



**MINUTES  
VILLAGE OF TIJERAS  
COUNCIL MEETING  
TUESDAY, JANUARY 16, 2023 AT 6:00 P.M.**

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

**1. Call to Order**

Meeting called to order at 6:00 by Mayor Bruton

**2. Pledge of Allegiance**

Mayor Bruton led attendees in the Pledge of Allegiance.

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

JO	✓	MA	✓	EB	✓	YG	✓
Quorum present		Yes	No				

**4. Introduction of Guests**

Jessica Nixon, Village Attorney  
Rita Rivera, Senior Center Director  
Joshua Kerns, Zia Sports Academy  
Jeannie Place, Historical Society

Shaline Lopez, Grant Administrator  
Alan Haskins, P&Z Commissioner  
Robyn Hoffman, Historical Society

**5. Public Comment**

None.

**6. Approval of Agenda**

<b>A C T I</b>	<b>Motion</b>	<b>Approve the Agenda</b>	
	<b>Made by:</b>	Ortiz	<b>Councilor Armenta-Yes</b>
	<b>Second by:</b>	Armenta	<b>Councilor Garcia-Yes</b>

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

## 7. Council to Review and Approve Previous Minutes

[Attachment A - 120423 Public Hearing Draft Minutes.pdf](#)

[Attachment B - 120423 Draft Minutes.pdf](#)

A C T I O N	Motion	Approve Previous Minutes		
	Made by:	Armenta		Councilor Armenta-Yes
	Second by:	Ortiz		Councilor Garcia-Yes
	Motion carried?	PASSED	FAILED	Councilor Ortiz-Yes Councilor Barnes-Yes

## 8. Council to Review Previous Planning and Zoning Commission Meeting Minutes

[Attachment C - 121323 P&Z Draft Minutes.pdf](#)

*The Governing Body reviewed the Planning and Zoning Commission Meeting Minutes.*

## 9. Council to Hear Presentation from Zia Sports Academy

*The Governing Body listened to Mr. Kerns's presentation. The details of the presentation listed Mr. Kern's background in local government and his interactions in aiding counties and local government in bridging gaps of funding to provide local youth sports group with avenues of competition and funding.*

## 10. Council to Confirm Appointment of Nicolas Kennedy to the Position of Clerk

Mayor Bruton stated that the appointment of the Clerk's office must occur after an election.

Mayor Bruton stated that he is proud of the work he has been able to accomplish with Nicolas Kennedy as Clerk and would like to continue with Clerk Kennedy.

Councilor Armenta stated that he is proud of the work the Village has done under Nicolas's leadership and would also like to see Nick continue as Clerk for the Village.

A C T I O N	Motion	Motion to Appoint Nicolas Kennedy to the position of Clerk		
	Made by:	Ortiz		Councilor Armenta-Yes
	Second by:	Armenta		Councilor Garcia-Yes
	Motion carried?	PASSED	FAILED	Councilor Ortiz-Yes Councilor Barnes-Yes

11. **Council to Confirm Appointment of Michael Limon to the position of Deputy Clerk**

Mayor Bruton stated he is pleased with the work Deputy Clerk Limon has performed in his time with the Village.

Mayor Bruton stated that Deputy Clerk Limon and Clerk Kennedy work well together.

A C T I O N	Motion	<b>Motion to Appoint Michael Limon to the position of Deputy Clerk</b>		
	Made by:	Armenta		Councilor Armenta-Yes Councilor Garcia-Yes Councilor Ortiz-Yes Councilor Barnes-Yes
	Second by:	Barnes		
	Motion carried?	PASSED	FAILED	

12. **Council to Confirm Appointment of Jeff Claypool to the Planning and Zoning Commission**

A C T I O N	Motion	<b>Motion to Appoint Jeff Claypool to the Planning and Zoning Commission</b>		
	Made by:	Garcia		Councilor Armenta-Yes Councilor Garcia-Yes Councilor Ortiz-Yes Councilor Barnes-Yes
	Second by:	Armenta		
	Motion carried?	PASSED	FAILED	

13. **Council to Confirm Appointment of Ramon Garcia to the Planning and Zoning Commission**

A C T I O N	Motion	<b>Motion to Appoint Ramon Garcia to the Planning and Zoning Commission</b>		
	Made by:	Garcia		Councilor Armenta-Yes Councilor Garcia-Yes Councilor Ortiz-Yes Councilor Barnes-Yes
	Second by:	Barnes		
	Motion carried?	PASSED	FAILED	

14. **Council to Confirm Appointment of Alan Haskins to the Planning and Zoning Commission**

A C T I O N	Motion	<b>Motion to Appoint Alan Haskins to the Planning and Zoning Commission</b>		
	Made by:	Garcia		Councilor Armenta-Yes Councilor Garcia-Yes
	Second by:	Ortiz		

Motion carried?	<b>PASSED</b>	FAILED	Councilor Ortiz-Yes Councilor Barnes-Yes
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15. **Council to Confirm Appointment of David Thompson to the Planning and Zoning Commission**

A C T I O N	Motion	<b>Motion to Appoint David Thompson to the Planning and Zoning Commission</b>		
	Made by:	Ortiz	Councilor Armenta-Yes Councilor Garcia-Yes Councilor Ortiz-Yes Councilor Barnes-Yes	
	Second by:	Barnes		
	Motion carried?	<b>PASSED</b>	FAILED	

Mayor Bruton called a short recess to allow the newly reappointed individuals to be administered their oaths of office.

16. **Council to Confirm Employees of the Village of Tijeras**

Councilor Garcia asked if there is a process in place to evaluate the performance of employees and hear the feedback of their supervisors and colleagues. Deputy Clerk Limon explained the Village's annual performance evaluation process. Councilor Garcia stated she would like to have access to the evaluations to ensure all staff are performing satisfactorily and getting along with the other members of the team.

Village Attorney Jessica Nixon stated that there are laws that protect personnel files of Village employees, and that certain components of an employee personnel files may be confidential.

Clerk Kennedy stated he would work with the Village's attorney to identify the proper procedure through with the Council can review employee performance evaluations.

A C T I O N	Motion	<b>Confirmation of Village Employees</b>		
	Made by:	Ortiz	Councilor Armenta-Yes Councilor Garcia-Yes Councilor Ortiz-Yes Councilor Barnes-Yes	
	Second by:	Barnes		
	Motion carried?	<b>PASSED</b>	FAILED	

17. **Council to Review and Take action on Resolution 2024 – 01 Open Meetings Act Resolution**

Councilor Barnes noted the resolution states that the Clerks create the agenda for Council Meetings with the advice and consent of the Mayor, and asked about the process for a Councilor to add an item to the agenda. Mayor Bruton and Village Attorney Jessica Nixon explained that the resolution is worded in accordance with state statute. However, Mayor Bruton explained that

members of the Council are welcome to bring items to the Clerks to be placed on the agenda. He also explained that Councilors have the option to convene a special meeting to discuss any item they wish, in the event there is some disagreement between the Mayor and Council regarding placing an item on the agenda.

A C T I O N	<b>Motion</b>	<b>Approve Resolution 2024-01</b>		
	<b>Made by:</b>	<b>Ortiz</b>	<b>Councilor Armenta-Yes</b> <b>Councilor Garcia-Yes</b> <b>Councilor Ortiz-Yes</b> <b>Councilor Barnes-Yes</b>	
	<b>Second by:</b>	<b>Barnes</b>		
	<b>Motion carried?</b>	<b>PASSED</b>		

**18. Council to Review and Take Action on Resolution 2024-02 Planning and Zoning Fee schedule**

[Attachment G - Resolution 2024-02 P&Z Fee Schedule.pdf](#)  
[Attachment H - P&Z Fee Schedule Draft 011124.pdf](#)

A C T I O N	<b>Motion</b>	<b>Approval of Resolution 2024-02</b>		
	<b>Made by:</b>	<b>Ortiz</b>	<b>Councilor Armenta-Yes</b> <b>Councilor Garcia-Yes</b> <b>Councilor Ortiz-Yes</b> <b>Councilor Barnes-Yes</b>	
	<b>Second by:</b>	<b>Garcia</b>		
	<b>Motion carried?</b>	<b>PASSED</b>		

**19. Council to Review and Take Action on Resolution 2024-03 In Support of the East Mountain Historical Society’s Campo Stone House Project**

[Attachment I - Resolution 2024-03 In Support of the EMHS Campo Stone House Project.pdf](#)

Mayor Bruton provided an overview of the East Mountain Historical Society’s project to restore the Campo Stone House and develop it into a visitors center for the East Mountains and permanent home for the Society. He explained that this resolution enables the Village to serve as fiscal agent if the Society obtains funding for the project.

Robyn Hoffman, President of the East Mountain Historical Society, addressed the Council and provided additional information about the project.

A C T I O N	<b>Motion</b>	<b>Approval of resolution 2024-03</b>		
	<b>Made by:</b>	<b>Armenta</b>	<b>Councilor Armenta-Yes</b> <b>Councilor Garcia-Yes</b> <b>Councilor Ortiz-Yes</b> <b>Councilor Barnes-Yes</b>	
	<b>Second by:</b>	<b>Barnes</b>		
	<b>Motion carried?</b>	<b>PASSED</b>		

20. **Council to Review and Take Action on Memorandum of Understanding between the Village of Tijeras and the East Mountain Historical Society**

[Attachment J - MOU Village of Tijeras EMHS.pdf](#)

Mayor Bruton stated that this MOU formalizes the cooperation between the Village and EMHS, establishes the terms under which EMHS rents a room at the Senior Center to store and provide public access to their archive, and establishes a framework for the Village to act as fiscal agent for the Society.

Councilor Garcia stated that she would like to hear input from the Senior Center staff and patrons, as she has been told that there are issues with the Historical Society and believes that they should have input on who can use the Senior Center facilities and under what conditions.

Mayor Bruton stated there were some minor disagreements when EMHS first began utilizing the Senior Center, but he is not aware of any continuing issues. Deputy Clerk Limon stated that his door is open should either party have concerns.

A C T I O N	<b>Motion</b>	<b>Approval of MOU between the Village and EMHS</b>		
	<b>Made by:</b>	Armenta		Councilor Armenta-Yes Councilor Garcia-Yes Councilor Ortiz-Yes Councilor Barnes-Yes
	<b>Second by:</b>	Barnes		
	<b>Motion carried?</b>	PASSED	FAILED	

21. **Mayor to Read Proclamation Honoring Maxine Wilson upon Her Retirement**

[Attachment K - Proclamation Honoring Maxine Wilson.pdf](#)

Mayor Bruton read the following for record:

**WHEREAS** Maxine Wilson began her service to the Village of Tijeras on March 18, 1991, when she was appointed to the Planning and Zoning Commission by Mayor Juan Griego; and

**WHEREAS** Maxine Wilson was elected to the Village Council on March 5, 1996, and attended her first Village Council meeting on March 11, 1996; and

**WHEREAS** Maxine Wilson's accomplishments during her career as an appointed and elected official for the Village of Tijeras include:

- Reviewing and voting on over 150 zoning applications as a member of the Planning and Zoning Commission,
- Drafting, reviewing, and passing 419 resolutions,
- Drafting, reviewing, and adopting 98 ordinances,

- Celebrating the 30th, 40th, and 50th anniversaries of the Village’s incorporation,
- Providing sound leadership to the Village during such community milestones as the remodeling of Village Hall, the dedication of the Village of Tijeras Veterans Memorial, the construction of the Tijeras Senior Center, the expansion and modernization of the Village’s water utility, the origination of the Village’s wastewater utility, and the codification of the Village’s ordinances; and

**WHEREAS**, in her more than 30 years of service to the Village of Tijeras, Maxine Wilson has been a constant champion for transparency and fiscal responsibility and a tireless advocate for the health, safety, and well-being of Village residents.

**NOW THEREFORE**, I, Jake Bruton, Mayor of the Village of Tijeras, do hereby express my sincere appreciation and gratitude for Maxine Wilson’s dedicated service to the Village of Tijeras over the past 33 years.

**In witness whereof**, I have hereunto set my hand and caused the seal of the Village of Tijeras to be affixed on this 16th day of January 2024.

**22. Council to Enter Executive Session Pursuant to Section 10-15-1 H (7) NMSA 1978, Regarding Threatened or Pending Litigation to Include Village of Tijeras v. Estate of Melvin Garcia (Case No. D-202-PB-2021-00446)**

*The Council entered executive session at 7:28 PM*

A C T I O N	<b>Motion</b>	<b>Enter executive session</b>		
	Made by:	Ortiz		Councilor Armenta-Yes
	Second by:	Armenta		Councilor Garcia-Recuse
	Motion carried?	PASSED	FAILED	Councilor Ortiz-Yes Councilor Barnes-Yes

**23. Council to Reconvene in Open Session**

*The Council reconvened in open session at 7:57 PM*

A C T I O N	<b>Motion</b>	<b>Reconvene in open session</b>		
	Made by:	Ortiz		Councilor Armenta-Yes
	Second by:	Armenta		Councilor Garcia-Yes
	Motion carried?	PASSED	FAILED	Councilor Ortiz-Yes Councilor Barnes-Yes

24. **Council to certify that Discussion during the Executive Session was limited to those Matters Identified in the Motion to Enter executive Session and No Action was Taken.**

Mayor Bruton stated that the only topic discussed in closed session was the item listed and no action was taken.

Councilor Garcia stated she would not vote due to the fact she could not confirm if any other topics were discussed or if action was taken.

<b>A C T I O N</b>	<b>Motion</b>	<b>Certify that discussion during the executive session was limited to those matters identified in the motion to enter executive session and no action was taken</b>	
	<b>Made by:</b>	<b>Ortiz</b>	<b>Councilor Armenta-Yes Councilor Garcia-Recuse Councilor Ortiz-Yes Councilor Barnes-Yes</b>
	<b>Second by:</b>	<b>Armenta</b>	
	<b>Motion carried?</b>	<b>PASSED</b>	

25. **Updates**

- a. Previous Meeting Items
  - i. Los Vallecitos Slope – Clerk Kennedy stated that TLC has been out of the office due to the holidays however would make contact before the next Council Meeting.
  - ii. Fire Hydrant Testing – Begun testing on 12/4/23. Through testing, issues were discovered with the high flow pumps in the Village’s booster stations. Prodigy and the Village’s maintenance staff have been working to repair the issues.
- b. Mayor
  - i. Final Change order for the Pedestrian Improvements project is underway pending final quote from Star Paving.
  - ii. Mayor Bruton does not believe the Council should attend Municipal Day this year, as the Village’s legislators are very busy and often unable to meet on the same day as Municipal Day. He would like Clerk Kennedy to schedule meetings possibly for the 5<sup>th</sup> of February and Council is welcome and encouraged to attend.
- c. Council
  - i. Councilor Armenta stated that there is still an issue with the I-40 rumble strips and asked if DOT has any information for the Village to share.
  - ii. Councilor Amenta also took a moment to thank the staff for the efforts of attempting to widen Patricio Garcia.
  - iii. Councilor Barnes stated that there has been issues at the Senior Center with ice, adding he would like to avoid having a senior fall and experience



an injury. Clerk Kennedy explained there was a miscommunication between Senior Center and maintenance department staff, but he is working to develop a better system to handle such work orders in the future. He also noted that the Senior Center was closed on the day in question and the ice was eventually cleared.

- iv. Councilor Ortz had no updates.
  - v. Councilor Garcia stated she understands the concerns of the residents who were not amenable to providing additional easement to widen Patricio Garcia Road. She thanked staff for their efforts to accomplish the widening.
- d. Clerk
- i. Clerk Kennedy provided the update on Patricio Garcia Road project, explaining that the Village would not be able to widen the road because not all adjacent property owners were amenable to granting additional easement.
  - ii. Clerk Kennedy provided an update regarding his contact with NMDOT and other stakeholders regarding the I-40 rumble strips.
- e. Deputy Clerk
- iii. Deputy Clerk Limon stated he addressed the issue of certain residents not receiving the TextMyGov alerts for which they had signed up.
  - iv. Deputy Clerk Limon recapped his meeting with CamnNet regarding tech improvements for the Council Chamber.
  - v. Deputy Clerk Limon stated his first Senior Center tech course will occur in early or mid-march.
- f. Departments
- vi. Senior Center Director Rivera shared figures on attendance and lunch service.
  - vii. Senior Center Director Rivera requested an update on an ID printer. Deputy Clerk Limon stated he would follow up with CamNet.
  - viii. Senior Center Director Rivera stated GCC has volunteered to offer community service. Village Attorney would like to draft language of liability and have waivers signed before that work is performed.
  - ix. Senior Center Director stated that tax appointments will occur on 2/6/24 – 4/-9-24.

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

*THE NEXT MEETING OF THE VILLAGE OF TIJERAS GOVERNING BODY WILL BE HELD ON MONDAY FEBRUARY 5TH 2024.*

## **ADJOURNMENT**

The meeting adjourned at 8:38 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