



Village of Wagon Mound  
Regular Meeting Agenda  
Tuesday, August 10, 2021 - 6:00PM  
Presiding Mayor – F. Luis Lopez

**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 F. Luis Lopez, Mayor Pro Tem Timothy Cruz, Councilor Adrian A. Clouthier, Councilor Paul A. Miera, and Vacant Council Seat.
- III. \*Approval of Agenda
- IV. \*Approval of Minutes for:
  - A. Regular Meeting Minutes July 13, 2021
  - B. Special Meeting Minutes July 26, 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. Business Matters
  1. \*Discussion/Approval/Disapproval: Appointment of vacant Councilor seat to fulfill the remainder of the term through December 31, 2021.
  2. \*Discussion/Approval/Disapproval: Appointment of two vacant Commissioner seats to the Wagon Mound Housing Authority Board.
  3. \*Discussion/Approval/Disapproval: Review bids and approve Notice of Award for monitoring wells project.
  4. \*Discussion/Approval/Disapproval: Review quote and approve replacement of altitude valve.
  5. \*Discussion/Approval/Disapproval: Publish intent to adopt an ordinance pursuant to the authority given to local governments in the Cannabis Regulation Act.
  6. Discussion: Job Description for Collection Center Supervisor.
- VIII. Monthly Reports
  - A. \*Approval Item –Approval of Vouchers (payment to vendors) Clerk Treasurer  
Gina Garcia

- 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
- G. Fire Chief – Robert Mondragon
- H. Bean Day Association – President, Luis Lopez

IX. Old Business

X. Mayor's Report

XI. Adjourn

THIS MEETING WILL BE OPEN TO BOTH IN-PERSON AND ZOOM ATTENDANCE. TO PARTICIPATE VIA ZOOM, PLEASE FOLLOW THE DIRECTIONS BELOW.

**MEETING ID: 810 1519 6043**

**PASSCODE: 783479**

**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 AUGUST 10<sup>th</sup>, CLICK ON THE LINK AND ENTER THE MEETING ID AND PASSCODE WHEN PROMPTED.

-----OR-----

  - 2) ON AUGUST 10<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 Gina Garcia. Mayor Lopez, Mayor Pro Tem Cruz, Councilor Clouthier, and Councilor Miera were present.

III. \*Approval of Agenda

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

IV. \*Approval of Minutes for:

A. Regular Meeting Minutes July 13, 2021

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

B. Special Meeting Minutes July 26, 2021

**Motion to approve the agenda 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: Appointment of vacant Councilor seat to fulfill the remainder of the term through December 31, 2021.

- Mayor Lopez recommended the appointment of Phillip Trujillo to the vacant Councilor seat.

**Motion to approve the Mayor's appointment to the Governing Body was made by Councilor Miera, seconded by Councilor Clouthier. (Vote 3-0) Motion carried with all in favor.**

Deputy Clerk Colleen Engelhardt, as a Notary Public, administered the Oath of Office, and Mr. Trujillo assumed the position of Councilor.

2. \*Discussion/Approval/Disapproval: Appointment of two vacant Commissioner seats to the Wagon Mound Housing Authority Board.

- Deputy Clerk Colleen Engelhardt stated Lily Martinez is the only citizen that expressed interest to sit on the Housing Board.
- Mayor Lopez stated he is recommending the appointment of Lily Martinez to the Wagon Mound Housing Authority Board, and he acknowledged another appointment will need to be made as soon as possible.

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

3. \*Discussion/Approval/Disapproval: Review bids and approve Notice of Award for monitoring wells project.

- Deputy Clerk Colleen Engelhardt stated this is the next step in the monitoring wells project. She stated the bid opening occurred on the first Wednesday in July, and three companies submitted bids. She stated one company did not provide all the required materials, they did not provide the additional information when requested, and the bid was deemed unresponsive. She stated the two responsive bids came from Stewart Brothers and Hays Plumbing. She stated the Hays Plumbing bid was over cost, and the Stewart Brothers bid was under cost at \$106,999.69. Colleen stated the engineer, DEC, and the NMED are recommending approval of the Stewart Brothers' bid.
- Mayor Pro Tem Cruz inquired about the cost of the engineer, and Colleen stated DEC takes care of all the "behind the scenes" work, they determined the location of the wells based on hydrological data, they designed the wells and well heads to meet the project requirements, they ensure compliance with all State and Federal regulations, they conducted the RFP process, and they will be creating a contour map of the area for future data collection. Colleen stated the Village tries to do as much as possible to reduce these costs, but much of this project requires a great degree of expertise.

**Motion to approve the monitoring wells Notice of Award to Stewart Brothers 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 quote and approve replacement of altitude valve.
- Utility Superintendent Gary Sanchez stated the altitude valve keeps the water level maintained on the water tank. He stated over the last three weeks it has not been functioning properly. He stated the valve is at least 15 years old, and it has been repaired 4 or 5 times since he has worked for the Village at about \$1000 per repair. He stated the typical life span of an altitude valve is about 20 years. He stated he has discussed the situation with the Mayor, and he obtained a quote from James, Cooke & Hobson (JCH) which shows the price of the new part as well as the rate they charge per hour and per mile. Gary estimated about 4 hours to replace the part, and Deputy Clerk Colleen Engelhardt stated the total cost for the part, travel, and installation will be approximately \$5,500.00 based on the rates given.
  - Councilor Miera asked about the warranty. Gary stated he wasn't certain, but he stated parts usually have a 2 or 3 year guarantee. Councilor Miera asked if this company is installing the part, will they be responsible if something goes wrong, and he asked if the company will charge every time they come out to work on it? Gary stated he will need to confirm the details of the warranty.
  - Colleen stated the valve was not working about 3 weeks ago, and now they have been able to get it working again. She stated the Mayor requested the quote be on the agenda to inform the Council of the situation. She stated JCH is a sole source for this part. She stated, if the Council approves the quote, the Village can make the purchase right away, or we can wait to see how the old valve performs. Councilor Miera stated he doesn't want to wait until the part gives out, but he does want to know the parameters of the warranty. Mayor Pro Tem Cruz agreed.
    - Councilor Trujillo asked if JCH is a sole source only for New Mexico. Colleen stated it is possible the part could be purchased elsewhere, but this company is out of Albuquerque so they will be able to install and work on the part as needed. She also stated she is not certain this company will perform the work if the part is purchased from another company. Councilor Trujillo requested the Village look into the cost of purchasing the part out of state to look for a cheaper price.
    - Councilor Miera and Councilor Clouthier agreed the part needs to be order as soon as possible to avoid a situation where the valve gives out completely.

**Motion to approve the purchase of the replacement altitude valve from JCH with the stipulations to clarify the warranty, clarify any additional costs, and to look into a obtaining a possible cheaper quote form an out of state company was made by Mayor Pro Tem Cruz, seconded by Councilor Miera. (Vote 4-0) Motion carried with all in favor.**

5. \*Discussion/Approval/Disapproval: Publish intent to adopt an ordinance pursuant to the authority given to local governments in the Cannabis Regulation Act.

- Deputy Clerk Colleen Engelhardt stated the State Legislature approved the Cannabis Regulation Act (CRA) in a Special Session this Spring, and it took effect at the end of June. She stated it is now legal, statewide, for any individual 18 or older to be growing six mature and six immature cannabis plants, and the CRA approved the production, manufacture, retail, and consumption of recreational cannabis. Colleen stated each of these activities will be strictly regulated and licensed through the State, and each local Governing Body has the ability to create their own policies to determine time, place and manner of how these activities are conducted. Colleen stated she attended a training with the NMML, and she learned while the State is giving local governments the authority to set their own regulations, they are suggesting to be careful because the cannabis industry is very well funded and willing to litigate. Colleen stated the CRA allows a local government to determine the distance a cannabis establishment is located relative to a school or day care facility only as long as it is no further than 300 feet. She stated it appears most local governments are creating policies via zoning, however, the Village does not have a zoning ordinance. Colleen stated she spoke with the head of Planning and Zoning for the Village of Hatch, and he suggested it would be possible to designate areas for cannabis establishments by location, for example, on Railroad Ave between Long St and Romero St or on the Frontage Rd. She stated density can also be used to regulate, for example, 1 establishment per block or 8 per block. She stated it was recommended for local governments to not view or treat cannabis establishments any differently than other businesses.
  - Councilor Meira clarified that the licenses being discussed are to operate dispensaries. Colleen stated the State will be issuing licenses for all cannabis establishments, but retailers will likely be the main licenses issued in Wagon Mound.
- Undersheriff Padilla stated even though it is overwhelming, recreational cannabis is becoming legal in New Mexico. However, he reminded it is still an illegal substance at the federal level. He stated that it will bring a revenue stream, but it will also bring crime. He stated being right off I-25, Wagon Mound is a prime location for activity. He stated Mora County is also working on passing an ordinance to give direction and enforcement capabilities. He stated citizens can now legally carry up to two ounces for recreational use and up to eight ounces with a medical card. The Undersheriff stated soil has been tested in the Mora area, and the soil is ideal for growing cannabis. He stated he believes the Cartel is buying land in Mora County to establish growing operations. Undersheriff Padilla stated his neighbor is an attorney who was recently appointed a board in Albuquerque regarding the cannabis industry, and he is willing to provide advice. Undersheriff Padilla also recommended including enforcement language in the ordinance so Law Enforcement are able to address issues when they arise.
  - Councilor Trujillo asked if Mora County has enough Deputies to provide proper coverage, and the Undersheriff stated they can never have enough staff. Mayor Pro Tem Cruz suggested that the department may see an increase once the revenue stream increases, and he stated the Village may need to have one or two officers in town 24/7.
  - Mayor Lopez stated he is concerned that cannabis sales will lead to other, harder drug use and sales, and he acknowledged this will be hard to control.
  - Undersheriff Padilla stated there is potential cannabis establishments may be used as money laundering for meth, cocaine, heroine, ecstasy, PCP, etc.
- Colleen stated retailers and consumption areas will be more likely in Wagon Mound, and she that is where zoning regulations can be effective to reduce traffic and parking flow issues in residential areas. She stated she spoke with another Clerk from a larger municipality who pulled up Wagon Mound on Google Maps, and this woman even suggested limiting cannabis establishments to areas along the Frontage Rd by the gas stations.
- Colleen stated the State will begin reviewing and issuing licenses for producers, manufacturers, and microbusinesses, and once the State license is issued, the business operator will then be able to file for a Village Business License. She stated the Village cannot, according to the CRA, put a moratorium in place or hold up the process in any way. She stated when a business owner

files for a Business License, the Village is required to follow the current ordinances we have in place, and if the Village passes regulations after the Business License is issued, they must be grandfathered in regardless of what the new regulations state. She stated, this is why she is recommending approving publishing a draft ordinance tonight, it will be published for 2 weeks as required by law, and it can be approved at a Special Meeting at the end of August to meet the September 1<sup>st</sup> timeline.

- Mayor Pro Tem Cruz stated the Village can pass the 300 foot minimum distance from the school as well as stipulations such as requiring a fence, outdoor lighting, cameras, security staff, and requiring no business to operate out of a home unless someone actually resides in the home. Colleen agreed and stated it may be best to start by adopting something basic by September 1<sup>st</sup>. She stated because the Village does not have a zoning ordinance defining residential vs commercial areas, a business operator may be able to get around the requirement of not operating out of their home by saying they do not live there, and the home is their building for business operations. She stated it may be more effective to determine locations where establishments may conduct business. She also suggested the ordinance needs to state cannabis use, consumption, and possession is not allowed on or in any Village property. She stated this will protect the Village because we receive federal funding, and the Village needs to adhere to federal law.
- Councilor Trujillo suggested we need to talk about it. Colleen stated a Public Hearing is required before adopting an ordinance, and that will be held at the next meeting prior to approval of adoption. Mayor Pro Tem Cruz suggested contacting the attorney to see if he will speak at the Public Hearing.
- Mayor Pro Tem Cruz suggested approving the intent to publish an ordinance that includes all of the things discussed. Colleen stated the items she recorded include requiring a minimum distance of 300 feet from a school or daycare, fencing around the property, outdoor lighting, security cameras, alarms, physical security, and the business operator must reside at the location of the establishment.
- Colleen stated if Council approves the Intent to Publish, she will review ordinances from other locations and take bits and pieces of them to write the Village's ordinance to include the specific language approved by Council. She stated she will send it to the Village's attorney for her review.

**Motion to approve the intent to publish a draft Cannabis Regulations Ordinance to include the items recorded by the Deputy Clerk was made by Mayor Pro Tem Cruz, seconded by Councilor Miera. (Vote 4-0) Motion carried with all in favor.**

#### 6. Discussion: Job Description for Collection Center Supervisor.

- Mayor Lopez stated the Collection Center Supervisor has been complaining the weeds have not been cut at the Collection Center, but he stated the job description states cutting weeds is one of his job duties. The Mayor suggested sending him a letter re-stating his duties.
- Councilor Miera asked who pays the Supervisor, and he asked if the Supervisor is aware of these job duties. Colleen stated half his hours are paid by the County and the Village pays the other half. She also stated the job description would have been provided in the past, and the Mayor stated he should be aware.
- Utility Superintendent Gary Sanchez stated he and the Utility Assistant cut out there recently.
- Deputy Clerk Colleen Engelhardt stated the Supervisor is a part-time employee of the Village which means the Personnel Ordinance applies to this position as well. She stated the policy states Village employees must fill out a Leave Request and gain approval from the Mayor before taking time off. She stated, recently, there has been some confusion with getting shifts covered with informing the Village of taking time off at the last minute. She stated the Mayor suggested sending a letter to inform the employee of the policies that need to be followed, and he requested this discussion be put on the agenda to direct the subject matter of the letter. She stated the intention of the discussion is to talk about the job description not the employee's performance.

- Councilor Miera asked if the employee signed a copy of the job description when he was hired, and he suggested having him review and sign a current copy.

## VII. Monthly Reports

- \*Approval Item – Approval of Vouchers (payment to vendors) Clerk Treasurer Gina Garcia
- Clerk Treasurer Gina Garcia reported most of the monthly vouchers include regular bills. She stated there was one payment from the General Fund to the NMML for the annual dues for the Clerk Treasurer and the Deputy Clerk.

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

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

- July Active Accounts – 13 letters were sent representing a total delinquent balance of \$836.50. The due date was July 26<sup>th</sup>, and the total received in payments was \$1,080.81.
- July Inactive Accounts – 10 letters sent for a total delinquent balance of \$1,328.61, and no payments were received.

### C. Utility Superintendent – Utility Superintendent, Gary Sanchez

- Water – Chlorine residual is at 0.078 mg/L, the malfunctioning altitude valve is being addressed, and he will be installing a water hook-up for a customer just north of the South Catron housing units soon. Gary stated he will need to speak with the new Housing Director to confirm digging through the front yard of the northern-most unit to avoid having to cut into Catron Ave.
- Wastewater – Cut weeds and cleaned in the discharge area where the sprinklers are located. Received the Second Quarter test results, and the Total Dissolved Solids were high. Gary suggested this could be due to having to drain the second pond to the third pond in order to repair the tear in the liner. He stated he'll be getting a quote for the repair tape this week. Before doing any discharge, he stated he'll take the Third Quarter samples the second week of September along with the Disinfection Byproducts samples to test the effect of chlorine on the water system.
- Natural Gas – report of a smell of gas last week and used the gas leak detector and discovered a leak in the Montoya's old house. He stated they shut-off the gas, and informed the owner they will need to have the repair done by a certified gas plumber before the gas can be turned on. The PRC will be here the last week of August to audit the Village's new DIMP (Distribution Integrity Management Plan).

### D. MVD Reports – MVD Manager, Amber Alcon

- Amber reported her camera station computer screen went out on July 27<sup>th</sup>, and it was not resolved until a new screen was issued by MVD which arrived on Aug 2<sup>nd</sup>. She stated she contacted people waiting to get their licenses, and she was able to process several of those transactions.
  - Mayor Pro Tem Cruz asked why it took two weeks to be resolved, and Amber stated she was required to go through several troubleshooting actions to ensure the screen was the problem.
- July – MVD sales totaled \$2,961.01
- Amber suggested a change in the Village's MVD fees. She stated, currently, the Village charges \$5 per transaction for Mora County residents and \$10 per transaction for people residing outside of Mora County. She stated she often times gets customers for VIN inspections, but they do not process the title transfer and registration with her. She stated she charges them the \$5/\$10 fee for the one transaction, but if they were to process the title transfer and registration with her, she would be able to charge the two additional transaction fees, plus the Village would see more revenue as a percentage coming back from MVD from the excise tax payment to title the vehicle. She suggested charging a higher transaction fee for customers wishing to only process the VIN inspection.

- Mayor Pro Tem Cruz suggested a fee of \$22.50, and Colleen stated we will include a resolution on the September meeting to update MVD fees.

#### E. Mora County Sheriff's Office (MCSO) Report

- Undersheriff Padilla stated they have a Deputy pursuing the Level 3 VIN Inspection certification, and Mora County charged a \$100 fee when a former Deputy provided them. He stated a Level 3 is more tedious than the Civilian Inspection.
- Undersheriff Padilla stated call volume has been high, and he believes the uptick is in relation to the pandemic. He stated people have been moving into Mora County from Texas, California, Las Vegas, Alaska, and China. He stated MCSO is averaging about 200 calls per month countywide, and they are managing these calls with only 8 personnel. He stated Joey Romero was recently promoted to Sargent, and he will be helping with managing the field services to ensure the Deputies have what they need to get the job done. He stated MCSO has been working jointly with surrounding agencies in the area. For example, he stated, MCSO Deputies are assisting San Miguel DA's Office, and the LVPD on the shooting that occurred in Las Vegas yesterday. He stated the shooter has not been apprehended, and he has family ties in Mora County.
- Undersheriff Padilla stated Mora did not have the full Fiestas, but they did host a last-minute event. He stated there was a good turnout, and there were several fights breaking out. He stated the public was actively partaking in marijuana in public, and he encouraged the Village Council to address an ordinance providing for law enforcement of cannabis.
- Undersheriff Padilla stated he is aware the full Bean Day festivities have been cancelled, but he would like to touch base with the Bean Day President after the meeting to discuss how MCSO can facilitate during the fundraiser dance at the beginning of September. He stated he anticipates a good turnout because the public is ready to get out after dealing with the pandemic. However, he reminded everyone to stay safe.
- Undersheriff Padilla stated he is in the process of getting his guys ARIDE (Advanced Roadside Impaired Driving Enforcement) certified to distinguish the differences between someone being under the influence of cannabis and the entire range of uppers vs downers. He stated more than half the department is already certified, and he stated he anticipates DWI/DUIs increasing from cannabis use. He stated just because it is legal to smoke, it is not legal to drive a vehicle while under the influence because it does impair judgement and reaction time.
- Undersheriff Padilla stated now that MCSO is fully staffed, and they have a created a schedule to have a Deputy in Wagon Mound on a regular basis. He stated he would now like to get the Marshall's Office up-to-date and fully functional with an Intoxilyzer 8000 machine issued by the State to determine the blood alcohol content of anyone arrested for a DUI.
  - Deputy Clerk Colleen Engelhardt stated the LEFP the Village receives and allocates to Mora County has very specific requirements on how it may be spent. She stated it cannot be spent on things like office furniture, but it can be spent on tools needed to conduct law enforcement. She stated she believes there are items needed to bring the office current that would fall into the category of a tool of law enforcement, and the Village indicated on the rollover request required for the budget process that we are wanting to update the Marshall's Office.
  - Undersheriff Padilla stated he believes a copy machine, computer, and some kind of wifi booster or antenna will qualify as tools they need to conduct their jobs. He also stated anyone maintaining or cleaning the office will need to obtain clearance through the federal National Crime Information Center once there is a computer and document storage in the office. He stated there is a fair amount of red tape involved, but once it is set-up, a substation will be very beneficial for MCSO and the State Police for processing rather than having to go all the way back to Mora or Las Vegas before taking the detainee to the hospital and detention center.
- Mayor Lopez asked if MCSO could be present at the gathering at the Fire Department on September 4<sup>th</sup>. The Undersheriff stated MCSO will gladly be available, and he stated he would like to discuss the event in more detail after the meeting.



#### F. Housing Authority – Director

- Director of Northern Regional Housing Authority Terry Baca expressed gratitude for the Village addressing the appointment of a new board member. He stated they are working toward replacing some old, worn out equipment including a computers and a lawn mower, and he stated they are also addressing storage space and getting rid of old junk.
- Director Baca stated the audit has been submitted to HUD for review, and he will provide updates as that moves forward.
- Director Baca stated there had been one empty unit that is now filled. He stated the Las Vegas staff has worked hard to get through the red tape with HUD to access the computer system, and they are finally making progress. He stated they are reviewing the accounts to determine where they are at. He stated the eviction moratorium has been extended through Oct 3<sup>rd</sup>, and he anticipates the possibility of additional extensions. He stated this means they cannot evict any resident nor charge late fees. He stated they have been sending reminders that rent is due, and it will eventually need to be paid. He stated there are several residents in Wagon Mound that have not paid rent in some time.
- Director Baca expressed concern for the egress between the South Catron units and the new Senior Center. He stated the construction fencing is blocking access which would limit the ability of a fire truck or ambulance to reach those units.
- Director Baca stated cannabis is not and will not be allowed in public housing even with the State issued medical marijuana card.
- Natasha Martinez, NRHA Financial Specialist, stated she is hoping to identify the Drug Recognition Expert (DRE) for Mora County because when they need to address a substance drug use, they typically ask the local agency's DRE to assist when they enter the unit. She stated if they need to process it for an eviction it is helpful to have an expert opinion determining whether or not a drug was present. She reiterated Director Baca's statement, and said HUD is a federally funded program, therefore, marijuana is not allowed on housing property.
- Ms. Martinez stated they have received three applications for housing in Wagon Mound, and she stated Jose Olguin has done an outstanding job maintaining the units and assisting through the transition.
- Ms. Martinez stated they will be sending a letter out to all their residents, including Wagon Mound, to inform them of the availability of EARP funds to assist with households impacted by the pandemic. She stated the funds may be applied to mortgages, rent, and utility payments. Director Baca stated these funds are not just limited to housing residents.

#### G. Fire Chief – Robert Mondragon

- Assistant Fire Chief Timothy Cruz reported the Fire Department will be cleaning up along Railroad Ave like they do every year before Bean Day.

#### H. Bean Day Association – President, Luis Lopez

- Nothing to report

### VIII. Old Business

- Deputy Clerk Colleen Engelhardt reported on the following:
  - Senior Center Building – progress had been moving along, and it has come to a halt again. She stated the tile has been installed and the framing for the glass work in the vestibule has been installed, but the current hold-up is due to a special epoxy grout that is on back order. She stated Jake with Highland Construction was anticipating it arriving this week. She stated Highland has also been running into staffing issues with only four on their staff, and the subcontractors have had difficulty keeping workers as well. Jake also informed her of the architect working to schedule a meeting at the Senior Center on Thursday. Colleen stated she let know that any time a meeting is scheduled the Village needs to be present, and Jake

agreed. Colleen stated the ceiling needs to be installed after some wiring is complete, the HVAC is almost complete, and they are in the process of completing case work (shelving in the wall). Colleen stated the painter is almost finished with the exception of a large beam crossing over the dining room area.

- o Downtown Sidewalk - Colleen reported she spoke with the head of the NMDOT Wagon Mound patrol, and he is looking into the situation with the sidewalk downtown. Colleen stated she reviewed past emails regarding the ownership of the sidewalk, and at that time DOT was supposed to send out a survey crew. She stated they are looking to see if that survey work was ever completed. She stated they will either provide the Village the results of the survey, or if it was never done, the DOT will need to do to determine the responsibility of ownership.
- o Trash Truck – Colleen stated the water pump gave out, and the vehicle is now inoperable. She stated the Village has been in communication with the City of Las Vegas as they are interested in donating an older truck to the Village. Colleen stated the Village also obtained a quote from Sandoval's Diesel Repair in Raton, and he quoted the repair at about \$2,300.00. Colleen stated she has been in contact with the DFA to determine a timeline for the Capital Outlay distribution. She stated it will take a little time to issue the contract, sign and submit it, and then the Village can issue a PO for a new vehicle. Then, the lead time may be a minimum of 6 weeks to several months. She stated the Utilities staff have been collecting by hand, which is not only unpleasant, but it is also an environmental hazard.


IX. Mayor's Report

- Nothing to report

XII. Adjourn


**Motion to adjourn was made by Mayor Pro Tem Cruz, seconded by Councilor Clouthier. (Vote 4-0)  
Motion carried and all in favor. The meeting adjourned at 8:23PM.**

Approved and attested this 14<sup>th</sup> Day of September 2021.



F. Luis Lopez, Mayor

Attest:



Gina M. Garcia, Clerk Treasurer  
(SEAL)

