



MICHAEL NEALEIGH
Mayor

ROBERT WILSON
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

Heather Gutierrez, Interim Clerk

voffice@jemezsprings-nm.gov

Website: www.jemezsprings-nm.gov



JUDY BOYD
Trustee

JAMES MCCUE

Trustee

MANOLITO SANCHEZ

Trustee

Jemez Springs Village Council Meeting Minutes

Tuesday January 20, 2026, 6:00 PM

Community Park Building

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, Police Chief Joe Moreno, Fire Chief Manolito Sandoval, Library Director Andrew Adaryukov, IT Consultant Fred Simmank, and community members Jay Gourley, Jules Gourley, James Colovos, and Olympia Holliday.

2. Pledge of Allegiance -Mayor Nealeigh led the pledge of allegiance to the flag.

3. Certification of Agenda

Mayor Nealeigh certified that the agenda was posted and met the requirements of the Open Meetings Act.

4. Approval of Minutes - Regular Council Meeting on 12-11-2025

Mayor Nealeigh asked for corrections or adjustments to the minutes from the December 11 meeting. Trustee Boyd noted that on page one, item six incorrectly stated that Mayor Nealeigh presented the "municipal court" suggesting it should "municipal court report." Trustee Boyd then moved to approve the minutes as corrected, seconded by Trustee Wilson. The motion passed by a voice vote.

5. Public Input

Mayor Nealeigh opened the floor for public input on items not on the agenda, stating that comments on agenda items could be made when they were reached. No one came forward to speak.

6. Court Report

Mayor Nealeigh presented the Court Report, reminding the Trustees and the public that the court does not answer to the Mayor or the Village Council. There were no questions or comments on the report.

7. Mayor's Report

a. Code Enforcement

Mayor Nealeigh reported that there were no complaints or suspected violations of Village ordinances since the last meeting.

b. Administration

i. General

Mayor Nealeigh announced that newly elected Trustees and the Municipal Judge were sworn in on January 5. He introduced Trustee Victoria Martinez and Trustee James McCue and noted that Municipal Judge Ana Patterson was re-elected.

ii. Project Updates

1. Community Park Building

Mayor Nealeigh reported that the locks for the Community Park building have been installed and paid for, including crash bars on both doors, a code lock on the front, and locks on two rooms. Mayor Nealeigh explained that three different versions of exterior light bulbs are being tested to determine the best option before purchasing six. He noted that the decision would be based on meeting dark sky requirements but welcomed suggestions. Mayor Nealeigh reported that the electric water heaters for the bathrooms are installed but not yet connected to the water supply. In addition, a water leak was discovered, and after hiring a leak detection company, a local contractor, Jemez Gold, excavated and repaired it. However, a second, smaller leak, estimated at 20% of the original, persists and will be repaired soon.

Mayor Nealeigh announced he is meeting on Friday with Representative Christine Chandler to discuss whether GRO Funds, which are state funds available to municipalities for operations, are available to help fund the launch of the Community Center. He also provided an update on the reauthorization of the state funds originally

designated for an administration building. An application to change how these funds are used has been submitted and is in the legislative process. If this redesignation is approved, a resolution will come before the Village Council to officially designate the building as a Community Center/Welcome Center. Trustee Boyd asked if "Community Park Building" will be its official name. Mayor Nealeigh stated that he is avoiding an official name until the designation is final and is using the generic name for now.

Library Director Adaryukov pointed out that the library's Tai Chi program has requested to move to the Community Park building permanently, as the space is more suitable than the library's conference room.

2. South Mooney Bridge Transportation Project Fund

Mayor Nealeigh reported that the final agreement for the South Mooney Bridge Transportation Fund Project has been executed by all parties, including the Cabinet Level Secretary of Transportation. He noted that they are waiting for a match waiver resolution, which will be considered under Old Business. Mayor Nealeigh stated he vetted the waiver with Bill Santiago, the local government liaison for NMDOT District 6, and that Mr. Santiago and his colleague Kyle Slim will conduct a compliance training session on February 2.

3. Public WIFI Access Project

Mayor Nealeigh announced that an opportunity arose to apply for funds to expand public access to free WIFI. The project will create a public access WIFI zone from the Village Office to the Community Park building and provide continuous access along the Village's main business corridor. He noted that, if funded, the project will move quickly, as all funds must be spent and reimbursed by June 30.

c. Personnel

Mayor Nealeigh had no personnel matters to present.

d. Community Relations

Christine Chandler Town Hall on January 10

Mayor Nealeigh reported that Representative Christine Chandler held a well-attended Town Hall in the Community Park building last Saturday, with about 30 people in attendance. She answered questions and outlined her legislative agenda.

e. Boards and Commissions

i. Library Board

The Library Board minutes from November 12 were presented.

ii. Planning and Zoning Commission

The Planning and Zoning Commission minutes from December 9 were presented.

f. Department Reports

Mayor Nealeigh presented the department reports and opened the floor for questions and comments. Chief Moreno explained that the Skymira project is a joint effort by the Police and Fire Departments to resolve shared communication issues, which if successful will improve emergency communications throughout the corridor.

Fire Chief Sandoval thanked Mayor Nealeigh for having the sinkhole in the Fire Department driveway repaired. Mayor Nealeigh credited Jemez Gold with the work and noted they would be happy to meet with the chief to go over what was done. The Fire Chief requested that Mark Michael, the internal financial officer, be copied on all financial expenditures. He also asked that State Fire Marshal business be sent directly to his email, as it has been going to the old Fire Chief's address, causing delays. Mayor Nealeigh expressed hope that a recently completed New Chief Information form would update their records and affirmed the Village's support for the request. IT Consultant Fred Simmank offered to set up email forwarding from the old address to the new one, which Chief Sandoval accepted.

8. Trustee's Report

a. Trustee Boyd

Trustee Boyd had nothing to report.

b. Trustee Martinez

Trustee Martinez had nothing to report.

c. Trustee McCue

Trustee McCue had nothing to report.

d. Trustee Wilson

Trustee Wilson welcomed Trustee Martinez and welcomed back Trustee McCue.

9. Finance Board

Mayor Nealeigh entertained a motion to convene the Finance Board. Trustee Wilson made the motion, which was seconded by Trustee McCue and approved by a voice vote. The Finance Board was convened at 6:22 p.m.

a. Interim Clerk Report

Interim Clerk Gutierrez reported that the records room is looking better. Mayor Nealeigh commended Jeana Oschner, an accountant hired on an hourly contract, for her work overseeing the file room's reorganization.

b. Lodgers' Tax Board Report

Trustee McCue reported that there was no meeting due to scheduling conflicts but that a meeting will be held in February.

c. Finance Director Report

i. Prior Fiscal Year(s) -2023, 2024, 2025

Finance Director Consultant Jim Cox reported that the detailed corrective action plan requested by the DFA to secure capital outlay grants has been completed and submitted. He also confirmed that the Mid-Regional Council of Governments (MRCOG) has agreed to serve as fiscal agent, as they have done previously. He detailed the grant dollars previously appropriated that will be managed under the fiscal agent agreements established with MRCOG:

- \$75,000** - administrative offices at the Community Park (for which a reauthorization request has been filed with the legislature)
- \$130,000** - library improvements
- \$100,000** - tractor and attachments
- \$20,000** - library HVAC
- \$100,000** - River Walk improvements
- \$600,000** - EDA match for wastewater project

He explained that MRCOG charges up to 2.5% of the appropriated grant for labor, which has been minimal in the past but may be higher next quarter due to the work on all the agreements. The agreements have been executed and are now awaiting DFA execution for the funds to become available. Mayor Nealeigh commended Mr. Cox for his work, noting it represents over **\$1 million** in past appropriations that will soon become available.

Mr. Cox then noted there has been little progress on the audits, as the auditors have been delayed by a large compliance supplement released late by the federal government.

ii. Current Fiscal Year -2026

Mr. Cox reported that for the South Mooney Bridge grant funds will soon be advanced to the Village requiring the establishment of a holding account at Wells Fargo. He explained that state law requires public funds exceeding FDIC coverage to be collateralized. Since the local credit union cannot meet this requirement, a holding account is being established with Wells Fargo, which can collateralize the deposits. The Village will continue using the credit union for operations.

It is a busy time with year-end reporting, including W-2s and 1099s, and the quarterly report to DFA which he will present at the next meeting. He also noted that after a slow first quarter, all subsequent months have been above budget, needing only **\$2,249** to match budget expectations. Departmental budget reports are ongoing, and as of November, collections and expenditures look good.

Trustee Wilson asked if any Budget Adjustment Requests (BARs) will be necessary. Mr. Cox confirmed a BAR will be needed for the grants once agreements are executed but stated that operationally, the Village is in good shape. He anticipates any operational BARs would occur in the fourth quarter, if at all. \

A motion to adjourn the Finance Board was made by Trustee Boyd and seconded by Trustee Martinez. The motion passed by a voice vote and the Finance Board was adjourned at 6:34 p.m.

10. Old Business

Resolution 2026-001: Authorizing Participation In The Transportation Project Fund Hardship Match Waiver Program Administered by the New Mexico Department of Transportation.

Mayor Nealeigh explained the resolution requests a waiver of \$50,000 for the required match. Trustee Boyd moved to approve Resolution 2026-001 and Trustee McCue seconded the motion. There being no discussion, a roll call vote was taken with Trustees Boyd, Martinez, McCue, and Wilson all voting "Aye." The motion carried.

11. New Business

a. Resolution 2026-002: Adopting Governing Body Rules of Procedure

Mayor Nealeigh introduced the resolution, stating that New Mexico statute requires a new governing body to establish rules of procedure within 21 days of their terms' effective date. Trustee Wilson moved to adopt the resolution, seconded by Trustee Martinez. Trustee Boyd noted a correction on Page 2, 1.3 E to read "Put to a vote," and Trustee McCue noted a correction on 3.4 F to read "all written." Trustees Wilson and Martinez agreed to change the wording of the motion to reflect these corrections. A roll call vote was taken with Trustees Boyd, Martinez, McCue, and Wilson all voting "Aye." The motion carried.

b. Approval of Fiscal Agent Agreement with MRCOG for Project SAP 24-14198-GF

Mayor Nealeigh clarified this agreement concerns the \$330,000 wastewater match. Trustee Boyd moved to approve the agreement, and Trustee McCue seconded the motion. A roll call vote was taken with Trustees Boyd, Martinez, McCue, and Wilson all voting "Aye." The motion carried.

c. Resolution 2026-003: Authorizing the Assignment of Authorized Officer(s) and Agent(s) for Project SAP 24-14198-GF.

The resolution authorizes Mayor Nealeigh as the official representative, Heather Gutierrez as the secondary representative, and Jim Cox as the agent to update the DFA database. Trustee Wilson moved to authorize the assignment, seconded by Trustee Boyd. A roll call vote was taken with Trustee Boyd, Martinez, McCue, and Wilson all voting "Aye." The motion carried.

d. Approval of Fiscal Agent Agreement with MRCOG for Project SAP 24-12451-GF

Mayor Nealeigh confirmed that this agreement concerns the \$270,000 wastewater match grant. Trustee Boyd moved to approve the agreement, and Trustee Wilson seconded the motion. A roll call vote was taken with Trustees Boyd, Martinez, McCue, and Wilson all voting "Aye." The motion carried.

e. Resolution 2026-004: Authorizing the Assignment of Authorized Officer(s) and Agent(s) for Project SAP 24-12451-GF

The resolution authorizes Mayor Nealeigh as the official representative, Heather Gutierrez as the secondary representative, and Jim Cox as the agent to update the DFA database. Trustee Wilson moved to adopt the resolution, seconded by Trustee Boyd. A roll call vote was taken with Trustees Boyd, Martinez, McCue, and Wilson all voting "Aye." The motion carried.

f. Approval To Convert Covered Stage At The Community Park To A Ground Level Gathering And Event Space

Mayor Nealeigh requested a motion to bring the item before the Council for discussion. Trustee Wilson made the motion, which was seconded by Trustee McCue. Mayor Nealeigh explained the goal is to disassemble the stage, an independent structure under the metal canopy, to create a covered ground-level gathering space. He outlined plans to sell salvageable

materials, dispose of unusable items, store the several hundred chairs currently kept underneath, and extend the 100-amp electrical service. He argued that the stage is an underutilized Village asset, noting it has had few uses in its 17 years that required that specific structure, and that events could use ground level or a portable stage instead. He stated this would immediately create a usable space and that conversations have begun with the farmers market about potentially relocating there. Trustee Boyd asked about the deconstruction cost. Mayor Nealeigh announced that he has a bid from a local company for deconstruction and has received tentative approval for funds sufficient to cover the costs from County Commissioner Joshua Jones.

After some additional discussion regarding timing and the sale of salvaged lumber, Interim Clerk Gutierrez conducted a roll call vote. Trustee Boyd, Trustee Martinez, Trustee McCue, and Trustee Wilson all voted "Aye." The motion passed.

12. Adjourn

Mayor Nealeigh adjourned the meeting at 6:58 p.m. and invited attendees to view the new exterior lights.