

# VILLAGE OF CIMARRON

## MINUTES REGULAR MEETING WEDNESDAY, JANUARY 11, 2023 6:00pm

### I. Pledge of Allegiance, Salute to the New Mexico State Flag & Invocation

Mayor Matthew Gonzales led the Pledge of Allegiance and the Pledge for NM State Flag. Mayor Pro Tem James Gallegos officiated the invocation for the meeting.

### II. Roll Call

Mayor Matthew Gonzales      Mayor Pro Tem James Gallegos      Councilor Judy B. LeDoux  
Councilor Ernie LeDoux      Councilor Eloy Brazil

### III. Approval of Agenda

Mayor Matthew Gonzales asked for a motion to approve the agenda.

*Mayor Pro Tem James Gallegos moved to approve the agenda. There was no second.*

Mayor Matthew Gonzales asked for reasoning why the agenda motion is not being seconded.

Councilor Just B. LeDoux reported she did not second due to the item she had requested –

Councilors Ernie LeDoux and Eloy Brazil agreed that is why they did not second the motion to approve the agenda. The reason is the pavilion location was not added to the agenda as previously requested. Councilor Ernie LeDoux and Judy B. LeDoux submitted a letter to the Mayor and Councilor Eloy Brazil submitted a request via text requesting to have the pavilion item on the agenda for the pavilion location which was requested to be added to the agenda for the January meeting.

*Councilor Ernie LeDoux motioned to disapprove the agenda. Councilor Judy B. LeDoux seconded.*

Councilor Ernie LeDoux said he would not approve the agenda due to the pavilion item not being placed on the agenda. Mayor Matthew Gonzales told him it is not the role of Council to decide on the pavilion location. Councilor Eloy Brazil responded that at the last meeting Mayor Pro Tem James Gallegos recommended the Council to contact the Mayor to request the item to be on the agenda. Mayor Matthew Gonzales responded that the agenda items are at his discretion to be added and he did not add that item. Councilor Judy B. LeDoux read the NMAC code for this issue and it states that an item will be added to the agenda if petitioned by three members of the governing body. Mayor Pro Tem James Gallegos said the letters submitted are recordable pieces of documentation while a text is not. The discussion continued with Council trying to reason for the pavilion item to have been added to the agenda. Councilor Judy B. LeDoux also stated the item was requested in the December 14 minutes of last meeting and the item still was not put on the agenda.

The Mayor and Council continued discussion on this topic, Council Judy B. LeDoux reported that even though there was a location committee for the pavilion the Governing Body should be involved in the final decision of the location. There was major discussion on the issues and the roles of the Governing Body.

*Mayor Pro Tem James Gallegos moved to approve the agenda with the Pavilion location listed on the February agenda. Councilor Judy B. LeDoux seconded. Approved 3-0 Councilor Eloy Brazil had stepped out before the item was presented for a vote.*

**IV. Approve/Disapprove Minutes**

a. Regular Meeting Minutes December 14, 2022

*Mayor Pro Tem James Gallegos moved to approve the minutes from the December 14, 2022. Councilor Judy B. LeDoux seconded. Councilor Ernie LeDoux- Nay Approved 3-1*

**V. Comments from the General Public (Limited to 3 minutes)**

-Louise Johnson thanked the council for the approval of Laura Gonzales to the EMS Board. She also asked about the leak on 17<sup>th</sup> & Sherman- will it be getting fixed soon?

**VI. Colfax County Update-** Commissioner Si Trujillo invited.

Colfax County Commissioner Si Trujillo introduced himself and gave a brief description of his visions and goals for his elected term. He invited everyone to make an appointment to visit with him or the other commissioners to discuss County issues. Mayor Matthew Gonzales thanked Commissioner Trujillo for visiting.

**VII. Correspondence and Appreciations**

Councilor Judy B. LeDoux thanked office staff, officers, and the public works department. Mayor Matthew Gonzales also thanked the staff for their hard work.

**VIII. Reports by Departments and Boards-**

a. Mayor's Report

Mentioned he will report of the organizational chart and the engaging with Village Government later in the agenda.

b. Village Administrator's Report

Land purchase is in process we have received the survey and the update purchase agreement. Philmont agreements have been completed and are ready to be filed. 2023 Capital Outlay has been filed.

c. Public Works Report

Mayor Matthew Gonzales reported the new maintenance module is still being implemented. He explained Caselle still has some updates to input.

d. Police Department Report

Report has been submitted. Mayor Matthew Gonzales reported the police have been patrolling regular and the public appreciates it. He also reported both candidates will be going to Santa Fe for the physical test. If both candidates pass they will leave for the academy the 29<sup>th</sup>.

e. Fire Department Report

Chief Anthony Martinez reported the FD has responded to two fires. One was a structure fire and one was a dumpster fire. He also added that during the fire there was not enough water and when they had a fire last week, he had called all area fire Departments to help. He also reported some of the hydrants are out of service and need to be repaired before the ISO survey. Councilor Eloy Brazil asked Chief Martinez how many are out of service. Chief Martinez responded there are four that he is aware of and they have been out for over a year. Chief Anthony Martinez stated water is very important and the village needs to keep the tank levels full. He would like to see the hydrants fixed as soon as possible.

f. Municipal Judge Report

Collection report is included in the packet.

g. Ambulance Report

Louise Johnson reported one of the units will be sent to the shop once the dealership has received the parts. She also added there will be an EMS class in February in Raton.

h. Senior Center Report

No report

i. Cemetery Board Report

Mayor Pro Tem James Gallegos reported they have not had a meeting and they have asked the Village look into the fencing as it is falling.

j. Beautification Board Report

None

k. Code Regulation Board Report

None

l. Chamber of Commerce Report

The Chamber of Commerce employee reported they are looking into creating additional events for the youth in the Village.

**IX. Financials- Each Item listed will be Considered for Action of Approve/Disapprove:**

a. Check Report and Deposit Register from December 10, 2022 through January 6, 2023  
*Mayor Pro Tem James Gallegos moved to approve check report and deposit register from December 10, 2022, to January 6, 2023. Councilor Ernie LeDoux seconded. Approved 4-0*

**X. Discussion Only**

a. Organizational Chart

Mayor Matthew Gonzales presented the old organizational chart and an updated chart. He explained how the charts should be working. He wanted to up date the charts to reflect how staff should be coordinated and reporting up the chart.

b. Engaging with Village Government

Mayor Matthew Gonzales explained that currently the public is contacting the Council direct for issues, he explained this is the wrong approach, Council should be the last to be contacted after all other avenues have been exhausted. He provided a chart for the engagement with Village Government and he explained the process is through the office, on call phone, Public Works Supervisor, Administrator, then to the Mayor/Governing Body. He would like for the Community to exhaust the efforts before going to the top.

**XI. New Business- Each Item listed will be considered for Action of Approve/Disapprove/Discuss:**

a. Resolution 2023-001 Open Meetings Act

*Mayor Pro Tem James Gallegos moved to approve Resolution 2023-001 2023 Open Meetings Act. Councilor Judy LeDoux seconded. Approved 4-0*

b. Resolution 2023-002 LGRF COOP L400608 Amendment

*Councilor Judy B. LeDoux moved to approve Resolution 2023-002 LGRF COOP L400608 Amendment. Councilor Ernie LeDoux seconded. Approved 4-0*

c. Resolution 2023-003 Fair Housing

*Councilor Ernie LeDoux moved to approve Resolution 2023-003 Fair Housing. Councilor Judy B. LeDoux seconded. Approved 4-0*

d. Resolution 2023-004 Citizen Participation Plan

*Mayor Pro Tem James Gallegos moved to approve Resolution 2023-004 Citizen Participation Plan. Councilor Judy LeDoux seconded. Approved 4-0*

e. Resolution 2023-005 Residential Anti Displacement Plan

*Councilor Judy B. LeDoux moved to approve Resolution 2023-005 Residential Anti-Displacement Plan. Mayor Pro Tem James Gallegos seconded. Approved 4-0*

f. Resolution 2023-006 Section 3 Plan

*Mayor Pro Tem James Gallegos moved to approve Resolution 2023-006 Section 3 Plan. Councilor Ernie LeDoux seconded. Approved 4-0*

g. Resolution 2023-007 Procurement Policy

*Councilor Judy B. LeDoux moved to approve Resolution 2023-007 Procurement Policy. Councilor Eloy Brazil seconded. Approved 4-0*

h. Resolution 2023-008 Water Conservation

*Councilor Ernie LeDoux moved to approve Resolution 2022-008 2023 Water Conservation. Councilor Eloy Brazil seconded. Approved 4-0*

i. Resolution 2023-009 Annual CDBG Resolutions

*Councilor Judy B. LeDoux moved to approve Resolution 2023-009 Annual CDBG Resolutions. Mayor Pro Tem James Gallegos seconded. Approved 4-0*

j. Resolution 2023-010 IRS Mileage

*Councilor Judy B. LeDoux moved to approve Resolution 2023-010 IRS Mileage. Councilor Ernie LeDoux seconded. Approved 4-0*

k. Resolution 2023-011 USDA Reserve Bank Acct- \$20,833 annually

*Councilor Judy B. LeDoux moved to approve Resolution 2023-011 USDA Reserve Bank Acct- \$20,833 annually. Mayor Pro Tem James Gallegos seconded. Approved 4-0*

l. Resolution 2023-012 Travel Policy -Per Diem and Mileage Amendment

*Councilor Judy B. LeDoux moved to approve Resolution 2023-012 Travel Policy per diem amendment. Councilor Ernie LeDoux seconded. Approved 4-0*

m. Award 11<sup>th</sup> Street Wastewater Collection System Improvements- New Mexico Underground Utilities

*Councilor Ernie LeDoux moved to approve the award of 11<sup>th</sup> street wastewater collection system improvements to New Mexico Underground for the amount of \$213,23.9.00 including GRT. Councilor Eloy Brazil seconded. Approved 4-0*

n. Leo Martinez Contract -increase (Water Plant Transition)

*Councilor Judy B. LeDoux moved to approve the contract for Leo Martinez during the water plant transition for 60 days for the amount of \$1,700 per month. Councilor Ernie LeDoux seconded. Approved 4-0*

o. Ordinance 278 Amendment- Mayor Compensation

*Mayor Matthew Gonzales explained this item is to increase the salary of the Mayor position. He added the position entails a lot of time and hours to be put in to the position and it should be paid more. Discussion only*

**XII. ADJOURN TO EXECUTIVE SESSION TO DISCUSS LITIGATION AND LIMITED PERSONNEL MATTERS AS PER NEW MEXICO OPEN MEETINGS ACT 10-15-1 SECTION H SUBSECTIONS 2 & 7:**

**Limited Personnel Matters**

- a. William Martinez- Full-time with pay raise.
- b. Anthony Fernandez- Removal Probation
- c. Hiring of Utility Clerk
- d. Lobbying Contract 2023 Legislative Session
- e. Evaluations of Full-time Staff: Administrator Shawn Jeffrey, Deputy Clerk Renee LeDoux, PW Jerrid Turner, PW Alex Martinez, PW Danny Martinez, PW Billy Martinez, PW Anthony Fernandez, Officer Matthew Dean, Officer Anthony LeDoux

*Mayor Pro Tem James Gallegos motioned to adjourn to executive session to discuss the items listed. Councilor Judy B. LeDoux seconded. Approved 4-0 7:27pm*

*Roll Call Vote: Mayor Pro Tem James Gallegos-Aye, Councilor Judy B. LeDoux-Aye, Councilor Eloy Brazil-Aye, Councilor Ernie LeDoux-Aye*

**XIII. Return to Regular Session**

*Councilor Judy B, LeDoux moved to return to open session at 8:00pm. Councilor Ernie LeDoux seconded. Approved 4-0*

Mayor Matthew Gonzales reported the only items discussed were those listed on the agenda and no decisions were made.

Roll Call: Mayor Pro Tem James Gallegos, Councilor Judy B. LeDoux, Councilor Ernie LeDoux, and Councilor Eloy Brazil-absent

**XIV. Approve/Disapprove**

a. William Martinez- Full-time with pay raise.

*Councilor Judy B. Ledoux moved to approve William Martinez for full time with a raise to \$14.00 per hour. Mayor Pro Tem James Gallegos seconded. Approved 4-0*

b. Anthony Fernandez- Removal Probation

*Councilor Ernie LeDoux moved to remove Anthony Fernandez from probation to classified full time with a raise to \$18.40 per hour. Mayor Pro Tem James Gallegos seconded. Approved 4-0*

c. Hiring of Utility Clerk

*Councilor Eloy Brazil moved to approve Cynthia Granado for the Utility Clerk position at \$15.00 per hour. Councilor Judy B. LeDoux seconded. Approved 4-0*

d. Lobbying Contract 2023 Legislative Session

*Councilor James Gallegos moved to approve \$15,000 contract with Eric Martinez for Lobbying services during the Legislature. Councilor Judy B. LeDoux seconded. Approved 4-0*

**XV. Items for Next Agenda**


Pavilion location

**XVI. Adjourn**

*. Councilor Eloy Brazil moved to adjourn the meeting. Councilor Ernie LeDoux seconded. Approved 4-0 8:17 pm*

**APPROVED THIS 8 DAY OF FEBRUARY 2023**

  
Matthew Gonzales, Mayor

Attest:   
Shawn Jeffrey, Clerk-Administrator