

**MINUTES
VILLAGE OF LOS LUNAS
THURSDAY, MARCH 21, 2019**

The Board of Trustees of the Village of Los Lunas, County of Valencia, and State of New Mexico met Thursday, March 21, 2019 in regular session at 6:00 PM at the Council Chambers. Roll call was taken and the following were present: Mayor Charles Griego, Christopher Ortiz, Cruz Munoz and Phillip Jaramillo.

Mayor:	Charles Griego,
Mayor Pro Tem:	Christopher Ortiz
Council:	Gino Romero, excused Phillip Jaramillo Cruz Munoz

Also present were: Gregory D. Martin, Debra Sanchez, Jim Rickey, Carmelo Rodriguez, Chris Garner, Rebekah Klein, Sandy Schauer, Lisa Valenzuela, and Rick Lopez.

In accordance with Ordinance 114A, the following agenda was prepared and circulated as required:

- **CALL MEETING TO ORDER.**
 - **PLEDGE OF ALLEGIANCE.**
 - **APPROVAL OF AGENDA.**
 - **PUBLIC INPUT FORUM.**
- 1. RESOLUTION 19-08 – ACCEPTANCE AND APPROVAL OF FY 2017/2018 AUDIT.**
 - 2. APPOINTMENT OF PLANNING AND ZONING COMMISSIONER – DISTRICT 2.**
 - 3. APPOINTMENT OF PLANNING AND ZONING COMMISSIONER – DISTRICT 4.**
 - 4. CONTRACT – REQUEST PERMISSION TO ENTER INTO CONTRACT FOR FINANCIAL SERVICES FOR THE VILLAGE OF LOS LUNAS (ADMINISTRATION DEPARTMENT).**
 - 5. EXECUTIVE SESSION:**
 - a) Hire Community Development Director – Community Development Department.**
 - b) Hire Finance and Administrative Services Director – Administration Department.**
 - 6. APPROVAL OF MINUTES:**
 - a. Minutes from March 7, 2019 Council Meeting.**
 - 7. ADJOURNMENT.**

- **CALL MEETING TO ORDER.**

At 6:00 PM, Mayor Griego brought the meeting to order and welcomed the audience.

- **PLEDGE OF ALLEGIANCE.**

Mayor Griego asked Chris Garner to lead the Council and audience in the Pledge of Allegiance. Councilman Romero is excused this evening.

- **APPROVAL OF AGENDA.**

Mayor Griego asked if there were any changes or corrections to the council agenda – there were none. Mayor Griego asked for a motion to the council agenda.

APPROVAL: Motion to approve council agenda
MOVED: Councilman Ortiz
SECONDED: Councilman Munoz
CARRIED: Motion passed on a vote of **3 (Councilman Ortiz – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.**

- **PUBLIC INPUT FORUM.**

Mayor Griego asked if there was anyone in the audience who wanted to speak to Council that did not have an item that was on the council agenda. Mr. Carmelo Rodriguez approached the podium – he wanted to talk about the zoning code regarding garage sales in Los Lunas. Mayor Griego asked Mr. Rodriguez to write down his concerns, give to Mr. Gregory Martin, and address before the next meeting.

1. RESOLUTION 19-08 – ACCEPTANCE AND APPROVAL OF FY 2017/2018 AUDIT.

Ms. Monica Clarke presented item one. Before you, this evening is resolution 19-08 for the acceptance and approval of fiscal year 2017/2018 audit. The resolution is new this year – a new requirement by Department of Finance and Administration. Monica introduced Mr. Chris Garner – he will be going over some of the highlights of the audit. Mayor and Village Administrator were present at the exit conference. Chris went over the responsibilities as auditors for the Village. The Village received an unmodified opinion or what they call a clean opinion – the financial statements are fairly presented. This is the highest level of assurance that they can give as an auditor. Mr. Garner proceeded with the explanation of the audit. There were three findings this year – the first with cash disbursements (old contracts that had expired – these have already come to council) – these are the lowest level of findings in the State of NM. The next as Solid Waste – trashcans are not monitored (inventoried), the last finding was a late audit. Everything has been approved. Chris asked if there were any questions. Mayor thanked Monica – this is her last year (retiring). Mayor Griego asked for motion from Council.

APPROVAL: Motion to approve resolution 19-08
MOVED: Councilman Jaramillo
SECONDED: Councilman Munoz
CARRIED: Motion passed on a vote of **3 (Councilman Ortiz – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.**

2. APPOINTMENT OF PLANNING AND ZONING COMMISSIONER – DISTRICT 2.

Ms. Erin Callahan presented item two. This item is for the appointment of District 2 Commissioner – Councilman Gino Romero has recommended Terri Ulibarri. Mayor Griego asked for a motion from council.

APPROVAL: Motion to approve reappointment of Terri Ulibarri
MOVED: Councilman Ortiz
SECONDED: Councilman Munoz
CARRIED: Motion passed on a vote of **3 (Councilman Ortiz – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.**

3. APPOINTMENT OF PLANNING AND ZONING COMMISSIONER – DISTRICT 4.

Ms. Erin Callahan presented item three. This item is for the appointment of District 4 Commissioner – Councilman Phillip Jaramillo has recommended the reappointment of Marcia Spencer. Mayor Griego asked for a motion from council.

APPROVAL: Motion to approve reappointment of Marcia Spencer.
MOVED: Councilman Jaramillo
SECONDED: Councilman Munoz
CARRIED: Motion passed on a vote of **3 (Councilman Ortiz – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.**

4. CONTRACT – REQUEST PERMISSION TO ENTER INTO CONTRACT FOR FINANCIAL SERVICES FOR THE VILLAGE OF LOS LUNAS (ADMINISTRATION DEPARTMENT).

Councilman Cruz Munoz has a conflict of interest – he stepped down and excused himself from item four.

Mr. Gregory Martin presented item four. This item is for consideration of a contract for financial services for the Village of Los Lunas. Our current Finance Officer is retiring – we have gone through the recruitment process but have not brought on the individual. In the meantime, Monica Clarke will be the contractor and will continue to provide services that we need during the interim. Mayor asked if there were any questions from council – there were none. Mayor Griego asked for a motion from council.

APPROVAL: Motion to approve
MOVED: Councilman Jaramillo
SECONDED: Councilman Ortiz
CARRIED: Motion passed on a vote of **2 (Councilman Ortiz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.**

5. EXECUTIVE SESSION.

Mayor Griego announced that the Council would be going into executive session pursuant to NMSA 1 the following matters would be discussed in closed session: request to hire Community Development Director and hire Finance and Administrative Services Director.

APPROVAL: Motion to go into executive session pursuant to NMSA 1978 Section 10-15-1 (H) (2).
MOVED: Councilman Ortiz
SECONDED: Councilman Jaramillo
CARRIED: Motion passed on a vote of **3 (Councilman Ortiz – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.** 6:20PM

At 7:12PM, Mayor Griego asked for a motion from Council indicating that they discussed a request to hire a Community Development Director and hire a Finance and Administrative Services Director.

APPROVAL: Motion to approve
MOVED: Councilman Jaramillo
SECONDED: Councilman Munoz
CARRIED: Motion passed on a vote of **3 (Councilman Ortiz – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.**

For the position of Community Development Director – Mayor put up the name of Daniel Ungerleider.

APPROVAL: Motion to approve
MOVED: Councilman Ortiz
SECONDED: Councilman Munoz
CARRIED: Motion passed on a vote of **3 (Councilman Ortiz – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.**

For the position of Finance and Administrative Services Director – Mayor put up the name of Rebekah Klein.

APPROVAL: Motion to approve
MOVED: Councilman Jaramillo
SECONDED: Councilman Munoz
CARRIED: Motion passed on a vote of **3 (Councilman Ortiz – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.**

6. MINUTES.

Mayor Griego asked if there were corrections to the council minutes of March 7, 2019 – there was none.

MOTION: Motion to approve March 7, 2019 minutes
MOVED: Councilman Ortiz
SECONDED: Councilman Jaramillo
CARRIED: Motion passed on a vote of **3 (Councilman Ortiz – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.**

7. ADJOURNMENT.

Council meeting adjourned at 7:14 PM.

Gregory D. Martin, Village Administrator

Charles Griego, Mayor