

MINUTES
VILLAGE COUNCIL REGULAR MEETING
MONDAY, JANUARY 13, 2020
5:30 P.M.
CITY HALL

PRESENT: Mayor Louie Gallegos, Councilor Elizabeth Steele, Councilor Gerald Cline, Councilor Albert Sena, Councilor Esther Segura, and Clerk Jamie Wall

STAFF PRESENT: Sonja Williams - Senior Director

OTHERS PRESENT: Lisa Stinnett – De Baca County News, Kaleas Ausborn, Barbara Lambus, Sheriff Chad Roybal, Jennifer McDowell, Cammy Mansell, Mary Lovato.

MAYOR LOUIE GALLEGOS CALLED THE MEETING TO ORDER AT 5:30 P.M.

THE PLEDGE OF ALLEGIANCE: Pledge of Allegiance led by Councilor Elizabeth Steele.

1. APPROVAL OF AGENDA

Mayor Gallegos requested Council review agenda for approval. Mayor Gallegos recommended the Council approve agenda as presented.

MOTION: Esther Segura

SECOND: Elizabeth Steele

That the Council approves the agenda as presented.

All voted yes, motion carried.

Show of hands 4-0

2. APPROVAL OF MINUTES

Mayor Gallegos requested review and approval of Minutes for December 9, 2019 Regular Meeting and December 16, 2019 Special Meeting. Councilor Esther Segura motioned to approve the Minutes of December 9, 2019 Regular Meeting and December 16, 2019 Special Meeting as presented.

MOTION: Albert Sena

SECOND: Gerald Cline

That the Council approves the Minutes of December 9, 2019 Regular Meeting and December 16, 2019 Special Meeting as presented.

4 voted yes, motion carried

Show of hands 4-0

3. CONSIDERATION OF RESOLUTION 2020-01 OPEN MEETINGS

Mayor Gallegos and Council reviewed Resolution 2020-01 for Open Meetings. Clerk Jamie Wall reported the only change to the previous year's resolution was the addition of accepted attendance by teleconference or similar means. Councilor Albert Sena motioned to approve Resolution 2020-01 Open Meetings.

MOTION: Albert Sena

SECOND: Gerald Cline

That the Council approves Resolution 2020-01 Open Meetings.

All voted yes, motion carried.

Show of hands 4-0

4. CONSIDERATION OF SENIOR CENTER EMPLOYEE PROBATION

Mayor Gallegos explained that Sonja Williams – Senior Director had successfully completed the 6-month probationary period as of January 1, 2020. Her current wage is \$11.50 per hour. Mayor Gallegos stated that Senior Director Sonja Williams has been doing a wonderful job in all areas, especially with the Senior Budget and would recommend removing from probation and increasing her hourly rate by \$.50 bringing her current wages to \$12.00 per hour for payroll on January 27, 2020 with retro pay from January 1, 2020.

MOTION: Esther Segura

SECOND: Albert Sena

That the Council approves removing Senior Director Sonja Williams from probation and increasing her hourly rate by \$.50 bringing her current wages to \$12.00 per hour for payroll on January 27, 2020 with retro pay from January 1, 2020.

All voted yes, motion carried.

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5. CONSIDERATION OF JUNIOR BILL APPROPRIATION EXPENDITURE – SENIOR CENTER

Senior Center Director Sonja Williams presented Council with a list of items needed to be purchased by the Center from the \$50,000.00 Junior Bill Appropriation by State Representative Martin Zamora. Director Williams stated the appropriation would expire June 30, 2020 and would aid in purchasing items needed by the Center but were not allowed purchases for Capital Outlay and would exceed the Operational budget if purchased outright. The list of items requested totaled \$7,814.12 from the Webstaurant Store and included new anti-slip mats, a proofing warmer, a meat slicer, a new garbage disposal, and several other small items. Councilor Albert Sena motioned to approve the expenditure as presented.

MOTION: Albert Sena

SECOND: Esther Segura

That the Council approves the Junior Bill Appropriation Expenditure as presented in the amount of \$7,814.12.

All voted yes, motion carried.

Show of hands 4-0

6. CONSIDERATION OF TEMPORARY EMPLOYEES

Mayor Gallegos requested Council continue the temporary hire of Denise Beck for the Senior Center Transportation position at \$9.50 per hour until interviews for the advertised vacancy could be completed and a new hire selected for the position at a Special Meeting on January 21, 2020 at 1:00 PM.

MOTION: Elizabeth Steele

SECOND: Albert Sena

That the Council approves the temporary hire of Denise Beck for the Senior Center Transportation position until a candidate is selected on January 21, 2020 at a Special Meeting.

All voted yes, motion carried.

Show of hands 4-0

7. CONSIDERATION OF FIRE DEPARTMENT PRE-PLANNING PROJECT REVIEW/UPDATE

Mayor Gallegos and Council discussed progress of work on a contract between the Fort Sumner Fire Department and Joscelin Stroud for Pre-Fire Planning as required by the ISO/State Fire Marshall's Office. Ms. Stroud was unable to be present but provided a written update and sample building plan of the project which included a request to raise the per-building compensation from \$15.00 to \$45.00 as two buildings had been completed and the work was more labor and time-intensive than previously believed. The update also included new information that every commercial building whether it is a "barn or a business" must be included in the binder, and a binder was to be provided for all Fire units and then trained on by the Fire Departments as directed by the State Fire Marshall. The new information was the reason for the request for increase in compensation.

Councilor Elizabeth Steele motioned to approve payment of the two buildings completed by Joscelin Stroud at the original approved rate of \$15.00 per building and to suspend efforts until more information is gathered.

MOTION: Albert Sena

SECOND: Esther Segura

That the Council approves payment of the two buildings completed by Joscelin Stroud at the original approved rate of \$15.00 per building and to suspend efforts until more information is gathered.

All voted yes, motion carried.

Show of hands 4-0

8. CONSIDERATION OF RESOLUTION 2020-02 DWI PREVENTION GRANT.

Cammy Mansell – DWI Prevention Program Coordinator presented Mayor and Council with Resolution 2020-02 approving the Village participation in the DWI Prevention Program. The Grant Application for DWI Prevention in the amount of \$45,000.00 would soon be submitted to the State. Coordinator Mansell stated the DWI Prevention State Distribution was expected to be approximately \$75,000.00 but could vary. Mayor Gallegos recommended Council approve the LGD DWI Grant Program Application by the adoption of Resolution 2020-02.

MOTION: Gerald Cline

SECOND: Albert Sena

That the Council approves Resolution 2020-02 for LGD DWI Grant Program Application.

All voted yes, motion carried

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9. CONSIDERATION OF DWI PREVENTION GRANT APPLICATION MOU AND ASSURANCES.

Cammy Mansell – DWI Prevention Program Coordinator presented Mayor and Council with DWI Prevention Program MOU (Memorandum of Understanding) and Statement of Assurances which must accompany the Grant Application. Mayor Gallegos recommended Council approve the LGD DWI Grant Program MOU and Assurances as presented.

MOTION: Gerald Cline

SECOND: Albert Sena

That the Council approves LGD DWI Grant Program MOU and Assurances as presented.

All voted yes, motion carried

Show of hands 4-0

10. CONSIDERATION OF CAPITAL BID AWARD FOR AIRPORT FLOOR REPAIR/REPLACEMENT PROJECT

Mayor Gallegos and Council reviewed a letter of recommendation from Village Procurement Officer Jean Moulton regarding the award of a contract for the Airport Floor Repair/Replacement Project. Ms. Moulton stated two sealed bids were received; Gonzales Brothers Contracting in the amount of \$65,993.16 and one from Fort Sumner Concrete in the amount of \$53,878.56. A decline to bid the project was received from Achen Construction. The recommendation of award by Ms. Moulton was Fort Sumner Concrete. Mayor Gallegos recommended the Village follow the recommendation of Procurement Officer Moulton and award the project to Fort Sumner Concrete in the amount of \$53,878.56.

MOTION: Gerald Cline

SECOND: Esther Segura

That the Council approves award the project to Fort Sumner Concrete in the amount of \$53,878.56.

Three voted yes, motion carried.

One abstained – Albert Sena

Show of hands 3-0-1

11. CONSIDERATION OF RESOLUTION 2020-03 CDBG APPLICATION AND PROJECT SELECTION

Mayor Gallegos and Council reviewed Resolution 2020-03 CDBG Application and Project Selection. Two CDBG Public Input Hearings were held on January 6 and 7, 2020 to gather suggestions from the public on project ideas that would meet CDBG criteria and benefit the Village. As no public attended either meeting to offer suggestions, Wastewater Treatment Improvements was decided on as the project to apply for CDBG Funding to complete. Councilor Gerald Cline motioned to approve Resolution 2020-03 CDBG Application and Project Selection.

MOTION: Gerald Cline

SECOND: Esther Segura

That the Council approves Resolution 2020-03 CDBG Application and Project Selection.

All voted yes, motion carried.

Show of hands 4-0

12. CONSIDERATION OF RECORD DESTRUCTION REQUEST

Mayor Gallegos and Council reviewed a record destruction request for Senior Center records prior to July 2016, excluding client files in accordance with the Municipal Record Retention and Disposition schedule. Councilor Gerald Cline motioned to approve the record destruction request of Senior Center records prior to July 2016 with the exclusion of client files.

MOTION: Gerald Cline

SECOND: Albert Sena

That the Council approves the record destruction request of Senior Center records prior to July 2016 with the exclusion of client files.

All voted yes, motion carried

Show of hands 4-0

13. CONSIDERATION OF RESOLUTION 2020-04 BUDGET ADJUSTMENT

Clerk Jamie Wall requested Council review and approve Resolution 2020-04 Budget Adjustment increasing a Transfer Out of General Fund 101 by \$500.00 to \$500.00 and increasing the Transfer In of Solid Waste Fund 701 by \$500.00 to \$500.00 to avoid a fund deficit in the second quarter. Councilor Albert Sena motioned to approve Resolution 2020-04 Budget Adjustment to Fund 101 and Fund 701.

MOTION: Albert Sena

SECOND: Gerald Cline

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That the Council approves Resolution 2020-04 Budget Adjustment to Fund 101 and 701.

All voted yes, motion carried.

Show of hands 4-0

14. CONSIDERATION OF RESOLUTION 2020-05 BUDGET ADJUSTMENT

Clerk Jamie Wall requested Council review and approve Resolution 2020-04 Budget Adjustment increasing a Transfer Out of General Fund 101 by \$3,500.00 to \$4,000.00 and increasing the Transfer In of Street Fund 216 by \$3,500.00 to \$3,500.00 to avoid a fund deficit in the second quarter. Councilor Albert Sena motioned to approve Resolution 2020-04 Budget Adjustment to Fund 101 and Fund 216.

MOTION: Esther Segura

SECOND: Gerald Cline

That the Council approves Resolution 2020-05 Budget Adjustment to Fund 101 and Fund 216.

All voted yes, motion carried.

Show of hands 4-0

15. CONSIDERATION OF RESOLUTION 2020-06 BUDGET ADJUSTMENT

Clerk Jamie Wall requested Council review and approve Resolution 2020-06 Budget Adjustment for Fund 316 Capital Projects. The Resolution requested an increase in Revenue by \$50,000.00 to \$425,000.00 and increase Expenditures by \$50,000.00 to \$425,000.00. Councilor Cline motioned to approve Resolution 2020-06 Budget Adjustment to Fund 316.

MOTION: Gerald Cline

SECOND: Esther Segura

That the Council approves Resolution 2020-06 Budget Adjustment to Fund 316.

All voted yes, motion carried.

Show of hands 4-0

16. CONSIDERATION OF 2ND QUARTER FINANCIALS

Mayor Gallegos and Council reviewed FY 2019-2020 2nd Quarter Financials presented by Clerk Jamie Wall. Clerk Wall reported several funds in the deficit including Ambulance and DWI Prevention. After reviewing, Mayor Gallegos recommended the Council approve FY 2019-2020 2nd Quarter Financials as presented.

MOTION: Esther Segura

SECOND: Gerald Cline

That the Council approves the FY 2019-2020 2nd Quarter Financials as presented.

All voted yes, motion carried.

Show of hands 4-0

17. DISCUSSION – UPCOMING EVENTS

Mayor Gallegos and Council discussed upcoming events including upcoming Municipal Day at the Capitol in Santa Fe scheduled for February 6-7, 2020. Mayor Gallegos stated Representative Martin Zamora had visited Fort Sumner and reviewed and signed Capital Outlay requests of the Village. Mayor Gallegos gave an update on the Capital Outlay purchase of a Vactor Jetter trailer recommended by the NMED for the Canal Avenue project for the less than desirable but necessary slope the wastewater transmission line would be laid in the upcoming project. The Jetter would give the Village the means to clear and clean the line in the event of a clog. The Village currently did not have the equipment to do so. Information on the Jetter was provided and included the purchase price of \$74,796.00.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS ADJOURNED AT 6:45 P.M.

MOTION: Esther Segura

SECOND: Gerald Cline

All voted yes, motion carried.

Show of hands 4-0

APPROVED:

MAYOR


LOUIE GALLEGOS

ATTEST:


JAMIE WALL, CLERK