

**MINUTES
VILLAGE OF TIJERAS
COUNCIL MEETING
MONDAY, JANUARY 4, 2021 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 January 4, 2021:

Join Zoom Meeting
<https://zoom.us/j/93492246695?pwd=M3dwbmlBK0xYL0huL0pQWmxpZ05Ldz09>
 Meeting ID: 934 9224 6695
 Passcode: 978611
 One tap mobile
 +13462487799,,93492246695#,,,,*978611# US (Houston)

1. **Call to Order**

Meeting called to order at 6:00

Please turn off cell phones or set to silent mode

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**

William Zarr, Village Attorney
 Dan Rubin, Village Attorney

5. **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.

No public comment.

6. **Approval of Agenda**

A C T I O N	Motion	Motion to approve the agenda for 01/04/2021		
	Made by:	Y. Garcia	Councilor Johnson-Y	Councilor F Garcia-Y
	Second by:	Johnson	Councilor Wilson-Y	Councilor Y Garcia-Y
	Motion carried?	PASSED	FAILED	

7. **Council to Review and Approve Previous Council Minutes**

[Attachment A 122121 Draft Minutes.pdf](#)

A C T I O N	Motion	Motion to approve the minutes for 12/21/2020		
	Made by:	Y. Garcia	Councilor Johnson-Y	Councilor F Garcia-Y
	Second by:	Johnson	Councilor Wilson-Y	Councilor Y Garcia-Y
	Motion carried?	PASSED	FAILED	

8. **CLOSED MEETING: Pursuant to Section 10-15-1 (H) (7) of the NM Open Meetings Act, The Village of Tijeras Governing Body Will Convene in a Closed Session for the Discussion and Deliberation of Pending or Threatened Litigation, D 202 CV 2020-05314**

A C T I O N	Motion	Motion to enter closed session		
	Made by:	Johnson	Councilor Johnson-Y	Councilor F Garcia-Y
	Second by:	F. Garcia	Councilor Wilson-Y	Councilor Y Garcia-Y
	Motion carried?	PASSED	FAILED	

9. **Meeting Will Reconvene in Open Session**

Mayor Bruton stated the closed session was limited to the discussion and deliberation of pending or threatened litigation and no decisions were made.

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

10. **Council to Review and Approve Resolution 2021-1, Water Rate Increases**

[Attachment B RESOLUTION NO 2021-01 Water Rate Increases.docx](#)

Mayor Bruton stated the water system is currently not operating sustainably and he is making strides to resolve the issue. He noted the Village charges about half as much for water as other systems in the area.

Clerk Brown noted there was another water rate increase about six months ago, which resulted in a marginal increase in revenue. She added that this increase is more aggressive, but the water system must begin operating in the black to avoid a repeat audit finding. Clerk Brown stated Village staff would monitor the water billing system for six months following the increase to determine the impact of the rate increase on the shortfall.

Mayor Bruton noted water rates are now adopted by Resolution rather than by Ordinance, so the Council can easily make adjustments.

Clerk Brown stated it is a goal of the Village to have a full time water operator in the future.

Councilor Johnson stated he believes this is a step the Village needs to take.

Councilor Wilson clarified that the water rate increase would take effect on February 25th and be reflected on the March water bills. Clerk Brown stated that was correct.

Councilor F. Garcia stated he has spoken with residents about the issue and the community is supportive. Councilor Wilson expressed her gratitude for the information.

A C T I O N	Motion	Motion to approve Resolution 2021-1, Water Rate Increases		
	Made by:	F. Garcia	Councilor Johnson-Y Councilor Wilson-Y	Councilor F Garcia-Y Councilor Y Garcia-Y
	Second by:	Johnson		
	Motion carried?	PASSED	FAILED	

11. Council to Discuss Updates to Subdivision Regulations

[Attachment C Subdivisions Regulation Retype_MR SG.docx](#)

Mayor Bruton stated the Village has not updated its Subdivision Regulations since 1978. He added staff from MRCOG reviewed the regulations and said it looks good aside from minor grammatical errors. He also noted there is no clause preventing families from subdividing lots. Clerk Brown stated there is a definition of subdivision in the Zoning Ordinance but no provision.

Clerk Brown stated that the Councilors' packets contained a track-changes document from MRCOG. She thanked Cheyanne Herrera for transcribing the regulations, which were originally created on a typewriter. Clerk Brown noted the Council had the option to leave the regulation as is or hold a public hearing to make grammatical changes. Mayor Bruton added the Council could also opt to hold a workshop beforehand.

Councilor Johnson suggested holding a public hearing at the earliest possible date.

Mayor Bruton, Councilor Wilson, and Councilor Y. Garcia thanked Councilor F. Garcia, who was Mayor at the time the Subdivision Regulations were written, for his work.

A C T I O N	Motion	Motion to call for a public hearing on the Subdivision Regulations thirty days from 01/08/21		
	Made by:	Johnson	Councilor Johnson-Y Councilor Wilson-Y	Councilor F Garcia-Y Councilor Y Garcia-Y
	Second by:	Y. Garcia		
	Motion carried?	PASSED	FAILED	

12. Council to Review and Discuss Grant Monitoring Spreadsheet

[Attachment D Grants Spreadsheet Updates.xlsx](#)

Mayor Bruton stated the staff would bring this spreadsheet before the Council once every three months. He added it provides information on the status of current grants.

Clerk Brown noted the spreadsheet will look different the next time the Council sees it, as she and the staff will be adding additional information based on feedback from the

auditors. She stated she hopes eventually to include grants for the last six years on the spreadsheet.

Mayor Bruton noted he believes the spreadsheet is very useful.

A C T I O N	Motion	Motion to approve the Grant Monitoring Spreadsheet		
	Made by:	Johnson	Councilor Johnson-Y Councilor Wilson-Y	Councilor F Garcia-Y Councilor Y Garcia-Y
	Second by:	Y. Garcia		
	Motion carried?	PASSED	FAILED	

13. **Council to Review and Approve List of Record Destruction per Resolution 2020-27**

[Attachment E Jan 4th Shredding Index.xls](#)

Mayor Bruton stated this was the latest round of documents for destruction. Clerk Brown noted the next List of Record Destruction would for the first time include digital documents. Mayor Bruton stated the Village is making considerable headway and noted he and Clerk Brown are working on a comprehensive plan to complete the project. He added they may soon be able to provide an estimated completion date.

A C T I O N	Motion	Motion to approve the 01/04/21 shredding index per Resolution 2020-27		
	Made by:	Y. Garcia	Councilor Johnson-Y Councilor Wilson-Y	Councilor F Garcia-Y Councilor Y Garcia-Y
	Second by:	F. Garcia		
	Motion carried?	PASSED	FAILED	

14. **Updates**

- a. Mayor Bruton – Mayor Bruton updated the Council on current projects, including an upcoming meeting with state legislators to discuss capital outlay priorities, the beginning paving work on Gonzales Rd. and Torres Trail, easement agreements to remediate the slope on Los Vallecitos Rd., the beginning of Village-wide tree trimming, an incident with a guard rail near Village Hall, two main line water issues the Village experienced, a meeting with Bernalillo County regarding annexation, and community meetings on annexation.
- b. Councilors
 - i. Councilor F. Garcia asked for more information about the damage to the guard rail. Clerk Brown explained the police are aware of the incident and believe it to be the result of a mechanical failure. Mayor Bruton suggested looking into the possibility of filing an insurance claim. Councilor Y. Garcia stated she witnessed a semi truck hit the guard rail. Mayor Bruton instructed Clerk Brown to try to obtain more information from the police.

- ii. Councilor Wilson complimented Councilors F. Garcia and Y. Garcia for the Christmas light displays in their neighborhoods.
- a. Clerk/Treasurer Update – Clerk Brown provided updates on projects including automatic shutoff notices for late water payments, and a new form for people to update the name on water accounts they have inherited.
- b. Deputy Clerk Update – Deputy Clerk Kennedy stated Village staff would be holding a community meeting on annexation the following evening and noted he would be in touch with the Council soon with information on the legislative meeting.
- c. Fire Department

15. Time and Place of Next Meetings

THE NEXT MEETING OF THE VILLAGE OF TIJERAS GOVERNING BODY WILL BE HELD ON MONDAY, JANUARY 18, 2021. 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.