



Village of Wagon Mound
Regular Meeting Agenda
Tuesday, September 12, 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 Regular Meeting August 8, 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: Review and acceptance of FY22 Annual Audit completed by Northwest Accounting Solutions.

2. *Discussion/Approval/Disapproval: Resolution 2023-10 approving the FY22 audit.

3. *Discussion/Approval/Disapproval: Proclamation 2023-02 – Recognizing and honoring volunteer efforts to help construct the new rodeo arena.

4. *Discussion/Approval/Disapproval: Amending the South Catron Avenue Improvements Owner-Engineer Agreement with Dennis Engineering.

5. *Discussion/Approval/Disapproval: Review and acceptance of purchases applied to the 2022 Regional Recreation Centers and Quality of Life grant:

- Priefert – 3-Way Combo Posts
- May Industries – Sand Purchase

6. *Discussion/Approval/Disapproval: Applying for 2023 Regional Recreation Centers and Quality of Life grant.

7. *Discussion/Approval/Disapproval: Review and acceptance of payment to 411 Equipment for repairs to sewer jetter.

8. *Discussion/Approval/Disapproval: Paying enrollment fees for Utilities Assistant to attend CDL training course at Luna Community College.

9. *Discussion/Approval/Disapproval: Purchase Requisitions for Wagon Mound Fire Department utilizing Fire Protection Funds:

- Overhead Door – Repairs to Garage Doors

- 411 Equipment – Repairs to Fire Truck

/III. 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

K. Old Business

X. Mayor's Report

KI. 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 Paul A. Miera, and Councilor Gabriel J. Maestas were present. Councilor Claudia M. Martinez was absent.

III.*Approval of Agenda

- Mayor Martinez stated Business Matters items 1 and 2 will be removed from the agenda and tabled because the auditor is not available to provide the report.

Motion to approve the agenda with the amendments was made by Councilor Miera, seconded by Councilor Maestas. (Vote 3-0) Motion carried with all in favor.

IV. *Approval of Minutes for Regular Meeting August 8, 2023

Motion to approve the meeting minutes for August 8, 2023 was made by Councilor Miera, seconded by Mayor Pro Tem Cruz. (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

- None

VII Business Matters

~~1. *Discussion/Approval/Disapproval: Review and acceptance of FY22 Annual Audit completed by Southwest Accounting Solutions.~~

~~2. *Discussion/Approval/Disapproval: Resolution 2023-10 approving the FY22 audit.~~

3. *Discussion/Approval/Disapproval: Proclamation 2023-02 – Recognizing and honoring volunteer efforts to help construct the new rodeo arena.

- Mayor Martinez stated he is recommending this proclamation to thank all the individuals that helped with the construction of the rodeo arena. He stated the names of all the people that volunteered time and equipment.

Motion to approve Proclamation 2023-02 was made by Mayor Pro Tem Cruz, seconded by Councilor Miera. (Vote 3-0) Motion carried with all in favor.

4. *Discussion/Approval/Disapproval: Amending the South Catron Avenue Improvements Owner-Engineer Agreement with Dennis Engineering.

- Deputy Clerk Colleen Engelhardt stated the Village was awarded our full request of \$400K through the NMDOT Transportation Project Fund (TPF). She stated these funds will be added to the NMDOT Coop funds the Village has already been awarded. She stated the FY21 Coop award was utilized for the design portion of the sidewalk that will run in front of the housing units, past the Senior Center driveway to the entrance of the rodeo grounds. Colleen stated to accommodate for the newly awarded funds, Dennis Engineering has prepared an amendment to the agreement to utilize the FY22 Coop award to design the paving of S Catron Ave. Then, Colleen stated, the FY23 Coop will be combined with the TPF funds for the construction of both the sidewalk and the street paving.

Motion to approve amending the South Catron Avenue Improvements Owner-Engineer Agreement with Dennis Engineering was made by Mayor Pro Tem Cruz, seconded by Councilor Maestas. (Vote 3-0) Motion carried with all in favor.

5. *Discussion/Approval/Disapproval: Review and acceptance of purchases applied to the 2022 Regional Recreation Centers and Quality of Life grant:

- Priefert – 3-Way Combo Posts
- May Industries – Sand Purchase

- Mayor Martinez stated 15 additional posts were ordered from Priefert, and five have been used so far. He stated the additional posts will be used in the future to add-on to the arena. He stated Don Schutz donated 4 belly dump truck loads of sand, and the Village purchased 4 more loads for the arena floor.
- Deputy Clerk Colleen Engelhardt stated the Priefert invoice was in the amount of \$1,697.17, and the May Industries invoice totaled \$1,200.00. She stated the remaining funds in the grant are about \$8K.
- Mayor Martinez stated the pit where the beans and beef are cooked caved in, and he would like to explore the options for constructing a permanent pit with cinder block or sheets of metal. Mayor Pro Tem Cruz asked about utilizing the funds for a retaining wall. Colleen stated we will need to confirm these items qualify for the grant funds.
 - Mayor Martinez stated he has considered low-cost options to construct the retaining wall such as asking for material donations.

Motion to approve purchases applied to the 2022 Regional Recreation Centers and Quality of Life grant was made by Mayor Pro Tem Cruz, seconded by Councilor Maestas. (Vote 3-0) Motion carried with all in favor.

6. *Discussion/Approval/Disapproval: Applying for 2023 Regional Recreation Centers and Quality of Life grant.

- Deputy Clerk Colleen Engelhardt stated the grant application is due by end of day tomorrow. She stated she has been working with Richard at Dennis Engineering to determine how to develop the projected cost. She stated the Mayor researched and found a bleacher system that sits up a few feet on a concrete pad with the bottom bleacher being a few feet off the ground, it has the ADA ramp, and ADA seating. Colleen stated the application request will include the cost of the largest set offered which seats 720 people, freight, the concrete pad, engineering services to determine the thickness and layout of the concrete pad, and labor to construct the bleachers. Colleen stated she will be speaking with Richard tomorrow morning to finalize the request, but she stated the request will not be for more than \$500K. She stated the systems are offered in three different sizes, and the Village is able to downsize depending on the funds awarded.
 - Councilor Miera asked about paying for ADA parking, and Colleen stated this request will just be for the bleachers and installation. She stated this year's award must be spent and the project complete by June 30, 2024. She stated this only gives about 6-8 months to complete the project depending upon when the awards are issued, and a feasible project had to be selected. She stated this is why the Mayor started looking at bleachers because they can be ordered and installed fairly quickly.

Motion to approve applying for the 2023 Regional Recreation Centers and Quality of Life grant was made by Councilor Miera, seconded by Mayor Pro Tem Cruz. (Vote 3-0) Motion carried with all in favor.

7. *Discussion/Approval/Disapproval: Review and acceptance of payment to 411 Equipment for repairs to sewer jetter.

- Mayor Martinez stated the jetter was repaired and paid out last month. He stated it was needed yesterday, and it didn't work.
- Clerk Treasurer Amber Anguiano stated this invoice was for two nozzles for the jetter in the amount of \$1,005.15.

Motion to approve acceptance of payment to 411 Equipment for repairs to the sewer jetter was made by Mayor Pro Tem Cruz, seconded by Councilor Maestas. (Vote 3-0) Motion carried with all in favor.

8. *Discussion/Approval/Disapproval: Paying enrollment fees for Utilities Assistant to attend CDL training course at Luna Community College.

- Clerk Treasurer Amber Anguiano stated the Utilities Assistant has already started working through the virtual training modules. She stated these will need to be completed, and he must test for and obtain his CDL permit through MVD before he is able to start the driving portion of the course. She stated the cost of the course is \$2,800.00.

Motion to approve paying enrollment fees for Utilities Assistant to attend CDL training at Luna Community College was made by Councilor Maestas, seconded by Councilor Miera. (Vote 3-0) Motion carried with all in favor.

9. *Discussion/Approval/Disapproval: Purchase Requisitions for Wagon Mound Fire Department utilizing Fire Protection Funds:

- Overhead Door – Repairs to Garage Doors
- 411 Equipment – Repairs to Fire Truck
- Mayor Martinez stated the Fire Department has received a quote from Overhead Door in the amount of \$1,017.15 to repair the garage doors.
- Deputy Clerk Colleen Engelhardt stated 411 Equipment has provided a quote in the amount of \$8,125.01 to remove and replace a bad relief valve on one of the fire trucks.
- Councilor Miera asked if a certified mechanic is going to go through the entire fleet, and Mayor Martinez stated this company is state certified. Colleen stated her understanding is the Department is starting with this truck because it needed the most work.

Motion to approve Fire Department Purchase Requisitions was made by Mayor Pro Tem Cruz, seconded by Councilor Maestas. (Vote 3-0) Motion carried with all in favor.

VIII. Monthly Reports

A. *Approval Item –Approval of Vouchers (payment to vendors) Clerk Treasurer Amber Anguiano

- Clerk Treasurer Amber Anguiano stated Southwest Accounting Solutions was paid \$21,510.75 for the FY22 audit. She stated the audit has been accepted and approved by the state. She stated the remaining vouchers are regular monthly payments.

Motion to approve August vouchers was made by Mayor Pro Tem Cruz, seconded by Councilor Miera. (Vote 3-0) Motion carried with all in favor.

B. Utility Delinquent List – Deputy Clerk, Colleen Engelhardt

- August Active Accounts – 11 letters were sent with payment due on August 23rd with a total delinquency of \$868.19. All accounts were paid on time, and payments received totaled \$1,372.35.
- August Inactive Accounts – 8 letter were sent with a total delinquency of \$839.50 with no payments.

C. Utility Superintendent – Utility Superintendent, Gary Sanchez

- Mayor Martinez stated Gary is out to day for a doctor's appointment.

D. MVD Reports – MVD Manager, Amber Anguiano

- August – 85 transactions with a total MVD income of \$9,773.66.

E. Mora County Sheriff's Office Report

- Undersheriff Romero reported Bean Day weekend was a success with only two arrests and no citations.
- Undersheriff Romero stated the K-9 unit will be rolling out by early next month. He stated a unit has been selected to be outfitted for the K-9, and it will go into the shop next week. Then, Deputy Olguin will work through his refresher trainings with the dog.
- Undersheriff Romero reported the Flock cameras are still up and running, but they have not received any hits off it recently. He stated the Village's system has led the way for other Mora County entities to consider purchasing cameras as well.
- Mayor Martinez stated MCSO did a great job over Bean Day weekend, and the presence and participation was appreciated.

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

- None

X. Mayor's Report

- None

XI. Adjourn

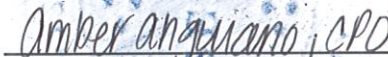
Motion to approve adjournment was made by Councilor Miera, seconded by Councilor Maestas.
(Vote 3-0) Motion carried with all in favor. The meeting adjourned at 6:39PM.

Approved and attested this 17th Day of October 2023.



Andres Martinez, Mayor

Attest:



Amber L. Anguiano, Clerk Treasurer
(SEAL)

