



Village of Wagon Mound
Regular Meeting Agenda
Tuesday, August 9, 2022 - 6:00PM
Presiding Mayor – Andres Martinez

* - 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 July 12, 2022
 - B. Special Meeting Minutes July 27, 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: Public Input and prioritizing projects for Village of Wagon Mound 2023-2027 Infrastructure Capital Improvement Plan (ICIP).
 2. *Discussion/Approval/Disapproval: Public Input and adding projects for Village of Wagon Mound Senior Center 2023-2027 Infrastructure Capital Improvement Plan (ICIP).
 3. *Discussion/Approval/Disapproval: Adoption of Resolution No. 2022-12 – Adopting the FY 2024-2028 Infrastructure Capital Improvement Plan (ICIP).
 4. *Discussion/Approval/Disapproval: Approval of Colfax Ale Cellar LLC applying for a Public Celebration Permit to host a Beer Garden at Bean Day Park September 3-5, 2022.
 5. *Discussion/Approval/Disapproval: Review and acceptance of payment to NM Edge for Clerk Treasurer Amber Alcon attending public purchasing class to obtain Certified Procurement Officer credential.
 6. *Discussion/Approval/Disapproval: Approval of contract with Amaliah Cruz as temporary hire for summer office help.
 7. *Discussion/Approval/Disapproval: Advertising for hire of a full-time Utilities Assistant.
 8. *Discussion/Approval/Disapproval: Approval of Fire Department's requests to purchase an Automated External Defibrillator (AED) machine.

9. *Discussion/Approval/Disapproval: Review and acceptance of quotes from Sandoval's Auto & Truck Repair to repair the wood chipper and 2000 Volvo (blue) trash truck.

10. *Discussion/Approval/Disapproval: Payment of water quality testing for baseline water quality conditions at Santa Clara Springs.

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



I. Call to Order and Pledge of Allegiance

- II. Roll Call was taken by Clerk Treasure Amber Alcon. Mayor Andres Martinez, Mayor Pro Tem Eldie R. Cruz, Councilor Adrian A. Clouthier, and Councilor Claudia M. Martinez were present. Councilor Paul A. Miera was absent.

III.*Approval of Agenda

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

IV.*Approval of Minutes for:

- A. Regular Meeting Minutes July 12, 2022
- B. Special Meeting Minutes July 27, 2022

Motion to approve the minutes for July 12, 2022, Regular Meeting and July 27, 2022 Special Meeting was made by Mayor Pro Tem Cruz, seconded by Councilor C Martinez.

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

- Mayor Pro Tem Cruz stated that he would like to attend a P&Z (Planning and Zoning) meeting in Mora, New Mexico to make them aware of the Santa Clara Spring issues that we have been having.
 - Mayor Martinez stated that there would be no problem with attending the meeting.
 - Mayor Pro Tem Cruz also stated that he would need a copy of the Statute and Resolution to show the P&Z committee.

VII. Business Matters

1. *Discussion/Approval/Disapproval: Public Input and prioritizing projects for Village of Wagon Mound 2024-2027 Infrastructure Capital Improvement Plan (ICIP).
 - Deputy Clerk Colleen Engelhardt stated that the ICIP is a planning tool. It is required if we are going to be seeking money. They go into four-year planning rounds and are updated annually. The council and the public come together to express ideas for projects they want to see happen throughout the Village. The planning tool is a ranking system, but it is best to break it down by each year. The projects on the planning tool now are the Senior Center, the Water System Improvements, the Established Rodeo Grounds Complex Center Facilities, Street Improvements, Recreational Improvements, Rebuilding the Solid Waste Transfer Station, Building the new Fire Station and the Fire Department Sub Station Improvements. In 2025 they want to add a Sewer System Improvement to the planning tool with the estimated amount of 5 million.
 - Mayor Martinez stated that he thinks that the Water System Improvements should be kept at the number one ranking. In the number two ranking it should be the Fire Department Sub Station Improvements. The number three ranking should be the Established Rodeo Grounds Complex Center Facilities. The number four ranking should be Recreational Improvements. In 2025 the number one ranking will be the Sewer System Improvements. The number two ranking should be Street Improvements. The number three ranking should be Rebuilding the Solid Waste Transfer Station Everyone agreed to the rankings.
 - Citizen Sofia Martinez asked if the Bean Day Association pays anything to the Village for the water that they use for the Bean Day events. Mayor Martinez stated that the Rodeo Grounds belongs to the Village so that is why we are trying to improve the Rodeo Grounds so it can be used all year long instead of just being used once a year. Sofia stated that why is the Village

putting money into the Rodeo Grounds if the Bean Day Association is not paying to use the Rodeo Grounds. Councilor Claudia Martinez asked if there is going to be a fee, or a rental fee to use the Rodeo Grounds once the improvements are made. The Mayor stated that there will be a fees to use the Rodeo Grounds in the future once all improvements are made. Colleen stated that the Council will have to consider a Resolution with a fee/rental schedule, and it will apply to everybody.

Motion to approve Public Input and prioritizing projects for Village of Wagon Mound 2024-2027 Infrastructure Capital Improvement Plan (ICIP) was made by Mayor Pro Tem Cruz, seconded by Councilor Clouthier. (Vote 3-0) Motion carried with all in favor.

2. *Discussion/Approval/Disapproval: Public Input and adding projects for Village of Wagon Mound Senior Center 2024-2028 Infrastructure Capital Improvement Plan (ICIP).

- Deputy Clerk Colleen Engelhardt stated that what we have been told is the project is in progress and it need to stay the same until it is completed. Colleen also stated that once we gain the certificate of occupancy with this round of funding, she is going to check how to proceed on the ICIP after this.

Motion to approve Public Input and adding projects for Village of Wagon Mound Senior Center 2024-2028 Infrastructure Capital Improvement Plan (ICIP) was made by Mayor Pro Tem Cruz, second by Councilor C Martinez. (Vote 3-0) Motion carried with all in favor.

3. *Discussion/Approval/Disapproval: Adoption of Resolution No. 2022-12 – Adopting the FY 2024-2028 Infrastructure Capital Improvement Plan (ICIP).

- Mayor Martinez recommended approving the Resolution No. 2022-12 as stated in number 2.

Motion to approve Adoption of Resolution No. 2022-12 – Adopting the FY 2024-2028 Infrastructure Capital Improvement Plan (ICIP) was made by Councilor C Martinez, second by Councilor Clouthier. (Vote 3-0) Motion carried with all in favor.

*Discussion/Approval/Disapproval: Approval of Colfax Ale Cellar LLC applying for a Public Celebration Permit to host a Beer Garden at Bean Day Park September 3-5, 2022.

- Deputy Clerk Colleen Engelhardt stated that it is the same company that Bean Day had in 2019, the responsibility is on the company itself, they hold the licensing/certifications for the liquor permits. It does require approval from the sponsor which is the Bean Day Association, and required approval of the property owner which is the Village of Wagon Mound. The maximum length of time will be 3 days (Saturday, Sunday, and Monday). They would be able to start serving at noon and end serving at 6pm on Saturday. On Sunday they would be able to start serving at noon and end serving at 6pm. On Monday they would be able to start serving at 12pm and end serving at 4pm.
 - Mayor Pro Tem Cruz asked if the Colfax Ale Cellar LLC puts up their own fencing so it is enclosed, Colleen stated that yes they do put up their own fencing.

Motion to approve the Colfax Ale Cellar LLC applying for a Public Celebration Permit to host a Beer Garden at Bean Day Park September 3-5, 2022 was made by Mayor Pro Tem Cruz, second by Councilor Clouthier. (Vote 3-0) Motion carried with all in favor.

5. *Discussion/Approval/Disapproval: Review and acceptance of payment to NM Edge for Clerk Treasurer Amber Alcon attending public purchasing class to obtain Certified Procurement Officer credential.

- Mayor Martinez stated that she did attend the public purchasing class to obtain Certified Procurement Officer credential and she did pass the class.

Motion to approve the Review and acceptance of payment to NM Edge for Clerk Treasurer Amber Alcon attending public purchasing class to obtain Certified Procurement Officer credential was made by Councilor C Martinez, second by Mayor Pro Tem Cruz. (Vote 3-0) Motion carried with all in favor.

6. *Discussion/Approval/Disapproval: Approval of contract with Amaliah Cruz as temporary hire for summer office help.

- Mayor Martinez stated that Amaliah Cruz has been working with the Village and has been doing a great job. Clerk Treasurer Amber Alcon stated that she has cleaned where all our records are and got

everything off the floor, she has also been helping and organizing everything in all of the offices. Deputy Clerk Colleen Engelhardt stated that her temporary hire is up on August 18, 2022.

Motion to approve the contract with Amaliah Cruz as temporary hire for summer office help was made by Councilor C Martinez, second by Councilor Clouthier. (Vote 3-0) Motion carried with all in favor.

7. *Discussion/Approval/Disapproval: Advertising for hire of a full-time Utilities Assistant.

- Mayor Martinez stated that all of our temporary hires will end in the next two-three weeks, so we are putting out a full-time Utilities Assistant job now but are not planning to hire until after Labor Day. We will be closing the Advertisement on September 9, 2022 and will be doing interviews the following week.

Motion to approve the Advertising for hire of a full-time Utilities Assistant was made by Mayor Pro Tem Cruz, second by Councilor C Martinez. (Vote 3-0) Motion carried with all in favor.

8. *Discussion/Approval/Disapproval: Approval of Fire Department's requests to purchase an Automated External Defibrillator (AED) machine.

- Clerk Treasurer Amber Alcon stated that Malaika did get three quotes for the AED, Fire Chief Mondragon did want to go with the Phillips Heartstart on the AEDSUPERSTORE website.

Motion to approve the Fire Department's requests to purchase an Automated External Defibrillator (AED) machine was made by Councilor C Martinez, second by Mayor Pro Tem Cruz. (Vote 2-0) Motion carried with all in favor. Councilor Clouthier stepped out.

9. *Discussion/Approval/Disapproval: Review and acceptance of quotes from Sandoval's Auto & Truck Repair to repair the woodchipper and 2000 Volvo (blue) trash truck.

- Mayor Martinez stated that we took the woodchipper to Sandoval's Auto & Truck Repair a couple months ago and they had to fix quite a few things, but it is looking good. Once we get it back, we will be cutting trees around the Village to make things look better. With the blue trash truck, he fixed all of the leaks, he also steamed cleaned the whole engine compartment. Once the blue trash truck is back the Mayor wants to take the white trash truck to get maintenance and up to date. The cost on the blue trash truck is \$736.19 using the grant and the woodchipper comes out to \$3657.07.

Motion to approve the Review and acceptance of quotes from Sandoval's Auto & Truck Repair to repair the woodchipper and 2000 Volvo (blue) trash truck was made by Mayor Pro Tem Cruz, second by Councilor C Martinez. (Vote 3-0) Motion carried with all in favor.

10. *Discussion/Approval/Disapproval: Payment of water quality testing for baseline water quality conditions at Santa Clara Springs.

- Deputy Clerk Colleen Engelhardt stated that we got three sets of samples collected, two sets did come back, and the third set does take a little while longer to come back. So far everything has come back looking good, but they will be preparing a base line report once we get the third set back. The amount for the first test came out to \$205.00 the second test came out to \$851.23, so if we were to pay half of both the totals combined it comes out to \$528.12. Harper Cattle will be paying for the other half.

Motion to approve the Payment of water quality testing for baseline water quality conditions at Santa Clara Springs was made by Mayor Pro Tem Cruz, second by Councilor C Martinez. (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 all the regular monthly bills were paid, the only difference was an annual NMML register it was for both Amber and Colleen.

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

B. Utility Delinquent List – Deputy Clerk, Colleen Engelhardt

- Deputy Clerk, Colleen Engelhardt stated that for the Active Accounts there were a total of 12 delinquent letters sent out with a due date of July 25, 2022 in the total of \$806.36, everyone did pay on time and received a total of \$770.85. The Inactive Accounts there were 10 letters sent out in the amount of \$1256.73 and there were no payments.

C. Utility Superintendent – Utility Superintendent, Gary Sanchez

- Utility Superintendent, Gary Sanchez stated that the Spring overflow is doing good, mornings are slow but the evenings are better than the mornings. He will be collecting waste water samples on Wednesday afternoon and Malaika will be taking them to Albuquerque on Thursday morning and will also be picking up DVP2 sample kits.

D. MVD Reports – MVD Manager, Amber Alcon

- MVD Manager, Amber Alcon stated that for the month of July we had a total of \$3772.79 there was a total of 32 vehicle transactions and 13 driver transactions. The MVD is operating from 8am-4pm Monday-Friday.

E. Mora County Sheriff's Office Report

- Absent

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

- Deputy Clerk Colleen Engelhardt stated that with the gravel pit and water there was not big, exciting news to present but have been working with the Region 6 EPA. Everyone is still concerned and are willing to continue to investigate the operation.

X. Mayor's Report

- Mayor Martinez stated that the Village is holding a auction that currently has 10 vehicles for sale. All bids will end Friday morning and on Friday afternoon bids will be opened and winners will be contacted.

XII. Adjourn

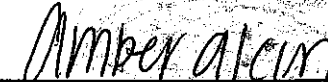
Motion to approve adjournment was made by Mayor Pro Tem Cruz, seconded by Councilor Clouthier. (Vote 3-0) Motion carried with all in favor. The meeting adjourned at 7:49PM.

Approved and attested this 13th Day of September 2022.



Andres Martinez, Mayor

Attest:



Amber L. Alcon, Clerk Treasurer
(SEAL)

