

Village of Tularosa-Regular Meeting-July 19, 2006

The Board of Trustees of the Village of Tularosa met in a Regular Meeting on Wednesday, July 19, 2006 at 7:00 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 Patrick Garcia, Trustee Margaret Trujillo, Trustee Thomas McKean, Trustee Gloria Sainz. Also present was Dianna Brusuelas Village Clerk, Valarie Delgado Finance Officer, Prestina Chavez Senior Center Director as well as Reynaldo Guilez Field Supervisor.

Absent: Attorney Jeff Rhodes

Mayor Cordova welcomed everyone and asked for all to rise for the Pledge of Allegiance.

Item 1. Consideration of Agenda and Consent Agenda

Trustee Margaret Trujillo asked to remove item 12 (Mesilla Valley Disposal Garbage Service), item 15A (line item for Dispatch Supervisor to be moved to \$13.00), item 15B (increase Patrick Maturino to \$13.00 per hour) and item 16 (Longevity Pay).

Trustee Thomas McKean moved to consider the Agenda and the Consent Agenda with the changes and was seconded by Trustee Patrick Garcia.

Roll Call Vote: Trustee Garcia, aye. Trustee McKean, aye. Trustee Sainz, aye. Trustee Trujillo, aye. Motion carried with all members of the Board voting aye.

Items on the consent agenda included the Minutes of June 12, 2006 Special Meeting, minutes of the June 19, 2006 Agenda Workshop, Minutes of the June 20, 2006 Regular Meeting, the Village Bills, Business Registrations for May and June of 2006, Site and Sign permits for June 2006 and the announcement of the next Regular Meeting for August 15, 2006.

Item 2. Approval of Adoption of Resolution 2005-06-28 William A. Hill and J. Denise Griswold-Hill Property Purchase together with Special Warranty Deed

Trustee Thomas McKean moved to approve Resolution 2005-06-28 for William Hill to purchase 2.79 acres and was seconded by Trustee Margaret Trujillo.

Roll Call Vote: Trustee Garcia, aye. Trustee McKean, aye. Trustee Sainz, aye. Trustee Trujillo, aye. Motion carried with all members of the Board voting aye.

Item 3. Approval of Adoption of Resolution 2006-07-1 along with Agreement with Southeastern Economic Development District/COG

Trustee Margaret Trujillo moved to approve Resolution 2006-07-01 along with the Agreement with Southeastern Economic Development District and was seconded by Trustee Thomas McKean.

Roll Call Vote: Trustee Garcia, aye. Trustee McKean, aye. Trustee Sainz, aye. Trustee Trujillo, aye. Motion carried with all members of the Board voting aye.

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Item 4. Prestina Chavez-Appointment of Steven Whittaker as Activities Coordinator-DOH June 22, 2006-Six months probation at \$7.50

Trustee Margaret Trujillo moved to approve Steven Whittaker as Activities Coordinator with the date of hire as June 22, 2006 with 6 months probation at \$7.50 per hour and was seconded by Trustee Thomas McKean.

Roll Call Vote: Trustee Garcia, aye. Trustee McKean, aye. Trustee Sainz, aye. Trustee Trujillo, aye. Motion carried with all members of the Board voting aye.

Item 5. Patrick Maturino-Approve Temporary Employment Agreement with Lois Atchison as per Chapter II, Section 20.01, paragraph E of the Tularosa Employee Personnel Policy

Trustee Thomas McKean moved to approve the Temporary Employment Agreement with Lois Atchison and would like to add at \$7.00 per hour. Motion was seconded by Trustee Patrick Garcia. Village Clerk Dianna Brusuelas asked about the time and Trustee Thomas McKean stated the time was on the Agreement from July 20, 2006 to August 20, 2006.

Roll Call Vote: Trustee Garcia, aye. Trustee McKean, aye. Trustee Sainz, aye. Trustee Trujillo, aye. Motion carried with all members of the Board voting aye.

Item 6. Information Only: Letter of Resignation Ronald Saavedra Effective July 14, 2006

Mayor Ray Cordova accepted the letter of resignation of Ronald Saavedra and stated that he would be missed.

Item 7. Richard Gutierrez-Award Tularosa Library Construction to Lancon

Mr. Richard Gutierrez stated that a mandatory pre-conference was held and that Mr. Lance Giest was the only one present so he recommended that Lancon be awarded the bid.

Trustee Thomas McKean moved to award the bid to Lancon at \$99,640.00. Trustee Gloria Sainz seconded the motion. It was stated that the bid amount did include Gross Receipts Tax.

Roll Call Vote: Trustee Garcia, aye. Trustee McKean, aye. Trustee Sainz, aye. Trustee Trujillo, aye. Motion carried with all members of the Board voting aye.

Item 8. Rick Gutierrez-Prioritize projects for infrastructure Capital Improvement Plan (ICIP)

After discussing several items Trustee Thomas McKean moved to prioritize the items as follows: (1) Senior Center (2) Sedimentation Pond (3) Wells, buying or digging (4) Village Yard Equipment (5) Recreation/Swimming Pool with bubble (6) Water and Sewer Lines (7) Fire Department and was seconded by Trustee Patrick Garcia.

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Roll Call Vote: Trustee Garcia, aye. Trustee McKean, aye. Trustee Sainz, aye. Trustee Trujillo, aye. Motion carried with all members of the board voting aye.

Item 9. Mayor-Change Maximum Salary Ranges-Community Center Custodian Jr. Level to \$14.00 and Certified Dispatcher Lead Dispatcher to \$16.00

Trustee Thomas McKean moved to change the title of Custodian Jr. Level to Assistant Custodian and to change the maximum range to \$14.00 and to include it in the policy manual. Trustee Thomas also moved to divide the question. Trustee Patrick Garcia seconded the motion.

Roll Call Vote: Trustee Garcia, aye. Trustee McKean, aye. Trustee Sainz, aye. Trustee Trujillo, aye. Motion carried with all members of the board voting aye.

Trustee Thomas McKean then moved to add that the Lead Dispatcher should be NCIC and TAC qualified and to change the maximum range to \$16.00 for a Certified Lead Dispatcher, the motion was seconded by Trustee Margaret Trujillo.

Roll Call Vote: Trustee Garcia, aye. Trustee McKean, aye. Trustee Sainz, aye. Trustee Trujillo, aye. Motion carried with all members of the Board voting aye.

Item 10. Chief Sackman-Hired certified Police Corporal (Manuel Torres) at \$13.50 per hour. Date of Hire 7/12/2006 - 6 months probation

Trustee Thomas McKean moved to hire Manuel Torres at \$13.00 per hour with the date of hire July 12, 2006 with 6 months probation. Motion was seconded by Trustee Gloria Sainz.

Roll Call Vote: Trustee Garcia, aye. Trustee McKean, aye. Trustee Sainz, aye. Trustee Trujillo, aye. Motion carried with all members of the Board voting aye.

Trustee Thomas McKean moved to make a resolution to increase the line item 101-1900-41023 to \$27,040.00 and that the increase come from it's own budget. Trustee Margaret Trujillo seconded the motion.

Roll Call Vote: Trustee Garcia, aye. Trustee McKean, aye. Trustee Sainz, aye. Trustee

Trujillo, aye. Motion carried with all members of the Board voting aye.

Item 11. Kody & Azori Sparks-Requesting 2" water line in the Monterey Subdivision

The first question Mr. Sparks had was if the village determined if their property was inside the city limits or outside. The response was inside. After a much discussion Trustee Thomas McKean moved to apply to the Railroad asking permission to replace the 2" water line with a 6" water line under the bridge and running it to the intersection of Railroad Avenue and Higuera Street. Trustee Margaret Trujillo seconded the motion.

Roll Call Vote: Trustee Garcia, aye. Trustee McKean, aye. Trustee Sainz, aye. Trustee Trujillo, aye. Motion carried with all members voting aye. However the request for the 2" line was denied.

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Item 12. (deleted) Mark Olson-Mesilla Valley Disposal-Garbage Service

Item 13. Award Solid Waste Bid

Casa del Sol (Alamo Disposal) and Southwest Disposal submitted bids and it was asked if any of the companies had representatives present. Both companies had someone present. Mr. Rex McCourt answered questions for Southwest Disposal and Mr. Arturo Cardiel answered for Alamo Disposal.

Motion was made by Trustee Margaret Trujillo, seconded by Trustee Patrick Garcia to award the bid to Casa del Sol (Alamo Disposal) with the 4 year contract being reviewed yearly.

Roll Call Vote: Trustee Garcia, aye. Trustee McKean, nay. Trustee Sainz, aye. Trustee Trujillo, aye. Motion carried with all members of the Board voting aye.

Item 14. Trustee Margaret Trujillo-A. Survey of Village Limits

Motion was made by Trustee Margaret Trujillo and seconded by Trustee Patrick Garcia to have Rick Gutierrez get a price or bids for a map of the village limits to include the streets, lots and zoning on one map (color coding it) to include all annexations with boundaries.

Roll Call Vote: Trustee Garcia, aye. Trustee McKean, aye. Trustee Sainz, aye. Trustee Trujillo, aye. Motion carried with all members of the Board voting aye.

B. Departments to live within their respective budgets

Trustee Margaret Trujillo moved to have the Department Heads follow the Budget as presented now that it has been approved. Trustee Patrick Garcia amended Trustee Trujillo's motion be able to present Budget Adjustments before the Board and was seconded by Trustee Thomas McKean.

Roll Call Vote: Trustee Garcia, aye. Trustee McKean, aye. Trustee Sainz, aye. Trustee Trujillo, aye. Motion carried with all members voting aye.

Next was a second on the main motion by Trustee Thomas McKean.

Roll Call Vote: Trustee Garcia, aye. Trustee McKean, aye. Trustee Sainz, aye. Trustee Trujillo, aye. Motion carried with all members voting aye.

Item 15A. (deleted) Line Item for Dispatch Supervisor to be moved up to \$13.00

Item 15B. (deleted) Increase Patrick Maturino to \$13.00 per hour

Item 15C. Chief Sackman-Increase Lance Ledford from \$12.50 to \$13.50

Trustee Gloria Sainz moved to approve to increase Lance Ledford from \$12.50 to \$13.50.

Trustee Thomas McKean amended the motion to increase Lance Ledford to \$13.00 per hour and was seconded by Trustee Margaret Trujillo.

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Roll Call Vote: Trustee Garcia, aye. Trustee McKean, aye. Trustee Sainz, aye. Trustee Trujillo, aye. Motion carried with all members of the board voting aye.

Trustee Gloria Sainz then changed her main motion to increase Lance Ledford to \$13.00 and was seconded by Trustee Margaret Trujillo.

Roll Call Vote: Trustee Garcia, aye. Trustee McKean, aye. Trustee Sainz, aye. Trustee Trujillo, aye. Motion carried with all members of the board voting aye.

Trustee Thomas McKean proceeded to move, and Trustee Margaret Trujillo seconded to change line item 101-1900-41024 to \$27,040.00 and it be done within his own budget.

Roll Call Vote: Trustee Garcia, aye. Trustee McKean, aye. Trustee Sainz, aye. Trustee Trujillo, aye. Motion carried with all members of the board voting aye.

D. Increase Barbara Rupp from \$9.00 to \$10.00

Trustee Patrick Garcia moved and Trustee Thomas McKean seconded the motion to increase Barbara Rupp to \$9.50 per hour.

Roll Call Vote: Trustee Garcia, aye. Trustee McKean, aye. Trustee Sainz, aye. Trustee Trujillo, no. Motion carried with three ayes and one no.

E. Increase Michael Montoya from \$12.50 to \$13.00

Trustee Margaret Trujillo moved and Trustee Patrick Garcia seconded to increase

Michael Montoya from \$12.50 to \$13.00.

Roll Call Vote: Trustee Garcia, aye. Trustee McKean, aye. Trustee Sainz, aye. Trustee Trujillo, aye. Motion carried with all members of the board voting aye.

Trustee Thomas McKean then moved to increase line item 101-1900-41025 to \$27,040.00 and it be taken out of their own budget. Motion was seconded by Trustee Margaret Trujillo.

Roll Call Vote: Trustee Garcia, aye. Trustee McKean, aye. Trustee Sainz, aye. Trustee Trujillo, aye. Motion carried with all members of the board voting aye.

F. Increase Lt. Rupp from \$13.50 to \$14.00

Trustee Gloria Sainz moved to increase Chris Rupp from \$13.50 to \$14.00 and was seconded by Trustee Thomas McKean.

Roll Call Vote: Trustee Garcia, aye. Trustee McKean, aye. Trustee Sainz, aye. Trustee Trujillo, abstain. Motion carried with three members of the board voting aye and one abstention.

Item 16. (deleted) Trustee Trujillo-Longevity Pay

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Item 17. Trustee Trujillo-Village Hours

Item 18. Trustee Trujillo-Holiday Policy Change

Trustee Margaret Trujillo moved to discuss items 17 (Village Hours 18 (Holiday Policy Change) at the Parliamentary Procedure Workshop on July 31, 2006. Trustee Thomas McKean seconded the motion.

Roll Call Vote: Trustee Garcia, aye. Trustee McKean, aye. Trustee Sainz, aye. Trustee Trujillo, aye. Motion carried with all members voting aye.

Item 19. Trustee Trujillo-Leave a few slots open at Police Department to apply to village of Tulie residents only

Trustee Trujillo asked that this item be removed.

Item 20. Trustee Trujillo-Discussion of Judges Position and Pay

Trustee Margaret Trujillo moved to be allowed \$150.00 to be able to go to District Court to see if the Judges pay is legal or illegal. Mayor Ray Cordova asked if Trustee Trujillo

would argue the matter before the court. Trustee Trujillo agreed that she would. Trustee Thomas McKean seconded the motion.

Roll Call Vote: Trustee Garcia, aye. Trustee McKean, aye. Trustee Sainz, aye. Trustee Trujillo, aye. Motion carried with all members voting aye.

Item 21. Trustee Trujillo-Employees putting gas and charging it to Village need to put Car License Number and mileage on ticket.

Trustee Margaret Trujillo moved and Trustee Thomas McKean seconded that all employees putting gas in village vehicles put the license number, mileage and their signature on the ticket and include it on the policy manual.

Roll Call Vote: Trustee Garcia, aye. Trustee McKean, aye. Trustee Sainz, aye. Trustee Trujillo, aye. Motion carried with all members voting aye.

Item 22. Unscheduled Correspondence & Public Comments

Questions about the Police Department budgets currently vs. previous years.

Item 23. Old Business:

Trustee Thomas McKean:

Numbers on Police Cars-already discussed and taken care of.

Decals on Village vehicles-suggested metal signs that can be taken from vehicle to vehicle.

Fire Hydrant inspection List-waiting for list

Bill Hill Ordinance-done

New Library-done

Bid on Garbage Pick-up-done

Water rights for Mia Estates-Letter to Jeff Rhodes and ask why

Fire Hydrant on Rose & S. Bookout-needs to get done

Ordinance on ATV-Workshop on July 31, 2006 6:00 P.M.

Dangerous Dog Act-Workshop on July 31, 2006 6:00 P.M.

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Item 24. New Business:

Trustee Thomas McKean:

Personnel & Policy Changes Procedures-Workshop on July 31, 2006 6:00 P.M.

Parliamentary Procedure Handbook-Workshop on July 31, 2006 6:00 P.M.

Village of Tularosa Police Department Standard Operating Procedure Manual

(SOP) has Board reviewed-Workshop for August 10, 2006 6:00 P.M.

Trustee Thomas McKean asked if the NM Municipal League was going to review the SOP Manual. Mayor Ray Cordova stated that he would get a hold of someone from the League.

Item 25. Adjourn

At 9:20 P. M. there being no further business to come before the Board of Trustees, Trustee Margaret Trujillo moved to adjourn and was seconded by Trustee Gloria Sainz.

The written minutes are the official minutes of the meeting. The recorded tapes 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.

Ray S. Cordova, Mayor

ATTEST:

Dianna R. Brusuelas, Village Clerk

Minutes approved by the Board of Trustees at the Regular Meeting of August. 15, 2006.