



Village of Wagon Mound
Regular Meeting Agenda
Tuesday, January 10, 2023 - 6:00PM
Presiding Mayor – Andres Martinez

SEE INFO ON REVERSE FOR ZOOM MEETING ATTENDANCE

* - Indicates an action item

During this meeting the Mayor and Council may convene into Executive Session
as allowed by Section, 10-15-1, H 1-10. NMSA 1978

- I. Call to Order and Pledge of Allegiance
- II. Roll Call: Mayor Andres Martinez, Mayor Pro Tem Eldie R. Cruz, Councilor Adrian A. Clouthier, Councilor Claudia M. Martinez, and Councilor Paul A. Miera,
- III. *Approval of Agenda
- IV. *Approval of Minutes for:
 - A. Regular Meeting Minutes December 13, 2022
- V. Public Input: Please sign in if you would like to participate (limited to 3 minutes per person)
- VI. Comments or Concerns of Council
- VII. Business Matters
 1. *Discussion/Approval/Disapproval: Adoption of Open Meetings Act Resolution #2023-01.
 2. *Discussion/Approval/Disapproval: Approval of Resolution #2023-02 repealing Resolutions #2022-17 and #2022-18 to apply FY23 Capital Outlay funds to purchase 2022 Toyota Highlander from Toyota of Santa Fe.
 3. *Discussion/Approval/Disapproval: Review and approve Inter-Governmental Agreement between the Motor Vehicle Division and the Village of Wagon Mound.
 4. *Discussion/Approval/Disapproval: Termination of current Memo of Understanding (MOU) with Mora County Sheriff's Office and initiating an updated MOU to include new Sheriff in the agreement.
 5. *Discussion/Approval/Disapproval: Selection of FY24 Capital Outlay funding request submissions.
 6. *Discussion/Approval/Disapproval: Review quote and approve utilities staff training for electrofusion and butt fusion qualifications.
 7. *Discussion/Approval/Disapproval: Review and select quote for replacing garage door utilizing State and Local Fiscal Recovery funds.

8. *Discussion/Approval/Disapproval: Review invoice and approve payment to Sandoval's Auto & Truck Repair for work performed on the woodchipper.

*Discussion/Approval/Disapproval: Review and acceptance of payment to Frank Tierney for work performed on sewer lines.

10. *Discussion/Approval/Disapproval: Review and selection of tool lock boxes for utilities trucks.

VIII. Monthly Reports

- A. *Approval Item –Approval of Vouchers (payment to vendors) Clerk Treasurer Amber Alcon
- B. Utility Delinquent List – Deputy Clerk, Colleen Engelhardt
- C. Utility Superintendent – Utility Superintendent, Gary Sanchez
- D. MVD Reports – MVD Manager, Amber Alcon
- E. Mora County Sheriff's Office Report
- F. Housing Authority – Northern Regional Housing Authority
- G. Wagon Mound Fire Department – Fire Chief
- H. Bean Day Association – President, Luis Lopez

IX. Old Business

X. Mayor's Report

XI. Adjourn

DUE TO AN INCREASE IN ILLNESSES, THIS MEETING WILL BE CLOSED TO IN-PERSON PUBLIC ATTENDANCE. THE VILLAGE IS OFFERING AND ENCOURAGING VIRTUAL ATTENDANCE. TO PARTICIPATE VIA ZOOM, PLEASE FOLLOW THE DIRECTIONS BELOW.

MEETING ID: 833 7510 1989

PASSCODE: 287215

PLEASE CONNECT STARTING AT 5:45PM SO THE MEETING CAN BEGIN AT 6:00PM

➤ TO CONNECT USING A CELL PHONE OR LANDLINE: DIAL 1-346-248-7799 - WHEN PROMPTED, ENTER THE MEETING ID AND PASSCODE

➤ TO CONNECT USING A COMPUTER OR TABLET: FOLLOW ONE OF TWO OPTIONS:

1) CONTACT VILLAGE HALL (575-666-2408 or deputyclerkwagonmound@gmail.com) AND PROVIDE US WITH YOUR EMAIL ADDRESS. WE WILL SEND YOU AN EMAIL WITH A LINK TO ACCESS THE MEETING. ON JANUARY 10th, CLICK ON THE LINK AND ENTER THE MEETING ID AND PASSCODE WHEN PROMPTED.

-----OR-----

2) ON JANUARY 10th, GO TO www.zoom.com, CLICK ON JOIN A MEETING, AND ENTER THE MEETING ID AND PASSCODE WHEN PROMPTED.



I. Call to Order and Pledge of Allegiance

II. Roll Call: Mayor Andres Martinez, Mayor Pro Tem Eldie R. Cruz, Councilor Claudia M. Martinez, Councilor Paul A. Miera were present, and Councilor Adrian A. Clouthier was absent.

III. *Approval of Agenda

Motion to approve the agenda was made by Mayor Pro Tem Cruz, second by Councilor C Martinez (Vote 3-0) Motion carried with all in favor.

IV. *Approval of Minutes for:

A. Regular Meeting Minutes December 13, 2022

Motion to approve the Regular Meeting Minutes December 13, 2022 was made by Councilor Miera, second by Mayor Pro Tem Cruz (Vote 3-0) Motion carried with all in favor.

V. Public Input: Please sign in if you would like to participate (limited to 3 minutes per person)

- None

VI. Comments or Concerns of Council

- None

VII. Business Matters

1. *Discussion/Approval/Disapproval: Adoption of Open Meetings Act Resolution #2023-01.

- Deputy Clerk Colleen Engelhardt stated that this is a resolution that needs to be passed every year to remain in compliance with the open meetings act.

Motion to approve the Adoption of Open Meetings Act Resolution #2023-01 was made by Councilor C Martinez, second by Mayor Pro Tem Cruz (Vote 3-0) Motion carried with all in favor.

2. *Discussion/Approval/Disapproval: Approval of Resolution #2023-02 repealing Resolutions #2022-17 and #2022-18 to apply FY23 Capital Outlay funds to purchase 2022 Toyota Highlander from Toyota of Santa Fe.

- Mayor Martinez stated that instead of buying two vehicles the village just bought one vehicle and to pay it off we will use the money from the Capital Outlay funds.
 - Clerk/Treasurer Amber Alcon stated that we are getting \$45,000.00 and she needs to contact Toyota of Santa Fe to see what the amount of payoff will be.
 - Deputy Clerk Colleen Engelhardt stated that the State has not released contracts to the Village for the vehicle purchase or the renovation of the municipal buildings but they are reviewing everything so we should have the contracts soon.

Motion to approve the Approval of Resolution #2023-02 repealing Resolutions #2022-17 and #2022-18 to apply FY23 Capital Outlay funds to purchase 2022 Toyota Highlander from Toyota of Santa Fe was made by Mayor Pro Tem Cruz, second by Councilor C Martinez (Vote 3-0) Motion carried with all in favor.

*Discussion/Approval/Disapproval: Review and approve Inter-Governmental Agreement between the Motor Vehicle Division and the Village of Wagon Mound.

- Clerk/Treasurer Amber Alcon stated that the Malaika and herself already carry bonds because they are Vin Inspectors. Council has to approve the contract but in order for it be valid is the municipality has to carry insurance and another bond but she still needs more information.

Motion to approve the Review and approve Inter-Governmental Agreement between the Motor Vehicle Division and the Village of Wagon Mound was made by Councilor Miera, second by Mayor Pro Tem Cruz (Vote 3-0) Motion carried with all in favor.

4. *Discussion/Approval/Disapproval: Termination of current Memo of Understanding (MOU) with Mora County Sheriff's Office and initiating an updated MOU to include new Sheriff in the agreement.
- Deputy Clerk Colleen Engelhardt stated that we have a new Sheriff in office and we also have a new County Commission so The Mayor requested that we get the MOU updated so we have the current office holders. This MOU was set to expire at the end of the fiscal year, so updating is now we will stay in step with the current office positions, and we will always update this in January instead of the fiscal year.

Motion to approve the Termination of current Memo of Understanding (MOU) with Mora County Sheriff's Office and initiating an updated MOU to include new Sheriff in the agreement was made by Mayor Pro Tem Cruz, second by Councilor C Martinez (Vote 3-0) Motion carried with all in favor.

5. *Discussion/Approval/Disapproval: Selection of FY24 Capital Outlay funding request submissions.
- Deputy Clerk Colleen Engelhardt stated that this was discussed at last meeting. For this meeting she provided a project summary for capital improvement plan, this plan was approved by council for the August 9, 2022 meeting, what we have done was selected projects that the village fills are important to focus on. We are not limited to these projects, they have already been submitted into the system with the funding we want to request. We will be requesting the Water System Improvements, Senior Center Project, and Rodeo Ground Complex Center Project.

Motion to approve the Selection of FY24 Capital Outlay funding request submissions was made by Mayor Pro Tem Cruz, second by Councilor Miera (Vote 3-0) Motion carried with all in favor.

6. *Discussion/Approval/Disapproval: Review quote and approve utilities staff training for electrofusion and butt fusion qualifications.
- Utilities Superintendent Gary Sanchez stated that the quote is for two qualifications for himself and Tommy Armijo in the amount of \$250.00 for each class and it will be an all-day class. The total for everything will be \$1,166.44.

Motion to approve the Review quote and approve utilities staff training for electrofusion and butt fusion qualifications was made by Mayor Pro Tem Cruz, second by Councilor C Martinez (Vote 3-0) Motion carried with all in favor.

7. *Discussion/Approval/Disapproval: Review and select quote for replacing garage door utilizing State and Local Fiscal Recovery funds.
- Mayor Martinez stated that this was discussed in the last meeting, we had got a quote from Daryl Trujillo and had someone from overhead doors come in the following day and gave us a quote of \$8,600 with the same time frame as Mr. Trujillo. Mayor Martinez also stated that he recommends we go with Mr. Trujillo because his quote is about \$4,000 cheaper. The village has already ordered the garage door.

Motion to approve the Review and select quote for replacing garage door utilizing State and Local Fiscal Recovery funds with Daryl Trujillo was made by Councilor Miera, second by Councilor C Martinez (Vote 3-0) Motion carried with all in favor.

8. *Discussion/Approval/Disapproval: Review invoice and approve payment to Sandoval's Auto & Truck Repair for work performed on the woodchipper.
- Mayor Martinez stated that the invoice is in the amount of \$3,039.03.

Motion to approve the Review invoice and approve payment to Sandoval's Auto & Truck Repair for work performed on the woodchipper was made by Mayor Pro Tem Cruz, second by Councilor Miera (Vote 3-0) Motion carried with all in favor.

9. *Discussion/Approval/Disapproval: Review and acceptance of payment to Frank Tierney for work performed on sewer lines.

- Clerk/Treasurer Amber Alcon stated that Mr. Tierney came to us back in December having trouble with his sewer lines, The Village rented the sewer jetter from springer. Mr. Tierney had Jeffery's Plumbing come in, he did write a letter to the Mayor stating he wanted to get reimburse because the problem was on the Village side.

Motion to approve the Review and acceptance of payment to Frank Tierney for work performed on sewer lines was made by Councilor C Martinez, second by Mayor Pro Tem Cruz (Vote 3-0) Motion carried with all in favor.

10. *Discussion/Approval/Disapproval: Review and selection of tool lock boxes for utilities trucks.

- Mayor Martinez stated that we did approve this in the last meeting but instead of one toolbox for each truck he wants two tool boxes for each truck.

Motion to approve the Review and selection of tool lock boxes for utilities trucks was made by Mayor Pro Tem Cruz, second by Councilor Miera (Vote 3-0) Motion carried with all in favor.

VIII. Monthly Reports

A. *Approval Item –Approval of Vouchers (payment to vendors) Clerk Treasurer Amber Alcon

- Clerk Treasurer Amber Alcon stated that everything for the month of December are the regular monthly payments.

Motion to approve the Approval of Vouchers (payment to vendors) was made by Mayor Pro Tem Cruz, second by Councilor C Martinez (Vote 3-0) Motion carried with all in favor.

B. Utility Delinquent List – Deputy Clerk, Colleen Engelhardt

- December Active Accounts- 10 letters sent with a total delinquency of \$601.50. Payments received total \$1,182.37; we did have two shutoffs but they were paid.
- December Inactive Accounts- we did receive a payment of \$70.25 so that account is paid in full.

C. Utility Superintendent – Utility Superintendent, Gary Sanchez

- Gary stated that the CI is at 0.2 mg/l, the Santa Clara Spring flow is going strong it is filling a 5gal bucket in about 2.5 seconds, to apply for the wastewater discharge permit it will take about 120 days.

D. MVD Reports – MVD Manager, Amber Alcon

- December- Total transaction amount was \$3,054.80 with a total transaction count of 46. The testing kiosk has been giving us trouble and she has reached out to Tapestry Support to see if we can get a new testing kiosk. Amber does need to renew her Vin Inspector bond and certification because it expires in February.

E. Mora County Sheriff's Office Report

- Sheriff Americk Padilla stated that the only thing they are looking into is to re-vamp their communication system. In March they are starting the transferring system to digital and by August it will be operatable. They are looking at \$3,000.00 a radio and a extra \$500.00 license. He also stated that he put Joey Romero as Undersheriff and Kenneth Stumberg as Sergeant. Americk also stated that now that things have slowed down, he wants to complete the inventory.
- Clerk Treasurer Amber Alcon stated that she has sent in the contract for the Flock System. Amber approved where the cameras will be placed, she did have to reject two of the cameras due to the location being on the frontage road and not on I-25.

F. Housing Authority – Northern Regional Housing Authority

Absent

G. Wagon Mound Fire Department – Fire Chief

- Absent

H. Bean Day Association – President, Luis Lopez

- Absent

IX. Old Business

- None

X. Mayor's Report

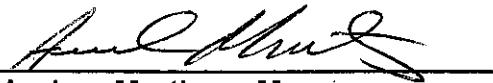
- Mayor Martinez stated that at the Senior Center there was a problem with the vent to the hood for the kitchen because the design was messed up so, there is going to have to be a lot of work done to fix everything, so it is correct.
- The Mayor also stated that we did receive the \$188,000.00 for the rodeo grounds.

XI. Adjourn

Motion to approve adjournment was made by Councilor Miera, second by Mayor Pro Tem Cruz. (Vote 3-0) Motion carried with all in favor. The meeting adjourned at 7:06PM.


ROLL CALL: Cruz = Yes; C Martinez = yes; Miera = Yes

Approved and attested this 21st Day of February 2023.



Andres Martinez, Mayor

Attest:


Amber L. Alcon, Clerk Treasurer
(SEAL)