



**MINUTES
VILLAGE OF TIJERAS
COUNCIL MEETING
MONDAY, NOVEMBER 21, 2022 AT 6:00 P.M.
COUNCIL CHAMBERS**

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	✓	YG	
Quorum present		Yes	No				

4. **Introduction of Guests**

Jessica Nixon, Village Attorney

Angela Garcia, CamNet, Inc

5. **Public Comment**

No public comment.

6. **Approval of Agenda**

Council took a roll call vote to allow Councilor Wilson to participate via telephone.

Both Councilor Armenta and Ortiz voted in favor of her participation. Councilor Garcia was absent from this meeting.

A C T I O N	Motion	Approve the agenda for November 21, 2022	
	Made by:	Ortiz	
	Second by:	Armenta	
	Motion carried?	PASSED	FAILED

7. Council to Review and Approve Previous Minutes

[Attachment A - 110122 Draft Minutes.pdf](#)

[Attachment B - 110722 Draft Minutes.pdf](#)

[Attachment C - 110822 Draft Minutes.pdf](#)

A C T I O N	Motion	Approval of previous minutes as a consent agenda.	
	Made by:	Wilson	
	Second by:	Ortiz	
	Motion carried?	PASSED	FAILED

8. Council to Review and Take Action on Resolution 2022-31 FY2022-2023 Budget Adjustment Resolution #2

[Attachment D - Resolution 2022-31 Budget Adjustment Resolution FY23 BAR 2.pdf](#)

[Attachment E – FY23 BAR #2](#)

Mayor Bruton stated the following item was to simplify the transfer of fire funds.

Councilor Armenta questioned if this transfer includes the payment of the annual administrative fee to Bernalillo County.

Mayor Bruton clarified that the first 10 years of the agreement are free and non-related to this resolution.

Councilor Ortiz questioned if this deals with Village funds.

Mayor Bruton stated that it is not, only fire funds.

Councilor Wilson questioned if more BARs would be coming before Council.

Mayor Jake Bruton stated that not at this time.

A C T I	Motion	Approval of Resolution 2022-31	
	Made by:	Ortiz	
	Second by:	Wilson	
			Councilor Armenta-Yes Councilor Garcia-Absent

O N	Motion carried?	PASSED	FAILED	Councilor Ortiz-Yes Councilor Wilson-Yes

9. **Council to Review and Take Action on Renewal Contract with CamNet, Inc. for Managed IT Services**

[Attachment F - Village of Tijeras- MSP Gold Plan Proposal \(003\).pdf](#)

Mayor Bruton stated the contract before council is for only to extend the agreement for another year. The price and services provided by CamNet will remain the same.

Councilor Armenta asked if staff is pleased with the services provided.

Deputy Clerk Limon stated that in his time with Sunland departing from CamNet was a mistake. He spoke highly of the work ethic and production of technicians that CamNet provides and looks forward to continuing working with them.

Mayor Jake Bruton stated how he's been having issues with his work computer and cell phone and CamNet was able to address the issues quickly and professionally.

A C T I O N	Motion	Renewal of contract with CamNet, Inc. for managed IT services.		
	Made by:	Armenta	Councilor Armenta-Yes Councilor Garcia-Absent Councilor Ortiz-Yes Councilor Wilson-Yes	
	Second by:	Wilson		
	Motion carried?	PASSED		

10. **Council to Review and Take Action on Extension of employment of Document Retention Assistant Janice Parks through Q1 2023**

[Attachment G - Parks Jan Employment Extension Letter 111722.pdf](#)

Mayor Jake Bruton stated that even with the record retention project completed staff would like to see the extension of the Document Retention position.

The Clerks agreed that there is filing to be done with human resources and financial documents that need to be addressed that Jan could help with.

Councilor Wilson would like it stated that she believes Jan is a hard worker and staff is lucky to have her apart of the team.

Councilor Armenta questioned if the rate of pay would remain the same to which Mayor Bruton stated yes it would.

A C T I O N	Motion	Extension of Employment of Document Retention Assistant.	
	Made by:	Wilson	
	Second by:	Ortiz	
	Motion carried?	PASSED	FAILED

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

[Attachment H - 101822_Shredding Records Index.xls](#)

A C T I O N	Motion	Approval of the list of record destruction	
	Made by:	Wilson	
	Second by:	Ortiz	
	Motion carried?	PASSED	FAILED

12. Updates

- a. Mayor
 - i. Mayor Bruton made mention of the Winter Celebration planned for December 9th.
 - ii. Mayor Bruton also brought to the attention of Council that December 16th is the Village Staff Christmas Party.
 - iii. Mayor Bruton announced the hiring of Ms. Shaline Lopez as the Grant Writer/ Administrator. She is the former Clerk from Vaughn.
 - iv. Mayor Bruton announced the fundraising of Saint Vincent De Paul event by GCC. Donations of non-perishable food and toiletries will be accepted at Village Hall for the Month of December.
 - v. Mayor Bruton updated Councilor Ortiz that he addressed a resident's concern regarding NMDOT drainage effecting their property.
- b. Councilors
 - i. Councilor Armenta brought up concerns of residents regarding ponding on Camino Primera Agua.
 - ii. Councilor Ortiz stated he had no updates.
 - iii. Councilor Wilson had no updates.
- c. Clerk
 - i. Clerk Kennedy informed the Council of the community wildfire protection plan meeting happening at Los Vecinos on 11/30 at 6:00 p.m. The annual meeting is the same date as our Winter Celebration. This meeting is for local agencies that participate with wildfire protection to help plan and request certain courses to help communities better prepare.
 - ii. December 20 Vitalant will be hosting another blood drive.
- d. Deputy Clerk

- i. Deputy Clerk Limon updated Councilor Ortiz that GCC would be in touch with him regarding the blast readings from his home and performing another test.
- e. Departments
 - i. None.

13. **Time and Place of Next Meetings**

THE NEXT MEETING OF THE VILLAGE OF TIJERAS GOVERNING BODY WILL BE HELD ON MONDAY, DECEMBER 5, 2022.

ADJOURNMENT

The meeting adjourned at 6:30 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