

ROBERT WILSON  
Mayor

PAM GRIDER  
Mayor Pro-Tem

## VILLAGE OF JEMEZ SPRINGS

### Municipal Office

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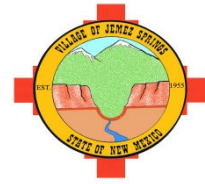
Lupita De Herrera, Clerk/Treasurer

[vclerk@jemezsprings-nm.gov](mailto:vclerk@jemezsprings-nm.gov)

Sylvia A. Roybal, Deputy Clerk

[voffice@jemezsprings-nm.gov](mailto:voffice@jemezsprings-nm.gov)

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DAVID P. RYAN  
Trustee

MANO SANCHEZ  
Trustee

ROGER SWEET  
Trustee

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# Minutes for Wednesday April 13, 2016 Regular Scheduled Council Meeting – 6:00 P.M. Village Governing Body Conference Room

*Present: Mayor Wilson, Pro Tem Grider, Trustee Sanchez, Trustee Sweet, Clerk/Treasurer De Herrera, Deputy Clerk Roybal, along with reference to the attached sign in sheet.*

*Absent: Trustee Ryan*

## 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. Approval of Agenda

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

## 4. Approval of March 9, 2016 Regular Council Meeting Minutes.

*Mayor Pro-Tem Grider stated that corrections on the third page under Fire Department Report should read "Mr. Andy Dreisziger from CommNet" and "Mr. Mike Scales from Sandoval County" as well as on the second page a typo should read "needed their preliminary budget by the end of April.*

*Mayor Pro-Tem Grider made a motion to approve the minutes of March 9, 2016 regular Council Meeting Minutes as amended. Trustee Sweet seconded the motion, all in favor; motion approved.*

## 5. Reports Submitted/Not Submitted

- a. Maintenance
- b. Bath House

*The Council was impressed with the increase in revenue by cutting down the discounts given. Mayor Wilson explained that the discounts were not given in consistent form therefore done away with. Questions arose as to why the PERA and RHCA were going up. Mayor Wilson explained that it was because there were more employees working over 20 hours a week therefore were entitled to those benefits. Also questions arose as to credit card fees. Mayor Wilson explained that Harbor Touch who is our POS Company has many fees, and we signed a 5-year contract with them back in 2013.*

**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 stated that the village got credit and different allocations to decrease the workers comp and liability insurance.

- c. **Library Report**
- d. **Courts Report**
- e. **Waste Water**
- f. **Police Chief Report**
- g. **P&Z Minutes**
- h. **Fire Department**
- i. **Lodgers Tax Minutes**

**6. Approval of Ordinance #194 – Chapter 100 – Subdivision of Land**

Trustee Sweet stated that it this was long section, and would like the high points mentioned. Mayor Pro-Tem stated that all the points were high and needed because this was never recorded when the Village did the codification. Trustee Sweet asked what the minimum lot size was. Mayor Pro-Tem stated that it depended on what district you were in. In commercial there is no minimum lot size.

Ms. Mary Nelson asked about the Leyba Land and the possibility of the Village selling it for a bee hive subdivision. Discussion ensued in regards to different kinds of elderly assisted and non-assisted living subdivisions, but no decision was stated in regards to the selling of the Leyba land.

Mayor Pro-Tem Grider made a motion to approve Ordinance #194 – Chapter 100 – Subdivision of land with the correction of the typos. Trustee Sweet seconded the motion all in favor; motion approved.

Roll Call Vote:

Mayor Pro-Tem	Yea
Trustee Sweet	Yea
Trustee Sanchez	Yea
Trustee Ryan	Absent.

**7. Approval of Resolution 2016-006 to enter into an Agreement with Sandoval County for Dispatch Services.**

Mayor Wilson stated that this resolution to enter into agreement with Sandoval County for Dispatch Service is done annually with all the surrounding villages that have Fire and/or Public Safety Departments for dispatch services as well, since there is only one centralized dispatch service now.

Trustee Sweet moved to approve Resolution 2016-006 to enter into an agreement with Sandoval County for Dispatch Services, Mayor Pro- Tem Grider seconded the motion, all in favor; motion approved

**8. Approval of Growers Market to use Park.**

Ms. Jennifer Olsen stated she was present at this meeting to get permission once again to use to the park for the growers market as needed. She stated that they are planning the first farmers market on earth day. She stated that they would be doing seed and bulb exchanges as well this year. She stated that there is a signup sheet for email notifications for the farmers market and she would be sending a mass email to let everyone know when the farmers markets would be held. She stated that you can get a \$5.00 coupon when you sign up for email notifications.

It was asked about the relationship between the Jemez Sustainable Solutions and the Jemez Growers Market. Ms. Olsen stated that Jemez Sustainable is Jemez Growers Market. Ms. Olsen stated that the Jemez Sustainable fund the Jemez

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Growers Market. Questions arose about the turn over from the tickets and the money transfers from the recycling center. Village Clerk/Treasurer De Herrera explained how the tickets and transfers were made and stated that maybe someone from the Jemez Sustainable should be there to receive copy of the tickets on the pickup days.

#### **9. Approval of Resolution 2016-005 Re: Bank Authorized Signatures.**

Mayor Pro-Tem Grider made a motion to approve Resolution 2016-005 Bank authorized Signatures. Trustee Sanchez seconded the motion, all in favor; motion approved.

#### **10. Approval of Resolution 2016-007 to enter into Agreement for Pharmacist.**

Fire Chief Dudley stated that the Fire Department is required to have a pharmacist on contract to conduct Emergency Medical Services and to qualify for EMS funds from the State. They have a medical director on contract already. Chief Dudley stated that they were willing to pay the contract amount of \$944.00 made in four quarterly payments of \$236.00 from the EMS Funds, once they qualify, but for now would like the last quarterly payment for this fiscal year to come out of the general fund. It was asked how the medicines “drugs” would be bought and Ms. Lauren Dwyer stated that drugs could be bought with money from the Friends of the Volunteer Firefighters, such as oxygen, aspirin, bandages, epinephrine, glucose, overdose medicine. Fire Chief Dudley stated that in December the paper work needs to be done in order to get EMS Funds

Trustee Sanchez made a motion to approve Resolution 2016-007 to enter into Agreement for a Pharmacist as presented. Mayor Pro-Tem Grider seconded the motion, all in favor; motion approved.

#### **11. Approval of Resolution 2016-008 for Budget Adjustments and Transfers.**

Village Clerk/Treasurer De Herrera explained that DFA stated we need to do budget increases and transfers on a monthly basis and cannot show quarterly reports in deficit.

Budget increases would be the \$100,000.00 to account for the fire protection grant, and \$4,000.00 for the DWI. The transfers would be transfers from general fund to fund 223 DWI in the amount of \$74.00, and 218 County Bond in the amount of \$432.00. These amounts are reimbursements which have not been received prior to the end of the quarter.

Trustee Sweet made a motion to approve Resolution 2016-008 for Budget Adjustments and Transfers as presented. Trustee Sanchez seconded the motion, all in favor; motion approved.

#### **12. Village Clerk Report – Clerk/Treasurer De Herrera**

##### **a. Financial Report – Presentation of 3<sup>rd</sup> Quarter DFA Report ending March 31<sup>st</sup>.**

Village Clerk/Treasurer De Herrera stated that in the packets was a copy of DFA recap sheet. She stated that resolution just passed before this item was needed in order to do this. She explained the increases and transfers again.

#### **13. Mayor’s Report**

Mayor Wilson stated that the meetings for the next two months needed to be changed. He stated that he would like to have a budget work session on the 11<sup>th</sup> of May at 6:00 and then the regular Council Meeting on the 18<sup>th</sup> at 6:00. Then in June the meeting would need to be held on the 22<sup>nd</sup> at 6:00 due to the fact that the Village Clerk/Treasurer would be on vacation. Mayor Wilson stated that he would be all the information needed to all the trustees before the May 11<sup>th</sup> work session. Mayor Wilson stated that he was approached by the Animal Amigos for permission to use the tennis court for a Father’s Day Yard Sale. All agreed that would be okay. Mayor Wilson then informed the Trustees that the Village of Jemez Springs did receive \$25,000.00 for the geothermal study.

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**a. Mayor Pro-Tem Grider**

*Mayor Pro-Tem Grider asked if Mr. Joe Casaus and Mr. Ernie Peyronet had received their certificates. She was informed that they had not but would be getting them soon.*

**b. Trustee Sweet**

*Trustee Sweet stated that he went to first time trustee training, also went to the budget meeting and they were very helpful. Trustee Sweet stated that he was taking charge of the 1% for the arts, but could not move on it till June. Trustee Sweet stated that the Library Board for which his is the liaison would like to know why their bylaws were not signed. Mayor Wilson stated that some items need to be rewritten.*

**c. Trustee Ryan**

*Absent*

**d. Trustee Sanchez**

*Nothing*

**14. Adjournment**

*Mayor Pro-Tem Grider made a motion to adjourn the meeting. Trustee Sanchez seconded the motion, all in favor; motion approved. Meeting adjourned at 7:41PM*

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*Robert Wilson, Mayor  
Village of Jemez Springs*

*ATTEST:*

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*Lupita De Herrera, Clerk/Treasurer  
Village of Jemez Springs*