

VILLAGE OF CIMARRON

MINUTES REGULAR MEETING WEDNESDAY, MAY 10, 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. Pastor Ellen Swain officiated the invocation for the meeting.

II. Roll Call

Mayor Matthew Gonzales
Councilor Judy B. LeDoux

Mayor Pro Tem James Gallegos-Absent
Councilor Ernie LeDoux
Councilor Eloy Brazil

III. Approval of Agenda

Councilor Judy LeDoux moved to approve the agenda. Councilor Ernie LeDoux seconded. Approved 3-0

IV. Approve/Disapprove Minutes

a. Regular Meeting Minutes April 12, 2023

Councilor Judy LeDoux moved to approve the minutes of the Regular meeting of April 12, 2023. Councilor Eloy Brazil seconded. Approved 3-0

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

None

VI. Proclamation: Cimarron Rams Band Day- State Champions

Mayor Matthew Gonzales read the Proclamation in honor of the Cimarron Rams State Championship.

VII. Proclamation: "100 Days" Safe Summer

Mayor explained the importance of designating this time for summer safety and promoting public safety.

VIII. Colfax County Update- Bret Weir

Commissioner Bret Weir reported the County has approximately \$1.9 million in ARPA funds. He explained they will be using most of these funds to automate the county records, \$120k for repeater maintenance, and 20% increase in County employee salaries he also added PERA will be increased by 10% this year as well.

IX. Correspondence and Appreciations

Mayor Matthew Gonzales received a letter of appreciation from the Bella Brewer family. Ms. Brewer thanked the Cemetery Board and Village staff for their professionalism and hard work.

X. Reports by Departments and Boards-

a. Mayor's Report

Mayor Matthew Gonzales reported that we are advertising for public works positions to get the department staffed. He also reported the heliport has a new electronic gate and the helipad has gotten new paint markings. He announced he has been working with Lawana Whitten to get a mayors fun run scheduled for the fourth of July weekend and they will be ordering 100 shirts.

b. Village Administrator's Report

Submitted

Councilor Eloy Brazil asked about the wastewater line on 11th and if it will be replaced before it is paved. Admin Shawn Jeffrey said she will check into this with the Engineer. Mr. Brazil also asked about Ms. Coker and Jesse Martinez replacement of their waterlines. Admin Shawn Jeffrey explained the conditions of the piping in that area and the need to replace those two services.

c. Public Works Report

Submitted

Mayor Matthew Gonzales reported the status on the water leak on Sherman. Mayor explained the line will be dug up to see if it is in fact a water leak or if it is a well that is causing the water to appear.

d. Police Department Report

Submitted

Officer Anthony LeDoux reported for the Police Department
Mayor Matthew Gonzales asked Officer Anthony LeDoux if he could check around for a speed trailer. Renting one may be an option if not we could look into purchasing one.

e. Fire Department Report

Chris Coca reported for the fire department. He will be generating a list of hydrants and a status on each of the hydrants. The Cimarron FD has had four calls this month and they now have 12 wildland certified personnel on the department.

f. Municipal Judge Report

Submitted

g. Ambulance Report

None

h. Senior Center Report

None

i. Cemetery Board Report

Mayor reported the Cemetery Board is working to get records straightened out. Councilor Ernie LeDoux reported the fence should be able to be fixed without tearing it all down. The posts need to be reinforced.

j. Beautification Board Report

Councilor Judy LeDoux asked about the beautification event and what tasks will need to be done for the project. Admin Shawn Jeffrey said she will move the dates for the events and get the plants for the beautification event.

k. Code Regulation Board Report

No report

l. Chamber of Commerce Report

No report

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

a. Check Report and Deposit Register from April 7, 2023 through May 5, 2023

Councilor Eloy Brazil moved to approve check report and deposit register from April 7, 2023, to May 5, 2023. Councilor Ernie LeDoux seconded. Approved 3-0

b. NM Local Government Law Firm Bill for \$ 817.69

Councilor Judy LeDoux moved to approve the NM Local Government bill for the amount of \$817.69. Councilor Ely Brazil seconded. Approved 3-0

XII. Discussion Only

a. FY23 Budget Requests

Mayor Matthew Gonzales explained this item is for the FY24 budget year. Councilor Judy B. LeDoux asked to have the gas and propane increased by 15%. Admin Shawn Jeffrey reported the interim budget is due June 1 and the final budget is due July 31.

b. 2025-2029 ICIP

Mayor Matthew Gonzales explained the ICIP and the process, he asked Council to look over the list and see if they have any additions. If there are any changes, they can be added to the plan. Mayor mentioned new lights for the baseball field

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

a. Resolution 2023-019 Budget Adjustment

Councilor Judy B. LeDoux moved to approve resolution 2023-019. Councilor Eloy Brazil seconded. Approved 3-0

b. Credit Card Policy- Update

Councilor Eloy Brazil moved to approve the credit card policy. Councilor Ernie LeDoux seconded. Approved 3-0

c. FY24 Draft Budget

Admin Shawn Jeffrey distributed the interim budget to the Council for review. Councilor Ernie LeDoux stated he would like to have a years of service increases. Mayor Matthew Gonzales said this item would have to be added to the policy then it could be generated automatically.

Discussion only

d. Resolution 2023-020 Fy22 Audit Acceptance

Councilor Eloy Brazil moved to approve resolution 2023-020. Councilor Judy LeDoux seconded. Approved 3-0

e. FY24 Audit Contract Award

Two proposals were received for the FY23 audit services. JT Groups submitted a proposal for \$38,218 and the other is from PB&H for \$36,096

Councilor Eloy Brazil moved to approve Pattillo, Brown, and Hill for the three year audit contract that begins with FY23 audit for the amount of \$36,096. Councilor Judy LeDoux seconded. Approved 4-0

f. 2023 Village Park Improvements Project Award- Pavilion Project

Councilor Eloy Brazil moved to approve Archuleta Construction for the pavilion construction project for the amount of \$197,000 plus GRT. Councilor Judy LeDoux seconded. Approved 3-0

g. Award- Biomass Feasibility Assessment

One proposal was received from Gilanet for the Biomass feasibility study. NMFA planning funds will be used to pay for the plan.

Councilor Ernie LeDoux moved to award the feasibility assessment to Gilanet for the amount of \$50,000. Councilor Ernie LeDoux seconded. Approved 3-0

h. Appointments FY24 Lodgers Tax Board

Sharon Smith submitted the names for the Fy24 Lodgers Tax Board and they are Sharon Smith, Mona Smoker, Steven Warner, Colin Tawney, and Laura Gonzales.

Councilor Judy LeDoux moved to approve the appointment as presented for the FY24 Lodgers Tax Board. Councilor Ernie LeDoux seconded. Approved 3-0

i. Change Order Anchorbuilt

Admin Shawn Jeffrey presented the change order for Anchorbuilt. The change order is for two valves that are needed for the water plant and for the extended time needed to complete the project.

Councilor Judy B. LeDoux moved to approve the change order for Anchorbuilt and Forsgren. Councilor Eloy Brazil seconded. Approved 3-0

j. Amendment 2- Wastewater Treatment System Improvements- DEC

Councilor Ernie LeDoux moved to approve amendment #2 for the wastewater treatment system improvements. Councilor Eloy Brazil seconded. Approved 3-0

k. FY24 Dispatch Agreement – City of Raton
Councilor Judy LeDoux moved to approve the FY24 dispatch agreement between the Village and City of Raton. Councilor Ernie LeDoux seconded. Approved 4-0

XIV. 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. Hire Police Officer
- b. Hire Public Works Employee
- c. Hire Cemetery Clerk

Councilor Judy B. LeDoux motioned to adjourn to executive session to discuss the items listed. Councilor Ernie LeDoux seconded. Approved 3-0 7:26pm

Roll Call Vote: Councilor Judy B. LeDoux-Aye, Councilor Eloy Brazil-Aye, Councilor Ernie LeDoux-Aye

XV. Return to Regular Session

Councilor Judy B. LeDoux moved to return to open session at 7:51pm. Councilor Ernie LeDoux seconded. Approved 3-0

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

Roll Call: Councilor Judy B. LeDoux, Councilor Ernie LeDoux, and Councilor Eloy Brazil

XVI. Approve/Disapprove Hire Police Officer

Councilor Eloy Brazil moved to approve Joel Legg for \$16 an hour and a six month probation period. Councilor Judy LeDoux seconded. Approved 3-0

XVII. Approve/Disapprove Hire Public Works Employee

Councilor Ernie LeDoux moved to hire JJ Martinez at \$15 an hour and Johnny Pacheco at \$12 an hour with a sixty day probationary period. Councilor Ernie LeDoux seconded. Approved 3-0

XVIII. Approve/Disapprove Hire Cemetery Clerk

Councilor Judy B. LeDoux moved to hire Lorraine Vargas for the Cemetery Clerk position for 60 hours per month at \$720 plus taxes. Councilor Ernie LeDoux seconded. Approved 3-0

XIX. Items for Next Agenda

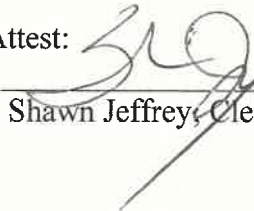
Pay increase for Danny Martinez
FY 24 Budget

XX. Adjourn

*Councilor Ernie LeDoux moved to adjourn the meeting. Councilor Eloy Brazil seconded.
Approved 3-0 7:58 pm*

APPROVED THIS 14 DAY OF JUNE 2023


Matthew Gonzales, Mayor

Attest: 
Shawn Jeffrey, Clerk-Administrator