

## **Regular Meeting Minutes– October 17, 2018**

The Mayor and the Board of Trustees of the Village of Tularosa met in a Regular Meeting on Wednesday, October 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 Robert L. Sainz  
Trustee Janie Portillo  
Trustee Jeni Alexander

Also present was Sonya Gililand, deputy 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 her in the Pledge of Allegiance and the Salute to the Flag of the State of New Mexico.

- 1. Consideration of Agenda and Consent Agenda**
  - a. Minutes of September 2018-Regular & Organizational Meeting
  - b. Site & Sign Permits-September 2018
  - c. Business Registrations- September 2018
  - d. Village Bills List
  - e. Public Library Monthly Report
  - f. Next Regular Meeting-November , 2018

The Mayor called meeting to order at 6:00pm. She asked for all to stand and join her in saying the pledge of allegiance. Trustee Portillo motioned to accept the agenda and consent agenda. All members votes aye.

**2. Richard Guilez, Utility Supervisor, asking to approve the purchase of new water meters, software upgrade, wand, hand-held readers to include the installation. The total amount of \$384,750.00 can be financed by either monthly or annual payments. Quote include.**

Trustee Portillo to approve the purchase of water meters. Dave Shields, then stated we might be able to use new Colonias funding for the purchase, however if not the Board approved the monthly payment. Richard Guilez stated that the new meters can help the Village discover water leaks and issues. The new meters can also give a 90day reading.

Trustee Portillo motioned to approve the purchase of meter. All members voted aye. Motion passed.

**3. David Shield, Bohannan and Houston, update on water and sewer projects in**

## **the Village.**

David Shields stated that Colonias and CDBG grants were awarded an extension through 2019. He also stated that the repairs for the WWTP were sent to Steven Deal at NMED for approval. Ordered survey for Hagee Lane as well as Clayton Lane and the water towers.

### **4. Margaret Trujillo, Mayor, revoke business license for Down South Auto at 305 Utter Lane.**

Removed from Agenda

### **5. Janie Portillo, Village Trustee, asking to move forward with the annexation of property into the Village limits.**

Removed from Agenda

### **6. Margaret Lucero and David Shields, BH asking to approve a second location to use LGRF besides Clayton Lane.**

David Shields stated that it would be approved by resolution on next meeting.

### **7. Margaret Trujillo, Mayor, seeking approval to hire police officer with funding from general fund with approval from DFA.**

Chief Woods stated the departments needs two officers in the evenings. It will be safer for the Village and officers. Mayor agrees that we need to hire a new officer. Trustee Portillo motioned to approve the hiring. Trustee Alexander seconded the motion. All members voted aye. Motion passed.

### **8. John Montoya, Volunteer Fire Chief, asking to approve the purchase of a new mini pumper truck.**

Chief Montoya stated a 1500 gal pump with a huge production. The purchase will go through State pricing. It will be really good for narrow roads. He has funds in the Fire Department. Trustee Sainz said it will be a good purchase and a much needed truck. Trustee Portillo motioned to approve the purchase, Trustee Alexander seconded the motion. All members voted aye. Motion passed.

### **9. Janie Portillo, to approve the new employee pay scale.**

Trustee Portillo stated the Village employees are underpaid. Trustee Sainz asked about the minimum and maximum salaries and were they dependent on qualifications. Mayor explained that her vision is for employees to get raises or incentive pay in November or December. Trustee Portillo also wanted to note that becoming a permanent employee does not equal a raise.

Trustee Portillo motioned to approve the pay scale. Trustee Alexander seconded the motion. All members for aye. Motion carried.

### **10. Janie Portillo, Village Trustee asking to approve a fee increase for MVD**

**and to put the position out for hire.**

Trustee Portillo stated the office had been closed and is wanting to hire a new person. The Mayor stated she was thinking of keeping it closed. Trustee Portillo said to increase the fee for transactions, which would offset the cost to the village. Trustee Alexander motioned to approve the hiring of a new clerk and the transaction fee of \$5.00 for each transaction

**11. Margaret Trujillo, Mayor, would like to amend the personnel to include explanation of holiday pay. Regular employees and police.**

Mayor Trujillo read a memo to clarify pay for working holiday's.

**12. Margaret Trujillo, Mayor, would like to recognize the Volunteer Fire Department of Tularosa, the volunteers at the library, cemetery.**

Mayor Trujillo takes this opportunity to recognize our Village Volunteers on behalf of the board. Certificates were presented.

**13. Unscheduled Correspondence and Public Comments (3 Minutes)**

Jen Gruger, compliments the village on spending some money but wanted to know if it will affect the promised money for other projects.

Tom McKeon, was water moratorium lifting on water? What happened to capital outlay project to flush holding pond?

Chris Jones, signup sheet in back to be on email for information.

**14. Old Business:**

**15. New Business:**

**16. Adjourn: Meeting was adjourned 7:15pm**

If you are an individual with a disability who is in need of a reader, amplifier, sign language interpreter or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Village Clerk at 585-2771 at least seven (7) days prior to the meeting or as soon as possible. Public documents, including agenda and minutes, can be provided in various accessible formats. Please contact the Village Clerk at 585-2771 if a summary or other type of accessible format is needed.

---

Margaret Trujillo, Mayor

ATTEST: (seal)

---

Margaret Lucero, Village Clerk