

MINUTES

VILLAGE OF TIJERAS

COUNCIL MEETING

MONDAY JUNE 15, 2020 AT 6:00 P.M.

COUNCIL CHAMBERS

The Village of Tijeras will be using a format that complies with the recent New Mexico Department of Health's public health emergency order governing mass gatherings because of COVID-19. Public in-person attendance Monday evening will not be allowed. Minimal Village staff will be in attendance to present items and most Councilors will be participating by phone or video conference.

The agenda has been streamlined to focus on time-sensitive matters. Members of the public interested in watching the meeting can view the agenda and live-stream the meeting from home via Zoom using this link and accessing the meeting for June 15:

Join Zoom Meeting

<https://zoom.us/j/93764217679?pwd=ZkVwWmxReWx3aVd4bWtmWHovZ3Brdz09>

Meeting ID: 937 6421 7679

Password: 013880

One tap mobile

+16699009128,,93764217679#,,1#,013880# US (San Jose)

Find your local number: <https://zoom.us/u/abmdlGddnD>

1. CALL TO ORDER

Meeting called to order at 6:00pm

Please turn off cell phones
Or
Set to silent mode

Mayor Bruton stated The State of New Mexico is currently in a Public Health Emergency and as such many people are using virtual services like Zoom. Given the popularity of Zoom and the potential for their system to be overloaded, I would like to ask that should we lose our Zoom video system during the meeting everyone participating should immediately exit the meeting by clicking on the “exit meeting” tab highlighted in red located in the lower right corner of your video display. After you exit the meeting, re-enter by using your cell phone to call the phone number listed in the meeting announcement and we will continue the meeting via phone conference. You will need the meeting and password listed in the meeting announcement. In case you don’t have that announcement, here is the meeting ID, password and numbers to call:

Meeting ID: 937 6421 7679

Password: 013880

One tap mobile

+1-669-900-9128

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL/DETERMINATION OF QUORUM

DJ	X	FG	X	MW	X	YG	X
Quorum present		Yes	No				

4. INTRODUCTION OF GUESTS

Micah Johnson, Molzen Corbin
Carole Cristiano

Village Attorney, William Zarr
Juan Hernandez, Fire Department

5. Approval of Agenda

A C T I O N	Motion	Approve the agenda as presented.		
	Made by:	D. Johnson	Councilor Johnson-Y	Councilor F Garcia-Y
	Second by:	Y. Garcia	Councilor Wilson- Y	Councilor Y Garcia-Y
	Motion carried?	PASSED	FAILED	

6. Council to Review and Approve Previous Council Minutes

Councilor Wilson requested to separate attachment a and b into separate motions because she wished to make a friendly amendment to the 060120 Council meeting minutes. Specifically, should like to amend page 5 to reflect the fact that Councilor Yvette Garcia was the Councilor who commented on the creative direction of the resolution.

A C T I O N	Motion	1. Motion to approve the minutes of the Special Council Meeting on Well #3 of 050620. 2. Motion to approve the Council Meeting of 060120 as amended.		
	Made by:	M. Wilson	Councilor Johnson- Y	Councilor F Garcia-Y
	Second by:	Y. Garcia	Councilor Wilson- Y	Councilor Y Garcia-Y
	Motion carried?	PASSED	FAILED	

7. Council to Review and Approve Resolution Number 2020-15 Amendment to Resolution 2020-02.

Mayor Bruton explained this 2020-15 amends the VOT Open Meeting Act Resolution 2020-02 by changing the meetings dates for Council to the first and third Mondays of the month.

A C T I O N	Motion	Motion to approve Resolution 2020-15, An Amendment to Resolution 2020-02.		
	Made by:	D. Johnson	Councilor Johnson- Y	Councilor F Garcia-Y
	Second by:	F. Garcia	Councilor Wilson- Y	Councilor Y Garcia-Y
	Motion carried?	PASSED	FAILED	

8. **Council to Review and Resolution 2020-13, Annual CDBG Resolution and Resolution 2020-14, CDBG Federal Requirements Plan.**

Mayor Bruton explained these resolutions are in support of the Village of Tijeras CDBG grant for construction of Phase IV of the Senior Center.

A C T I O N	Motion	Motion to approve Resolution 2020-13, Annual CDBG Resolution and Resolution 2020-14, Federal Requirements Plan.		
	Made by:	D. Johnson	Councilor Johnson- Y	Councilor F Garcia-Y
	Second by:	Y. Garcia	Councilor Wilson- Y	Councilor Y Garcia-Y
	Motion carried?	PASSED	FAILED	

9. **Council to Review and Approve Resolution 2020-17 Fireworks Restrictions in the Village of Tijeras.**

Mayor Bruton introduced this item by saying he would like to amend the wording to eliminate the prohibition on fireworks sales because the Village does not have the legal authority to do so. Councilor Wilson asked how we would enforce this resolution. Clerk Wismer stated the Fire Chief will enforce with a warning first and if it continues; the Fire Chief would notify BCSO.

A C T I O N	Motion	Motion to approve Resolution 2020-17 Fireworks Restrictions in the Village of Tijeras, as amended with a friendly amendment as stated by the Mayor.		
	Made by:	M. Wilson	Councilor Johnson-Y	Councilor F Garcia-Y
	Second by:	F. Garcia	Councilor Wilson-Y	Councilor Y Garcia-Y
	Motion carried?	PASSED	FAILED	

10. Council to Review and Approve Submission of the 2019 Water Audit to the State Engineer

Mayor Bruton introduced Carole Cristiano. Clerk Wismer explained that Carole worked for Lee Wilson and Associates and she has been working to help the Village with the Sate Engineer mandated annual water audit. The Village has not submitted its required audit since 2011. Carole began by going over the overall summary of the results of the water audit referring to Water Audit Reporting Worksheet provided to the Council as part of the agenda documentation. She summarized the data that led to the overall score for the Village of 61 out of 100 points. He analysis also led to the conclusion that for 2019, it is unclear what percentage of water is being lost through leaks, water breaks and what percentage is being lost due to inaccurate accounting. Carole also stated that in 2020, the Village has implemented several procedures to reduce loss due to accounting and billing errors. She also wanted to inform the Council that the average customer is paying \$7.56/1000 gallons and it currently costs more than \$17. to produce 1000 gallons. She also pointed out that the rate structure could use some work as the highest consumers, commercial users are paying a lower usage rate than residential consumers which tends to put most of the costs on to the backs of the residents. She recommended developing a new rate structure and increasing base rates in the very near future.

A C T I O N	Motion	Motion to approve the 2019 Village of Tijeras Water Audit Report and Submit it to the State Engineer.		
	Made by:	D. Johnson	Councilor Johnson- Y	Councilor F Garcia-Y
	Second by:	F. Garcia	Councilor Wilson- Y	Councilor Y Garcia-Y
	Motion carried?	PASSED	FAILED	

11. Council to Consider the Appeal of Peggy Pohl for Past Due Fees on Water Account #005

Mayor Bruton asked if Ms. Pohl was in the meeting or if she was going to participate. Deputy Clerk Brown reported Ms. Pohl was not able to attend.

A C T I O N	Motion	Motion to postpone this agenda item until the next Council meeting.		
	Made by:	D. Johnson	Councilor Johnson-Y	Councilor F Garcia-Y
	Second by:	Y. Garcia	Councilor Wilson- Y	Councilor Y Garcia-Y
	Motion carried?	PASSED	FAILED	

12. Council to Review and Approve Purchase and Installation of the Mission SCADA for Tank 1 and Well 1 for \$16,157.

Mayor Bruton stated the Village purchased the Mission SCADA system for tank 2 and well 2 and that the system was operating well. It allows the operators to better detect problems before they magnify and get worse. The next step is to install the system on well 1 and tank 1. Councilor Wilson asked if it was worth the investment if well 1 might fail someday. Mayor Bruton stated the system can be removed and placed on the buster station if need be. He also mentioned that given what we learned from the water audit, having the capacity to better monitor and adjust water flow remotely is invaluable.

A C T I O N	Motion	Motion to approve the purchase and installation of the Mission SCADA for Tank 1 and Well 1 for \$16,157.		
	Made by:	M. Wilson	Councilor Johnson-Y	Councilor F Garcia-Y
	Second by:	D. Johnson	Councilor Wilson- Y	Councilor Y Garcia-Y
	Motion carried?	PASSED	FAILED	

13. Council to Review and Approve Purchase of a Water & Wastewater Asset Inventory Mapping System.

Mayor Bruton introduced this item by saying Council was provided a link to explore a similar system created for the city of Belen. He introduced Micah Johnson of Molzen Corbin who explained the system would have the locations of all the water and wastewater lines, valves and meters, fire hydrants and grinder pumps in a user-friendly system so operations can find the appropriate infrastructure easily. The system also functions to document each portion of the village's utility infrastructure.

A C T I O N	Motion	Motion to approve the purchase of a Water and Wastewater Asset Inventory Mapping System for a total project cost of \$26, 132.		
	Made by:	M. Wilson	Councilor Johnson- Y	Councilor F Garcia-Y
	Second by:	D. Johnson	Councilor Wilson- Y	Councilor Y Garcia-Y
	Motion carried?	PASSED	FAILED	

14. Council to Review and Approve Purchase of Multiple Mobile Radio for the Village of Tijeras Volunteer Fire Department for \$6764.52

Mayor Bruton and Fire Chief Hernandez stated this Mobile Radio unit will be for the new Fire Department Brush Truck which is currently being built by the contractor. The funds for this purchase will come from the Fire Fund.

A C T I O N	Motion	Motion to approve the purchase of a multiple mobile radio for the Village of Tijeras Volunteer Fire Department for \$6764.52.		
	Made by:	D. Johnson	Councilor Johnson- Y	Councilor F Garcia-Y
	Second by:	Y. Garcia	Councilor Wilson- Y	Councilor Y Garcia-Y
	Motion carried?	PASSED	FAILED	

15. Council to Review and Approve Resolution 2020-18 Village of Tijeras Participation in Local Government Road Fund Program by The New Mexico Department of Transportation and Resolution 2020-08 Village of Tijeras 2020-2021 COOP Participation.

Mayor Bruton stated the Village was recently notified it would be awarded 2020-2021 NMDOT Cooperative Agreement Grant of \$125,000 with a requirement for the Village to fund \$41, 557. These resolutions commit the Village to use of the funds for road repairs. Clerk Wismer stated the funds would be used for providing Wilson Lane Overlay and for new pavement on South Baillo Drive. Councilor F. Garcia asked about the project on Los Vallecitos Road. Clerk Wismer stated that work would begin in August and was funded by a different capital outlay grant.

A C T I O N	Motion	Motion to approve Resolution 202-20-18, Village of Tijeras Participation in the Local Government Road Fund and Resolution 2008, Village of Tijeras 2020-2021 COOP Participation.		
	Made by:	M. Wilson	Councilor Johnson-Y	Councilor F Garcia-Y
	Second by:	Y. Garcia	Councilor Wilson- Y	Councilor Y Garcia-Y
	Motion carried?	PASSED	FAILED	

16. Council to Review and Approve Resolution 2020-16 Salary Increase

Mayor Bruton introduced this item by saying the Council had previously approved the FY2021 budget and this resolution implements the 3% pay raise authorized in the budget. Clerk Wismer asked if Council would consider making a friendly amendment to not give the Clerk a 3% pay raise. Instead, he requested Council allocate the \$2230.40 that would have been added to his salary to be evenly divided and added to the salaries of the three MVD Customer Service Representatives, Megan, Sonya and Jenn in recognition for their superior service. Councilor Y. Garcia said she was happy to see an emphasis on good customer service and that she appreciated Clerk Wismer’s willingness to offer his salary increase to the MVD staff.

A C T I O N	Motion	Motion to approve Resolution 2020-16, Salary increase with the friendly amendment to allocate the Clerk’s increase to the MVD staff.		
	Made by:	D. Johnson	Councilor Johnson- Y	Councilor F Garcia-Y
	Second by:	F. Garcia	Councilor Wilson- Y	Councilor Y Garcia-Y
	Motion carried?	PASSED	FAILED	

17. Council to Review and Approve April Financials

Mayor Bruton introduced the April financials for consideration and approval by the Council. Councilor Wilson added that Larry Seebinger had answered all of her question and she was satisfied with the April financials.

A C T I O N	Motion	Motion to approve April financials		
	Made by:	M. Wilson	Councilor Johnson- Y	Councilor F Garcia-Y
	Second by:	Y. Garcia	Councilor Wilson-	Councilor Y Garcia-Y
	Motion carried?	PASSED	FAILED	

18. Council to Review and Discuss Path Forward for the Potential Sale of Village of Tijeras Property Located at 15 Tijeras Ave.

Mayor Bruton introduced Village Attorney William Zarr and stated this item was meant as a discussion on what the Council would like to see in the purchase agreement. Mr. Zarr reviewed the various deed types and fee models for the purchase agreement. He also stated that because the appraised value was \$25,000, the sale is not subject to referendum and could be executed after the Clerk negotiates the terms of the purchase agreement with the potential buyer. After a discussion, the Mayor and Council agreed a special warranty deed would be the most advantageous for the Village and the potential buyer. No formal action was taken on this item. It will be brought back to Council once a purchase agreement has been negotiated.

19. Council to Review and Consider Potential Sale of Excess Property: 1996 Chevrolet 2500 Regular Cab Truck

Mayor Bruton stated the Village has recently purchased a new utility vehicle which means we now have a 1996 Chevrolet 2500 Regular Cab Truck it can sell to a private individual. Mr. Zarr said the value of the truck is less than \$2500 so the Village could sell it easily. He said he would send the appropriate NM statute to Mr. Wismer the next day.

A C T I O N	Motion	Motion to sell the 1996 Chevrolet 2500 Regular Cab Truck to a private party per NM Statutes.		
	Made by:	Y. Garcia	Councilor Johnson- Y	Councilor F Garcia-Y
	Second by:	D. Johnson	Councilor Wilson-Y	Councilor Y Garcia-Y
	Motion carried?	PASSED	FAILED	

20. Public Comments

The Village encourages public comment via email at clerk@villageoftijeras.com . Citizens are asked to type PUBLIC COMMENT in the subject line of the email. Within the body of the email, individuals should include a name, address, whether the comment pertains to a specific item on the agenda, and the comment.

Public comments about items will be accepted prior to the meeting, to be read into the meeting at the appropriate time. In addition, the email address will be monitored during the meeting for comments to be received during the live proceedings and read into the record when the Mayor calls for public comment.

Mayor Bruton asked if there was any public comment. Clerk Wismer said he had not received any emails requesting public comment.

21. Updates

a. Mayor's Update

- i. Village residents from the Criswell Drive area who participated in the wastewater project deliver a cake, ice cream and a nice thank you card thanking the Village staff for their efforts on the sewer project.
- ii. Councilors should visit the rea of 23 Criswell to look at the culvert Dominic Marks created. That is the standard he hopes to achieve throughout the Village.
- iii. The Village risks losing the \$440K in capital outlay for the Senior Center Phase IV Project during the upcoming Special Legislative session. He asked councilors to contact State Senator Jim White and our Representatives to ask them to support allowing the Village to keep that money for the Senior Center

b. Clerk/Treasurer Update

- i. We would soon be accepting local veteran's works of art for display in the Village Hall.
- ii. We are planning a soft opening for the Village Hall for July 6

c. Deputy Clerk Update

- i. MVD is now on the NM State Appointment System and appointments are booked solid through July
- ii. A number of residents have opted into email notifications via our new website.
- iii. We are reaching out to our seniors to get their input on future programming.

22. Time and Place of Next Meetings

THE NEXT MEETING OF THE VILLAGE OF TIJERAS GOVERNING BODY WILL BE HELD ON MONDAY, JULY 6 2020. FROM THEN ON, THE GOVERNING BODY WILL RESUME A REGULAR SCHEDULE OF MEETINGS TO BE HELD ON THE FIRST AND THIRD MONDAY OF EVERY MONTH AT 6PM. THE MEETINGS WILL BE HELD VIA A VIRTUAL PLATFORM UNTIL RESTRICTIONS ON PUBLIC GATHERINGS MANDATED BY THE DECLARATION OF A PUBLIC HEALTH EMERGENCY ARE LIFTED.

ADJOURNMENT

The Governing Body may revise the order of the agenda items considered at this Open Meeting. If you are an individual with a disability who is in need of an amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Village Clerk at 505-281-1220 at least three (3) days prior to the meeting.

Pursuant to New Mexico Open Meetings Act Section 10-15-1 (H) Subsection (2) limited personnel matters; (5) discussion of bargaining strategy preliminary to collective bargaining negotiations; (7) attorney-client privilege pertaining to threatening or pending litigation in which the public is or may become a participant; (8) discussion of the purchase, acquisition or disposal of real property or water rights by the public body. Speakers limited to 2 minutes.