

## **Regular Meeting – March 21, 2018**

The Mayor and the Board of Trustees of the Village of Tularosa met in a Regular Meeting on Wednesday, March 21, 2018 at 6:00 P. M. in the Court Conference Room of the Public Safety Facility located at 609 St. Francis Drive, Tularosa, New Mexico.

### **Present:**

Mayor Margaret Trujillo  
Trustee Patrick A. Garcia  
Trustee Robert L. Sainz  
Trustee Janie Portillo  
Trustee Jeni Alexander

Also present was Monica A. Voorbach Village Clerk, as well as Village Attorney Jefferson Rhodes

At 6:00 P. M. Mayor Margaret Trujillo called the meeting to order asking that all rise and join him in the Pledge of Allegiance and the Salute to the Flag of the State of New Mexico.

### **1. Mayor Margaret Trujillo-Confirmation of names of persons to appointive offices: Chief of Police; Village Clerk and confirmation of names of employees as per attached list.**

Mayor Trujillo stated that she was happy to be serving the Village of Tularosa. She congratulated the newly elected trustees and said she was ready to work with everyone for the benefit of the Village. With that she confirmed the Chief of Police as Charles Wood. She selected a Margaret Lucero as the Village Clerk Monica Voorbach, got up and stated that it was a pleasure to work with the Board of Trustees. Trustee Sainz asked if she was going to retain a position within the Village, Mayor Trujillo stated no. Monica gave her keys to Margaret Lucero, leaving her position as clerk.

Trustee Portillo motioned to accept employees as stated by the Mayor, Trustee Alexander seconded. Trustee Garcia and Trustee Sainz voted nay. The Mayor voted aye and broke the tie.

### **2. Mayor Margie Trujillo requesting nominations and vote to select a Mayor Pro-Tem.**

Trustee Portillo motioned to have nominations for Mayor Pro-Tem. Trustee Alexander stated that she nominated Trustee Portillo. Trustee Garcia nominated Trustee Alexander. Trustee Alexander withdrew her name from consideration. Trustee Sainz voted for Trustee Garcia. Trustee Alexander voted for Trustee Portillo. Mayor Trujillo confirmed that Trustee Portillo would be the Mayor Pro-Tem. Trustee Garcia congratulated her and the name placard was given to Trustee Portillo.

Trustee Alexander motioned to accept agenda with corrected minutes as stated for the February 21, 2018 meeting. Trustee Garcia seconded the motion. All trustees voted aye.

### **4. Monica Voorbach, Approval of Resolution 2017-2018-16—Open Meetings Act Resolution**

Trustee Portillo motioned to approve the Open Meeting Act Resolution. Trustee Alexander seconded the motion. All trustee voted aye.

**5. Andreas Linnan- NMDOT and David Shields BHI, NMDOT Project update and Coordination with the Village & BHI on Water Line Replacement on US 70.**

Dave Shields introduced himself to the Board. He stated that Andreas would be coming to the next meeting in April to update the Board about the NMDOT project that ties into the Water Transmission Line replacement. Dave went on to give an update about the on-going projects at both the Water and Waste Water Plants. Dave told the Board that he was from Tularosa and would help in any way that he could to get the plants back into compliance. He stated he was working closely with Steven Deal from NM Environmental Department as well.

**6. Margaret Lucero Grant Coordinator to approve Resolution 2017-2018-15 grant funding for Water Conservation Plan.**

Margaret Lucero stated that the Water Conservation Plan has been accepted by the New Mexico Environmental Department. The grant was funded through BHI and did not require a local match.

Trustee Portillo motion to approve the Resolution. Trustee Alexander seconded the motion. All trustee voted aye.

**7. Margaret Lucero Grant Coordinator to approve Quick Claim Deed for NMDOT project 2100080 parcel 3-QCD-2, 3-TCP-3, 3-TCP-5, 3-QCD-1, 3-TCP-2.**

Margaret Lucero stated that NMDOT was gaining access and permission to start the ADA sidewalk project along St. Francis drive. This project is fully funded through NMDOT. To improve the sidewalks in front of Village Hall and Police Station, NMDOT is asking for a 2 30 sq feet sections to put in light posts. This deed and parcel comes with a monetary value for each section.

Trustee Sainz motioned to approve the Quick Claim deeds and parcels. Trustee Alexander seconded the motion with all trustees voting aye.

**8. Judge Billy Artiaga, requesting for Village to approve alternate Judge Jerry W. Hardison.**

Judge Artiaga requested that when he is unable to hear cases, that Judge Hardison be the alternate judge. Trustee Garcia asked how much the judge is paid and where the funds would come from. The Judge stated it would come from the Village funds however in the last 3 years he has only had to use him 4 times. His fee is \$75.00. Trustee Garcia said he was okay with that. Trustee Alexander motioned to approve Judge Hardison. Trustee Portillo seconded the motion. All trustees voted aye.

**9. Trustee Janie Portillo clean up of our village requesting to pass a motion.**

Trustee Garcia stated that the Village already has a couple of times a year that they partner with the County for large trash dumpsters.

No action

**10. Trustee Janie Portillo Cell Phones & Take home Vehicles.**

Trustee Portillo asked who has cell phones and take home vehicles Richard Guilez,

Maintenance Supervisor stated that only department supervisors have cell phones and only stand by personnel take home the yard truck. Trustee Portillo made a motion to keep it this way. Trustee Alexander seconded the motion. All Trustees voted aye.

**11. Trustee Janie Portillo Work Schedule.**

Withdrawn will reintroduce at a later date

**12. Violet Norman requesting a pay raise from \$9.50 to \$11.00 hr. for Guadalupe Rivera to for Kitchen Manager Position.**

Ms. Norman stated that Lupe has completed her probation period and is doing a wonderful job.

Trustee Portillo motioned to give the raise. Trustee Alexander seconded the motion. Trustee Garcia asked would it come from the Senior Center Budget, Ms. Norman stated yes. All Trustees voted aye.

**13. Violet Norman requesting \$1.00 pay increase Salvador Chavez has been promoted to Kitchen Assistant full time with 6 months probation.**

Ms. Norman stated that Mr. Chavez is doing wonderful and has moved into the kitchen assistant position along with completing his probation. Trustee Alexander motioned to accept the raise for Mr. Chavez. Trustee Sainz seconded the motion. All trustees voted aye.

**14. Violet Norman requesting \$1.00 pay raise completed probation period.**

Ms. Norman has completed her probation period and is doing a terrific job at the Senior Center. The meal count is up and MOW has grown as well. Trustee Portillo motioned to approve Ms. Normans raise. Trustee Alexander seconded the motion. All Trustees voted aye.

**15. Linda Vigil Librarian confirmation to regular status completing 6 months probation.**

Ms. Vigil was not present at the meeting. Mayor Trujillo stated she was just asking for regular status and no raise. Trustee Portillo motioned to confirm Linda Vigil. Trustee Alexander seconded the motion. All trustees voted aye.

**16. Mayor Margaret Trujillo confirm hiring Samantha Chavez for Recreation Director at \$10.00 hr with 6 months probation.**

Trustee Garcia asks how the interviewing processing went. There was some questions from the constituents about how she was selected. How was the position advertised and how she was selected. Mayor Trujillo stated that she interviewed every applicant that applied. The position was advertised in the Alamogordo Daily news. Trustee Alexander interjected that she was present for some of the interviews and she has hired people for over 20years and she was happy with the selection and the interview process. Trustee Sainz stated that the Village needs to be more transparent with the interviewing and hiring process. The Mayor assured all Trustees that Ms. Chavez was the best qualified candidate. She also said that she would be on a probationary period. Trustee Portillo stated that she should remove Ms. Chavez from the selection so there was not any kind of favoritism shown. The Mayor said that was crazy and that she should be allowed to hire her if she was the best qualified candidate. Trustee Alexander motioned to hire Ms. Chavez as the Recreation Director.

Trustee Garcia seconded the motion. Trustee Sainz voted aye and Trustee Portillo abstained from the vote. The motioned carried.

**17. Approval of Tony Medina Wastewater Certified Operator & Consulting agreement monthly service contract February 2018, billed in arrears.**

Trustee Portillo motioned to pay the February bills, Trustee Garcia asked if he was billing the Village for March, the Mayor stated no. Mr. Medina stated he would not bill the Village for his March services.

Trustee Sainz seconded the motion. All Trustees voted aye.

**18. Termination of Tony Medina Wastewater Certified Operator & Consulting agreement Contract effective March 23, 2018 or sooner if it so pleases the Village.**

The Mayor stated that Mr. Medina was wanting to terminate the contract he had with the Village. The Mayor stated that the Village was paying a lot of money to him and the Village was not satisfied with his performance and that the Village was still in deficiencies with the NMED.

**19. Approval of Consultant Agreement between the Village of Tularosa and Ray Ramos of operations and management of the existing Water & Wastewater treatment plants.**

Trustee Portillo motioned to approve the consultant agreement between Mr. Ramos and the Village. Trustee Sainz had several issues concerning this agreement. He stated that Mr. Ramos was employed by the Village before and left. Trustee Garcia had the same reservations but understands that the Village is in a difficult situation with the State coming in to take over the water plant. Mayor Trujillo stated that Mr. Ramos has been overly helpful and understand the situation. Trustee Sainz stated that Mr. Ramos knows the situation because he was in charge of the plant when some of those deficiencies occurred. Mr. Ramos stated that this contract is month to month that that the Board can choose to terminate the contract at any time. He also stated that he works for Rural Water and his supervisor is aware of the time he has been spending in Tularosa. That part of his job allows him to be paid by rural water but help in Tularosa. Trustee Alexander seconded the motion. Trustee Sainz voted aye and Trustee Garcia had a no vote. The motioned carried.

**20. Trustee Robert Sainz concerning Pickup of Bagged Residential Waste for Discussion ONLY.**

Trustee Sainz stated he has had several complaints about the trash service not picking up yard waste. Trustee Garcia stated that there is a program that helps with yard waste and the Village does pick up bagged items. Jesse Payan addressed the issue with no bagged items causing maintenance and blade problems with the truck. He also stated that the Village only has one garbage truck and that it is important to take care of the one we have. If residents do not bag the trash he has to stop his route and go and clean out the container so the blades with continue to compact the trash. Trustee Sainz stated a letter should go out to the residents stating to bag the yard waste.

**21. New Business-Invoices from ALTSD paid were outstanding for project A14-1184 & A14-1185.**

Margaret Lucero stated that during last years capital outlay cycle, several invoices were not attached to the proper documentation to be paid by the funding. Ms. Lucero stated that the village has special conditions concerning grant funding and one of them is to spend out the grant funds appropriately and to comply with the documentation process. That was not being accomplished. She asked for the invoices to be paid. They were paid from the general fund.

**22. Old Business**

**23. Adjourn:**

Trustee Portillo motioned to adjourn at 7:19 pm  
Trustee Alexander seconded the motion.

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Margaret Trujillo, Mayor

ATTEST:

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Margaret Lucero, Tularosa Village Clerk

The written minutes are the official minutes of the meeting. The recorded Compact Flash are part of the minutes only for interpreting any ambiguity in the written minutes. When the minutes are approved and signed the written minutes are the official minutes of the meeting.

Minutes were approved at the April 18, 2018 meeting.