



Village of Wagon Mound
Regular Meeting Agenda
Tuesday, May 19, 2020 at 6:00 p.m.
Presiding Mayor Quintana
AMENDED

*** - 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**
- III. *Approval of Agenda – May 19, 2020**
- IV. *Approval of Minutes: Regular Meeting April 14, 2020**
- V. * Business Matters:**
 - 1. *Discussion/Approval/Disapproval:** Elaine Sena requesting fences be fixed.
 - 2. *Discussion/Approval/Disapproval:** Review and Approval of New Mexico Water Works Association contract with the Village of Wagon Mound.
 - 3. *Discussion/Approval/Disapproval:** Approval of Sandra Romero's letter to lay her off until COVID-19 is lifted.
 - 4. *Discussion/Approval/Disapproval:** Review and acceptance of adopting the BAR adjustment Resolution 2020-06.
 - 5. *Discussion/Approval/Disapproval:** Review and acceptance of Contract for re-hire of Southwest Accounting Solutions as auditor for the Village of Wagon Mound.
 - 6. *Discussion/Approval/Disapproval:** Approval of Quote from JK Associates, Inc./Jon to prepare a DIMP program for the Village of Wagon Mound.
 - 7. Discussion:** Speed Bumps – Add to south and north end of Catron Avenue.

8. **Discussion:** Bean Day Celebration.
9. **Discussion:** Amendment to Personnel Ordinance.

VI. Monthly Reports:

- A. *Approval of Vouchers – Finance Clerk Monica Martinez
- B. Utilities Delinquent Report – Utility Clerk Colleen Engelhardt
- C. Utilities Report – Utility Superintendent Gary Sanchez – **Absent until July 2020.**
- D. MVD Reports – MVD Manager Sandra Romero – **MVD is closed until COVID-19 is lifted**
- 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

Council Meeting

Tue, May 19, 2020 6:00 PM - 8:00 PM (MDT)

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Village of Wagon Mound
Regular Meeting Agenda
Tuesday, May 19, 2020 at 6:00 p.m.
Presiding Mayor Quintana

I. Call to Order and Pledge of Allegiance

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

II. Roll Call

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

III. *Approval of Agenda – May 19, 2020

- Motion to approve May 19, 2020 agenda with Business Matter items 7, 8, and 9 added as discussion items only was made by Mayor Pro Tem Martinez, seconded by Councilor Miera. (Vote 3-0) Motion carried and all in favor.

IV. *Approval of Minutes: Regular Meeting April 14, 2020

- Motion to approve Regular Meeting Minutes for April 14, 2020 was made by Mayor Pro Tem Martinez, seconded by Councilor Clouthier. (Vote 3-0) Motion carried and all in favor.

V. * Business Matters:

1. ***Discussion/Approval/Disapproval:** Elaine Sena requesting fences be fixed.

Elaine Sena was introduced via teleconference to all who attended the council meeting. She spoke about wanting her fence fixed and for the last nine years it has been falling down. Elaine then mentioned that she has noticed it being done and thanked the fire chief for doing it. She then moved onto our last week meeting which was postponed due to technical difficulties. She was able to hear others talking in the room via teleconference and she was the only one who was able to sign in to the meeting at the time, she mentioned when she was waiting for the meeting to start, one of the council member's was talking about her and how all she did was complain. Elaine was very frustrated and stated she would like an apology from the one who stated that. Council members' all agreed that a letter will be written up that all the council members' signatures will be on it.

- Motion to approve Elaine Sena requesting the fence to be fixed and an apology letter written up was made by Councilor Miera, seconded by Councilor Clouthier. (Vote 3-0) Motion carried and all in favor.
2. ***Discussion/Approval/Disapproval:** Review and Approval of New Mexico Water Works Association contract with the Village of Wagon Mound.

Mayor Quintana informed the council that this contract will be valid until Utility Superintendent returns. He also mentioned we will be paying New Mexico Rural Water Association \$1,500.00 a month and that a certified utility worker will be coming to the Village twice a month to take our sewage lagoon samples, help the Utility assistant with anything he has and if we have an emergency they will come out to assess and fix the emergency at no extra charge.

- Motion to approve the New Mexico Water Works Association contract was made by Mayor Pro Tem Martinez, seconded by Councilor Clouthier. (Vote 3-0) Motion carried and all in favor.

3. ***Discussion/Approval/Disapproval:** Approval of Sandra Romero's letter to lay her off until COVID-19 is lifted.

Mayor Quintana addressed the councilors and all who attended stating the Village laid off Sandra Romero until COVID-19 was lifted and that a letter was given to her stating she will be coming back as a part time worker and only as a MVD manager. Municipal Clerk informed council an email was sent to the New Mexico Municipal Leagues attorney to verify that it is legal for us to hire her back as only a MVD manager. Also informed council and Mayor she will have an update.

- Motion to approve Sandra Romero's letter to lay her off until COVID-19 is lifted was made by Councilor Miera, seconded by Councilor Clouthier. (Vote 3-0) Motion carried and all in favor.

4. ***Discussion/Approval/Disapproval:** Review and acceptance of adopting the BAR adjustment Resolution 2020-06.

Finance Clerk presented the BAR Resolution 2020-06 explaining the transfers between the accounts. Also informing councilors that her and Nora were working on the Budget for next year and that she received an email from the State letting them know to use last year's budget due to COVID-19 pandemic and that the final budget is due July 31, 2020.

- Motion to approve Adopting Resolution 2020-06 BAR adjustment was made by Mayor Pro Tem Martinez, seconded by Councilor Miera. (Vote 3-0) Motion carried and all in favor.

5. ***Discussion/Approval/Disapproval:** Review and acceptance of Contract for re-hire of Southwest Accounting Solutions as auditor for the Village of Wagon Mound.

Mayor Quintana stated that nothing on the re-hire contract with Southwest Accounting Solutions will change, all amounts will stay the same. He also mentioned that we will have to look into changing our auditor next year.

- Motion to approve the contract to re-hire Southwest Accounting Solutions as our Auditors was made by Councilor Clouthier, seconded by Mayor Pro Tem Martinez. (Vote 3-0) Motion carried and all in favor.

6. ***Discussion/Approval/Disapproval:** Approval of Quote from JK Associates, Inc./Jon Jones to prepare a DIMP program for the Village of Wagon Mound.

- Motion to approve quote from JK Associates, Inc. / Jon Jones to prepare the DIMP program for the Village of Wagon Mound was made by Mayor Pro Tem Martinez, seconded by Councilor Miera. (Vote 3-0) Motion carried and all in favor.

7. *Discussion: Speed Bumps to be installed on the south end of Catron and down Caliche Road.

Mayor Pro Tem Martinez informed councilors and Mayor that he has received calls from the community members about speeders driving on the south end of Catron and down Caliche Road. Mayor Pro Tem wanted the Village to look into installing speed bumps for those areas because of children playing. Mayor Quintana stated he had a magazine that had speedbumps and that he's give it to the Finance Clerk. The magazine was called Northern Tool & Equipment and the amount for two are \$260. Utility Clerk mentioned we'd need two more quotes aside from the one the Mayor mentioned. Finance Clerk added she will look into the Villages General fund to make sure we can cover purchasing of speed bumps. Mayor Pro Tem suggested putting this item on next month's agenda for an approval item. Municipal Clerk stated that it will be on next month's agenda as an approval item to purchase speed bumps for South Catron Road and Caliche Road.

Moving onto a different subject matter, Mayor Pro Tem asked the Finance Clerk if we received the Solar Radar Panels from Trafficalm and the Finance Clerk did inform him that we have received the panels and that they were in the Maintenance Shop waiting to be installed.

8. *Discussion: Bean Day Association

Councilor Miera stated they didn't know if the Bean Day Celebration was going to be held this year because of COVID-19 pandemic. Mayor Pro Tem stated that the Bean Day Celebration should not happen because of COVID-19 pandemic, and maybe canceling it. Councilor Miera stated that the Bean Day Association was going to have a meeting and he'd inform us on to the outcome of the meeting.

9. *Discussion: Amendment to the Personnel Ordinance

Mayor Quintana stated a workshop will need to be held in order for the Personnel Ordinance to be changed and updated for clarification. Councilors agreed. The Utility Clerk stated that we should work on amending the insurance coverage because the increase for it will be increasing on July 1st. Mayor Pro Tem requested this item be on next month's agenda.

Mayor Pro Tem also requested for all job description be put on the agenda for next month and stated going into executive session to discuss the job description. Municipal Clerk stated they both will be on next month's agenda.

VI. Monthly Reports:

A. *Approval of Vouchers – Finance Clerk Monica Martinez

Approval of vouchers were presented by Finance Clerk and she asked the council if there were any questions on the vouchers. She did mention why we were paying La Jicarita twice this month and it was because we were paying for both months, April and May. She then asked if there were any questions, no questions were asked.

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

B. Utilities Delinquent Report – Utility Clerk Colleen Engelhardt

April – 15 Active letters were sent with a delinquent balance of \$1,594.09. Payments received \$1,599.30 and two shut offs. Inactive letters sent were 11 with a delinquent balance of \$1,733.07, payments received \$85.00. She stated the \$85.00 came from the deposit of the account holder whose been shut off for almost 7 months.

May – 19 Active letters were sent with a delinquent balance of \$1,456.38. She mentioned that we've already received 5 payments.

She let the council members know that she will be putting a note in the June billing addressing community members' dogs being loose, household waste items only, mattresses, and computers being dumped at the transfer station.

She then informed the council the 150 trash bins came in and will be distributed first to commercial businesses, then to community members that have broken trash bins, then who ever requested one thereafter.

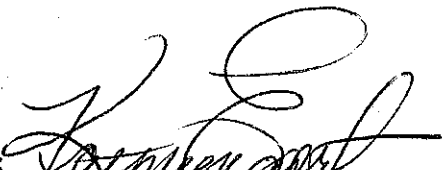
She then moved onto the dump increasing the charges and suggested for the Village to pass down the charge to the community members. She added that the Utility Ordinance will need to be amended. Further discussion followed.


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| C. | Utilities Report – Utility Superintendent Gary Sanchez – | Absent until July 2020. |
| D. | MVD Reports – MVD Manager Sandra Romero –
(MVD is closed until COVID-19 is lifted.) | Absent |
| 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. Adjournment

- Motion to Adjourn was made by Councilor Miera, seconded by Mayor Pro Tem Martinez. (Vote 3-0) Motion carried and all in favor. The meeting adjourned at 7:55 p.m.

Approved and attested this 9th Day of June 2020.

Attest: 
Kathleen Eggert, Municipal Clerk


Laudente T. Quintana, Mayor

