

# VILLAGE OF CIMARRON

## MINUTES REGULAR MEETING WEDNESDAY, SEPTEMBER 14, 2022 6:00pm

### I. Pledge of Allegiance and Salute to the New Mexico State Flag - Invocation

Mayor Matthew Gonzales led the Pledge of Allegiance and the Pledge for NM State Flag. Reverend Ellen Swain 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 with the amendment of striking X.-e and move XII. a. until next meeting he also added he would like to request a special meeting for public input on the Biomass plan. Councilor Judy LeDoux seconded. Approved 4-0*

Mayor Matthew stated there will be a public hearing scheduled for one hour before the special meeting on September 28, 2022.

### IV. Approve/Disapprove Minutes

#### a. Regular Meeting Minutes August 10, 2022

*Councilor Judy B, LeDoux moved to approve the minutes from the August 10, 2022, with two corrections as identified. Mayor Pro Tem James Gallegos seconded. Approved 4-0*

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

- Mike Berry gave a speech in support of the Biomass plan and the history of these projects and the future plans to get Biomass energy to this area.
- Charles Curtain also gave a speech in support of the Biomass plan.
- Bret Weir, Colfax County Commissioner provided information on some projects the County is working on such as the Enchanted Circle Priority Landscape, which includes Fire Mitigation, and he also reported the Lance Brothers have continued to look for funding for the sawmill and he knows of a couple of companies that have expressed interest in also bringing a wood product company to Cimarron. Mayor Matthew Gonzales stated he would be adding a Sawmill Update item to the agenda for monthly updates.

### VI. Correspondence and Appreciations

- Councilor Ernie LeDoux offered his appreciation to the public works, and the Village staff for doing a great job. He also mentioned the Village looks the best as he has seen it in a very long time.

- Councilor Judy B. LeDoux also mentioned the Cimarron Police Department is doing a great job patrolling the Village as well as the school zone.

## **VII. Reports by Department and Boards-**

### **a. Mayor's Report**

Mayor Matthew Gonzales reported the trash truck has been towed to Albuquerque for engine issues. The Town of Springer has graciously been helping the Village of Cimarron to get the trash route taken care of and they have not asked for any compensation for this assistance. He also added it's a great thing when two communities can work closely for the common goals. Mayor Matthew Gonzales also stated that the public works guys have been tasked with identifying issues where the dumpsters are causing ruts in the roads. The goal is to move them to a hard surface, so the roads and areas around the dumpsters does not continue to deteriorate. He also reported the ICIP priorities have been submitted and he will be working to set up a meeting with the Governor to go through the Village priorities and to request some funding. Governor Michelle Lujan Grisham will be in Cimarron next week and he will visit with her. Mayor also updated the public that the Public Works Department will not have cell phones and there will only be one on call phone that will be used. During the day the public works department will be using radios to communicate, and the employees will have an option to receive a monthly stipend for the use of their personal phones which will be only used if necessary for public works business. He also reported the ditches are being cleaned and the cleanup of the right of ways is also going on. Some properties have been identified and letters will be issued to those property owners that have their personal property located on the Village right of ways.

Mayor Matthew Gonzales also mentioned the sawmill and the progress of this project. Mayor Pro Tem James Gallegos asked if the funding the Village applied for the sawmill if it could be transferred to another business prospect. Mayor Pro Tem James Gallegos asked if there is a way to find out the percentage of public vs private land around Cimarron for federal, state, and private owners. Mayor said he would get the numbers to Mr. Gallegos by the next meeting. Mayor Pro Tem James Gallegos also asked about the price being proposed for the stipend for the personal phone use. Councilor Ernie LeDoux asked about the rehab of the Sawmill property and what kind of funding would be applied for this project- state or federal? Mayor said this could be discussed during the next meeting.

### **b. Village Administrator's Report**

Admin Shawn Jeffrey gave her report to the Governing Body. Councilor Eloy Brazil asked about the liability insurance item for a dirt track project. Admin Shawn Jeffrey explained this project had been mentioned to have a dirt bike track on the west side of the baseball field. Councilor Eloy Brazil asked about the liability of a child getting hurt on this track. Mayor Pro Tem James Gallegos asked about the water sampling draft plan. He asked if we had begun sampling the water from the diversion on the 12-month schedule. He also asked about an operation manual and Admin Shawn Jeffrey explained the operator plan is in the process of being updated.

### **c. Public Works Report**

Mayor Matthew Gonzales updated the Governing Body that the maintenance module for Caselle will be available soon for the public works department to use.

- d. Police Department Report  
Officer Anthony Ledoux gave his report to the Governing Body. 10 traffic citations and 1 Village citation.
- e. Fire Department Report  
No report
- f. Municipal Judge Report  
Collections report is submitted. Mayor Matthew Gonzales did report that Judge Charles Duran did have his inspection by the federal courts, and he did pass all the areas.
- g. Ambulance Report  
Louise Johnson reported the department has been very busy. Councilor Ernie Ledoux asked when the next meeting would be for the ambulance board. Louise responded that the next meeting would be in October, and she would let Mr. Ledoux know the exact date.
- h. Senior Center Report  
No report
- i. Cemetery Board Report  
Mayor Pro Tem James Gallegos reported the Board met on August 29<sup>th</sup> at the Cemetery and there are no updates at this time. The Caselle records will be put in the system soon. He also mentioned the ground penetrating machine is a very nice piece of equipment and it will take some learning to understand the process. Projects that have been mentioned in the meeting that need to be addressed are drainage issues, ditches, millings for the roads, access to plots, locks for roadway, and working on the historic registry. There is a \$10 transfer fee being charged for deeds. No donation for the cemetery has been received. He mentioned an endowment for the cemetery could be a good way to the area improved. September 26, 2022, is the date for the next meeting at 6:00pm at the Library. President Laura Gonzales is working with Pat Keenan from the daughters of the Revolution and is involved with cemetery preservation. Mayor Pro Tem James Gallegos also asked about the status of rerouting traffic through the Cemetery. Mayor Matthew Gonzales responded that we are still working on the details.
- j. Beautification Board Report  
No report.
- k. Code Regulation Board Report  
Councilor Eloy Brazil asked about the previous members of the code regulation board and if the police could be a part of the board. Mayor Matthew Gonzales said no the police can only give their input on the ideas for the changes of the codes. Mayor Matthew Gonzales also added that he would like for Councilor Eloy Brazil to identify an issue and then they can bring it to the board for review. Councilor Eloy Brazil asked if we could advertise for members, Mayor said yes, we can put in some information in the monthly communicator. Councilor Ernie Ledoux offered to help Mr. Brazil with the code regulation.

1. Chamber of Commerce Report  
President Melissa Warner submitted a report.

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

- a. Check Report and Deposit Register from August 6, 2022, through September 9, 2022  
*Councilor Judy B. LeDoux moved to approve the check report and the deposit register for August 6, 2022, through September 9, 2022. Councilor Ernie LeDoux seconded. Approved 4-0*
- b. NM Local Government Law Firm bill for \$161.27  
*Councilor Ernie LeDoux moved to approve the NM Law, LLC billing for \$161.27. Councilor Eloy Brazil seconded. Approved 4-0*

**IX. Discussion**

- a. NMML Conference Update
  - Mayor Pro Tem James Gallegos reported he would like to get a stop loss review of Village assets and properties. He added he would like to have updates on water meter improvements as he feels we are not getting a 90% read on the meters.
  - Mayor Matthew Gonzales stated he received some good information on an active shooter class, and he would like to set one up here in the Village sometime. He would like to open the class to all area Municipalities and the public. Councilor Ernie LeDoux commented he would like to see the front door to Village Hall locked so there is a barrier between the Village staff and the public.

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

- a. Purchase E-Force Reporting Software for Police Department  
Mayor Matthew Gonzales reported this is the same software that is used by the County Sheriffs Office and this software could be paid for with LEPF funds. The total cost is approx. \$19,926.35 initially then approx. \$2,000 per year.  
*Mayor Pro Tem James Gallegos moved to approve the purchase of the E-Force software for the Police Department for the amount of \$19,926.35. Councilor Judy LeDoux seconded. Approved 4-0*
- b. Resolution 2022-038 Surplus Equipment  
Admin Shawn Jeffrey reported the only surplus equipment listed on this resolution is the three garage doors we just replaced at the old ambulance barn.  
*Mayor Pro Tem James Gallegos moved to approve Resolution 2022-038 surplus equipment. Councilor Ernie LeDoux seconded. Approved 4-0*
- c. Appointment of Lodgers Tax Board  
Sharon Smith submitted the names of the members the are recommending for confirmation. The list is Sharon Smith-Business Member, Laura Gonzales-At Large, Colin Tawney-Lodging Member, Steven Warner-Lodging Member, Mona Romero-Business Member

*Councilor Judy B. LeDoux moved to approve the appointments of the Lodgers Tax Board as presented. Mayor Pro Tem James Gallegos seconded. Approved 4-0*

d. Resolution FY23 Lodgers Tax Funding Allocations

Sharon Smith presented the recommended allocation list for the FY23 fiscal year they are Chamber of Commerce:

4<sup>th</sup> of July parade- \$150.00, Trunk or Treat Festival- \$500.00, Christmas in the Park including parade- \$300.00, Easter Egg Hunt in the Park- \$250.00, and Operations of the visitor's center- \$24,000 for a total of \$25,200. Maverick Club- \$2,000

*Councilor Judy LeDoux moved to approve the FY23 Lodgers Tax Funding Allocations as recommended. Mayor Pro Tem James Gallegos seconded. Approved 4-0*

e. ~~Resolution 2022-039 DWLF/Water Trust Board Application Strike due to no action needed at this time~~

f. Resolution 2022-040 TPF NMDOT 11<sup>th</sup> Street Project Match Waiver

Mayor Matthew Gonzales explained the match waiver is for the additional funds for the TPF project on 11<sup>th</sup> street & Jefferson.

*Councilor Ernie LeDoux moved to approve Resolution 2022-040 TPF NMDOT 11<sup>th</sup> Street Project Match Waiver. Mayor Pro Tem James Gallegos seconded. Approved 4-0*

g. Ordinance 292 Clean Water State Revolving Fund 118

*Councilor Judy LeDoux moved to approve Ordinance 292 Clean Water State Revolving Fund 118. Councilor Ernie LeDoux seconded. Approved 4-0*

h. Caselle Maintenance Module Purchase

Mayor Matthew Gonzales explained the program and the information he obtained directly from Caselle for this module. He also stated this module will allow for Village maintenance tasks and not just the service orders.

*Councilor Judy LeDoux moved to approve Caselle maintenance module purchase. Mayor Pro Tem James Gallegos seconded. Approved 4-0*

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

a. ~~Biomass Plan Award~~

Moved to Special Meeting

**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. Cimarron Police Department- Hire Officer
- b. Raise for Officer Anthony LeDoux
- c. Raise for Leandra Garcia
- d. Raise for William Martinez

*Mayor Pro Tem James Gallegos motioned to adjourn to executive session to discuss the items listed. Councilor Judy B. LeDoux seconded. Approved 4-0 7:03pm*

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

**XIII. Return to Regular Session**

*Mayor Pro Tem James Gallegos moved to return to open session at 7:16pm. Councilor Judy 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- All are present

**XIV. Approve/Disapprove/Discuss**

a. Cimarron Police Department- Hire Officer

*Mayor Pro Tem James Gallegos moved to hire Matthew Dean at \$16.00 an hour. Councilor Ernie LeDoux seconded. Approved 4-0*

b. Raise of Officer Anthony LeDoux

*Mayor Pro Tem James Gallegos moved to raise Anthony LeDoux to 17.50 an hour retroactive back to July 19. Councilor Judy B. LeDoux seconded. Approved 4-0*

c. Raise for Leandra Garcia

*Councilor Judy B. LeDoux moved to raise Leandra Garcia to 13.10 an hour. Councilor Eloy Brazil seconded. Approved 4-0*

d. Raise for William Martinez

*Councilor Ernie LeDoux moved to raise William Martinez to 13.16 an hour. Councilor Eloy Brazil seconded. Approved 4-0*

The Oath of Honor was given to Mr. Matthew Dean

**XV. Items for Next Agenda**

Stipend Policy

Reminder: Open House at the Police Station September 28

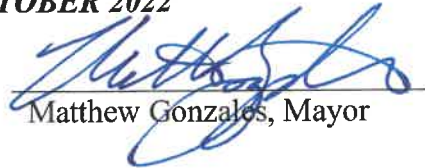
Biomass Plan

Library Agreement

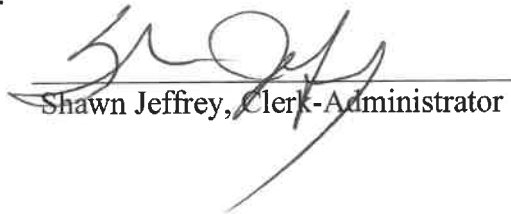
**XVI. Adjourn**

*Mayor Pro Tem James Gallegos moved to adjourn the meeting. Councilor Judy B. LeDoux seconded. Approved 4-0 7:23 pm*

**APPROVED THIS 12 DAY OF OCTOBER 2022**

  
Matthew Gonzales, Mayor

Attest:

  
Shawn Jeffrey, Clerk-Administrator