

MINUTES

VILLAGE OF TIJERAS

COUNCIL MEETING

MONDAY JULY 20, 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 July 20, 2020.

Join Zoom Meeting

<https://zoom.us/j/99640186362?pwd=SVJHSEZCaVpqcVZrM1ljSUxsWDg2UT09>

Meeting ID: 996 4018 6362

Password: 055750

One tap mobile

+1 253 215 8782 US (Tacoma)

1. **CALL TO ORDER**

Meeting called to order at 6:00 P.M>

Please turn off cell phones
Or
Set to silent mode

2. **PLEDGE OF ALLEGIANCE**

Mayor Bruton made the following announcement. 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: 996 4018 6362
Password: 055750
Phone:1-346-248-7799

3. **ROLL CALL/DETERMINATION OF QUORUM**

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

4. **INTRODUCTION OF GUESTS**

William Zarr, Village Attorney	Marie Wilson
Rita Rivera	Linda Armenta
Victor Gonzales, Planning and Zoning Commission	
Josh Bennet	

5. **Approval of Agenda**

A C T	Motion	Motion to approve the agenda as amended to delete items 7 and 15.
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I O N	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**

A C T I O N	Motion	Motion to approve the minutes of the 071320 Council Meeting.		
	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	

7. **Council to review and approve ZA 1110 4 Vicente Lane Adding greenhouse and screen porch**

Planning and Zoning Commissioner Victor Gonzales stated that the P&Z had reviewed this addition of a greenhouse and screen porch for 4 Vicente Lane and determined that the plans met all requirements, including the setback. The P&Z recommends Council approve ZA1110.

A C T I O N	Motion	Motion to approve ZA 1110, adding a greenhouse and screen porch to the residence at 4 Vicente Lane.		
	Made by:	D. Johnson	Councilor Johnson-Y	Councilor F Garcia-Y
	Second by:	M. Wilson	Councilor Wilson- Y	Councilor Y Garcia-Y
	Motion carried?	PASSED	FAILED	

8. **Council to Review and Approve the Village of Tijeras Quarterly Finance Report.**

Mayor Bruton stated the Quarterly Financial Report had been sent out in advance and asked Council if they had questions. If not, the Mayor called for a motion.

A C T I	Motion	Motion to approve the Village of Tijeras Quarterly Financial Report.		
	Made by:	M. Wilson	Councilor Johnson-Y	Councilor F Garcia-Y

O N	Second by:	Y. Garcia	Councilor Wilson- Y	Councilor Y Garcia-Y
	Motion carried?	PASSED	FAILED	

9. **Council to Consider and Approve Budget Adjustment Request #6 for**

Mayor Bruton stated Budget Adjustment #6 amends the final cash balances for FY19-20.

A C T I O N	Motion	Motion to approve Budget Adjustment Request #6.		
	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	

10. **Council to Consider and Approve the Final FY 20-21 Budget**

Mayor Bruton stated this item is to approve the final FY 20-21 budget after The New Mexico Department of Finance Administration approved the Village's initial submission.

A C T I O N	Motion	Motion to approve the final FY20-21 budget.		
	Made by:	Y. Garcia	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 Review and Consider Extending the Continuing Agreement for Professional Consultant and Architectural Services with Molzen Corbin**

Mayor Bruton stated that the current contract with Molzen-Corbin will expire on August 12, 2020 however, the contract allows for an extension from year to year for a maximum of four years. Molzen-Corbin has been doing a fantastic job and are directly involved in all our grants and capital outlay projects.

A C T I	Motion	Motion to extend the Village's contract with Molzen-Corbin for one year.		
	Made by:	D. Johnson	Councilor Johnson-Y	Councilor F Garcia-Y

O N	Second by:	Y. Garcia	Councilor Wilson-Y	Councilor Y Garcia-Y
	Motion carried?	PASSED	FAILED	

12. Council to Consider Hiring an Intern to Assist in the On-Site Meal Delivery Program Planned for the Senior Center.

Deputy Clerk Brown requested the Mayor and Council approve a temporary part assistant to help with meal site distribution at the Senior Center. Due to the COVID-19 pandemic and construction at the Village of Tijeras Senior Center, the Village will begin operating a grab and go lunch meal site for seniors in the East Mountains on August 10. In order to provide the best service possible, she would like to recruit a temporary meal site assistant to begin August 5, 2020. This position will last for the duration of Senior Center Phase 4 construction, projected to be finished summer 2021. The meal site assistant will be responsible for assisting the senior center manager, senior center ssistant, and meal site coordinator in daily operations of the meal site, including set-up, record keeping, meal distribution, and tear down. The meal site assistant will train with the other staff for 3 days prior to operations beginning at the Senior Center at various grab and go lunch meal site in the City of Albuquerque. The meal site assistant will be directly supervised by the senior center manager and will report to the Senior Center each day. The starting salary is suggested to be \$10. per hour.

A C T I O N	Motion	Motion to approve a part time meal site assistant at a rate of \$10. per hour to work Monday through Friday, 10-2 at the Senior Center.		
	Made by:	Y. Garcia	Councilor Johnson- Y	Councilor F Garcia-Y
	Second by:	F. Garcia	Councilor Wilson- Y	Councilor Y Garcia-Y
	Motion carried?	PASSED	FAILED	

13. Council to Consider Accepting the Resignation of the Village Manager/Clerk and Appointing Hallie Brown as the Village Manager/Clerk effective August 1, 2020.

Mayor Bruton stated Village Manager/Clerk Wismer has decided to resign due to ongoing health concerns previously identified to Council in a closed session. He said Mike Wismer will be missed. He has done a fantastic job for the Village. Councilors Wilson, Y. Garcia, F. Garcia and Johnson all agreed.

A C T I O N	Motion	Motion to accept the resignation of Village Manager/Clerk Mike Wismer and appoint Hallie Brown as the Manager/Clerk effective August 1, 2020 at a salary of \$75K.		
	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	

14. **Council to Convene in Closed Session to Discuss Limited Personnel Actions Related to the Water Operator, Maintenance Technician and an MVD Specialist per the New Mexico Open Meetings Act, Section H, Exceptions.**

Councilor Y. Garcia recused herself from participating in the closed session.

A C T I O N	Motion	Motion to convene the Council in closed session to discuss limited personnel matters related to the water operator, maintenance technician and MVD specialist in accordance with the NM Open Meetings Act.		
	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	

15. **Council to Reconvene into Open Session.**

Mayor Bruton announced Council met in closed session to discuss only the limited personnel matters previously identified. He stated that no action have been taken nor have any decisions had been made.

A C T I O N	Motion	Motion for the Council to reconvene in open session.		
	Made by:	M. Wilson	Councilor Johnson-Y	Councilor F Garcia-Y
	Second by:	F. Garcia	Councilor Wilson-Y	Councilor Y Garcia- N/A
	Motion carried?	PASSED	FAILED	

16. 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.

17. Updates

- a. Mayor: no updates
- a. Clerk/Treasurer Update: defer to Hallie
- b. Deputy Clerk Update: Rita has received a call from a senior because a sack and frozen lunch had been delivered instead of a hot lunch. Rita and Hallie reached out to Tim at Senior Affairs and he let us know that there was a possible COVID case at their facility, but that after sanitation and testing, it is operational again.

18. Time and Place of Next Meetings

THE NEXT MEETING OF THE VILLAGE OF TIJERAS GOVERNING BODY WILL BE HELD ON MONDAY, JULY 20 2020. 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.