



Village of Wagon Mound  
Regular Meeting Agenda  
Tuesday, April 14, 2020 at 6:00 p.m.  
Presiding Mayor Pro Tem 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**
- III. **\*Approval of Agenda - April 14, 2020**
- IV. **\*Approval of Minutes: Regular Meeting March 10, 2020**
- V. **\* Business Matters:**
  1. **\*Discussion/Approval/Disapproval:** Resolution 2020-04 Declaration of a Public Health Emergency in the Village of Wagon Mound, Mora County.
  2. **\*Discussion/Approval/Disapproval:** Resolution 2020-05 Participation in Local Government Road Fund Program Administered by New Mexico Department of Transportation. (Extending Caliche Road Fund Project to expire 2021) Resolution, Letter and Notice of Award attached.
  3. **\*Discussion/Approval/Disapproval:** Purchase of 3 HP computers for office clerks. (Quotes attached.)
- VI. **Monthly Reports: Are given to Municipal Clerk for the Minutes Binder.**
  - A. **\*Approval of Vouchers (payment to vendors) – Submitted**
  - B. Utilities Delinquent List – Utility Clerk Engelhardt
  - C. Utilities Report – Utility Superintendent Sanchez – **Submitted**
  - D. MVD Reports – MDV Manager Romero – **MVD is closed**
  - E. Mora County Sheriff's Office Report
  - F. Housing Authority Report – Theresa Carmody
  - G. Fire Chief – Robert Mondragon
  - H. Bean Day Association's Report – Luis Lopez

## **VII. Adjournment**

**Please join my meeting from your computer, tablet or smartphone.**

**<https://global.gotomeeting.com/join/471422413>**

**You can also dial in using your phone.**

United States: **+1 (646) 749-3122**

**Access Code: 471-422-413**

**If anyone has comments or questions, please submit them to the Municipal Clerk before the meeting or they will not be addressed. Thank you.**



Village of Wagon Mound  
Regular Meeting Agenda  
Tuesday April 14, 2020, 6:00 pm  
Presiding Mayor Pro Tem Andres Martinez

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**I. Call to Order and Pledge of Allegiance**

- The meeting was called to order at 6:00 p.m. by Mayor Pro Tem Martinez
- The Pledge of Allegiance was led by Mayor Pro Tem Martinez

**II. Roll Call**

- Roll call was taken by Municipal Clerk Eggert. Present were Mayor Pro Tem Martinez, Councilor Clouthier, and Councilor Cruz. Mayor Quintana and Councilor Miera were absent.

**III. \*Approval of Agenda**

- Motion to approve April 14, 2020 Agenda was made by Councilor Cruz, seconded by Councilor Clouthier with the correction of Mayor Pro Tem Martinez's first name to read Andres and not Andrew. (Vote 3-0) Motion carried and all in favor.

**IV. \*Approval of Minutes**

**A. Regular Meeting Minutes March 10, 2020.**

- Motion to approve the Regular Meeting Minutes was made by Council Clouthier, seconded by Councilor Cruz. (Vote 3-0) Motion carried and all in favor.

**V. \*Business Matters**

1. **\*Discussion/Approval/Disapproval: Resolution 2020-04 Declaration of a Public Health Emergency in the Village of Wagon Mound, Mora County.**  
Mayor Pro Tem agreed with the Resolution and mentioned he didn't want anyone taking advantage of #6 of the Resolution regarding Workforce staying home due to illness of themselves or family members. He wanted to make sure if any employee requests such a leave, they would need to bring proper doctor notifications and documentation for the leave of only the required hours given of 80 hours may be used.
  - Motion to approve Resolution 2020-04 Declaration of a Public Health Emergency with changes noted by Council Cruz, seconded by Councilor Clouthier. (Vote 3-0) Motion carried and all in favor.
2. **\*Discussion/Approval/Disapproval: Resolution 2020-05 Participation in Local Government Road Fund Program Administered by New Mexico Department of Transportation. (Extending Caliche Road Fund Project to expire 2021) Resolution, Letter, and Notice of Award attached.**
  - Motion to approve Resolution 2020-05 Participation in Local Government Road Fund Program administered by NMDOT, extending Caliche Road fund project to expire in 2021 was made by Councilor Clouthier, seconded by Councilor Cruz. (Vote 3-0) Motion carried and all in favor.



3. \*Discussion/Approval/Disapproval: Purchase of 3 HP computers for the office clerks. (Quotes attached.)

Councilor Cruz asked if the computers will last at least 3 to 6 years and Utility Clerk stated the details of the computers. Mayor Pro Tem then agreed with Councilor Cruz on the longevity of the computers. Municipal Clerk then passed out a list of items purchased that the New Mexico Municipal League asked all municipalities to write up just in case we spent more funding than our budget could handle. She stated the list was a hypothetical list for now. Mayor Pro Tem talked about the list and further discussion followed.

Mayor Pro Tem then moved onto when he spoke with the Mayor about the purchase of the computers and how they were to be used if everyone by Governors order needed to work from home. He continued that it wasn't to send two people home to work. Utility Clerk mentioned she felt uncomfortable working together even though there's six feet between the three clerks in the office. Mayor Pro Tem stated that it was not viral, the Utility Clerk stated it is airborne. Mayor Pro Tem stated he didn't know that people were working from home. Utility Clerk stated that we just started this week and then Councilor Cruz asked if they were going to get a list of things they are doing from home or are we just supposed to guess what they are doing. Municipal Clerk informed them in their packets were the applications from both clerks who are working from home signing it agreeing that they will provide a list of their duties performed from home. Utility Clerk stated she has started a list of duties she is performing from home and also stated she does not feel comfortable working in the office at this time.

- Motion to approve purchase of HP computers was made by Councilor Cruz, seconded by Councilor Clouthier. (Vote 3-0) Motion carried and all in favor.

## VI. Monthly Reports

A. \*Approval of Vouchers (payment to vendors) – Finance Clerk Martinez

Report given by Municipal Clerk. Mayor Pro Tem asked why the attorney fees for David Romero were so high. Utility Clerk stated it was because of his representation of the Quintana case regarding water rights. Municipal Clerk mentioned that we have a detailed invoice from the attorney, Councilor Cruz mentioned he would like to see the detailed bill.

- Motion to approve Vouchers was made by Councilor Cruz, seconded by Councilor Clouthier, (Vote 3-0) Motion carried and all in favor.

B. Utilities Delinquent List – Utility Clerk Engelhardt

March list: Account #225001 Mayor approved the extension due to the COVID-19.

Account holder was to provide documentation, and she will follow up with account holder.

Account #112300 payment late but did pay in full.

Inactive account: #109500 account paid off and in full.

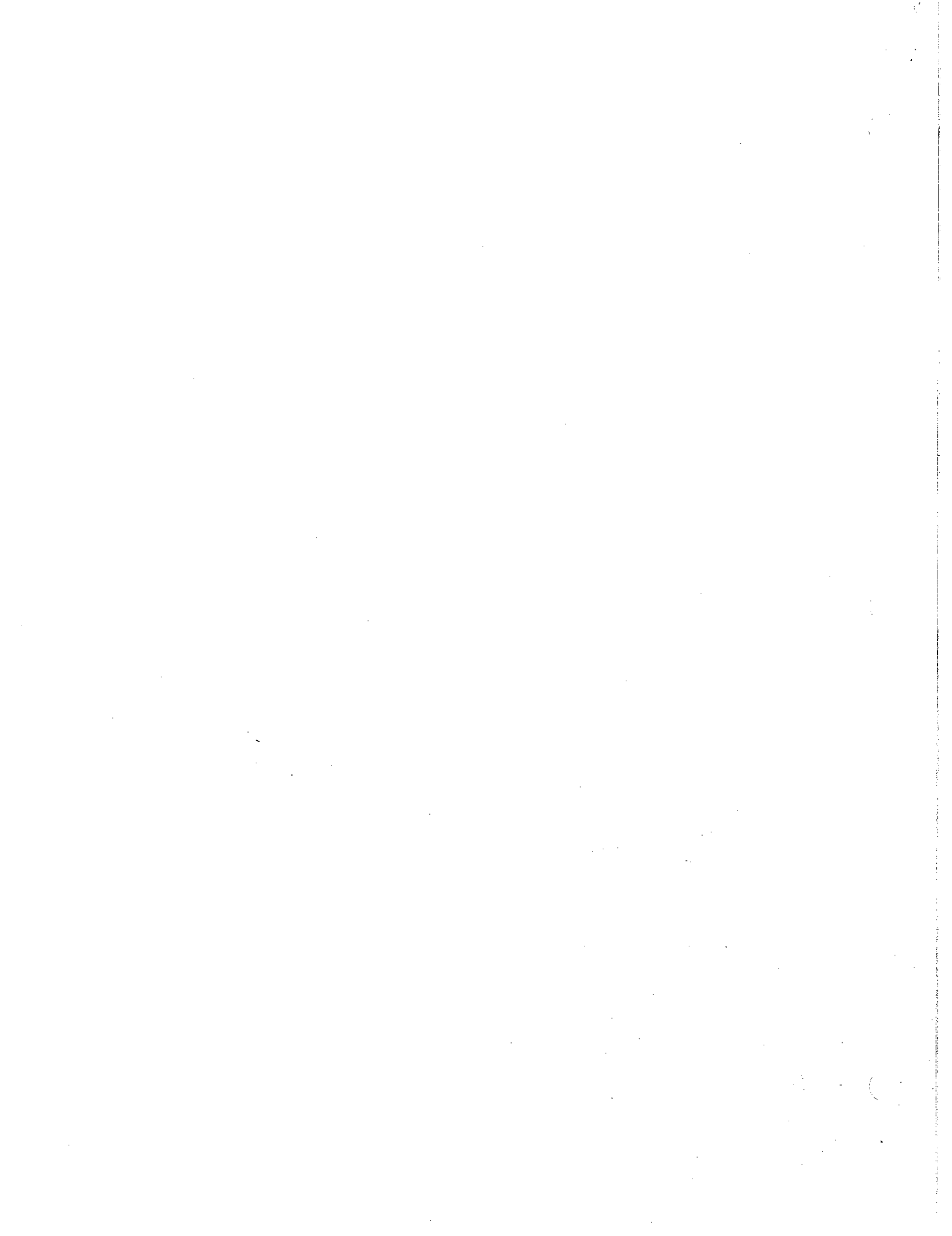
Account #103700 shut off for nonpayment, did hear from account holder and will call next week to pay on account, had lost job due to COVID-19.

April list: Potential delinquent list.

Utility Clerk then mentioned she spoke with the attorney and that he will come to Wagon Mound to meet with the staff and that he will be charging us for the visit, also that he will go over the lien process and then we can move forward. The visit will occur in May sometime.

C. Utilities Report – Utility Superintendent Sanchez

His report was included in the council packets. Mayor Pro Tem stated that the DIMP plan will have to be in our next months agenda for approval to pay the DIMP plan of \$2,500.00.



D. MVD Reports – MVD Manager/Office Assistant Romero  
**Nothing to report, MVD is closed due to Covid-19.**

E. Mora County Sheriff's Office Report  
**Absent**

F. Housing Authority Report – Theresa Carmody  
**Absent**

G. Fire Chief – Robert Mondragon  
**Absent**

H. Bean Day Association's Report – Luis Lopez  
**Absent**

**VII. Old Business** – Municipal Clerk stated she followed up on the request of the council members to look into renting a trash truck. She informed them that the company she talked to mentioned renting a trash truck was too expensive and that he did have a used one that fits our needs. Mayor Pro Tem asked Municipal Clerk to make copies of what was given from the company on the trash truck and then present it on the next council meeting. Mayor Pro Tem stated he knows the mayor of Las Vegas and that he would ask him if they can donate a trash truck. He believes they just purchased new trash trucks.

**X. Mayor's Report – Nothing to report.**

**XI. Adjourn**

- Motion to Adjourn was made by Councilor Cruz, seconded by Councilor Clouthier. (Vote 3-0)  
Motion carried and all in favor. The meeting adjourned at 6:52 p.m.

**Approved and attested this 19<sup>th</sup> Day of May 2020.**

Attest:   
Kathleen Eggert, Municipal Clerk

  
Laudente T. Quintana, Mayor

