

## **Regular Meeting –June 21, 2017**

The Mayor and the Board of Trustees of the Village of Tularosa met in a Regular Meeting on Wednesday, June 21, 2017 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 Ray S. Cordova  
Trustee Robert L. Sainz  
Trustee Ray Telles  
Trustee Deanna Montoya

Trustee Garcia was running late, not here to vote for Item #1.

Also present was Monica A. Voorbach Village Clerk and the Village Attorney Jefferson Rhodes

At 6:05 P. M. Mayor Ray S. Cordova 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. Consideration of Agenda and Consent Agenda**

Trustee Ray Telles moved to consider the Agenda and Consent Agenda. Trustee Deanna Montoya, seconded the motion.

**Roll Call Vote:** Trustee Sainz, aye. Trustee Telles, aye. Trustee Montoya, aye. Motion carried with all members of the board voting aye.

### **2. Maureen Schmittle Presented a video of the Tulie Trails Organization.**

Maureen Schmittle, explained that she was not asking for funding, is in need of having a partnership. KTB- received a Grant for Vigil Park & Higuera Park. Maureen stated that the organization is working on a walking path at the Senior Center. Maureen went right into the presentation for the Board and audience.

No Action Information only.

### **3. Carlos Torrez of Poms and Associates Risk Management Services at no cost to the Village as the broker and requesting a vote going into 2017 fiscal year.**

Mr. Torrez, introduced himself and his experience and how their company works with (NMSI), New Mexico Self Insurers. They would provide Risk Management services and will be the broker between the NMSI and the Village. Trustee Garcia stated that after reviewing all the documents provided that he would like to do some more research and be able to talk with Mr. Randi VanVlek, the attorney of New Mexico Municipal League and have the Village Attorney to look into it. Mr. Torres agreed for the Council to do its Due Diligence.

Trustee, Patrick Garcia made a motion to take no action on Item #3. Trustee Deanna Montoya, seconded the motion.

**Roll Call Vote:** Trustee Garcia, aye. Trustee Sainz, aye. Trustee Telles, aye. Trustee Montoya, aye. Motion carried with all members of the board voting aye.

**4. Ashok Pothuca, recommending to open a Pharmacy in the Village of Tularosa requesting a letter of recommendation.**

Mr. Ashok Pothuca, explained the need of opening a Pharmacy in the Village of Tularosa. He did meet with several people in the community and got some input. The closing of the Pharmacy made an impact in the Village community. People are driving 13 to 14 miles just to get their prescriptions and having to wait. There are several people that can't afford to go to Alamo or Ruidoso to get their prescriptions or have a vehicle. Mr. Pothuca, has helped open 4 pharmacies, one in Springer, Angel Fire, Questa, and Lordsburg. The council stated they welcome this with open arms and that this will bring employment to the town. Mayor asked the square foot that would be needed for the facility because the medical building was designed to have a pharmacy located in the building. Mr. Pothuca, stated the hours will be restricted with Dr. Office. Mayor Ray Cordova stated that we would prepare a letter of recommendation for Mr. Pothuca for the need of a Pharmacy in the Village of Tularosa.

Trustee Patrick Garcia, Telles made a motion to approve. Trustee, Ray Telles seconded the motion

**Roll Call Vote:** Trustee Patrick Garcia, aye. Trustee Deanna Montoya, aye. Trustee Robert Sainz, aye. Trustee Ray Telles, Aye. Motion carried with all members of the Board voting Aye.

**5. Steven A. Chavez, requesting to waive sewer hookup fee of 800 dollars for 112 Lane Rita Lopez Lane.**

Steve Chavez stated his Septic tank had caved in and he talked to some of the employees and they told him that all he had to do is get a licensed plumber, get them to cut into it. Steve stated that he had purchased the land and cut up to the tap. Then that they had received a bill for 800 dollars and wanted to see if they would waive that fee. The Village did not work or help in getting the line to the sewer or to tap in the line. Sally Singleton, Village Billing Clerk mentioned the tap in fee for the sewer. Liz Chavez, resident of 112 Rita Lopez Lane stated that Sally did and the reason she is asking that if you live in the city limits that they should have access to city sewer and has lived in the resident for 28 years. Their in-laws had lived there over 40 years and tried to have it done. They have been loyal customers over 28 years and did not have access to city sewer and their septic tank collapsing, they would like to have the fee waived. Trustee Patrick Garcia had some research done why this fee has been so high. Trustee Patrick Garcia would like the board to lower the fee and would be brought up for discussion. Jeff Rhodes, stated there is a problem of waiving fees is violating the anti-donation clause. Modifying fee is ok would be a legislative decision. There is no basis for waiving hook up fees because if someone has an issue or cannot pay. The New Mexico Constitution very clearly states that would be a violation in the anti-donation. The General justification for having a tap in fee whether doing the tap or not is part of the cost of the entire system. The fee in the pool allows us to maintain entire system. We are not allowed to use that in our General Fund, it stays in the infrastructure account that has nothing to do with anything but utilities. The 800 dollars stays in the Water or Sewer fund. However Jeff stated that the Village can swap of easement for a hookup fee. The Village will trade service for easement to allow use of the services. The service of 15ft easement would be a legal description and name of properties owner. Once the document is signed giving the easement, the Chavez's are entitled to hook up to the water and sewer at no charge.

Trustee Patrick Garcia, made a motion to approve and modify the 800 dollar hookup fee for water and sewer for an easement fee in the property in perpetuity except in easement in lieu of the 800 dollars. Trustee, Deanna Montoya seconded the motion

**Roll Call Vote:** Trustee Patrick Garcia, aye. Trustee Deanna Montoya, aye. Trustee Robert Sainz, aye. Trustee Ray Telles, Aye. Motion carried with all members of the Board voting Aye.

**6. David Forjan, would like to ask the Board of Trustees to offer more help to the Animal Shelter.**

No ACTION TAKEN. Item Skipped

**7. Vern Carner, requesting to approve the expansion of the Broken Wings Storage on the East section after split.**

Trustee Patrick Garcia made a motion to Post Pone. Trustee Robert Sainz seconded the motion.

**Roll Call Vote:** Trustee Patrick Garcia, aye. Trustee Deanna Montoya, aye. Trustee Robert Sainz, aye. Trustee Ray Telles, Aye. Motion carried with all members of the Board voting Aye.

**8. David Shields for Bohannon Huston, Inc. requesting to approve a Task order for Engineering Services.**

David Shields, discussed that Bohannon Huston would like to submit a task order to do work at the Waste Water Treatment Plant. Bohannon Huston usually does only Water Projects for the Village of Tularosa. Given the resent problems at Waste water Treatment plant. Operator Ray Ramos asked to help him out at Waste Water Plant and do evaluations and design of making repairs to the whole recreation basin. Mr. Ramos is under a dead line, July 17, 2017 to transfer his flows at the Waste Treatment Plant to the old aeration basin and out of the bio lex system so they can make repairs their. When he started doing that Mr Ramos noticed leaks on the old Aireation Basin. So he was unable to divert the float at the time. Bohannon Huston does not want to have any conflict with any other consulting firms. Bohanna Huston has a contract with the Village of Tularosa in water and Bohannon Huston is asking to approve the request of Mr. Ramos to assist with the issues at Waste water Treatment Plant.

Trustee Patrick Garcia made a motion to approve. Trustee Ray Telles seconded the motion.

**Roll Call Vote:** Trustee Patrick Garcia, aye. Trustee Robert Sainz, aye. Trustee Deanna Montoya, aye. Trustee Ray Telles, Aye. Motion carried with all members of the Board voting Aye.

**9. Jennifer Gruger, requesting approval for Michael Torrez \$1.00 pay increase from \$7.50 to \$8.50 an hour, with not more than 35 hours a week, under the Temporary Employment Agreement based on Chapter II, Section 20.01, Paragraph E of The Village of Tularosa Employee Personnel Policy.**

Jennifer Gruger, stated that Mr. Torrez is a good employee and very helpful. He has a good relationship with Ronald Borden, cook for Tularosa Senior Center Program.

Trustee, Robert Sainz made a motion to approve. Trustee Patrick Garcia seconded the motion.

**Roll Call Vote:** Trustee Patrick Garcia, aye. Trustee Robert Sainz, aye. Trustee Deanna Montoya, aye. Trustee Ray Telles, Aye. Motion carried with all members of the Board voting Aye.

**10. Approval of new hire of Janet Penny with the Tularosa Senior Program at \$12.00 an hour with a 6 month probation DOH 6/05/2017.**

Jennifer Gruger, stated Janet Penny comes to the table with coordination skills and worked for the Alamo Senior center. Works great with the Seniors and the Seniors love her.

Trustee, Deanna Montoya made a motion to approve. Trustee, Robert Saint seconded the motion.

**Roll Call Vote:** Trustee Patrick Garcia, aye. Trustee Deanna Montoya, aye, Trustee Robert Sainz, aye. Trustee Ray Telles, Aye. Motion carried with all members of the Board voting aye

**11. Jennifer Gruger, Representing Tularosa Arts & History Council to speak on the Down Town MRA Plan Draft.**

Jennifer Gruger, discussed the Census Planning which is the group that came down to secure a grant to have them look in to and develop a Metropolitan Revitalization plan for specific areas of Tularosa. The Census Planning asked for a zoning map and the Village does not have a good one available. So they re-did a Zoning map for the Village. One of the recommendation of the MRA Plan states an issue, was the land use and Zoning. Commercial Zoning along St. Francis Drive South of Higuerra Ave. is only 160m ft. in depth, commercial zone line do not match property or parcial lines which discourages the development of the entire parcial. Commercial zoning should be mapped to follow the parcial lines and extended to 3<sup>rd</sup> street. The plan is in a Draft form now and that its ready for review to have a stake holders meeting and give the community an opportunity to see the draft, make any changes and then a final adoption, is made through the Village

Board in order to finish the scope of work.

**NO ACTION TAKEN --- DISCUSSION ONLY IN THE MATTER**

**12. Jennifer Gruger, Information of the end of Senior Program year report on services and successes.**

Jennifer Gruger, explained the success and achievements for the Program. The program not just served meals, give rides and take hot food to those home bound, they provided one on one assistance to the Seniors in need, they have had dances and several activities. Since July 1, 2016 the program has served 14,905 meals, delivered 4,049 meals including frozen meals for the weekend service. Also provided 2,479 rides to those who weren't able to transport themselves to the center, Dr. appointments, Food pantry, grocery store. The Senior Program has increased home deliveries from 17 to 28. A couple of projects are coming into effect, Holloman has picked the Tularosa Senior Center to pick their big give event. Which means 5 to 10 families will have free labor to their homes. Jennifer would like to have a fund raising for the Thrift store and would like to create an online account for some of the items that come to the thrift store that are valuable. Would like to move the shuffle board back to the Senior Center. Trustee Patrick Garcia stated his appreciation of all the hard work that Jennifer Gruger has done with all the Council in agreement.

**NO ACTION TAKEN --- DISCUSSION ONLY IN THE MATTER**

**13. Approval of new hire Megan Atkins as the Motor Vehicle Clerk with a 6 month probation @ 10.00 hour DOH – 5/25/2017.**

Trustee Robert Sainz, made a motion to approve. Trustee, Trustee Ray Telles seconded the motion.

**Roll Call Vote:** Trustee Patrick Garcia, aye. Trustee Deanna Montoya, aye. Trustee Robert Sainz, aye. Trustee Ray Telles, Aye. Motion carried with all members of the Board voting Aye

**14. Mayor Ray Cordova, approval of \$1.00 pay raise effective July 6, 2017 for all full time employees.**

Trustee Robert Sainz, made a motion to approve. Trustee, Trustee Ray Telles seconded the motion.

**Roll Call Vote:** Trustee Patrick Garcia, aye. Trustee Deanna Montoya, aye. Trustee Robert Sainz, aye. Trustee Ray Telles, Aye. Motion carried with all members of the Board voting Aye

**15. Notification of SMSSI, declining the take over of Tularosa Senior Program. Marcia requesting for a special meeting to discuss this matter.**

Trustee Robert Sainz, made a motion to approve and have the special meeting Wednesday June 28, 2017 1:00 PM. Trustee, Trustee Ray Telles seconded the motion.

**Roll Call Vote:** Trustee Patrick Garcia, aye. Trustee Deanna Montoya, aye. Trustee Robert Sainz, aye. Trustee Ray Telles, Aye. Motion carried with all members of the Board voting Aye

**INFORMATION:** CPO- Certification of Sonya Gilligan, Monica A. Voorbach

**16. Unscheduled Correspondence and Public Comments (3 minutes)**

Trustee Robert Sainz, discussed a bad hole in the culvert coming off the highway. Why can't the Village repair it, the Mayor stated the whole culvert needs to be repaired. Also the Mayor stated he would look into it.

Trustee Ray Telles brought up about the Portar Potty at the Veterans Park, suggested that we give it a 30 day trial and if it works out that we go forward.

Trustee Patrick Garcia, mentioned about the roses on the median, asked if the Village is in charge of keeping them clean or the Keep Tularosa Beautiful (KTB). Need to keep them maintained. Mayor said he would get with Susan Flores in reference to the Roses on the medians.

**17. Old Business:**

**18. New Business:**

**19. Adjourn: 8:52 pm**

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Ray S. Cordova, Mayor

ATTEST:

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Monica A. Voorbach, 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 approved by The Board of Trustees at the Regular Meeting of July 21, 2017.