

Regular Meeting Minutes– November 21, 2018

The Mayor and the Board of Trustees of the Village of Tularosa met in a Regular Meeting on Wednesday, November 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 Margaret Lucero Village clerk.

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 October 2018-Regular & Organizational Meeting
 - b. Site & Sign Permits-October 2018
 - c. Business Registrations- October 2018
 - d. Village Bills List
 - e. Public Library Monthly Report
 - f. Next Regular Meeting-December 9, 2018

2. Jennifer Garza, resident, would like to share a poem and recognize local student Hunter Benally.

Jen Garza presented Hunter Benally with a certificate and the Mayor read a proclamation for Hunter, naming November 21, 2018 Hunter Bernally Day in the Village of Tularosa.

3. Violet Norman, Senior Center Director, asking to approve a pay raise in the amount of \$1.00/hour for Monica Padilla.

Violet Norman was absent from the meeting. Margaret Lucero, stated that Monica is a great employee and is deserving of a raise. She is a huge asset to the senior center. Trustee Portillo motioned to approve the raise. Trustee Alexander seconded the motion. All members voted aye. Motion passed.

4. James Harper, Got Wood NM LLC, giving some information on wood, saw mill and shavings. Did not show.

5. Executive Session as per section 10-15-1(H) of the Open Meetings Act to discuss revoking a business license and the annexation of area into village limits. These items were tabled from meeting on 10-24-2018.

MOTION _____ SECOND _____ ACTION _____

Roll call Vote: _____
Garcia Sainz Portillo Alexander

Time: _____

Return: _____

MOTION _____ SECOND _____ ACTION _____

Roll call Vote: _____
Garcia Sainz Portillo Alexander

Item was removed from agenda.

6. Margaret Lucero, Village Clerk, asking to approve Gate One Web contract for the Official Village Website.

Margaret stated that this was the new design contract for the official Village website. Trustee Garcia motioned to approve the contract. Trustee Sainz seconded the motion. All members voted aye. Motion carried.

7. Margaret Lucero, Village Clerk, asking to approve the leasing of water rights for irrigation that the Village is not using.

Motion postponed

8. Margaret Trujillo, Mayor, seeking approval to give pay raises to the Dispatch officers of \$1.50/hr for the 3 full time dispatchers.

Mayor Trujillo stated that she would like to give the dispatchers a raise. They are extremely hard working and are essential part of the team. Trustee Portillo motioned approve the raise, Trustee Alexander seconded the motion. All members votes aye. Motion Carried.

9. Jennifer Gruger, Tularosa Arts and History Council, requesting support from the Village for the Luminaria display.

Jen Gruger asked for the Village to again support the Luminaria display. Jen stated that she has already talked with Margaret about what is needed and she appreciated the help from the Village. Samantha is going to help with the selling and they will use the KTB office to store and help distribute.

9. Samantha Chavez, Recreation Director, to approve an Official Christmas Tree Lighting on December 8, 2018 at James Vigil Park.

Samantha stated that this year she was hoping to get the community to come out and celebrate the Christmas spirit a tree lighting. She will have hot chocolate and cookies.

Trustee Portillo motioned to approve. Trustee Alexander seconded the motion. All members voted aye. Motion carried.

10. Margaret Lucero, Grants Coordinator, asking to approve resolution # 2018-2019-8 for Engineering Services for RFP 2019-01 Water System Improvements awarding Bohannan Huston as the engineer for the project.

Margaret stated that for the new CDBG that the RFP needed to be done again. Two proposals were turned in and Bohannan Huston was selected. Trustee Garcia motioned to approve the RFP. Trustee Alexander seconded the motion. All members voted aye. Motion carried.

11. Margaret Lucero, Village Clerk, asking to publish a notice of public hearing to Opt-In for HB 98 for municipal elections.

Margaret stated that the Village will publish the notice of ordinance. Trustee Alexander motioned to approve, Trustee Garcia seconded the motion. All members voted aye. Motion carried.

12. Janie Portillo, Trustee, asking to approve the relocation of NM Health Department and WIC to the Presbyterian Medical Building in Tularosa.

Trustee Portillo discussed that PMS has some offices available and she was looking into the possibility of moving the Health Department and WIC offices. Trustee Garcia motioned to approve the move, Trustee Alexander seconded the motion. All members voted aye. Motion carried.

13. Valerie Delgado, Finance Officer, asking to approve Resolution # 2018-2019-7, revised budget figures for line items at the Senior Center, increase in Parks for lawnmower, and to increase library funds from Otero Co. Grant.

Margaret stated this resolution was to move funds around and to increase library funds that were not carried over last budget year. Trustee Portillo motioned to approve the resolution. Trustee Sainz seconded the motion. All members votes aye. Motion carried.

14. Janie Portillo, Trustee, asking to approve the amendment to the salary rates. Changing two minimum amounts on procurement and field maintenance starting salary at \$11.00/hour and to add raises for certifications for water starting at level 1 with a \$.50/hr. Water level II \$1.00/hr. Level III, \$1.50/hour and Level IV, \$2.00/hr. Dispatchers will also gain raises for certifications for FBI training, \$.50/hr. Other Certifications are subject to Board approval for pay increase. Required Job training is not covered on this pay scale.

Trustee Portillo stated that these changes were on the approved employee pay scale. The changes are to reflect the starting pay of two classes as well as to give a pay increase for certifications. Trustee Portillo motioned to approve the pay. Trustee Sainz seconded the motion. All members voting aye. Motion carried.

15. Margaret Lucero, Grants Coordinator, asking to approve resolution 2018-2019-8 to apply for FY2019 Colonias Fund for the Water System Improvements.

Margaret and David Shields are wanting to apply again for another round of Colonias funding for the on-going water project. Trustee Portillo motioned to approve the resolution. Trustee Garcia seconded the motion. All members voted aye. Motion carried.

16. Margaret Trujillo, Mayor, Proclamation for Veterans—removed

17. Unscheduled Correspondence and Public Comments (3 Minutes)

Janie Portillo, Trustee read a poem she wrote after 9/11 honoring Veterans.

Patrick Garcia, Trustee, would like to give compliments to the Police Department. Thank you for doing a good job.

18. Old Business:

19. New Business:

20. Adjourn: 7:00pm

Margaret Trujillo, Mayor

ATTEST: (seal)

Margaret Lucero, Village Clerk