



**MINUTES  
VILLAGE OF TIJERAS  
COUNCIL MEETING  
MONDAY, OCTOBER 17, 2022, AT 6:00 P.M.  
SENIOR CENTER**

1. **Call to Order**

Meeting called to order at 6:00 by Mayor Bruton

**Please turn off cell phones or set to silent mode**

2. **Pledge of Allegiance**

Mayor Bruton led attendees in the Pledge of Allegiance.

3. **Roll Call/Determination of Quorum**

|                |   |     |    |    |   |    |   |
|----------------|---|-----|----|----|---|----|---|
| JO             | ✓ | MA  | ✓  | MW | X | YG | ✓ |
| Quorum present |   | Yes | No |    |   |    |   |

4. **Introduction of Guests**

Jessica Nixon, Village Attorney  
David Wilson, Resident

Ann Cook, Village Resident  
Rita Rivera, Senior Center Manager

5. **Public Comment**

None.

6. **Approval of Agenda**

|                            |                 |                                         |        |                                                |
|----------------------------|-----------------|-----------------------------------------|--------|------------------------------------------------|
| A<br>C<br>T<br>I<br>O<br>N | Motion          | Approve the agenda for October 17, 2022 |        |                                                |
|                            | Made by:        | Garcia                                  |        | Councilor Armenta-Yes                          |
|                            | Second by:      | Ortiz                                   |        | Councilor Garcia-Yes                           |
|                            | Motion carried? | PASSED                                  | FAILED | Councilor Ortiz-Yes<br>Councilor Wilson-Absent |

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

[Attachment A - 091922 Draft Minutes rev1.pdf](#)

[Attachment B - 100322 Draft Minutes.pdf](#)

Councilor Ortiz asked if the 09-19-22 minutes were updated with the changes requested by Councilor Maxine Wilson.

Deputy Clerk Limon confirmed that all the requested changes have been made.

|                            |                        |                                         |        |                                                |
|----------------------------|------------------------|-----------------------------------------|--------|------------------------------------------------|
| A<br>C<br>T<br>I<br>O<br>N | <b>Motion</b>          | <b>Approval of Attachment A &amp; B</b> |        |                                                |
|                            | <b>Made by:</b>        | Ortiz                                   |        | Councilor Armenta-Yes                          |
|                            | <b>Second by:</b>      | Armenta                                 |        | Councilor Garcia-Yes                           |
|                            | <b>Motion carried?</b> | PASSED                                  | FAILED | Councilor Ortiz-Yes<br>Councilor Wilson-Absent |

8. **Council to Consider Appointment of Jeff Claypool to the Planning and Zoning Commission for a Term Expiring January 10, 2024**

Mayor Jake Bruton stated that Jeff Claypool previously was a Planning and Zoning commissioner.

Jeff Claypool was not in attendance, Village Clerk Nick Kennedy stated if appointed he would schedule Mr. Claypool to take his oath of office.

Councilor Garcia commented that Mr. Claypool is a kind gentleman and will serve the community well. She also asked questioned who Mr. Claypool will be replacing.

Village Clerk Kennedy stated he will be replacing Amanda Windust who no longer lives within the Village.

|                            |                        |                                                                                                                |        |                                                |
|----------------------------|------------------------|----------------------------------------------------------------------------------------------------------------|--------|------------------------------------------------|
| A<br>C<br>T<br>I<br>O<br>N | <b>Motion</b>          | <b>Appointment of Jeff Claypool to the Planning and Zoning Commission for a term expiring January 10, 2024</b> |        |                                                |
|                            | <b>Made by:</b>        | Garcia                                                                                                         |        | Councilor Armenta-Yes                          |
|                            | <b>Second by:</b>      | Armenta                                                                                                        |        | Councilor Garcia-Yes                           |
|                            | <b>Motion carried?</b> | PASSED                                                                                                         | FAILED | Councilor Ortiz-Yes<br>Councilor Wilson-Absent |

9. **Council to Review and Take Action on Resolution 2022-26 Authorizing the Assignment of Officers and Agents for NMED FY23 Capital Outlay Agreement (SAP22-G2311-STB)**

[Attachment C - Resolution 2022-26 Authorizing Agents for NMED Grant SAP-22-G2311-STB.pdf](#)

[Attachment D - NMED Capital Outlay Agreement SAP 22-G2311-STB.pdf](#)

Mayor Jake Bruton stated this item is related to a capital outlay award for expansion of the wastewater utility.

This Resolution assigns officers for administration of the award. Mayor Jake Bruton, Nick Kennedy and Michael Limon will be the three main points of contact for the agreement.

|                            |                 |                                       |        |                                                |
|----------------------------|-----------------|---------------------------------------|--------|------------------------------------------------|
| A<br>C<br>T<br>I<br>O<br>N | Motion          | <b>Approval of Resolution 2022-26</b> |        |                                                |
|                            | Made by:        | Garcia                                |        | Councilor Armenta-Yes                          |
|                            | Second by:      | Ortiz                                 |        | Councilor Garcia-Yes                           |
|                            | Motion carried? | PASSED                                | FAILED | Councilor Ortiz-Yes<br>Councilor Wilson-Absent |

10. **Council to Review and Take Action on Resolution 2022-27**  
**Extension Request for 2022 NMDOT COOP Agreement**  
**(L300292)**

Mayor Jake Bruton commented that this award was originally intended to fund work on the Monte Vista Loop intersection, but the funding may be redirected to another project as the intersection work is being completed as part of the NM-333 pedestrian improvements project.

Mayor Bruton explained that however the Village ultimately uses the funding, it is unlikely the award can be drawn down prior to the current expiration date of December 31, 2022.

|                            |                 |                                       |        |                                                |
|----------------------------|-----------------|---------------------------------------|--------|------------------------------------------------|
| A<br>C<br>T<br>I<br>O<br>N | Motion          | <b>Approval of Resolution 2022-27</b> |        |                                                |
|                            | Made by:        | Ortiz                                 |        | Councilor Armenta-Yes                          |
|                            | Second by:      | Armenta                               |        | Councilor Garcia-Yes                           |
|                            | Motion carried? | PASSED                                | FAILED | Councilor Ortiz-Yes<br>Councilor Wilson-Absent |

11. **Council to Review and Take Action on Resolution 2022-28**  
**Adopting Revised Senior Center Policies**

[Attachment G - Resolution 2022-28 Adopting Revised Senior Center Policies.pdf](#)

[Attachment H - Senior Center Policy Manual Final.pdf](#)

[Attachment I - Senior Center Volunteer Policies.pdf](#)

[Attachment J - Senior Center Incident Report Template.pdf](#)

Village Clerk Kennedy spoke about the revisions needed to bring the Senior Center policies up to date.

Clerk Kennedy worked in tandem with Senior Center staff and Deputy Clerk Limon to decide on a membership fee for the Tijeras Senior Center. The amount decided was \$10.00 per year.

Clerk Kennedy is pleased with the updated documents and believe they will better protect the Village and better serve the staff working at the center.

|                            |                        |                                       |        |                                                                                                                             |
|----------------------------|------------------------|---------------------------------------|--------|-----------------------------------------------------------------------------------------------------------------------------|
| A<br>C<br>T<br>I<br>O<br>N | <b>Motion</b>          | <b>Approval of Resolution 2022-28</b> |        |                                                                                                                             |
|                            | <b>Made by:</b>        | Garcia                                |        | <b>Councilor Armenta-Yes</b><br><b>Councilor Garcia-Yes</b><br><b>Councilor Ortiz-Yes</b><br><b>Councilor Wilson-Absent</b> |
|                            | <b>Second by:</b>      | Armenta                               |        |                                                                                                                             |
|                            | <b>Motion carried?</b> | PASSED                                | FAILED |                                                                                                                             |

12. **Council to Review and Take Action on Lists of Record Destruction Created Pursuant to Resolution 2020-19**

- [Attachment K - 092022 Shredding Records Index.xls](#)
- [Attachment L - 092122 Shredding Records Index.xls](#)
- [Attachment M - 092322 Shredding Records Index.xls](#)

|                            |                        |                                       |        |                                                                                                                             |
|----------------------------|------------------------|---------------------------------------|--------|-----------------------------------------------------------------------------------------------------------------------------|
| A<br>C<br>T<br>I<br>O<br>N | <b>Motion</b>          | <b>Approval of Record Destruction</b> |        |                                                                                                                             |
|                            | <b>Made by:</b>        | Ortiz                                 |        | <b>Councilor Armenta-Yes</b><br><b>Councilor Garcia-Yes</b><br><b>Councilor Ortiz-Yes</b><br><b>Councilor Wilson-Absent</b> |
|                            | <b>Second by:</b>      | Garcia                                |        |                                                                                                                             |
|                            | <b>Motion carried?</b> | PASSED                                | FAILED |                                                                                                                             |

13. **Updates**

- a. Mayor
  - i. Mayor Bruton spoke about the Mexico fire equipment donation trip being featured on the front page of the Independent.
  - ii. Mayor Bruton reminded Council of the Trunk or Treat and the Park & View showing on October 29<sup>th</sup>.
  - iii. Mayor Bruton stated due to elections the next two Council meetings will be held at the Senior Center and one Planning and Zoning Commission meeting will be as well.
- b. Councilors
  - i. Councilor Wilson was absent.
  - ii. Councilor Garcia stated she will be donating candy as she is currently unable to attend the Trunk or Treat event.
  - iii. Councilor Ortiz stated he will also be unable to attend the Trunk or Treat, but will donate candy for staff to give out that day.
  - iv. Councilor Armenta thanked staff for addressing ponding issues on Camino Primera Agua.

- c. Clerk
  - i. Clerk Kennedy shared updates and exact dates of Early Voting for the Council and the public.
  - ii. Clerk Kennedy also shared his experience attending the EMIFPA community wildfire preparedness meeting that was hosted at Los Vecinos last Wednesday.
- d. Deputy Clerk
  - i. Clerk Limon informed council of TextMyGov updates.
  - ii. Clerk Limon also provided updates regarding the Village's social media accounts.
- e. Departments
  - i. None.

#### 14. **Time and Place of Next Meetings**

*THE NEXT MEETING OF THE VILLAGE OF TIJERAS GOVERNING BODY WILL BE HELD ON MONDAY, NOVEMBER 7<sup>TH</sup>, 2022.*

### **ADJOURNMENT**

The meeting adjourned at 6:35 pm.

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 minute