



Village of Wagon Mound
Regular Meeting Agenda
Tuesday, October 17, 2023 - 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 Claudia M. Martinez, Councilor Paul A. Miera, and Councilor Gabriel J. Maestas.
- III. *Approval of Agenda
- IV. *Approval of Minutes for:
 - A. Regular Meeting September 12, 2023
 - B. Special Meeting September 19, 2023
- 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: Resolution 2023-12 – Acknowledging FY22 Repeat Audit Findings and Addressing Corrective Actions.
 2. *Discussion/Approval/Disapproval: Resolution 2023-13 – Participation in Transportation Project Fund Administered by the New Mexico Department of Transportation.
 3. *Discussion/Approval/Disapproval: Resolution 2023-14 – Requesting Extension of Loyal Government Road Fund Cooperative Agreement L400611.
 4. *Discussion/Approval/Disapproval: Acceptance of payment to Phil Long Ford for repairs to F250.
 5. *Discussion/Approval/Disapproval: Mora County Sheriff's Office Purchase Requisitions for the Law Enforcement Protection Fund:
 - A) Santa Fe Pawn – Ammunition for Annual Qualifications
 - B) IPS Tactical – New Uniforms
 - C) Pro Force – Taser & Battery for New Deputy
 - D) Ray Allen Manufacturing – K9 Training Tools
- 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 Treasurer Amber Anguiano. Mayor Andres Martinez, Mayor Pro Tem Eldie R. Cruz, Councilor Claudia M. Martinez, and Councilor Gabriel J. Maestas were present. Councilor Paul A. Miera was absent.

III. *Approval of Agenda

- Mayor Martinez noted Item #3 under Business Matters needs to be amended to read Local rather than Loyal.

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

IV. *Approval of Minutes for:

- A. Regular Meeting September 12, 2023
- B. Special Meeting September 19, 2023

Motion to approve minutes for Regular Meeting September 12, 2023 and Special Meeting September 19, 2023 was made by Mayor Pro Tem Cruz, seconded by Councilor Martinez. (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

- Mayor Pro Tem Cruz stated he spoke with the NMDOT District IV Engineer regarding the possibility of installing rumble strips near the school. He stated he was told the rumble strip would create too much noise, and the NMDOT would need to conduct a traffic study before agreeing to install them.

VII. Business Matters

1. *Discussion/Approval/Disapproval: Resolution 2023-12 – Acknowledging FY22 Repeat Audit Findings and Addressing Corrective Actions.

- Deputy Clerk Colleen Engelhardt stated Council was provided the letter from the DFA requesting a response at the September meeting. She stated the resolution will be sent to the DFA to officially acknowledging the FY22 repeat audit findings, and the Village is acknowledging the majority of these findings were assigned to the Wagon Mound Housing Authority. Colleen stated the resolution will include written a response to the DFA. Colleen stated the letter provides a detailed explanation of how these findings came about starting with the passing of the former WMHA Director all, and it details how the Village has maintained contact with Northern repeatedly explaining the severity of the impact of a late audit. She stated the letter notes HUD stepping in by designating WMHA a troubled housing authority, and Northern Regional is now operating WMHA under a recovery agreement plan with HUD. Colleen stated the plan sets a deadline of April 3, 2024 to complete and submit the FY23 audit. She stated the Village's FY23 audit submission deadline is December 15, 2023, and a second letter is being sent to Northern Regional's Executive Director acknowledging the reminding and respectfully requesting the FY23 audit be submitted as quickly as possible given the Village's audit deadline.
- Councilor C Martinez expressed concern that Northern Regional's lack of management and oversight may be detrimental to tenants if they are not able to properly manage.
- Mayor Martinez stated he spoke with Julian Barela, HUD Director, and he stated the actions being taken are directed at Northern Regional. The Mayor stated the HUD Director stated they will remain monitoring Northern beyond the recovery agreement plan, and he stated he would bring in another firm, if necessary, to get the Wagon Mound Housing Authority back on track.

Motion to approve Resolution 2023-12 was made by Mayor Pro Tem Cruz, seconded by Councilor C Martinez. (Vote 3-0) Motion carried with all in favor.

2. *Discussion/Approval/Disapproval: Resolution 2023-13 – Participation in Transportation Project Fund Administered by the New Mexico Department of Transportation.
- Deputy Clerk Colleen Engelhardt stated the Village has been awarded \$400K through the NMDOT TPF. She stated by approving this resolution, Council is agreeing to the terms of the award. Colleen stated the Village has already submitted the match waiver request, and we have not yet heard back. She stated the resolution does acknowledge agreeing to pay the 5% match of \$20K, but Colleen stated it seems very possible the match waiver will be granted.

Motion to approve Resolution 2023-13 was made by Councilor C Martinez, seconded by Mayor Pro Tem Cruz. (Vote 3-0) Motion carried with all in favor.

3. *Discussion/Approval/Disapproval: Resolution 2023-14 – Requesting Extension of Level **Local** Government Road Fund Cooperative Agreement L400611.
- Deputy Clerk Colleen Engelhardt stated this resolution is requesting a time extension on a NMDOT Coop funding because the Village will be combining these funds with the TPF funds to accomplish the full S Catron Ave Improvement project. She stated these funds expire at the end of this year, but the extension will allow the funds to be applied once the project is underway next spring.

Motion to approve Resolution 2023-14 was made by Mayor Pro Tem Cruz, seconded by Councilor C Martinez. (Vote 3-0) Motion carried with all in favor.

4. *Discussion/Approval/Disapproval: Acceptance of payment to Phil Long Ford for repairs to F250.
- Mayor Martinez stated the F250 was taken in because it kept stalling and shutting off. At first, Phil Long stated it was the batteries, and the Mayor stated he insisted they take it for test drives and not just work on it in the shop. He stated they diagnosed it and made repairs. The Mayor stated when they picked up the truck after the work was complete, they got about 6 or 7 miles out of town, and the truck died on them again. He stated the truck was taken back to Phil Long Ford, and they have continued diagnosing it. The Mayor stated he just received a second quote for the additional repair so there will be an additional cost beyond this payment. He stated he chose to take the truck to Phil Long because the engine is still under warranty.
 - Deputy Clerk Colleen Engelhardt stated the payment to Phil Long Ford is \$1,112.99.

Motion to approve acceptance of payment to Phil Long Ford for repairs to F250 was made by Councilor Maestas, seconded by Mayor Pro Tem Cruz. (Vote 3-0) Motion carried with all in favor.

5. *Discussion/Approval/Disapproval: Mora County Sheriff's Office Purchase Requisitions for the Law Enforcement Protection Fund:
- A) Santa Fe Pawn – Ammunition for Annual Qualifications
 - B) IPS Tactical – New Uniforms
 - C) Pro Force – Taser & Battery for New Deputy
 - D) Ray Allen Manufacturing – K9 Training Tools
 - Deputy Clerk Colleen Engelhardt stated the LEPF was not released in July due to the audit being late. She stated the Village just received notice of the \$95K transfer occurred on October 3rd. She stated Amber is in training this week, and she will need to input the funds into the Village's accounting system so there will be a little lag time before the purchase orders are created. However, she stated she encouraged the Sheriff's Office to submit any purchase requisitions they have because a quarter of the fiscal year has already passed.
 - Undersheriff Romero stated the purchase request for ammunition is large because their vendor informed him they will no longer be able to supply ammunition due to the conflict in Israel and the potential for the situation to worsen. He stated the amount requested should last about three years because all Deputies need to qualify twice each year as required by the State. He stated the ball ammo is used for qualifying, and typically each Deputy utilizes about 100 rounds per qualification. He stated about 5,000 rounds is duty ammo which needs to be rotated out about once a year to avoid any issues with it after it has sat for a length of time. Undersheriff Romero stated the owner of Santa Fe Pawn is from Mora, and he does his

best to offer the Office the best pricing. He also stated he will not be requesting any additional ammunition purchase for another two or three years. The Undersheriff stated he will keep this ammunition separate from previously purchased ammo, and he is happy to share the inventory sheet upon request.

- Colleen stated she has spoken with Amber to discuss this request. She stated the LEPF and the Joint Powers Agreement (JPA) with the Sheriff's Office are renewed annually, and this request is intended to provide ammunition for three years. She stated she confirmed with the Undersheriff that he maintains a tight inventory of the ammunition, and she stated any unused ammunition would be returned to the Village if the JPA is terminated in the future. She stated she did a little research, and she discovered ammunition dealers nationwide are being told by the federal government to stop commercial sales due to the situation in Israel. Additionally, she stated, there was an explosion at an ammunition manufacturing plant which has also impacted supply. Colleen stated the LEPF increase significantly this year, and she and Amber agree a large purchase will help utilize the funds particularly considering there are only about seven months remaining in the fiscal year.
- Councilor C Martinez asked what was the balance that rolled over from last year, and Undersheriff Romero stated it was approximately \$600.
- Undersheriff Romero stated the IPS Tactical purchase is to give the Deputies additional uniforms, but also because some of their uniform items have been discontinued so they need to change the color. He stated the ProForce purchase is to provide the new Deputy with a taser, and to provide batteries for the rest of the Deputies' tasers. Undersheriff Romero stated the Ray Allen Manufacturing request is for training tools for Deputy Olguin's K9.
- Colleen stated the Santa Fe Pawn quote is in the amount of \$30,021.25, IPS Tactical is for \$4,638.60, Pro Force is for \$2,612.34, and Ray Allen Manufacturing is for \$1,001.24.

Motion to approve Mora County Sheriff's Office Purchase Requisition was made by Councilor C Martinez, seconded by Mayor Pro Tem Cruz. (Vote 3-0) Motion carried with all in favor.

VII. Monthly Reports

- A. *Approval Item –Approval of Vouchers (payment to vendors) Clerk Treasurer Amber Alcon
- Deputy Clerk reviewed the report with Council. She stated the first allocation of the Fire Fund distribution was received in the amount of \$63,910. She stated the first quarterly payment was made to Workforce Solutions, 2024 Labor Law posters were purchased, the additional posts from Priefert were paid, Luna Community College was paid for the Utilities Assistant's CDL training, the annual dues to the Public Gas Association and American Public Gas Association were paid, and she stated all other payments are regular monthly bills.

Motion to approve the September payments was made by Councilor C Martinez, seconded by Mayor Pro Tem Cruz. (Vote 3-0) Motion carried with all in favor.

B. Utility Delinquent List – Deputy Clerk, Colleen Engelhardt

- Active Accounts – 3 letters sent with total delinquency of \$172.25, and payments received totaled \$171.92 because the payment for Acct# 115002 was short by 33¢. The customer is aware it must be paid with next month's payment.
- Inactive Accounts – Colleen explained there are 8 accounts on the list, but 3 of the accounts have had mail returned with no good forwarding address so only 5 letters were sent with a total delinquency of \$852.31.

C. Utility Superintendent – Utility Superintendent, Gary Sanchez

- Deputy Clerk Colleen Engelhardt stated the Utility Superintendent is off today, and she read the report he provided her.
 - Water – Chlorine residual is at 0.81mg/L. The disinfection byproducts samples along with the lead and copper samples were taken to Albuquerque to maintain compliance with State regulations, and the results have not been received.
 - Wastewater – The third quarter monitoring well and sprinkler bib samples were taken to be able to discharge. The Village's Discharge Permit is in the draft process right now. It will need to be

published for thirty days for public comment. Then, it will be up for approval, and it will be valid for another 4 years.

- Natural Gas – Nothing to report.

D. MVD Reports – MVD Manager, Amber Alcon

- Deputy Clerk Colleen Engelhardt reported: September – Total transaction count of 82 with a total of \$8,127.75.

E. Mora County Sheriff's Office Report

- Undersheriff Romero stated they were in the process of hiring a new Deputy, but he declined the employment offer. He stated they are still hiring to fill that position. He stated the K9 cage is being installed in the truck, and the K9 program will be up and running soon. The Undersheriff stated the Dona Ana Sheriff Office donated five Chevy Tahoe units to be used as floater vehicles.
- Mayor Martinez asked about the shifts being worked, and the Undersheriff stated they are working day shifts 7AM-3PM, and night shifts 3PM-11PM. The Mayor stated he hasn't seen anyone here in the Village. The Undersheriff stated when a Deputy is scheduled for Wagon Mound, they are assigned to Wagon Mound, not Watrous or patrolling I25 unless they receive a call to which they need to respond. He asked to be notified if Deputies are not seen in the Village.
 - Councilor C Martinez stated she had seen Deputy Armijo here over the weekend, and Deputy Clerk Colleen Engelhardt stated Deputies Cortez, Coca and Olguin have stopped by Village Hall within the last week.

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

- Nothing to report

X. Mayor's Report

- The Mayor stated Gigawatt Electric is scheduled to do the final work connecting the kitchen hood to the fire alarm system and then he'll make arrangements with the Fire Marshall to conduct an inspection. He stated then the Health Department will be contacted for an inspection, and then the building will be ready to open. He stated he and the Utilities Assistant were there last week cleaning and assembling tables, etc. The Mayor stated the Senior Center staff has requested serving one last Thanksgiving meal out of the old Center before moving.

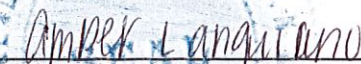
KI. Adjourn

Motion to approve adjournment was made by Councilor C Martinez, seconded by Mayor Pro Tem Cruz. (Vote 3-0) Motion carried with all in favor. The meeting adjourned at 6:56PM.

Approved and attested this 14th Day of November 2023.



Andres Martinez, Mayor

Attest: 

Amber L. Anguiano, Contract Clerk
Treasurer

(SEAL)

