



Village of Wagon Mound  
Regular Meeting Agenda  
Tuesday, December 10, 2024 - 6:00PM  
Presiding Mayor – Andres Martinez

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\* - 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

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- 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, and Councilor Gabriel D. Maestas.
- III. \*Approval of Agenda
- IV. \*Approval of Minutes for Regular Meeting Minutes November 19, 2024
- 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: Review and selection of quotes to purchase skid steer/heavy equipment with options for financing.
  2. \*Discussion/Approval/Disapproval: Selection of quotes to purchase items for new Senior Center utilizing USDA Rural Development funds.
  3. \*Discussion/Approval/Disapproval: Extended warranty for 2025 Toyota Camry.
  4. \*Discussion/Approval/Disapproval: Contract renewal with White Sands Drug and Alcohol Compliance.
  5. \*Discussion/Approval/Disapproval: Applications for Separation of Utility Charges.
  6. \*Discussion/Approval/Disapproval: Select applicant to hire for the Utilities Assistant position.
  7. \*Discussion/Approval/Disapproval: Mora County Sheriff's Office Purchase Requisitions from the Law Enforcement Protection Fund.
- VIII. Monthly Reports
  - A. \*Approval Item –Approval of Vouchers (payment to vendors) Clerk Treasurer
  - B. Utility Delinquent List – Deputy Clerk
  - C. Utility Superintendent – Utility Superintendent
  - D. MVD Reports – MVD Manager
  - 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

IX. Old Business

X. Mayor's Report

XI. Adjourn



I. Call to Order and Pledge of Allegiance

II. Roll Call was taken by Deputy Clerk Colleen Engelhardt in lieu of Clerk Treasurer Amber Anguiano's absence to attend a training. Mayor Andres Martinez, Mayor Pro Tem Eldie R. Cruz, Councilor Paul A. Miera, and Councilor Gabriel D. Maestas were all present. Councilor Claudia M. Martinez was absent.

III. \*Approval of Agenda

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

IV. \*Approval of Minutes for Regular Meeting Minutes November 19, 2024

**Motion to approve the minutes for Regular Meeting November 19, 2024 was made by Mayor Pro Tem Cruz, seconded by Councilor Miera. (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

II. Business Matters

1. \*Discussion/Approval/Disapproval: Review and selection of quotes to purchase skid steer/heavy equipment with options for financing.

- Deputy Clerk Colleen Engelhardt stated Council tabled a decision on purchasing a skid steer at the November meeting in order to get more information regarding financing options from 4 Rivers Equipment (John Deere), Wagner Cat, and Bobcat. She stated all three companies offer a governmental lease which is a lease-to-own contract. She stated she is suggesting considering the quality and durability of the equipment, overall cost, monthly payment cost, and will there be a balloon payment at the end of the term. Colleen stated the Mayor, the Clerk Treasurer, and the Utilities Superintendent, and she were involved in researching this purchase. She stated each quote includes attachments – bucket, auger, forks, backhoe, and sweeper. She stated not all of them are rated the same in terms of power and lifting ability.
  - Cat – A 6-year lease would require \$1,571.63 monthly payments and a balloon payment of \$17,440 at the end of the lease. Total amount to be paid is \$108,377.84, and up to 500 operating hours per year allowed. Option to trade-in for new equipment at end of lease.
  - 4 Rivers Equipment – A 5-year lease requires a monthly payment of \$1,671.57 with a residual payment of \$1.00 at end of lease for a total amount paid of \$100,294.20. No annual cap on operating hours.
  - Bobcat – A 6-year lease with monthly payments of \$1,186.44, no balloon payment, and a total amount paid of \$85,423.68.
- Mayor Martinez stated he is recommending the Cat quote and asked Council for input.
- Mayor Pro Tem Cruz asked about the cost of insurance, and Mayor Martinez stated it is included in the monthly payment. He stated the Village will also insure the equipment through the NMSIF policy.
- Councilor Maestas stated the price of the Cat and the John Deere are similar, but 4 Rivers offers unlimited annual operating hours. Gary stated the 500 hours offered by Wagner is more than what the Village could possibly use in a year.

**Motion to approve the Wagner quote to purchase the Cat equipment on a 6-year lease to pay a total of \$108,377.84 was made by Councilor Maestas, seconded by Councilor Miera. (Vote 3-0) Motion carried with all in favor.**

2. \*Discussion/Approval/Disapproval: Selection of quotes to purchase items for new Senior Center utilizing USDA Rural Development funds.

- Colleen stated the Village is required to submit to Rural Development specifications for items to be purchased along with three quotes and the reasoning the quote selected. She stated currently the Village has obtained quotes for four items – flooring, big screen television, desktop computers and filing cabinets. She stated Council will need to select the quote for each item.
  - Flooring – Epoxy flooring is a spray coating over concrete, and the Village is seeking this flooring primarily to improve safety by giving a texture to the very smooth concrete floors. Quotes were obtained from:
    - 1 Day Flooring - \$23,615.28 – This is the only flooring company in New Mexico to use Penntek technology which is different than regular epoxy. It results in a very durable floor and UV rays will not damage or discolor it. Quote includes removal of vinyl cove base to give a better seal next to the walls, and they will install new vinyl cove base once the floor is finished.
    - Next Level Epoxy Flooring - \$14,068.74 – This company did not do a site visit. The quote was developed from photos and measurements we provided.
    - JTC - \$19,780.00 – This is a base bid, and there will be an additional charge based upon the fleck style and color(s) chosen.
  - Television – 77-inch Glare-reducing Samsung television
    - Amazon.com - \$3,445.52
    - Walmart.com - \$3,779.00
    - Samsung.com - \$3,799.99
    - Mayor Pro Tem Cruz asked if the Village will be responsible for installation, and Colleen stated yes. Councilor Miera stated we may need assistance from the service provider when connecting it.
  - Desktop Computers – Two computers are needed for employee use and one is needed for seniors to use while at the Center. All-in-one computers, with the CPU included in the screen rather than a separate unit, were selected because the desks are built-in and do not offer a large desk space area. Quotes are for a Dell OptiPlex 7420 Plus All-In-One
    - Dell.com - \$4,017.00
    - CDW.com - \$5,213.97
    - Amazon.com - \$4,497.00
    - Mayor Martinez stated he would like to purchase the highest quality equipment and suggested the CDW option. Councilor Maestas noted all three quotes are for the exact same Dell All-In-One model. He also stated CPUs are small and would be far less expensive. Mayor Martinez stated the desk space is very small, and he prefers the all-in-one option.
  - Filing Cabinets – Four filing cabinets with four drawers each are needed for the office. HON was selected for its quality and durability.
    - Amazon.com - \$2,395.44
    - Webresaurantstore.com - \$2,476.00
    - Staples.com - \$2,770.36
- Mayor Martinez recommended purchasing the following: 1-Day for flooring, Amazon.com for the television, Dell.com for computers, and Amazon.com for filing cabinets.

**Motion to approve the Mayor's recommendation to purchase items for the new Senior Center utilizing USDA Rural Development funds was made by Mayor Pro Tem Cruz, seconded by Councilor Miera. (Vote 3-0) Motion carried with all in favor.**

3. \*Discussion/Approval/Disapproval: Extended warranty for 2025 Toyota Camry.

- Deputy Clerk Colleen Engelhardt stated Toyota has not provided an invoice or a copy of the warranty. She stated she spoke with the Clerk Treasurer who is uncomfortable with approving this without knowing

- the dollar amount or the terms of the warranty coverage, and the Clerk Treasurer preferred waiting until documentation is provided before approving.
  - Mayor Martinez stated he was told it will be a 10-year/100,000-mile bumper-to-bumper warranty for \$2K, and he stated he is concerned with tabling this until January because the offer may expire.

**Motion to approve purchasing the extended warranty for the 2025 Toyota Camry was made by Councilor Maestas, seconded by Councilor Miera. (Vote 3-0) Motion carried with all in favor.**

4. \*Discussion/Approval/Disapproval: Contract renewal with White Sands Drug and Alcohol Compliance.
- Deputy Clerk Colleen Engelhardt stated this is the same annual contract the Village renews with White Sands each year. She stated it includes their terms and pricing for different services. She stated working with White Sands ensures the Village maintains compliance with the DOT and PHMSA regulations required to operate a natural gas system.

**Motion to approve renewing annual contract with White Sands Drug and Alcohol Compliance was made by Mayor Pro Tem Cruz, seconded by Councilor Maestas. (Vote 3-0) Motion carried with all in favor.**

5. \*Discussion/Approval/Disapproval: Applications for Separation of Utility Charges.
- Deputy Clerk Colleen Engelhardt stated this request is for a home that had been a rental, and the renter moved out. She stated the utilities at this property are now back in the owner's name, and the owner also has a utilities account for their home. She stated the request is to remove the solid waste from the billing at the former rental location because no one is living there, and any trash that may be generated will be disposed of at their actual residence.

**Motion to approve the application for Separation of Utility Charges was made by Mayor Pro Tem Cruz, seconded by Councilor Miera. (Vote 3-0) Motion carried with all in favor.**

6. \*Discussion/Approval/Disapproval: Select applicant to hire for the Utilities Assistant position.
- Mayor Martinez stated there were three applicants, but two were not eligible for this position. He stated he is recommending hiring Elias Armijo to start on Thur, Jan 2<sup>nd</sup> at a rate of \$15 per hour. The Mayor stated the temporary part-time employee, Gabriel J. Maestas, will continue working four days per week through the end of December.

**Motion to approve hiring Elias Armijo for the Utilities Assistant starting on Thur, Jan 2, 2025 at \$15 per hour was made by Mayor Pro Tem Cruz, seconded by Councilor Maestas. (Vote 3-0) Motion carried with all in favor.**

7. \*Discussion/Approval/Disapproval: Mora County Sheriff's Office Purchase Requisitions from the Law Enforcement Protection Fund.
- Undersheriff Romero stated he was unable to get the quotes he needs, and he requested tabling this item until January.

**Motion to approve tabling MCSO Purchase Requisitions was made by Mayor Pro Tem Cruz, seconded by Councilor Miera. (Vote 3-0) Motion carried with all in favor.**

### III. Monthly Reports

- A. \*Approval Item –Approval of Vouchers (payment to vendors) Clerk Treasurer
- Deputy Clerk Colleen Engelhardt provided the November voucher report.
  - Colleen stated payments were made to ServPro of Albuquerque - \$1,516.22 for mold testing in Village Hall, and Tyler Technologies - \$5,703.03 for IT services annual fees. She stated the remaining payments are all regular monthly payments.

**Motion to approve the November monthly vouchers was made by Mayor Pro Tem Cruz, seconded by Councilor Miera. (Vote 3-0) Motion carried with all in favor.**

#### B. Utility Delinquent List – Deputy Clerk

- Active Accounts – 12 letters sent with due date of Nov 25<sup>th</sup> and a delinquent total of \$818.74. Payments received totaled \$1,252.83.
  - Account# 113500 – This account this account is now closed and paid in full.

- Inactive Accounts – 7 accounts on the list with 3 letters being sent for a total delinquency of \$754.56.

#### C. Utility Superintendent – Utility Superintendent

- Water – chlorine residual is at 0.29mg/L, and he recommended being careful with freezing pipes as the temperatures are dropping.
  - Deputy Clerk Colleen Engelhardt stated at the November meeting she had reported she would be sending out the required notification regarding the asbestos testing violation. She stated she forgot to include the notice with the November bill so she will be including it with the December bill.
- Wastewater – will be taking the 4Q samples before the end of the year.
- Natural Gas – Mayor Martinez stated the purchase the line locator equipment was already approved, and he would like it ordered before the end of the month.

#### D. MVD Reports – MVD Manager

- Deputy Clerk Colleen Engelhardt provided the November MVD report.
- Nov – 23 transactions with 1 exam given for a total revenue of \$4,078.19.

#### E. Mora County Sheriff's Office Report

- Undersheriff Romero stated MCSO has two open vacancies, 5 candidates have been interviewed, and he anticipates hiring by January.
- The Undersheriff stated MCSO will be teaming up with the Northern NM Toy Drive on Dec 16<sup>th</sup> to provide toys to kids at Wagon Mound Public Schools.
- Mayor Martinez asked if MCSO is doing any kind of meal donations for Christmas similar to what they did for Thanksgiving. The Undersheriff stated they had this as a goal, but he time got away from him so he was not able to coordinate. The Mayor asked for MCSO to coordinate with the Village next year because, he stated we would like to help make this happen in the Wagon Mound area.

#### F. Housing Authority – Northern Regional Housing Authority

- Absent

#### G. Wagon Mound Fire Department – Fire Chief

- Fire Chief Cruz stated WMFD will be hosting Santa at the fire station on Dec 25<sup>th</sup> at 1pm, and they are welcoming donations of toys/gifts to be given to the kids. He stated they will also be hosting a New Year's Eve event at the fire station starting at 8pm on Dec 31<sup>st</sup>, and a meal will be served.
- The Fire Chief stated WMFD has received the Ford Explorer donated from MCSO, and he thanked the Undersheriff and the Mayor for assisting in the donation process. He stated they are wondering about the status of getting the rescue vehicle properly titled and registered. The Fire Chief stated they started the bonding process a year ago, and they were told the process would take about a year to complete.
  - Mayor Martinez stated Amber will be back in the office next week, and she will be able to assist with answering the bonding question as well as getting the Explorer title transferred.

#### H. Bean Day Association – President

- Absent

#### X. Old Business

- Mayor Martinez stated the Village has received the deeds and the keys for the Santa Clara Café/Conestoga, and the Vorenberg buildings. He stated the buildings were donated "as is," and the Vorenberg building is full of stuff including all kinds of metal wagon wheel rims. The Mayor stated the Conestoga has several wood four post bed frames. Mayor Pro Tem Cruz suggested holding an auction, and the Mayor agreed that an auction will help the Village clear out the buildings.
- Mayor Martinez stated the Village has processed the purchase of the Lopez property at the corner of Catron Ave and Nolan St. He stated they have until the end of the month to move out any belongings they want, and then the Village will repair the leaks in the roof so the Utilities Superintendent can stay

- there a few days each week so he can reduce his travel time. The Mayor stated he is also interested in possibly purchasing a carport to store vehicles and equipment because the property is next door to the Maintenance Shop, and he stated the Village will need to purchase a gate to secure the property.
- The Mayor stated the Senior Center parking lot paving is on schedule for the paving to happen next week, and then they'll need to have the parking space striping painted. Councilor Miera asked about fencing, and the Mayor stated the Village will be responsible for the fence.
- Mayor Martinez stated the liftgate has been installed, and the flat bed is ready to be picked up. He stated he and Gary will be going for it as soon as possible.

#### X. Mayor's Report

- Deputy Clerk Colleen Engelhardt stated the Village met with NMDOT and BNSF last year, and they proposed closing either the second or the third railroad crossing with a \$100K incentive. She stated Council discussed the possibility at a meeting, and all agreed neither crossing should be closed for a variety of reasons with safety being the primary concern. Colleen stated she was contacted by NMDOT again recently after a vehicle was hit by a train at the third crossing a few weeks ago. She stated now they are now strongly urging the Village to consider closing this crossing because it doesn't have any crossing bars or signals. She stated the incentive has now been increased to \$200K.
  - Fire Chief Cruz stated he would like to see the safety at the crossing improved by moving the yield sign closer to Railroad Ave and install a new stop sign right before the tracks to make people stop because they do not stop there.
  - Councilor Maestas asked how many accidents have occurred, and Colleen stated there have been four accidents since approximately the 1960s.
  - Mayor Martinez stated the train accidents that have happened in Wagon Mound are a result of the choice made by the individual driving the vehicle. He stated it is not the train, not the tracks, and not the crossing. He stated he does not believe everyone else in the community should be penalized by having a crossing closed due to the poor choices made by a handful of drivers over the course of many years. Mayor Pro Tem Cruz agreed.
  - Councilor Maestas asked if it's possible for BNSF to hold the Village financially responsible in the case of an accident. He stated, in other words, if they've documented that they've advised the Village multiple times of the safety risk, does that cover them and place culpability on the Village if a bad accident occurs.
  - Colleen stated she has considered the same, and she has wondered if the NMDOT and BNSF are capable of a \$200K incentive to shut down the crossing, could the Village suggest that money be utilized to improve crossing safety mechanisms. She stated this shows the Village is equally concerned, but we want improved crossing safety rather than closing the crossing.
  - Mayor Martinez stated the Village is responsible for the roadway leading up to the crossing, and he agrees with the Fire Chief that the Village could also improve crossing safety signage on both sides of the track. He stated this shows the Village is concerned and taking action, but he reiterated that he believes the Village cannot be held responsible for an individual's poor decision making.
  - Fire Chief Cruz recalled an accident at the main crossing several years ago, and the individual tried to beat the train even though the gates were down and the lights were flashing. He stated no matter what safety mechanisms are there, some people will still make bad decisions. But, he stated, in this circumstance, it was clear it was his bad decision to go around the closed gates.
  - Mayor Pro Tem Cruz stated he was almost hit at the third crossing a year or two ago. He stated he was heading eastbound across the third crossing, and he stopped to look north and then south. He stated it was clear so he started to cross and all of the sudden, the southbound train came speeding by. He stated the engineers blow their horns, but they're blowing them before the hay piles which makes them difficult to hear.
  - Colleen asked if it is reasonable for the Village to respond with the following concepts: the Village isn't interested in closing any of the crossings, we are wanting to improve safety mechanisms, and we're requesting BNSF/NMDOT invest the \$200K this way along with the Village's willingness to invest in improvements, such as a stop sign, etc, as well.


- Councilor Maestas asked why the railroad is not required to have flashing lights at that crossing, and Mayor Martinez stated no rural crossings have it. Mayor Pro Tem Cruz stated all three crossing are within Village boundaries, and asked does this still qualify them as rural. Councilor Maestas stated there must be based on a federal law, and he wondered if there is a way for the Village to change the road in such a way that does require the lighting, etc.
- Mayor Pro Tem Cruz and Councilor Maestas agreed with the Deputy Clerk's suggestion of requesting for the \$200K to be invested in safety.
- Mayor Pro Tem Cruz asked about the status of the canopy for the bleachers at the rodeo grounds. Mayor Martinez stated the building has been ordered and it appears work will begin in early to mid-January

XII. Adjourn

**Motion to adjourn was made by Mayor Pro Tem Cruz, seconded by Councilor Miera. (Vote 3-0) Motion carried with all in favor. The meeting adjourned at 7:33PM.**

Approved and attested this 14<sup>th</sup> Day of January 2025.

  
\_\_\_\_\_  
Andres Martinez, Mayor

Attest:   
\_\_\_\_\_  
Amber L. Anguiano, Clerk Treasurer  
  
(SEAL)

