



Village of Wagon Mound  
Regular Meeting Agenda  
Tuesday, February 9, 2021  
6:00 pm

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 Timothy Cruz, Councilor Adrian A. Clouthier, Councilor Paul A. Miera, Councilor F. Luis Lopez.
  - I. \*Approval of Agenda
- IV. \*Approval of Minutes for:
  - A. Regular Meeting Minutes January 12, 2021
- 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. Public Hearing – Amending Joint Utility Ordinance No. 2019-02 to add Section 5.1 – Procedures for Addressing Water Leaks.
- VIII. Business Matters
  1. \*Discussion/Approval/Disapproval: Adopting Ordinance No. 2021-01 – Joint Utilities Ordinance – Rates, Rules, and Regulations.
  2. \*Discussion/Approval/Disapproval: Adopting Resolution 2021-02 Reauthorizing the Assignment of Authorized Officers and Agents for Clean Water State Revolving Fund (CWSRF) Agreement.
  3. \*Discussion/Approval/Disapproval: Applying for NMDOT 2021-2022 Proposed Local Government Road Fund Cooperative Agreement Program (SP).
  4. \*Discussion/Approval/Disapproval: Review and acceptance of Capital Outlay requests for FY22.
  5. \*Discussion/Approval/Disapproval: Review and selection of quotes for natural gas equipment: pyrometer and gas leak detector.

6. \*Discussion/Approval/Disapproval: Review Resolution No. 2019-02 regarding MVD transaction fees charged by the Village and approval of how a transaction is defined.
7. \*Discussion/Approval/Disapproval: Publishing intent to amend Personnel Ordinance No. 423-B to redefine employee overtime compensation.

IX. Monthly Reports

- A. \*Approval Item –Approval of Vouchers (payment to vendors) Clerk/Treasurer- Monica Martinez
- 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 – Director, Theresa Carmody
- G. Fire Chief – Robert Mondragon
- H. Bean Day Association – President, Luis Lopez

X. Old Business

XI. Mayor's Report

XII. Adjourn

DUE TO CURRENT COVID-19 ORDERS, VILLAGE HALL WILL BE CLOSED TO IN-PERSON PUBLIC ATTENDANCE AT THIS MEETING. THE PUBLIC MAY PARTICIPATE IN THE MEETING VIA ZOOM EITHER BY PHONE OR BY COMPUTER FOLLOWING THE DIRECTIONS BELOW:

**MEETING ID: 863 0300 0110**

**PASSCODE: 132970**

**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 FEB 9<sup>th</sup>, CLICK ON THE LINK AND ENTER THE MEETING ID AND PASSCODE WHEN PROMPTED.
- OR-----
- 2) ON FEB 9<sup>th</sup>, GO TO [www.zoom.com](http://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 was taken by Clerk Treasurer Monica Martinez. Mayor Martinez, Mayor Pro Tem Cruz, Councilor Clouthier, Councilor Miera, and Councilor Lopez were present.

III. \*Approval of Agenda

**Motion to approve the agenda was made by Mayor Pro Tem Cruz, seconded by Councilor Clouthier. (Vote 4-0) Motion carried with all in favor.**

IV. \*Approval of Minutes for:

A. Regular Meeting Minutes January 12, 2021

**Motion to approve the agenda was made by Mayor Pro Tem Cruz, seconded by Councilor Lopez. (Vote 4-0) 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

- Councilor Miera stated he would like the Village to move on getting rid of the vehicles in the alley that are no longer running or no longer needed. Clerk Treasurer Monica Martinez stated she has been working on finding the titles for all the vehicles, and she stated we will then need work with DFA and pass a resolution as well. Mayor Martinez stated he would like to hold an open sale for all the vehicles in the alley.
- Mayor Pro Tem Cruz asked for clarification of the kitchen equipment for the new Senior Center. He stated his understanding is the old kitchen equipment will be moved to the new building, and Mayor Martinez confirmed. Mayor Pro Tem Cruz asked about the \$118K in Capital Outlay funds allocated to the project last year. Mayor Martinez stated many of the projects funded through Capital Outlay, including the Village's \$118K, were cancelled at the onset of the COVID pandemic.
- Mayor Pro Tem Cruz inquired about the unemployment benefits for two recent Village employees. Monica stated both former employees have cycled through their first 6-month request. She stated both may choose to reapply. She stated she has been monitoring the website for the new applications, and the Village will appeal the new requests, if they are filed.
- Councilor Clouthier stated there are several young kids driving around town without a license or a parent. Mayor Martinez stated an underage driver was pulled over yesterday, and the vehicle was impounded. The Mayor stated Mora County Sheriff's Deputies have been in town more regularly, and they are starting to crack down. The Mayor stated he met with the Undersheriff to discuss Wagon Mound's LEPF funding, and he told the Undersheriff that he will not sign off on purchase requests until they start providing consistent service on this side of the county. Deputy Clerk Colleen Engelhardt stated one of the deputies had informed the office that they will have one deputy in this area Mon – Fri. Councilor Miera suggested asking them for their schedule.

VII. Public Hearing – Amending Joint Utility Ordinance No. 2019-02 to add Section 5.1 – Procedures for Addressing Water Leaks.

- Deputy Clerk Colleen Engelhardt stated this Public Hearing is an opportunity for citizens to voice their ideas and concerns regarding the recommended amendment to the Joint Utility Ordinance, but she stated there is no one from the public present. Colleen read aloud the entire language of the proposed amendment, which includes procedures the Village will follow when a leak is discovered, responsibilities of both the Village and the customer, and rights of the customer with regards to the leak.

#### VIII. Business Matters

1. \*Discussion/Approval/Disapproval: Adopting Ordinance No. 2021-01 – Joint Utilities Ordinance – Rates, Rules, and Regulations.

**Motion to approve adoption of Ordinance No. 2021-01 – Joint Utilities Ordinance was made by Mayor Pro Tem Cruz, seconded by Councilor Clouthier. (Vote 4-0) Motion carried with all in favor.**

2. \*Discussion/Approval/Disapproval: Adopting Resolution 2021-02 Reauthorizing the Assignment of Authorized Officers and Agents for Clean Water State Revolving Fund (CWSRF) Agreement.

- Deputy Clerk Colleen Engelhardt stated the Village entered into this agreement when Nora Sanchez was the Clerk Treasurer and Mr. Quintana was the Mayor. She stated a resolution was passed in 2019 identifying the authorized signers, including Nora and Mr. Quintana. Colleen stated this resolution will authorize the updated list of signers including Clerk Treasurer Monica Martinez and Mayor Martinez.

**Motion to approve adoption of Resolution 2021-02 Reauthorizing the Assignment of Authorized Officers and Agents for the CWSRF Agreement was made by Mayor Pro Tem Cruz, seconded by Councilor Miera. (Vote 4-0) Motion carried with all in favor.**

3. \*Discussion/Approval/Disapproval: Applying for NMDOT 2021-2022 Proposed Local Government Road Fund Cooperative Agreement Program (SP).

- Deputy Clerk Colleen Engelhardt stated this item was postponed at the January meeting. She stated these are Coop funds which require a 25% match from the Village, and the guidelines are flexible in terms of the project requirements. She stated the Village was awarded \$35,366 for FY21, and the Village's match will be \$8834. Colleen stated at last month's meeting, it was discussed to carry over the FY21 funds to combine with our requested FY22 to install a sidewalk starting at the Housing units on S Catron Ave to the entrance of the rodeo grounds. Colleen stated she spoke with Richard Runyon of Dennis Engineering (DEC), and at first, he stated the Village would just need to take a measurement of the distance of the proposed sidewalk and enter the value into a spreadsheet he provided to determine the estimated cost. However, she stated Richard and Tappan were looking at that area on Google Earth, and it appeared to them that a small retaining wall may be necessary along with some tree removal and the relocation of a fire hydrant, which will require more engineering services than originally anticipated. Colleen stated Richard also stated the NMDOT requires sidewalk to be 5 feet wide.

- Mayor Martinez stated the Village needs to clarify with DEC the required width because the sidewalks installed last year with DOT funds are 4 feet wide.

- Councilor Miera asked about the retaining wall, and Utilities Superintendent Gary Sanchez stated maybe they are referring to the area in front of the last unit.

- Mayor Martinez stated he does not believe the retaining wall is necessary, and he stated DEC needs to come assess in-person before assuming the wall is necessary. He stated he does not want DEC to make decisions or to give an opinion based on Google Earth.

- Mayor Pro Tem Cruz noted that the Village will not really know the cost until we have more information from DEC. Mayor Martinez agreed, and stated DEC will need to come out and survey the area before determining the cost. He stated then the Village will need to get bids from contractors as well.

- Mayor Pro Tem Cruz stated the Village needs to get a break down of DEC's charges because he sees the Village paying out large sums of money, but not really getting anything.

- Mayor Martinez stated the general engineering services contract will be up soon, and the Village can go out for bids to potentially find a new engineer. He stated the current Governing Body will ensure oversight and accountability in projects.
- Colleen stated the Village has discussed carrying over FY21 funds to add to FY22 funds. She stated it may be necessary to carry both over to add to FY23 funds in order to complete the project. She also stated the Village did not receive the match waiver for the FY21 funds because the request was not submitted in a timely manner, and they are assessed based on a first come, first serve basis. She stated the Village will be able to request another match waiver for the FY22 funds.
- Mayor Martinez stated he is recommending the Village apply for \$50K to add to the FY21 funds.

**Motion to approve applying for \$50K for NMDOT Proposed Local Government Road Fund Cooperative Agreement Program was made by Mayor Pro Tem Cruz, seconded by Councilor Miera. (Vote 4-0) Motion carried with all in favor.**

4. \*Discussion/Approval/Disapproval: Review and acceptance of Capital Outlay requests for FY22.

- Clerk Treasurer Monica Martinez stated she has already submitted the Capital Outlay requests because the due date was changed to February 8<sup>th</sup>. She stated the first request is for \$200K to purchase a new trash truck, and the second request is for \$270,500 for repairs to Village Hall. She stated the requests were submitted via the online process, and she sent letters to Senator Campos and Representative Montoya. She stated she copied everything to Lesah Sedillo for her review, and Lesah stated everything looked good.

**Motion to approve the FY22 Capital Outlay requests was made by Mayor Pro Tem Cruz, seconded by Councilor Clouthier. (Vote 4-0) Motion carried with all in favor.**

5. \*Discussion/Approval/Disapproval: Review and selection of quotes for natural gas equipment: pyrometer and gas leak detector.

- Utilities Superintendent Gary Sanchez reviewed the quotes for the gas leak detector. He stated the two lower end units are not designed for heavy use. He stated they operate off a small bottle of acetylene which only allows for 4 or 5 leak detections, or about 15 hours, before needing to be refilled. Gary stated the SECOR unit is much more expensive, but the unit is the industry standard. He stated it is more heavy-duty, and it operates off a large bottle of acetylene that will last several years before needing to be refilled. He stated this unit can be affixed to the truck for driving leak detection or handheld for walking leak detection.
  - Mayor Martinez stated he believes the SECOR unit is an investment that will last 20-25 years if not more, and it has a better warranty than the other units. He stated he is recommending the SECOR unit.
  - Deputy Clerk Colleen Engelhardt noted the smaller units aren't really designed to be utilized for a full leak detection survey, as they would require refilling the bottle a few times in order to cover the entire Village.
  - Gary stated having a leak detector is required by the PRC, and they require a leak detection survey to be conducted every 3-5 years. He stated the SECOR unit will reduce the cost of paying a company to conduct the survey because he is qualified to conduct it himself. Mayor Martinez stated this purchase will help the Village become more self-sufficient.
- Gary stated the pyrometer is utilized to check the temperature of welds to ensure the weld is done properly by ensuring the temperature is correct.
  - Colleen stated SECOR only offers one pyrometer, and she stated she searched other sellers of the same unit. She stated the unit may be offered cheaper elsewhere, but she is waiting to hear back to ensure the specs are the same as the SECOR unit.
- Mayor Martinez stated he is recommending the pyrometer be purchased from SECOR as well to ensure the unit is correct.
- Councilor Miera stated he would like to ensure this equipment will be securely locked.

**Motion to approve the purchase of a gas leak detector and pyrometer from SECOR was made by Councilor Clouthier, seconded by Councilor Lopez. (Vote 4-0) Motion carried with all in favor.**

6. \*Discussion/Approval/Disapproval: Review Resolution No. 2019-02 regarding MVD transaction fees charged by the Village and approval of how a transaction is defined.
- Mayor Martinez stated Resolution 2019-02 states Mora County residents shall be charged a \$5 fee and anyone outside of Mora County shall be charged a \$10 fee per MVD transaction.
  - Deputy Clerk Colleen Engelhardt stated the term “transaction” can be confusing. She stated, for example, if a customer needs to renew their license and renew their registration, should that customer be charged (2) \$5/\$10 Village MVD fees for the two items processed, or would they only be charged (1) \$5/\$10 Village MVD fee because both renewals were processed under one transaction in the MVD system. She stated it was her understanding that when Resolution 2019-02 was passed, the intention was to charge the fee per item being processed, and Mayor Martinez agreed.
  - MVD Manager Amber Alcon stated her concern is the fee may deter customers from coming to Wagon Mound. She stated when a customer processes several items, the additional Village fees may be viewed as a setback.
  - Mayor Martinez stated an MVD customer will either come to Wagon Mound and pay our transaction fees, or they will go somewhere else and pay their fees.
    - Amber stated Colleen checked with other municipal MVD offices, and she stated each municipal office charges fees differently.
    - Colleen stated some charge \$5, some charge \$10, and some charge different amounts based on the kind of item being processed. She stated some offices charge one flat fee while others charge different fees based on residency. Colleen stated it appears Wagon Mound’s fees are average, but she stated it seems most locations charged the fee per item processed. She stated the decision regarding charging fees is solely up to the Village.
  - Both Amber and Clerk Treasurer Monica Martinez expressed concern that the fees may deter customers because they can go to Springer where no additional fees are charged because it is a State office. Mayor Pro Tem Cruz stated the cost to travel to Springer is almost equivalent to the Village fees.
  - Colleen stated a resolution can be modified. She stated what ever is decided this evening could be monitored for a length of time and then modified in the future if needed.
  - Mayor Martinez stated he is recommending keeping the current resolution as is and continue charging the Village fee per item processed. The Mayor stated he feels Amber is doing a great job, and the customers will want to come back for the service she is providing.
  - Mayor Martinez congratulated Amber for having just received her VIN certification. He stated the State is not allowing VIN inspections currently, but once they are allowed Amber is ready to offer them.
  - Mayor Pro Tem Cruz agreed that the current resolution is sufficient, and he agreed the fee should be charged per item processed. He stated customers can be monitored and asked for their feedback. He stated the policy can be changed down the road if it appears it is not effective.

**Motion to approve charging Village MVD fees as stated in Resolution 2019-02 per item processed was made by Mayor Pro Tem Cruz, seconded by Councilor Miera. (Vote 4-0) Motion carried with all in favor.**

7. \*Discussion/Approval/Disapproval: Publishing intent to amend Personnel Ordinance No. 423-B to redefine employee overtime compensation.
- Clerk Treasurer Monica Martinez stated she has recommended switching all employees from having overtime hours paid out to accruing compensatory time in order to save on paying out overtime every pay period. However, she stated, the Mayor has suggested that when an employee is called back into work afterhours there should be an option for the Mayor to approve overtime payout of those specific hours. She stated there could be a cap on the number of hours accrued, and the hours would have to be used within the same calendar year. She stated comp hours will accrue at 1.5 times the number of overtime

hours worked so 2 overtime hours worked will accrue as 3 hours. Monica also stated she already uses a spreadsheet to track her comp hours, and she will do the same for each employee to properly account for hours accrued and used.

- Deputy Clerk Colleen Engelhardt stated she contacted the Department of Labor. She stated she was told this change is acceptable, but the hours must be properly tracked to avoid any kind of audit finding.
- Mayor Pro Tem Cruz stated the State allows for accrual of up to 240 hours in a calendar year. He stated the 240 hours can carry over to the next year, but anything over 240 needs to be used or else it is lost.
  - Utilities Superintendent Gary Sanchez stated this is how the Village's policy for annual time works.
- Mayor Martinez stated annual leave must accrue separately from comp time, and he recommended putting the annual cap on comp time at 80 hours. Discussion ensued, and it was clarified that when an employee reaches 80 comp hours, they must use some hours before accruing any more. It was also stated that up to 80 hours can carry over to the next year. The Mayor also stated when an employee is called in for an emergency such as a gas or water leak or for snow removal then he believes the Mayor should be able to authorize overtime payout.

**Motion to approve publishing proposed amendments to Personnel Ordinance No. 423-B to change the employee overtime policy was made by Mayor Pro Tem Cruz, seconded by Councilor Miera. (Vote 4-0)**  
**Motion carried with all in favor.**

#### IX. Monthly Reports

##### A. \*Approval Item –Approval of Vouchers (payment to vendors) Clerk/Treasurer- Monica Martinez

- Clerk Treasurer Monica Martinez stated aside from the regular monthly bills Paul's Pest Control was paid twice for disinfecting Village Hall; Harris Technology was paid three times for the regular monthly fee, the PC and firewall installation, and an outstanding invoice from June; May Industries was paid for a load of gravel to have on hand; and Pete's Equipment was paid for the repair of the sewer jetter.

**Motion to approve the monthly vouchers was made by Councilor Clouthier, seconded by Councilor Lopez. (Vote 4-0) Motion carried with all in favor.**

##### B. Utility Delinquent List – Deputy Clerk, Colleen Engelhardt

- Jan – Due date = Jan 25<sup>th</sup>
  - 10 active letters sent with a total delinquent balance of \$615.43, and the due date of Jan 25<sup>th</sup>. Payments received totaled \$809.28.
    - Acct# A15002 & Acct# A22000 – customers were contacted on Jan 25<sup>th</sup> reminding them payment was due. Colleen stated they were planning on paying together. They apologized because they had been confused on the due date, and they were waiting for a new debit card to arrive in the mail. They asked if they could have until 10:30AM the following morning in order to give them time to go to Las Vegas to pull money out of the bank. Colleen stated the small extension was granted, but there were blizzard conditions the following morning, so the Mayor approved another extension to the following morning due to the hazardous driving conditions. Payment was received within the allotted time.
  - 11 letters sent with a total delinquent balance of \$1,566.13. Two payments were received totaling \$341.06.
- Potential February Delinquent List – have until the 15<sup>th</sup> to make payment.
  - Acct# 119100 – this customer's account was discussed at the January meeting regarding a water leak. Colleen stated the water leak portion, \$495.71, must be paid in full or the signed Payment Agreement form must be submitted along with the first \$25 payment by February 15<sup>th</sup> to avoid shut-off. The remaining \$49.92 is from Dec regular monthly charges, and this balance will become delinquent if not paid by the 15<sup>th</sup>.

C. Utility Superintendent – Utility Superintendent, Gary Sanchez

- Water – the Mayor has asked him to purchase plumbing parts to have on hand, and he will be working at getting quotes for the parts.
- Wastewater – has been discharging for the last week and a half. He discovered two leaks near the lagoons, and he will continue discharging to bring the level down. Then, when the Utility Assistant has completed his CDL course, they will repair the leaks. He purchased two pails of chlortabs at \$175 each to have on hand when discharging.
- Natural Gas – finally received the correct parts from KGM to start replacing the gas meters at the school, the housing units, and Village Hall once Gabe is finished with his CDL class.
- Councilor Miera asked about the leaks that have been occurring. He asked if Gary has noticed people driving through alleys and running over the top of a meter/meter can. Gary stated he has seen some evidence of cans being run over, and Councilor Miera suggested the Village could install posts or bollards to protect them.

D. MVD Reports – MVD Manager, Amber Alcon

- Jan – processed a total of \$1,461.80 in MVD transactions, and this was under the schedule of only seeing 4 to 5 customers per day 2 days per week.
- Feb – has switched to offering appointments all day on Tuesdays and Thursdays and appointments are filling up. She stated things are going well.
- Amber stated she completed her VIN inspection training, and she just received her credentials today. She also stated the testing kiosk computer is now working again after not working for several years so she is able to offer testing for CDLs, first time drivers, etc. She stated the Wagon Mound MVD is now full service.
  - Mayor Martinez stated he was impressed because Amber was able to acquire specialty plates so now customers can select from not only the basic plates, but also UNM, Highlands University, etc. The Mayor complimented Amber again on her progress and the services she is offering.

E. Mora County Sheriff's Office Report

- Absent

F. Housing Authority – Director, Theresa Carmody

- Absent

G. Fire Chief – Robert Mondragon

- The Assistant Fire Chief, Timothy Cruz, spoke on behalf of the Fire Chief, and Mayor Martinez asked if the Substation is heated because if it is, the Village would like to store the sewer jetter there in order to make space in the shop for the backhoe. The Mayor stated the backhoe has been difficult to start in the cold weather, and it would be best to keep it inside until it can be repaired. Mr. Cruz stated he will work with the Fire Chief, and he will let the Mayor know.
- Mayor Martinez also asked if it is possible for the Fire Department to provide the Village with a radio, and Mr. Cruz stated they have already provided two radios for Village Hall in the past. He stated the Fire Department will make sure the Village has a functioning radio.
- Clerk Treasurer Monica Martinez asked if the different number of siren rings indicates different emergencies. Councilor Miera stated he has a list defining the meaning of 1, 2 or 3 rings, and he asked if this could please be sent out with the bills this month as a reminder.

H. Bean Day Association – President, Luis Lopez

- Mr. Lopez asked if Bean Day will be allowed this year. He stated he needs to know because the BDA needs to start sending out letters requesting donations, and the contract deadline with the rodeo company is April 15<sup>th</sup>.
- Mayor Martinez stated that decision is out of his hands, and he cannot provide an answer because it will depend on the Governor's decisions based on the status of the pandemic and vaccine distribution. The



Mayor stated he understands the planning process and meeting deadlines, but he stated the decision is not up to him. However, he stated, based on current conditions, the answer would be no due to safety. He stated it is the responsibility of the Mayor and Council to protect citizens of the Village first, and he stated there is no event that is more important than the community's safety.

- Mayor Pro Tem Cruz stated the April Council meeting will be held before the contract deadline on the 13<sup>th</sup>, and he stated the Village can decide at that time.
- Deputy Clerk Colleen Engelhardt suggested BDA could still send donation letters stating they are hoping the event is going to happen this year, but they will know more in April. Clerk Treasurer Monica Martinez stated the pandemic is impacting everyone worldwide so it seems people will be understanding.
- Mr. Lopez stated there is a group of local people that complain about everything, and last year they wanted to stage a protest because Bean Day was cancelled. The Mayor stated most of the people complaining may be from Wagon Mound, but they do not live here so their opinions are not necessarily focused on the community's overall safety.
- Mr. Lopez suggested it may be safer to cancel now. He stated he can let everyone know that the 2021 Bean Day has been cancelled, and the BDA can start focusing planning the 2022 event.

#### X. Old Business

- Deputy Clerk Colleen Engelhardt reported on the Village's participation as a Protestant in the case regarding the proposed wells south of town. She stated Robert Quintana passed away in January, and his son has been appointed as a representative of his father's estate. Colleen stated the hearing is scheduled for February 18<sup>th</sup>.
- Colleen also reported that the NMDOT may be receiving a large sum of money from the State to distribute throughout the State to fund road projects. She stated some will be allotted through Capital Outlay and some will be allotted through a revolving fund where the projects will only have a 5% match. She stated if the funding is approved the project proposals will need to be submitted and approved by August. Colleen stated the projects that will be approved will be "shovel ready," and the Village does not have "shovel ready" projects.

#### XI. Mayor's Report

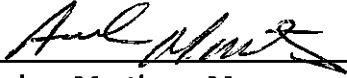
- Senior Center Update – Highland Construction has held a meeting with their subcontractors to define the remaining work and create a schedule. They will be ordering the remaining equipment, and they will be starting work as soon as possible. Mayor Martinez stated he received a call from the architect, and the architect had not heard anything from the contractor. The Mayor informed the architect that the Village will be doing what it takes to open the building with a Certificate of Occupancy including moving the kitchen equipment from the old building, and the Village will not seek any additional funding until the current funds are utilized.
- Mayor Martinez stated he has enrolled the Clerk Treasurer and Deputy Clerk in a grant writing class offered through UNM. He stated there are three six-week sessions, and with this training, he is confident the Village will be able to seek large sums of funding in order to move on big projects such as improving the park and rodeo grounds. He stated Capital Outlay funding is limited and this will open greater opportunities to improve the community. He stated he would like the Village to become self-sufficient.
  - Mayor Pro Tem Cruz asked if it is possible to install a fence around the basketball court because it is dangerous when the ball goes out into the street.
  - Colleen stated the Village does have a lease in place with the Daniels. She stated the Village had the lease with the railroad, and the lease was grandfathered in when the Daniels purchased the land.
- Councilor Miera stated he is concerned for the lack of information being distributed regarding vaccine clinics. He stated El Centro has not posted any information. Monica stated people can register online where they will be given an event code and information on where they can go for the shots. Mayor Pro Tem Cruz

stated people can also be registered on-the-spot when a clinic is offered. Mayor Martinez stated counties have the

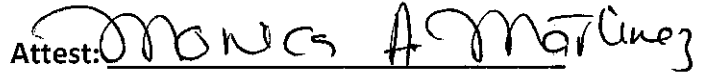
XII. Adjourn

**Motion to adjourn was made by Mayor Pro Tem Cruz, seconded by Councilor Miera. (Vote 4-0) Motion carried and all in favor. The meeting adjourned at 7:53PM.**

Approved and attested this 9<sup>th</sup> Day of March, 2021.



Andres Martinez, Mayor  
(SEAL)

Attest: 

Monica A. Martinez, Clerk/Treasurer

