



**MEETING MINUTES
VILLAGE OF TIJERAS
REGULAR COUNCIL MEETING
MONDAY, SEPTEMBER 16, 2024, AT 6:00PM
COUNCIL CHAMBER AND ZOOM**

Join Zoom Meeting
<https://us06web.zoom.us/j/83193313191>

Meeting ID: 831 9331 3191
Dial: (720)707-2699

1. **Call to Order**

Meeting Called to order at 6:00 p.m. by Mayor Bruton

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

2. **Pledge of Allegiance**

Pledge of Allegiance led by Mayor Bruton

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

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

4. **Introduction of Guests**

Jessica Nixon, Village Attorney

5. **Public Comment**

None

6. **Approval of Agenda:**

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

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

[Attachment A – Special Meeting DRAFT Minutes September 10, 2024.pdf](#)

A C T I O N	Motion To	Approve Meeting Minutes from Regular Council Meeting September 10, 2024		
	Made by:	Ortiz		
	Second by:	Armenta		
	Motion carried?	PASSED	FAILED	Councilor Armenta-Yes Councilor Barnes-Yes Councilor Garcia-Yes Councilor Ortiz-Yes



8. **Presentation and Discussion of the 2023 Water Audit, by Carole Cristiano from Lee Wilson & Associates**

- a. Attachment B(1) – 2023 Tijeras Water Audit Final Draft 8-13-24
- b. Attachment B(2) – BPCD Calculator FINAL 2-28-24
- c. Attachment B(3) – Tijeras Water Conservation Statement 2023 8-12-24

Carole Cristiano – Currently at 28% of water usage that cannot account for which is more than the average of 10%, this may be due to water leaks unaccounted meter's used, new billing software or a combination. There have been some discoveries made by Audrey, Roberta, and myself where there are issues with multipliers which is something Audrey is trying to get under control. A rate increase might be a good idea because VOT is paying \$19.27 to produce 1000 gallons of water and residents are \$6.04, systems are older which costs more time and money to maintain. Can work on calculation/rate study with Roberta and come up with some numbers that would make sense.

9. **Presentation and Discussion of the Water System and Meter Audit, by Roberta Padilla, Prodigy Builders Inc.**

- a. Attachment C – Prodigy MtrAudit Rpt 9.4.24

Roberta Padilla – Found 53 meters that do not have active accounts 7 show usage and 12 are large meters. The fees being charged are significantly low in comparison to what it costs to maintain the water system due to cost of material and older booster systems which at some point may come to the point where we cannot buy parts to fix because they are so old and parts are not available. There is a problem with the software and the way the systems communicate to come up with the billing, the readings are not correct from the handheld device is off by a factor of 10. To resolve the issue, we should have a meeting with your software people (Encode) as well as Neptune which is your meter manufacturer and try to get this figured out. Also, must look at the cost of replacing computers being used at booster stations that will eventually run out of life, also must look at the amount of electricity being used to produce water and pump the water. Meters will eventually have to be replaced which is another cost to look at.

Councilor Ortiz made motion to recess at 7:05 p.m., Councilor Armenta second.

Councilor Armenta- Yes Councilor Garcia - Yes

Councilor Barnes – Yes Councilor Ortiz – Yes

Meeting called back to order by Mayor Bruton at 7:09 p.m.

10. **Grants Updates, by Misty Schuck, Southwest Grant Administrators, LLC**

- a. Attachment D – SWGA Invoice #2024-01

Misty Schuck – The list provided is not yet 100% updated still being worked on. The filing system that was in place was really fragmented no structure and difficult to administer which is



what I am trying to get my arms around what you all have. I am working on consolidating everything and move forward with administrating what we currently have. I currently worked on and submitted a form for one of the grants that you all would have had to pay over \$700K that should have been taken care of over 2 years ago but I submitted everything to the bureau of reclamations. I am currently working on what VOT has in grants which is over thirteen million dollars in grants. I am working on current grants and make sure we all meet deadlines and not miss out on anything. Working on getting everything under control and structure. Since VOT had audit findings year over year I would rather not go after any new grants but if something is available, I will try to my focus right now is get these findings under control because some of the findings were serious and if they are not corrected and under control you run the risk of getting cut off. Everything was left a mess and I do not want to miss deadlines.

Mayor Bruton- Misty I understand that it is currently fragmented but I really appreciate the spreadsheet you put together.

Councilor Armenta- Is everything unorganized because of how it was left by previous grant writers?

Councilor Ortiz- Are you currently going after any available grants?

11. Approval of Resolution 2024-24 NMDOT Capital Outlay Acceptance C3243266

- a. Attachment E(1) – Resolution 2024-24 NMDOT Capital Outlay Acceptance C3243266
- b. Attachment E(2) – NMDOT Capital Outlay Agreement C3243266

A C T I O N	Motion To	Approve Resolution 2024-24 NMDOT Capital Outlay Acceptance C3243266 including attachment E1 & E2	
	Made by:	Armenta	Councilor Armenta-Yes Councilor Barnes-Yes Councilor Garcia-Yes Councilor Ortiz-Yes
	Second by:	Garcia	
	Motion carried?	PASSED	

12. Approval of Resolution 2024-25 NMDOT Capital Outlay Acceptance C3243267

- a. Attachment F(1) – Resolution 2024-25 NMDOT Capital Outlay Acceptance C3243267
- b. Attachment F(2) –NMDOT Capital Outlay Agreement C3243267

A C T I O N	Motion To	Approve Resolution 2024-25 NMDOT Capital Outlay Acceptance C3243267 including attachment F1 & F2	
	Made by:	Ortiz	Councilor Armenta-Yes Councilor Barnes-Yes Councilor Garcia-Yes Councilor Ortiz-Yes
	Second by:	Garcia	
	Motion carried?	PASSED	

Jessica Nixon- Clarify that Motion should be including attachments listed



13. Approval of Resolution 2024-26 MRCOG MOU Acceptance 23-H2388

- a. Attachment G(1) – Resolution 2024-26 MRCOG MOU Acceptance 23-H2388
- b. Attachment G(2) – MRCOG MOU Agreement 23-H2388

Councilor Armenta- I would like some of the verbiage clarified where the MOU states “funding to purchase and equip pipe for a water well transmission line for the Entranosa water and wastewater association in Tijeras”

Jessica Nixon – It is up to you guys since it is small amendment you can approve with the amendment to remove Tijeras and just have Bernalillo County but you will need a new clean MOU.

Councilor Armenta – I am ok with that as long as it’s clear on the MOU

A C T I O N	Motion To	Approve Resolution 2024-26 MRCOG MOU Acceptance 23-H2388 including attachments G1 & G2 with the amendment of removing Tijeras from the MOU and just having Bernalillo County.	
	Made by:	Garcia	
	Second by:	Armenta	
	Motion carried?	PASSED	FAILED

14. Approval of Resolution 2024-27 MRCOG MOU Acceptance 24-I2361

- a. Attachment H(1) – Resolution 2024-27 MRCOG MOU Acceptance 24-I2361
- b. Attachment H(2) – MRCOG MOU Agreement 24-I2361

A C T I O N	Motion To	Approve Resolution 2024-27 MRCOG MOU Acceptance 24-12361 including attachments H1 & H2	
	Made by:	Garcia	
	Second by:	Barnes	
	Motion carried?	PASSED	FAILED

15. Review and Approval of Reversion to Original OMA, Resolution 2024-28 OMA Resolution 2024

- a. Attachment I – Resolution 2024-28 OMA Resolution

Jessica Nixon- I just want to point out that paragraph 1 & 2 calls for 3 calendar days to post notice and paragraph 6 states 4 calendar days. If you change to 4 calendar days it also raises the question about calling a special meeting which will also be hard for clerks to post notice in time. Special Meetings must follow the same as Regular Council Meetings. With the number of



corrections, I recommend that we take this back and make the corrections and bring it back at our next Meeting. Audrey did a great job in putting this together but I wanted council to discuss and decide on what they all wanted.

A C T I O N	Motion To	Table the Reversion to the Original OMA, Resolution 2024-28 OMA Resolution 2024 with the amendments	
	Made by:	Garcia	Councilor Armenta-Yes Councilor Barnes-Yes Councilor Garcia-Yes Councilor Ortiz-Yes
	Second by:	Ortiz	
	Motion carried?	PASSED	

16. Updates

- a. Prior Meeting Items
 - i. East Mountain Celebration/Car Show
- b. Mayor- None
- c. Councilors
 - i. Councilor Garcia- None
 - ii. Councilor Ortiz- Car show will get with Maria & Audrey to see what kind of help is needed.
 - iii. Councilor Barnes- Stephanie Lord & Ant Thornton do a lot for the community and recommend supporting
 - iv. Councilor Armenta - None
- d. Village Clerk/Manager – Not Present
- e. Deputy Clerk –
 - i. 9 Cars currently signed and working with Andrew and Agustin from Bernalillo County on what else needs to be taken care of.
 - ii. Dominic and Leon placed the boulders up by the senior center

17. Time and Place of Next Meeting

THE NEXT REGULAR MEETING OF THE VILLAGE OF TIJERAS GOVERNING BODY WILL BE HELD ON MONDAY, OCTOBER 21, 2024.

18. Adjournment – Meeting adjourned at 7:42 p.m.

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 needs a reader, 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 office of the Village Clerk at (505) 281-1220 at least four (4) calendar days prior to the meeting. Public documents including the agenda and minutes can be provided in digital or hardcopy format. The Village of Tijeras strictly prohibits any form of unlawful discrimination based on race, color, religion, gender identity, sexual orientation, sex, national origin, age, disability, or political affiliation in any program, activity, or service sponsored by the Village. Contact the office of the Village Clerk for more information.