90,000.00 for the Jemez Springs Bathhouse.

Trustee Ryan made a motion to approve Resolutions 2016-003 and 2016-004 as presented. Trustee Sweet seconded the motion, all in favor; motion approved.

11. Discussion in Regards to Accepting Credit Cards for Waste Water Payments.

Mayor Wilson stated that he was looking into accepting credit cards payments for the waste water; he stated that the Water Company stated that it helped lower the number of delinquent accounts. Mayor Wilson stated that he has had customers ask if we accept credit cards. Mayor Wilson stated that he has looked into different companies in regards to fees for use and monthly fees. He stated that he needed to look at our waste water ordinance. We do not need to change the ordinance as it is only an add-on charge. Mayor Wilson stated that he looked at the Square up and they charge a 2.75% fee per transaction and no monthly fee or no fee for refund.

The Council all agreed it would be a good idea.

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

Village Clerk/Treasurer De Herrera presented her financial reports and explained them and went through all line items and ask for questions from the Council. Village Clerk/Treasurer De Herrera explained the deficit in the financials under Capital Projects was due to installing the gutters on the new building and the money just needed to be transferred.

13. Motion to close the Public Meeting under the “Open Meetings Act” NMSA 1978 Section 10-15-1 H (2) for MVD Performance Evaluation of the Village Deputy Clerk.

Trustee Ryan made a motion to close the public meeting under the “Open Meeting Act NMSA 1978 Section 10-15-11 H (2)” for MVD performance evaluation of the Village Deputy Clerk. Mayor Pro Tem Grider seconded the motion, all in favor; motion approved. Meeting closed at 7:05 P.M.

14. Motion to Return to the Public Meeting.

Mayor Pro Tem Grider made a motion to return to the public meeting. Trustee Sanchez seconded the motion, all in favor; motion approved. Public Meeting reopened at 7:37 P.M. Mayor Wilson stated that only the MVD performance was discussed and no action was to be taken.

15. Mayor’s Report

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Mayor Wilson informed the Council that he will be meeting with all departments to discuss budgets with them. Mayor Wilson also informed the Council that the library will be doing some capital improvements with some of the county bond money, as well as maybe look at a new HVAC system as well and shading that would be a separate project.

Questions from Trustee Sweet arose in regards to bond money and Mayor Wilson informed him how that works.

- a. **Mayor Pro-Tem Grider** – No Report
- b. **Trustee Sweet** – stated that he was excited to be here, and honored to serve. Trustee Sweet stated that he would be happy to represent the Council and be the liaison for the Library; he stated that he had served on library board as well at one time.
- c. **Trustee Ryan** – No Report
- d. **Trustee Sanchez** – stated that the Jemez Valley Boys basketball team made to the State Tournaments but lost and were out after the first round, but did a great job.

16. Adjournment

Trustee Ryan made a motion to adjourn meeting. Mayor Pro-Tem Grider seconded the motion, all in favor; motion approved. Meeting Adjourned at 7:49 P.M.

Robert Wilson, Mayor
Village of Jemez Springs

ATTEST:

Lupita De Herrera, Clerk/Treasurer
Village of Jemez Springs