



**MINUTES  
VILLAGE OF TIJERAS  
COUNCIL MEETING  
MONDAY, APRIL 17, 2023, AT 6:00 P.M.  
VILLAGE 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  
Rick Hanewinkel, Resident

Audrey Caufield, Finance Director

**5. Public Comment**

None.

**6. Approval of Agenda**

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

7. **Council to Review and Take action on Previous Minutes**

[Attachment A - 033123 Draft Minutes.pdf](#)

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

8. **Council to Review and Take Action on Resolution 2023-10 Adopting the Bernalillo County Fire Code.**

[Attachment C – Resolution 2023-10 Adopting the Bernalillo County Fire Code.pdf](#)

Clerk Kennedy stated that the last time the Village Council adopted the Fire Code was in 2018. The Clerk’s office was approached by Bernalillo County Fire and Rescue regarding this Resolution; it was suggested to Clerk Kennedy that the Village adopt the same version of the Fire Code as the County for consistency.

A C T I O N	<b>Motion</b>	<b>Adoption of Resolution 2023-10</b>		
	Made by:	Garcia		Councilor Armenta-Yes
	Second by:	Armenta		Councilor Garcia-Yes
	Motion carried?	PASSED	FAILED	Councilor Ortiz-Yes Councilor Wilson-Yes

9. **Council to Review and Approve Hiring of Lisa Kennedy for the Position of Administrative Assistant**

[Attachment E – Lisa Kennedy Resume.pdf](#)  
[Attachment D – Kennedy Lisa Offer Letter Signed.pdf](#)

Mayor Jake Bruton stated that Ms. Kennedy was hired and started on April 3<sup>rd</sup>, 2023 to fill the position.

Mayor Jake Bruton stated he believes Lisa is an outstanding candidate and although the last name is the same, she has no relation to current Village Clerk Nick Kennedy.

Both Village Clerk Kennedy and Deputy Clerk Limon spoke on Lisa’s progress thus far and how they each see potential and how she has been a great asset to the team.

A C T I O N	<b>Motion</b>	<b>Approval of the Hiring of Lisa Kennedy as Administrative Assistant</b>	
	Made by:	Wilson	Councilor Armenta-Yes

O N	Second by:	Garcia		Councilor Garcia-Yes Councilor Ortiz-Yes Councilor Wilson-Yes
	Motion carried?	PASSED	FAILED	

## 10. Council to Schedule FY24 Budget Workshops

Finance Director Audrey Caufield suggested dates for the Council to have special workshops to review budget before submission is due at the end of May.

The dates decided were the 10<sup>th</sup> and the 24<sup>th</sup>. Time will be at 4:00PM.

A C T I O N	Motion	Approval of workshops for the above stated date and time		
	Made by:	Garcia		Councilor Armenta-Yes Councilor Garcia-Yes Councilor Ortiz-Yes Councilor Wilson-Yes
	Second by:	Wilson		
	Motion carried?	PASSED	FAILED	

## 11. Mayor to Read Proclamation Recognizing May 2023 as Motorcycle Awareness Month.

[Attachment E – Letter From Richard Sturgeon re Motorcycle Awareness Month.pdf](#)

[Attachment F – VOT Proclamation- Recognizing May 2023 As Motorcycle Awareness Month.pdf](#)

*(The Mayor read the Proclamation declaring May 2023 “Motorcycle Awareness Month”)*

## 12. Updates

### a. Mayor

- i. Mayor Bruton discussed updates regarding the pedestrian improvements project.
- ii. Mayor Bruton shared an update regarding a meeting with the state auditor.
- iii. Mayor Bruton scheduled the next planning meeting for the 50<sup>th</sup> Anniversary Celebration and asked those involved to be prepared with updates.

### b. Council

- i. Councilor Wilson requested the hydrants be painted and landscaped. Inspections should be handled by the County. The Clerks will follow up with BernCo for an update.
- ii. Councilor Wilson also requested an update on the date when GCC blasting is supposed to end, noting that despite GCC staff stating blasting was coming to an end, they continue to blast twice a week. Councilor Wilson reminded the Clerks to issue a Notice of Potential Quorum for the next CAP meeting with GCC.
- iii. Councilor Ortiz requested reminders of benchmark dates for the 50<sup>th</sup> Anniversary Celebration planning process.

1. After discussion with the Council, Clerk Kennedy proposed creating a separate calendar to keep track of Council appointments. The Council was in favor of creating such a calendar.
- iv. Councilor Ortiz provided an update on preparations for Earth Day. He also noted that David Wilson is interested in helping to plan the car show for the 50<sup>th</sup> Anniversary Celebration.
- v. Councilor Garcia stated she will be unable to attend the 5/15 Council Meeting and requested a notice of potential quorum for 5/13, as she intends to invite the Council to her daughter's graduation.
- vi. Councilor Armenta asked for clarification on the logistics of Earth Day. Councilor Ortiz and Clerk Kennedy provided information on the program for the event.
- c. Clerk
  - i. Clerk Kennedy stated that he had already spoke with the County regarding hydrant inspections. BernCo stated that they are working to have Tijeras incorporated into their own schedule and once they can fit that route they will proceed.
  - ii. Clerk Kennedy provided updates regarding the Chipper Day event.
  - iii. Clerk Kennedy reminded the Council that he and Deputy Clerk Limon would be attending a conference for the remainder of the week.
  - iv. Clerk Kennedy shared updates regarding the Wells Fargo lighting issue.
- d. Deputy Clerk
  - i. Deputy Clerk Limon requested June 5<sup>th</sup> for a social media workshop.
  - ii. Deputy Clerk Limon also provided updates to his schedule regarding bereavement leave.
- 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 FRIDAY MAY 1ST, 2023.*

## **ADJOURNMENT**

The meeting adjourned at 6:45 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 minutes