

**VILLAGE OF CIMARRON
REGULAR COUNCIL MEETING VIRTUAL MINUTES
WEDNESDAY, JULY 8, 2020 at 6:00pm
Cimarron Village Meeting**

The Governing Body met in person and via GoToMeeting
<https://global.gotomeeting.com/join/870444509>

The dial in meeting information is below:
United States (Toll Free): 1 866 899 4679
United States:)

Access Code: 870-444-509

This code is the same code used for every meeting- it is the Village of Cimarron Code

I. Pledge of Allegiance

Mayor Leo Martinez led the Pledge of Allegiance and the Pledge to the New Mexico Flag

II. Pledge to the New Mexico State Flag

Mayor Leo Martinez led the Pledge of Allegiance and the Pledge to the New Mexico Flag

III. Roll Call

Mayor Leo Martinez Mayor Pro Tem Laura Gonzales Councilor James Gallegos
Councilor Judy B. LeDoux Councilor Matthew Gonzales

IV. Approval of Agenda

*Councilor James Gallegos moved to approve the agenda of July 8, 2020.
Councilor Matthew Gonzales seconded.*

Roll Call Vote: Mayor Pro Tem Laura Gonzales-Aye, Councilor James Gallegos-Aye, Councilor Judy B. LeDoux- Aye Councilor Matthew Gonzales-Aye. Approved 4-0

V. In-Bank Operations Update

Ms. Lois Romero reported to the Governing Body that In Bank will be changing hours due to COVID-19 Pandemic. The days will be reduced to two days a week in Cimarron Tuesday and Thursday and three days in Springer Monday, Wednesday and Friday. She explained the schedules can be changed according to the demands of business and increased transactions. Councilor James Gallegos asked if the bank was losing business and if that's the reason for the change and is their any plans for the bank to eventually close n Cimarron. Ms. Romero stated there is no plan of pulling out of Cimarron and when the phases of opening increase so will the banking hours and days. She also added that deposits made up until 5 will be credited that day instead of the typical 3 o'clock shut off. Councilor James Gallegos asked if there are any incentives being offered for new accounts. Ms. Romero stated that not at this time. Councilor Matthew Gonzales mentioned that the Village of Cimarron is in the process of initializing an Economic Development Board, and asked if anyone from the bank would be willing to serve on

this Board, Ms. Romero replied that either herself or one of the bank representatives would be willing to volunteer on this Board when it has been developed.

VI. Minutes

a. Discuss/Approve: Corrected Regular Meeting Minutes June 10, 2020

Councilor Judy LeDoux moved to approve the corrected minutes of June 10, 2020. Councilor Matthew Gonzales seconded. Approved 4-0

Roll Call Vote: Mayor Pro Tem Laura Gonzales-Aye, Councilor James Gallegos-Aye, Councilor Judy B. LeDoux- Aye, Matthew Gonzales-Aye Approved 4-0

b. Discuss/Approve; Special Meeting Minutes June 15, 2020

Councilor Judy Ledoux moved to approve the minutes of June 15, 2020. Councilor Matthew Gonzales seconded. Approved 3-0

Roll Call Vote: Mayor Pro Tem Laura Gonzales-Aye, Councilor James Gallegos-Aye, Councilor Judy B. LeDoux- Aye, Matthew Gonzales-Aye Approved 4-0

c. Discuss/Approve: Special Meeting Minutes June 22, 2020

Councilor Matthew Gonzales moved to approve the minutes of June 22, 2020. Councilor James Gallegos seconded. Approved 4-0

Roll Call Vote: Mayor Pro Tem Laura Gonzales-Aye, Councilor James Gallegos-Aye, Councilor Judy B. LeDoux- Aye, Matthew Gonzales-Aye Approved 4-0

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

- Roger Smith reported that he has a concern for the speeding traffic through the Village and asked if more patrolling could be done. He also mentioned a suggestion of having the police make more of a presence at the stores and local businesses to support the efforts the stores have implemented COVID safe practices in their businesses. This may help the out-of-state travelers realize the requirement of the State of New Mexico for CSP. He volunteered to purchase their coffee when they go. Chief Ryan Gates responded that the requests could be done.
- Sue Weldin reported that the four-wheelers in Town are being driven by kids who are messing around and not practicing safety while on the machines. She mentioned they drive too fast; there are two kids on a machine at a time, and they are bumping into each other. She expressed her concern for their safety and for the pedestrians crossing the streets when these are being driven around. Councilor Matthew Gonzales stated there is supposed to be only one child per machine, there is a time limit they are allowed to be driven and these things need to be checked into. Chief Ryan Gates said he would check into this.

VIII. Correspondence

None at this time

IX. Reports by Department Heads-

a. Mayor's Comments

Mayor reported he has a Mayors update call tomorrow if anyone would like to attend they are welcome. He also reported he and Councilor Matthew Gonzales will be meeting with

upcoming Representative Candidate Roger Montoya tomorrow to discuss Cimarron and the needs of the Village.

b. Village Administrator Report

Village Administrator submitted her report. Councilor James Gallegos asked if we could get the Village website upgraded and improved. He would like to see the Senior Center meal menu, water quality reports, and minutes posted more often. He asked that we check with Ms. Chatterley to see if its possible to add tabs and change the pages around for better navigation.

c. Public Works Report

Public Works Damian Casias submitted his report. Councilor Matthew Gonzales stated he would like to schedule a time with Mr. Casias to do an inventory of the streets in the village along with the ditches to ensure timely maintenance schedules. He also said he added that maybe the volunteer group can start cleaning up the street areas. It was also mentioned if the weeds could be cut at the interpretive center as they are getting tall. Councilor James Gallegos asked if clean up of the Interpretive Center area could be scheduled as the weeds are getting big in that area. He also commented that our volunteer Monica has done a great job in taking care of the parks and village right-of-ways. Admin Shawn Jeffrey added a correction to the public works water report. The report stated that I had been asked four different times for restrictions. Admin Shawn Jeffrey pulled the reports from Mar-July and the reports stated the water was running over the spillway. Also provided is a weather report of the timeline of June 10-July 8 in which it shows the weather to be in the 70's in Cimarron. The water did not evaporate that quickly. Public Works had to rent a pump to get the water over the spillway. The reason we have to rent this pump is because the diversion is silted in and we cannot get to the river water. Public Works Damian Casias has contracted Raton Waterworks for the use of their Vac trailer to help to open the lines and remove the silt.

d. Police Department Report

Chief Ryan Gates submitted his report. He also mentioned he has ordered the camera system to be installed. Mayor Pro Tem Laura Gonzales asked if there will be a camera located at the City yard as well. Chief Gates responded that the camera instead will be put at the business district area by the St. James and that an additional camera can be put at the yard. He has also contacted Bixby electric for a quote for the installation of the signs. He added that NMDOT has identified three possible locations for the signs; one is by the Baseball field, 2nd by Jefferson Street, and the 3rd - East end of the Village. Chief Gates reported he is working with Ms. Weldin to get the preference of location for the signs. Councilor Judy B. LeDoux mentioned she would like to see one installed East of the Village on Hwy 64 by the Sawmill. Sue Weldin said she would like to have one installed in the middle of the Village by the Library area. Councilor Matthew Gonzales stated he thinks the best coverage would be the edges of the Village and to have Law Enforcement increase patrolling to slow and site traffic. Chief Gates reported they have been busy with their case loads and have increased traffic patrolling. Councilor Matthew Gonzales asked if the vacant police car will be parked on the street to be used as a decoy for speeding traffic as requested last month. Citizen Melissa Warner asked if the Village receives some of the funding from the tickets- Admin Shawn Jeffrey responded yes that a portion of the ticket revenue goes to Public safety.

e. Ambulance Report
No Report

f. Fire Department Report
No Report

g. Municipal Judge Report
Judge Submitted

h. Senior Center Report
Councilor James Gallegos reported there have been complaints and concerns reported from the elderly in the Village. The complaints are due to the 4-Wheelers travelling at high speeds and during all hours of the day and night. He added it would be good to have a class to educate the kids. Councilor Matthew Gonzales mentioned that a class could possibly be requested through the NM Game & Fish.

i. Chamber of Commerce Report
No report

j. Cemetery Board Report
No report- No meetings have been scheduled

k. Beautification Board Report
No Report

l. Code Regulation Board Report
Councilor Matthew Gonzales reported he will be scheduling a meeting soon. He would like to go over the rules and regulations of the OHV Ordinance so more information could be provided to the youth who are riding the OHVs.

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

a. Check Report and Deposit Register from June 10, 2020 through July 8, 2020
*Councilor James Gallegos moved to approve the check report and the deposit register.
Councilor Matthew Gonzales seconded.*

*Roll Call Vote: Mayor Pro Tem Laura Gonzales-Aye, Councilors Judy B. LeDoux-Aye,
Councilor James Gallegos- Aye, Councilor Matthew Gonzales- Aye. Approved 4-0*

Councilor James Gallegos asked if there is a more detailed financial report available that shows revenues and expenditures.

b. Robles, Rael, and Anaya bill for \$
*Councilor Matthew Gonzales moved to approve the Robles, Rael, and Anaya bill for \$564.73.
Councilor Judy LeDoux seconded.*

*Roll Call Vote: Mayor Pro Tem Laura Gonzales-Aye, Councilors Judy B. LeDoux-Aye,
Councilor James Gallegos- Aye, Councilor Matthew Gonzales- Aye. Approved 4-0*

Admin Shawn Jeffrey reported that Charles Rennick is leaving Robles, Rael, and Anaya law firm and starting up a new firm with another lawyer and that he left our personnel policy with Bill Zarr of RRA. Mayor Pro Tem Laura Gonzales asked to have attorney give a date that the personnel policy will be ready for review.

XI. Old Business- Discussion Each Item listed A.-F. will be considered for Action of Approve/Disapprove/Discussion:

a. Water Restrictions

Mayor Martinez stated that when the diversion is up and running then restrictions could be eliminated. Mayor Pro Tem Laura Gonzales mentioned that the water restrictions need to be in place. Mayor Martinez stated he would get information for the diving team that could go in and video camera the valve and all the infrastructure under the water. Public Works Damian Casias recommended to initiate Stage 1 water restrictions. He stated the water level in the Reservoir is not going over the spillway and has to be pumped over the top with a portable pump. Water Restrictions will begin July 16, 2020 when the new billing cycle begins. Councilor James Gallegos reported that the overage of 15% MAWU will be penalized on the Aug utility billings. Public Works Damian Casias reported that the gate had been closed at the diversion after the fire but somehow it filled up with silt and it's completely full. Councilor Judy B. LeDoux asked if once the Village is getting water from the river will there still be a need for water restrictions. Mayor Leo Martinez said no the water restriction can be lifted. Mayor Pro Tem Laura Gonzales asked if the silt box should be on a regular maintenance schedule and why do we have someone coming from another Town to work on our system. Public Works Damian Casias stated that he is not sure how the manholes got full of silt as the gates have been closed and he's working on the schedule. Mayor Pro Tem Laura Gonzales asked to have a copy of the restrictions sent to the Chamber Members so they could have a new updated ordinance and they can get it out to the businesses. Also, it was mentioned to put it in the water bills.

Councilor Judy B. LeDoux moved to approve the Stage 1 Water Restriction starting July 16, 2020. Councilor Matthew Gonzales seconded.

Roll Call Vote: Mayor Pro Tem Laura Gonzales-Aye, Councilors Judy B. LeDoux-Aye, Councilor James Gallegos-Nay, Councilor Matthew Gonzales-Aye. Approved 3-1

Councilor Judy B. LeDoux asked to have Utility Clerk Lorrie publish a notice of water restrictions. Councilor Matthew Gonzales asked for a weekly update. Councilor James Gallegos mentioned that a report could be submitted that would state the amount of water being pulled through the pump and at the water plant. Councilor Judy B. LeDoux asked about the levels in the tank Damian stated the levels are between 26-32 feet. Currently the levels are being recorded at 26.

b. CoVid-19 Update

Mayor Leo Martinez informed the Governing Body on the mandatory mask issue the Mayors in the State have been discussing. The big issue was enforcing mask mandate. Many Mayors reported they do not have the manpower to issue tickets or to enforce mask wearing in public as their main focus is criminal activity. The Governing Body asked the Mayor if he will be issuing the mandatory mask requirement. Mayor Martinez said he would get with Chief Gates to see if there is a way something could be drafted for this enforcement. Mayor also mentioned that it was reported that the businesses themselves are complying with the order and have posted signs of the requirement. Councilor Matthew Gonzales commented that he is in support of the masks and has asked people to wear them in public but agrees that the cops have a lot of things going on

right now and may not have time to issue tickets for this issue. He also mentioned that it may be a good idea for Mayor Martinez to contact the Colfax County Sheriff's Department to see what their plan of action will be for the enforcement of the mandatory face coverings. Mayor Pro Tem Laura Gonzales asked Mayor Martinez if he will be closing Village Hall again due to the rise in number of cases. Mayor Martinez responded that no he isn't going to close Village Hall and the staff has plenty of space to be socially distant. He also said if the employees are comfortable in the office we will keep it open. Councilor Matthew Gonzales has asked Mayor Martinez for a follow up in a few days on what if any the directive will be for the enforcement of the facial coverings mandated by the Governor.

c. Utility Ordinance 277 Amendment- to Allow Bulk Water Sales

Councilor Matthew Gonzales asked if the amendment included no bulk water sales during water restrictions, Admin Shawn Jeffrey responded that yes there are no bulk water sales during water restrictions.

Councilor James Gallegos moved to approve Utility Ordinance 277 Amendment to allow bulk water sales with the price and no bulk water sale during water restrictions. Councilor Matthew Gonzales seconded.

Roll Call Vote: Mayor Pro Tem Laura Gonzales-Aye, Councilors Judy B. LeDoux-Aye, Councilor James Gallegos- Aye, Councilor Matthew Gonzales- Aye. Approved 4-0

d. Cemetery Ordinance 288 Amendment to allow people to Open and Close their own Graves

Mayor Pro Tem Laura Gonzales motioned to approve Cemetery Ordinance 288 Amendment to allow people to Open/Close their own graves. Councilor Judy B. LeDoux seconded.

Roll Call Vote: Mayor Pro Tem Laura Gonzales-Aye, Councilors Judy B. LeDoux-Aye, Councilor James Gallegos- Aye, Councilor Matthew Gonzales- Aye. Approved 4-0

Councilor Matthew Gonzales asked if it was included in the Ordinance to have a Public Works employee present during the opening and closing. Mayor Pro Tem Laura Gonzales responded that it will be stated in the policy.

e. Water Conservation Ordinance 284- Penalty Fee Structure

Admin Shawn Jeffrey reported that the Utility software Caselle that is used for the billing is not able to convert individual utility accounts to determine the MAWU for the 15% reduction. She explained that the Ordinance has been sent to them and they are still looking into the options of conversion. She also explained the MAWU will have to be done manually in excel to determine the MAWU. Councilor James Gallegos was disappointed the system could not implement the Ordinance requirements and he was adamant for the correct calculation be done for this conversion during the water restrictions.

Councilor Matthew Gonzales stated he would like to revisit the Ordinance and the structure to clean it up and ensure the proper calculations could be implemented into our current system
No Action, Discussion Only

f. Waste Management Contract Extension

Admin Shawn Jeffrey explained this extension will only be used long enough until our own solid waste system is in full operations.

Councilor James Gallegos moved to approve the Waste Management contract extension as presented. Councilor Judy B. LeDoux seconded.

Roll Call Vote: Mayor Pro Tem Laura Gonzales-Aye, Councilors Judy B. LeDoux-Aye, Councilor James Gallegos- Aye, Councilor Matthew Gonzales- Aye. Approved 4-0

XII. New Business- Each Item listed A.-F. will be considered for Action of Approve/Disapprove/Discussion:

a. REB Management, LLC Consulting Services- Michael Steininger

Admin Shawn Jeffrey explained that we would like to have him check everything in our financial program and input the audit entries. Councilor Matthew Gonzales mentioned that Michael Steininger has been helping the Village every year and helped us immensely to get our program and audits straight. He also added it's a great tool to have a second or third set of eyes on the paperwork to ensure accountability. He will be doing all work remotely and will be charging 133% is this right of the hourly wage of the person he will be assisting.

Councilor Matthew Gonzales moved to approve REB Management, LLC Consulting Services with Michael Steininger. Mayor Pro Tem Laura Gonzales seconded.

Roll Call Vote: Mayor Pro Tem Laura Gonzales-Aye, Councilor James Gallegos- Aye, Councilor Matthew Gonzales- Aye, Councilors Judy B. LeDoux-Aye, Approved 4-0

b. Speed Bumps Lambert Hills

Mayor Pro Tem Laura Gonzales asked if this could be put on the special meeting agenda for consideration. Admin Shawn Jeffrey responded that it would depend on how quickly we could obtain quotes. If they are ready we can add them, if not we may have to wait until the August meeting. Councilor James Gallegos asked if the residents had been polled to see if they are in favor of the speed bumps. Councilor Matthew Gonzales stated most residents in Lambert Hills are for the speed bumps and for the safety aspect they should be installed. He also stated to price the 2-4 of the 4-6ft speed bumps. He also reported that there may be a way to make them and for Damian to contact Rio Arriba County to see how they built theirs and also to contact Northern Mountain to get quotes.

Public Works Damian Casias reported he would be getting quotes from a couple different places
Discussion Only

c. FY20 Fire Funds Carry Over

Councilor James Gallegos moved to approve FY20 Fire Funds Carryover of \$122,832.42.

Councilor Judy B. LeDoux seconded.

Roll Call Vote: Mayor Pro Tem Laura Gonzales-Aye, Councilor James Gallegos- Aye, Councilor Matthew Gonzales- Aye, Councilors Judy B. LeDoux-Aye, Approved 4-0

d. FY20 LEPF Carryover

No Carryover at this time

XIII. 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. Public Works Employee

Councilor Matthew Gonzales motioned to adjourn to executive session. Councilor Judy B. LeDoux seconded. Approved 4-0 7:50pm

Roll Call: Mayor Leo Martinez, Mayor Pro Tem Laura Gonzales, Councilor James Gallegos, Councilor Judy B. LeDoux, and Councilor Matthew Gonzales-Aye

XIV. Return from Executive Session

Councilor James Gallegos moved to return to open session at 8:27pm. Councilor Judy B. LeDoux seconded. Approved 4-0 Approved

Roll Call: Mayor Leo Martinez, Mayor Pro Tem Laura Gonzales, Councilor James Gallegos, Councilor Judy B. LeDoux, Councilor Matthew Gonzales- All are present

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

XV. Approve/Disapprove: Public Works Employee

The Governing Body discussed the recommendation of Mr. Joseph Quintana for the position of Public Works Employee in the Public Works Department.

Councilor Judy LeDoux moved to approve to hire Joseph Quintana for the public Works position with a negotiated wage. Councilor James Gallegos seconded.

Roll Call: Mayor Pro Tem Laura Gonzales, Councilor James Gallegos, Councilor Judy B. LeDoux, Councilor Matthew Gonzales- Approved 4-0

XVI. Council Concerns

- Councilor James Gallegos reported he will be conducting a public appreciation for first responders. He added that there will be free drinks
- Councilor Matthew Gonzales reported that he will be looking in to more enforcement options of the OHV Ordinance and the rules
- Councilor Judy LeDoux stated she would like to have the pending work orders as well as the completed ones on the monthly report.

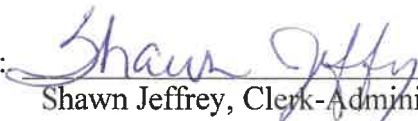
XVII. Adjourn

Councilor James Gallegos moved to adjourn the meeting. Councilor Judy LeDoux seconded. Approved 4-0 8:45pm

Roll Call Vote: Mayor Pro Tem Laura Gonzales- Aye, Councilors Judy B. LeDoux-Aye, Councilor James Gallegos- Aye, Councilor Matthew Gonzales Approved 4-0

APPROVED THIS 28 DAY OF JULY 2020

Attest:


Shawn Jeffrey, Clerk-Administrator


Leo Martinez, Mayor