

**VILLAGE OF CIMARRON
REGULAR COUNCIL MEETING MINUTES
WEDNESDAY, JANUARY 8, 2020 at 6:00pm**

I. Pledge of Allegiance

Mayor Leo Martinez led the Pledge of Allegiance

II. Pledge to the New Mexico State Flag

All stood for 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- Absent

IV. Approval of Agenda

Mayor Pro Tem Laura Gonzales moved to approve the amend the agenda of January 8, 2020 with the correction of #X to state "notice of intent to publish Amendments of Ordinance 270 LEDA Ordinance" and XIII. b. to state "notice of intent to publish Ordinance 289 LEDA Final, entitled "A LEDA Ordinance. Approving Lance Forest as a Local Economic Development Project for Secured Financial Assistance" Councilor James Gallegos seconded the amendment to the agenda. Approved 3-0.

Mayor Pro Tem Laura Gonzales moved to approve the amended agenda. Councilor James Gallegos seconded. Approved 3-0

V. Reorganization of the Governing Body and Staff- Each Item listed a. through d. will be considered for Action of Approve/Disapprove

a. Selection of Mayor Pro Tem

Mayor Leo Martinez made the recommendation of Laura Gonzales for the Mayor Pro Tem Position

Councilor Judy B. LeDoux moved to approve Laura Gonzales for the Mayor Pro Tem Position on the Council. Councilor James Gallegos seconded. Approved 3-0

b. Appointment of Clerk Administrator

Mayor Leo Martinez made the recommendation of Shawn Jeffrey for the appointment of Administrator.

Councilor Judy B. LeDoux moved to appoint Shawn Jeffrey as the Clerk Administrator. Mayor Pro Tem Laura Gonzales seconded. Approved 3-0

c. Appointment of Police Chief

Mayor Leo Martinez made the recommendation of Ryan Gates for the appointment of Police Chief.

Councilor James Gallegos moved to appoint Ryan Gates for the Police Chief position. Councilor Judy B. LeDoux seconded. Approved 3-0

d. Appointment of Fire Chief

Mayor Leo Martinez made the recommendation of Anthony Martinez for the Fire Chief Position

Councilor Judy B. LeDoux moved to appoint Anthony Martinez to the Fire Chief position. Mayor Pro Tem Laura Gonzales seconded. Approved 3-0

VI. Approve/Disapprove Confirm All Classified Employees

- Public Works Supervisor

Mayor Leo Martinez made the recommendation of Damian Casias for the Public Works Supervisor

Councilor James Gallegos moved to approve Damian Casias as the Public Works Supervisor. Mayor Pro Tem Laura Gonzales seconded. Approved 3-0

- Utility Clerk

Mayor Leo Martinez made the recommendation of Lorrie Zamora for the Utility Clerk position.

Councilor Judy B. LeDoux moved to approve Lorrie Zamora as the Utility Clerk. Mayor Pro Tem Laura Gonzales seconded. Approved 3-0

- Deputy/Finance Clerk

Mayor Leo Martinez made the recommendation of Renee LeDoux for the Deputy/Finance Clerk position

Mayor Pro Tem Laura Gonzales moved to approve Renee LeDoux as the Deputy/Finance Clerk. Councilor Judy LeDoux seconded. Approved 3-0

- Utility Employees

Mayor Leo Martinez made the recommendation of Danny Martinez and Luke Martinez for the Utility Department employees.

Mayor Pro Tem Laura Gonzales moved to approve Danny Martinez and Luke Martinez for the Utility Department employees. Councilor James Gallegos seconded. Approved 3-0

- Court Clerk

Mayor Leo Martinez made the recommendation of Reva Sandoval for the Court Clerk position.

Mayor Pro Tem Laura Gonzales moved to approve Reva Sandoval for the Court Clerk position. Councilor Judy B. LeDoux seconded. Approved 3-0

- Police Officers

Mayor Leo Martinez made the recommendation of Jonathan Travis and Alvis Jordon May for the

Mayor Pro Tem Laura Gonzales moved to approve the Police Officers Jonathan Travis and Alvis Jordon May. Councilor James Gallegos seconded. Approved 3-0

- Alternate Municipal Judge

Judge Karen Gates recommended to Mayor Leo Martinez to approve Charles Duran for the Alternate Judge position.

Mayor Pro Tem Laura Gonzales moved to approve Charles Duran for the Alternate Judge position. Councilor James Gallegos seconded. Approved 3-0

Judge Karen Gates administered the oath to Mr. Charles Duran

VII. Minutes

- a. Discuss/Approve: Regular Meeting Minutes December 11, 2019
Councilor James Gallegos moved to approve the minutes of December 11, 2019. Mayor Pro Tem Laura Gonzales seconded. Approved 3-0

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

- Ms. Sue Weldin asked for a status on the speed monitoring signage. Chief Gates stated that he would give that update during his staff report. Ms. Weldin also told the story of her husbands Grandmother that had been run over while crossing the street by a speeding motorist and they would like to donate funding for this project to help ensure there are no fatalities at the school crossings.

IX. Approve/Disapprove Cimarron Homecoming Activities

Maya Salas, Vice President and Lawrence Coca, President of the Student Council of Cimarron Schools are requesting approval of the Cimarron Homecoming activities. The homecoming parade is scheduled for Thursday, February 13, 2020 at 6:00. The parade will be from the Corner market to the High School. The students reported it will be a light parade.
Councilor James Gallegos moved to approve the proposed Cimarron Homecoming Activities that will take place Thursday February 13, 2020 at 6:00pm.. Councilor Judy B. LeDoux seconded. Approved 3-0

X. Approve/Disapprove Notice of Intent to publish Amendments of Ordinance 270 LEDA Ordinance

Mayor Pro Tem Laura Gonzales moved to approve the Notice of Intent to publish amendment of Ordinance 270 LEDA. Councilor James Gallegos seconded. Approved 3-0

XI. Approve/Disapprove Application No. 1147375 Blu Dragon Brewing, LLC – Beer Wholesaler Liquor License

Admin Shawn Jeffrey reported that there was a public hearing conducted and there was no opposition.

Councilor James Gallegos moved to approve Application No.1147375 Blu Dragon Brewing for a wholesaler license. Councilor Judy B. LeDoux seconded. Approved 3-0

XII. Approve/Disapprove Village Hall Improvement Project- Carpet Replacement- Bid Opening

Deputy Clerk Renee LeDoux received two sealed quotes for the project. Mayor Leo Martinez opened both them and the two respondents were Archuleta Construction for the amount of \$45,617.25 and Whitten Construction at \$53,302.99. The governing Body reviewed the quotes and determined they had not both identified the same project tasks. Mayor Pro Tem Laura Gonzales mentioned that the library floor will need to be fixed for sure. Admin Shawn Jeffrey stated that the project is still under warranty and the contractor will have to make the repairs if the damage was done due to the roof leaking in the building.

Councilor Laura Gonzales moved to table the Village Hall Improvements Project a project scope could be identified and then submitted to the respondents. Councilor James Gallegos seconded. Approved 3-0

Councilor James Gallegos move to rescind the motion and reject the bids. Councilor Judy B. LeDoux seconded. Approved 3-0

Councilor James Gallegos stated that the Village should obtain a more defined set of specifications then advertise it again he also mentioned to look into the CES vendors for this project.

XIII. Sawmill Project- New Business- Items listed as a. through d. will be considered for Action of Approve/Disapprove:

a. Draft EDA Application- Wood Sawmill Project
Discussion only

b. Notice of Intent to Publish Ordinance No. 289 LEDA Final, entitled "A LEDA Ordinance. Approving Lance Forest as a Local Economic Development Project for Secured Financial Assistance"

Mayor Pro Tem Laura Gonzales moved to approve the notice of intent to publish Ordinance No. 289 LEDA Final. Councilor James Gallegos seconded. Approved 3-0

c. Project Participation Agreement

Attorney Charles Rennick reported the PPA is not ready for consideration of approval yet until after Ordinance 289 has been approved.

No Action

d. Intergovernmental Agreement

Attorney Charles Rennick reported the IGA is not ready for consideration of approval yet until after Ordinance 289 has been approved.

No Action

XIV. Correspondence

None

XV. Reports by Department Heads-

a. Mayor's Comments

Mayor Leo Martinez thanked everyone for attending the meeting. He congratulated Judy Ledoux and all the newly elected officials on their newly elected terms.

b. Village Administrator Report

Village Admin submitted the monthly report. Councilor James Gallegos asked if there has ever been boards delivered for the roof of the tree. Admin Shawn Jeffrey stated that yes the boards are on the side of the building.

c. Public Works Report

The Public Works Report was submitted. Mayor Pro Tem Laura Gonzales asked PW Supervisor Damian Casias about the status of the Lafayette street project. He explained the contractor will be coming back soon to complete the project and it is past due. She also asked about the road on 9th street by the Senior Center and that it needs to be repaired. PW Damian Casias stated he would go and look at it and they will fix it. He also reported they will be flushing out the silt box so Zach Blacksten can come in and replace the gate. He also added

that he received approval to move the recycling trailer back into the Village and he will have this moved this week.

d. Police Department Report

Chief Ryan Gates submitted his report. He stated that he will be corresponding with NMDOT for the permit to install the signage and that he would like to order the speed monitoring signs that include a fake photo flash to ensure motorists will slow down for the thought they are having their picture taken and would receive a ticket. He submitted different signage options and materials.

Councilor James Gallegos asked if the process for the permit could be started now so when there is available funding the signage could be installed right away.

He also thanked the Weldins for their generosity to assist the Village in these efforts.

e. Ambulance Report

EMS Director Nate Lay reported in 2019 they had 314 runs which is the most runs ever. They have a total of 2500 hours of service and they have three operational units. He reported the building project is moving along well and within the timeline. Councilor James Gallegos will continue to serve on the EMS Board. Mayor Leo Martinez and Councilor James Gallegos mentioned to Mr. Lay that he should contact the Cimarron Schools to see if they have an area to dispose of the excess dirt.

f. Fire Department Report

No report

g. Municipal Judge Report

Report has been submitted and Judge Karen Gates added she would like to upgrade the Court laptop while the other computers are being upgraded. Admin Shawn Jeffrey responded that she would check into this and see if Mr. Giglia could add this to the project.

h. Senior Center Report

No Report

i. Chamber of Commerce Report

No Report

j. Cemetery Board Report

No report- there was no meeting over the holidays and they are scheduled to meet on January 27, 2020

k. Beautification Board Report

Meeting has been rescheduled for January 9, 2020

l. Code Regulation Board Report

No report

- m. Frontier Project
No report

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

- a. Check Report and Deposit Register from December 11, 2019 through January 3, 2020
Mayor Pro Tem Laura Gonzales moved to approve the check register and the deposit register with the financials. Councilor Judy B. LeDoux seconded. Approved 3-0
- b. Robles, Rael, and Anaya bill for \$
No Bill has been received

XVII. Old Business- Each Item listed A.- H. will be considered for Action of Approve/Disapprove/Discuss:

- a. Water Restrictions
None at this time
- b. Update: Personnel Policy
The Policy has been submitted to our attorneys at Robles, Rael, and Anaya for review and comment. The draft policy will be ready the first week of February for review.
- c. Update: Colfax County Property
Admin Shawn Jeffrey reported that she has been in communication with Mary Lou Kern, Colfax County manager and she has asked if the Village would be willing to pay for the survey for the property. It was agreed by all that the Village will pay to have that area surveyed.
- d. Update: Property 17th & Jackson Vacated Road
The survey is in process, and no value has been determined.
- e. Update: Animal Control Ordinance
No update
- f. Enforcement of Ordinances- Plan
No report
- g. Cimarroncito Dam Project- Award Plan update for H&H based on the new PMP tool
Clerk Admin Shawn Jeffrey reported that there were two proposals received.
Mayor Pro Tem Laura Gonzales moved to approve King Industries quote for the update for the H&H based on the new PMP tool in the amount of \$15,700 plus NMGRT. Councilor Judy LeDoux seconded. Approved 3-0
- h. Electric Fuel Station Agreements
Admin Shawn Jeffrey reported that the Village has adequate insurance coverage for the electrical stations and no additional insurance would be required.
Councilor James Gallegos moved to approve the electric fuel station agreements. Mayor Pro Tem Laura Gonzales seconded. Approved 3-0

XVIII. New Business- Each Item listed A.-P. will be considered for Action of Approve/Disapprove:

a. Heliport Restriping- JR Striping State Price Agreement

Admin Shawn Jeffrey reported that this is the company that is on the NM State contract for this work.

Councilor James Gallegos moved to approve JR Striping for the Heliport Project. Councilor Judy B. LeDoux seconded. Approved 3-0

b. Resolution 2020-001 Open Meetings Act

Councilor James Gallegos moved to approve Resolution 2020-001 Open Meetings Act. Mayor Pro Tem Laura Gonzales seconded. Approved 3-0

c. Resolution 2020-002 Fair Housing

Councilor Judy LeDoux moved to approve Resolution 2020-002 Fair Housing. Mayor Pro Tem Laura Gonzales seconded. Approved 3-0

d. Fair Housing Proclamation

Mayor Pro Tem Laura Gonzales moved to approve the Fair Housing Proclamation. Councilor James Gallegos seconded. Approved 3-0

e. Resolution 2020-003 Citizen Participation Plan

Councilor James Gallegos moved to approve Resolution 2020-003. Councilor Judy B. LeDoux seconded. Approved 3-0

f. Resolution 2020-004 Residential Anti Displacement and Relocation Plan

Mayor Pro Tem Laura Gonzales moved to approve Resolution 2020-004. Councilor Judy B. LeDoux seconded. Approved 3-0

g. Resolution 2020-005 Water Conservation Plan Update

Councilor Judy B. LeDoux moved to approve Resolution 2020-005. Mayor Pro Tem Laura Gonzales seconded. Approved 3-0

h. Resolution 2020-006 Section 3 Plan

Councilor James Gallegos moved to approve Resolution 2020-006. Mayor Pro Tem Laura Gonzales seconded. Approved 3-0

i. Resolution 2020-007 Procurement Policy

Mayor Pro Tem Laura Gonzales moved to approve Resolution 2020-007. Councilor James Gallegos seconded. Approved 3-0

j. Resolution 2020-008 Annual CDBG Resolutions

Councilor Judy LeDoux moved to approve Resolution 2020-008. Councilor James Gallegos seconded. Approved 3-0

k. Resolution 2020-009 Bank Signatories

Admin Shawn Jeffrey explained it is necessary to update the bank signatories to add the newly elected officials and remove the ones who were not re-elected.

Councilor Judy B. LeDoux moved to approve Resolution 2020-009 with the correction of her name in the last Whereas of the Resolution. Councilor James Gallegos seconded. Approved 3-0

l. Resolution 2020-010 IRS Mileage Rate

Mayor Pro Tem Laura Gonzales moved to approve Resolution 2020-010. Councilor Judy B. LeDoux seconded. Approved 3-0

m. Resolution 2020-011 Travel Policy

Mayor Pro Tem Laura Gonzales moved to approve Resolution 2020-011. Councilor James Gallegos seconded. Approved 3-0

n. Insurance Broker- Designate: NM Self Insurer Fund

Admin Shawn Jeffrey reported that she would like to recommend to go back to the NMSIF with our Broker fee from the insurance company. POMS & Assoc has not provided much service and it would be best to keep our funds with NMSIF.

Councilor James Gallegos moved to designate NM Self Insurer fund as the Village Insurance Broker. Councilor Judy B. LeDoux seconded. Approved 3-0

o. Purchase New Truck with Snow Plow-NMFA Funding/Utility Funding

Admin Shawn Jeffrey explained that when the Village refinanced the John Deere blade with NMFA there was extra requested for the purchase of a pickup truck. This truck would be used for the transporting equipment as well as removal of snow. The other half of the funding will be paid from the Utilities.

Councilor James Gallegos moved to approve the purchase of the new Chevrolet truck with a snow plow. Mayor Pro Tem Laura Gonzales seconded. Approved 3-0

p. Solid Waste Program Plan- Joe Lewandowski

Clerk Admin Shawn Jeffrey reported that this agreement is to have Mr. Lewandowski provide the Village with a rate structure, permit requirements, and equipment options for the organization of the Solid Waste Service.

Councilor James Gallegos moved to approve the Solid Waste Plan with Joe Lewandowski in the amount of \$2500. Councilor James Gallegos seconded. Approved 3-0

XIX. 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. NM Taxation & Revenue Payback Contract

B. Discussion of pending or Threatened Litigation: Village of Cimarron vs. Bennett Strahan No. D-809-CV-2019-00008

Mayor Pro Tem Laura Gonzales motioned to adjourn to executive session. Councilor James Gallegos seconded. Approved 3-0 7:10pm

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

XX. Return from Executive Session

Councilor James Gallegos moved to return to open session at 7:54pm. Mayor Pro Tem Laura Gonzales seconded. Approved 3-0 Approved

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

Roll Call: Mayor Leo Martinez, Mayor Pro Tem Laura Gonzales, Councilor James Gallegos, Councilor Nick Cardenas, Councilor Matthew Gonzales- All present

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

XXI. Approve/Disapprove/Discuss NM T&R Payback Contract

This agreement is from NM Taxation and Revenue for the recovery of NMGRT that was paid using the wrong location code for a project outside the Village limits in the County.

Charles Rennick the attorney recommended to wait until the next meeting to consider this contract when we could obtain additional information.

No Action

XXII. Miscellaneous

Mayor Pro Tem Laura Gonzales and Marlow will be starting on the new art project soon.

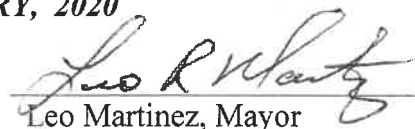
XXIII. Council Concerns

Councilor Judy B. LeDoux asked if the driveway at the Chamber of Commerce could also be cleared of snow when the public works employees are clearing areas. Mayor Leo Martinez told her yes as they are part of the Village. PW Damian Casias said it would not be a problem.

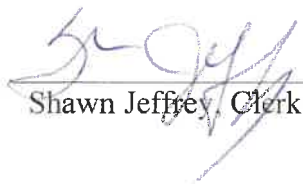
XXIV. Adjourn

Councilor Judy B. LeDoux moved to adjourn the meeting. Councilor James Gallegos seconded. Approved 3-0

APPROVED THIS 29 DAY OF JANUARY, 2020


Leo Martinez, Mayor

Attest:


Shawn Jeffrey, Clerk-Administrator