



MICHAEL NEALEIGH  
Mayor

ROBERT WILSON  
Mayor Pro-Tem.

## VILLAGE OF JEMEZ SPRINGS

### *Municipal Office*

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## Jemez Springs Village Council Meeting Minutes Tuesday April 21, 2026, 6:00 PM Governing Body Conference Room

**1. Call to Order** - Mayor Nealeigh called the meeting to order at 6:00 p.m.

**Council Members Present:** Mayor Michael Nealeigh, Trustees: Judy Boyd, Victoria Martinez, James McCue, and Bob Wilson.

**Also in Attendance:** Interim Clerk Heather Gutierrez, Finance Director Consultant Jim Cox, Wastewater Operations Manager Rose Fenton, Library Director Andrew Adarukov, Library Board Chair Barb Stone, IT Consultant Fred Simmank, and community members Talty Robinson, Jules Gourley, Jay Gourley, and Cindy Lewis.

**2. Pledge of Allegiance** - Led by Mayor Nealeigh.

**3. Certification of Agenda** - Mayor Nealeigh certified the agenda was submitted for public posting within the three-day requirement of the Open Meetings Act.

**4. Approval of Minutes** - Regular Council Meeting on 3-17-2026. Trustee McCue made a motion to approve the minutes. Trustee Boyd seconded the motion. The motion carried unanimously.

**5. Public Input** - No public input was offered.

**6. Court Report** - No court report was provided.

### **7. Mayor's Report**

a. Code Enforcement - Mayor Nealeigh reported a possible Dark Sky ordinance violation that will be investigated.

b. Administration:

i. General:

1. Sale of Sound Equipment - Mayor Nealeigh prepared an inventory of sound equipment for sale. Sealed offers will be accepted, and the highest offer will be selected by the Chief Procurement Officer.
2. Status of geothermal well - Consultant Jim Witcher provided a replacement well design and cost estimate. Funding is being sought through the Department of Finance and Administration Infrastructure Planning and Development Division.
3. Possible Name Changes for Village street and parks - Mayor Nealeigh opened a public discussion regarding confirming the name of River Walk, and renaming Community Park and Civic Center Lane. Public input and naming contests will be considered.
4. Report on Infrastructure Capital Improvement Plan Workshop - Mayor Nealeigh reviewed the just completed workshop covering capital projects with a ten-year lifespan and \$10,000 threshold.

ii. Project Updates:

1. Streets and Bridges - A Request for Proposals for the South Mooney Bridge Replacement Plan and Design Project is under review by the New Mexico Department of Transportation. Mayor Nealeigh will make presentations for the North Mooney Bridge Rehabilitation Plan and Design and the Park Entrance and Street Plan and Design at the District 6 Headquarters in Milan on May 5<sup>th</sup>.
2. Capital Outlay Projects - The municipal tractor bid was awarded to John Deere. Bids for the Library Entrances, Library HVAC, and River Walk Gazebo will be opened by the Chief Procurement Officer on April 27.
3. Other Grants - The mayor submitted an application for the Grant Writing, Engineering and Planning Grant for broadband engineering. Applications were submitted for the New Mexico Tourism Department New Mexico True CoOp Grant for marketing and the Destination Forward Grant for a signage project.
4. Signage Project: Mayor Nealeigh deferred discussion to New Business.

c. Personnel:

- i. Court Clerk - The Municipal Court will soon publish an opening for a Court Clerk.
  - ii. Deputy Clerk - Mayor Nealeigh stated his intention to hire a Deputy Clerk using Government Results and Opportunity grant funds. This position will train to become the full time Clerk and Finance Director.
- d. Community Relations - Representative Christine Chandler held a town hall on April 18 and discussed medical malpractice legislation among other topics. Mayor Nealeigh was interviewed by United States Forest Service consultants regarding the Highway 376 corridor, focusing on how it may be partially developed for camping.

e. Boards and Commissions - Reports are available at the Village Office and on the website. Mayor Nealeigh is working to secure the final sixteen property easements for the wastewater project.

f. Department Reports - Reports are available at the Village Office.

**8. Trustee's Report** - Trustees Boyd, Martinez, McCue, and Wilson did not have a report.

**9. Finance Board** - Trustee McCue made a motion to convene the Finance Board. Trustee Martinez seconded the motion. The motion carried and the Finance Board convened at 6:45 p.m.

a. Interim Clerk Report - Interim Clerk Heather Gutierrez maintained her Chief Procurement Officer certification. She is evaluating a new Domestic Water Association billing system for possible Village use.

b. Lodgers' Tax Board Report - The board will consider at their next meeting a request by Mayor Nealeigh to match the New Mexico True CoOp Grant to attract visitors from within and outside of the state.

c. Finance Director Report - Finance Consultant Jim Cox reported on the status of audits for prior fiscal years 2023, 2024, and 2025. The team continues to work with auditors. For the current fiscal year 2026, Gross Receipts Tax collections are **\$34,920** ahead of budget. General fund revenues total **\$526,420**. The required quarterly report was submitted to the Department of Finance and Administration. Departments have submitted budgets for the coming fiscal year 2027. The interim budget is due to the Department of Finance and Administration by June 1.

Trustee Wilson made a motion to close the Finance Board. Trustee Boyd seconded the motion. The motion carried and the Finance Board adjourned at 7:05 p.m.

**10. Old Business** - No old business was on the agenda.

### **11. New Business**

a. RESOLUTION 2026-011 A RESOLUTION IN SUPPORT OF AND AUTHORIZING A DESTINATION FORWARD GRANT APPLICATION TO THE NEW MEXICO TOURISM DEPARTMENT FOR THE JEMEZ SPRINGS SIGNAGE AND BRANDING PROJECT. Mayor Nealeigh read the resolution. Trustee Boyd made a motion to approve the resolution. Trustee McCue seconded the motion. A roll call vote was taken. The motion carried unanimously.

b. RESOLUTION 2026-012 A RESOLUTION DECLARING AN EMERGENCY NEED FOR FUNDING TO EVALUATE AND POSSIBLY DRILL A NEW GEOTHERMAL WELL AT OR NEAR THE SITE OF THE WELL THAT CURRENTLY SUPPLIES GEOTHERMAL MINERAL WATER TO THE JEMEZ SPRING BATH HOUSE. Mayor Nealeigh read the resolution emphasizing the estimated cost of \$97.693. Trustee Wilson made a motion to

approve the resolution. Trustee Martinez seconded the motion. A roll call vote was taken. The motion carried unanimously.

c. APPROVAL of the Jemez Springs Police Department Policy on Electronic Mail, Administrative Communication, Public Alerts, and Standards of Conduct. Trustee Wilson made a motion to approve the policy. Trustee Boyd seconded the motion. A roll call vote was taken. The motion carried unanimously.

**12. Adjourn** - Mayor Nealeigh adjourned the meeting at 7:35 p.m.