

**MINUTES
VILLAGE OF LOS LUNAS
THURSDAY, AUGUST 27, 2020**

The Board of Trustees of the Village of Los Lunas, County of Valencia, and State of New Mexico met Thursday, August 27, 2020 in regular session at 6:00 PM at the Council Chambers. Roll call was taken and the following were present: Mayor Charles Griego, Councilman Phillip Jaramillo, Councilman Cruz Munoz, Councilmen Christopher Ortiz, and Gino Romero. Meeting was conducted and recorded through Webex.com.

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

Also present were: Gregory D. Martin, Debra Sanchez, and Martin Callahan.

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

- 1. APPOINT VOTING DELEGATE AND ALTERNATE – 2020 NMML ANNUAL CONFERENCE.**
- 2. PUBLIC DISCUSSION OF THE VILLAGE OF LOS LUNAS INFRASTRUCTURE NEEDS AND PRIORITIES FOR 2022-2026 INFRASTRUCTURE CAPITAL IMPROVEMENT PLAN (ICIP).**
- 3. RESOLUTION 20-23 – AUTHORIZING THE ASSIGNMENT OF THE AUTHORIZED OFFICERS(S) OR AGENT(S).**
- 4. RESOLUTION 20-24 – RATIFYING THE DONATION AND EXECUTION OF A TEMPORARY CONSTRUCTION PERMIT.**
- 5. MEMORANDUM OF AGREEMENT (MOA) –NM 314 AND COURTHOUSE ROAD INTERSECTION IMPROVEMENTS, CONTROL NUMBER A300191.**
- 6. CONTRACT – REQUEST PERMISSION TO ENTER INTO CONTRACT FOR THE RECREATION DIVISION.**
- 7. ESRI CITIZEN PROBLEM REPORTER – CODE ENFORCEMENT.**
- 8. EXECUTIVE SESSION:**
 - a)** Hire FT Facility Maintenance Supervisor – Parks & Recreation Department.
 - b)** Hire FT Utility Billing Clerk – Administration Department.
 - c)** Hire FT Streets Laborer – Streets Divisions / Public Works Department.
 - d)** Hire FT Police Officer – Police Department.
- 9. APPROVAL OF MINUTES.**
- 10. 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 Councilman Cruz Munoz to lead the Council and WebEx participants in the Pledge of Allegiance.

● **APPROVAL OF AGENDA.**

Mayor Griego asked if there were any changes to the agenda – there were none. Mayor Griego asked for a motion from Council.

APPROVAL: Motion to approve council agenda.
MOVED: Councilman Ortiz
SECONDED: Councilman Jaramillo
CARRIED: Motion passed on a vote of **4 (Councilman Romero – yes; Councilman Ortiz – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.**

1. APPOINT VOTING DELEGATE AND ALTERNATE – 2020 NMML ANNUAL CONFERENCE.

Mr. Gregory D. Martin presented item one. Municipalities in good standing with the New Mexico Municipal League are allowed a voting delegate and alternate at the annual conference. Greg Martin is attending and volunteered to act as the voting delegate. Delegates are allowed to vote in electing officers, deciding municipal policy and voting at the annual business meeting. Mayor Griego asked Council if they had any questions – there were none. Mayor Griego asked for a motion from Council.

APPROVAL: Motion to approve Greg Martin as Voting Delegate.
MOVED: Councilman Romero
SECONDED: Councilman Munoz

CARRIED: Motion passed on a vote of **4 (Councilman Romero – yes; Councilman Ortiz – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.**

2. PUBLIC DISCUSSION OF THE VILLAGE OF LOS LUNAS INFRASTRUCTURE NEEDS AND PRIORTIES FOR 2022-2026 INFRASTRUCTURE CAPITAL IMPROVEMENT PLAN (ICIP).

Ms. Amanda Tenorio presented item two. Draft was given to council for their review – there were some projects that were removed which change the top projects from last year. The following are the top five projects: 1) I-25 Interchange and Bridge Construction; 2) Central Rail Park Utility Extension; 3) Carson Park Phase II Infrastructure Improvements; 4) VRECC Radio Upgrades; and 5) Castillo Street (road improvements). The projects that were funded and removed: 1) Water Line River Crossing Phase I North; 2) Water/Sewer Maintenance Facility; 3) New Graffiti Removal Equipment; and 4) NM 314 East (3310) NM6-Griego. Mayor Griego asked Council if they had any comments – Councilman Ortiz, no; Councilman Romero, would like to see the River Park/clean-up, site selection for Aquatic Center moved up on the ICIP; Councilman Munoz, no; Councilman Jaramillo agreed with Councilman Romero, but maybe an Aquatic Study instead of construction; Mayor Griego agreed regarding the River Park, moving up to #6, regarding the Aquatic Center – need to look at feasibility and how to fund the project. Also, will it be a Village project or multi-jurisdictional. Greg Martin reminded the Mayor that last year the Village did fund a study for site selection for the Aquatic Center – Molzen-Corbin competed that study. Plan was to share information with Mayor and Council at retreat (retreat was postponed indefinitely). Greg will share information with Council. Move Aquatic Center to #7 per council. Councilman Ortiz commented that he is looking for projects that are affordable – he also commented that he would like to see the Daniel Fernandez Recreation Center expansion before an Aquatic Center, the space is needed. Recap – move River Park, Aquatic Center and Daniel Fernandez expansion to top ten (6, 7, and 8). Mayor Griego asked if there was anyone from the public who had comments to please submit them to the Village Administrator.

(For discussion only)

3. RESOLUTION 23-20 – AUTHORIZING THE ASSIGNMENT OF AUTHORIZED OFFICER(S) OR AGENT(S).

Mr. Michael Jaramillo presented item three. Capital Outlay funds in the amount of \$1,500,000.00 have been appropriated to the Village of Los Lunas during the 2020 Legislative Session. Funds are for the design and construction of utility extensions to the Central Rail Park in Los Lunas. This agreement is authorizing the Mayor to sign grant agreement and authorizing Michael Jaramillo to sign all other documents necessary to fulfil the grant agreement and requirements. Mayor Griego asked if there were any questions from Council – there were none. Mayor Griego asked for a motion from Council.

APPROVAL: Motion to approve resolution 23-20.

MOVED: Councilman Jaramillo

SECONDED: Councilman Romero

CARRIED: Motion passed on a vote of **4 (Councilman Romero – yes; Councilman Ortiz – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.**

4. RESOLUTION 24-20 – RATIFING THE DONATION AND EXECUTION OF A TEMPORARY CONSTRUCTION PERMIT.

Mr. Michael Jaramillo presented item four. New Mexico Department of Transportation (NMDOT) is acquiring right-of-way for the purpose of realigning and improving the intersection of NM 314 and Courthouse Road from Park Lane to Telles Street in Los Lunas. The Village of Los Lunas (Village) is owner of certain real properties within the Improvement Area which is necessary to complete the alignment, and improvements to the intersection and which is not within the current right-of-way. The Village is not incurring an expense or loss of real property and all real property acquired (purchased) is borne by NMDOT. On July 8th 2020 Charles Griego, Mayor the Village of Los Lunas executed an agreement donating parcels of real property to NMDOT and granting easement by executing a Temporary Use Permit. This resolution is to ratify the donation and execution of a temporary construction permit signed by Mayor Charles Griego on July 8th, 2020. Hope to start project in November 2020 – six month project. Mayor Griego asked if there were any questions from Council – there were none. Mayor Griego asked for a motion from Council.

APPROVAL: Motion to approve resolution 24-20.

MOVED: Councilman Ortiz

SECONDED: Councilman Jaramillo

CARRIED: Motion passed on a vote of **4 (Councilman Romero – yes; Councilman Ortiz – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.**

5. MEMORANDUM OF AGREEMENT (MOA) – NM314 AND COURTHOUSE ROAD INTERSECTION IMPROVEMENTS, CONTROL NUMBER A300191.

Mr. Michael Jaramillo presented item five. Memorandum of Agreement (MOA) is between the New Mexico Department of Transportation (NMDOT) and the Village of Los Lunas (Village). NMDOT contemplates the letting of a contract for the construction of a highway project within the boundaries of the Village. The Village will retain maintenance responsibility of Courthouse Road after construction is completed and NMDOT will fully handle the Project and all costs, which includes Project designs, construction, testing, and acceptance. The MOA incorporates all the agreements, covenants, and understandings between the parties concerning the subject matter. All such covenants, agreements, and understandings have been merged into this written MOA. No prior MOA or understandings, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this MOA. Mayor Griego asked if there were any questions from Council – there were none. Mayor Griego asked for a motion from Council.

APPROVAL: Motion to approve MOA.
MOVED: Councilman Jaramillo
SECONDED: Councilman Munoz
CARRIED: Motion passed on a vote of **4 (Councilman Romero – yes; Councilman Ortiz – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.**

6. CONTRACT – REQUEST PERMISSION TO ENTER INTO CONTRACT FOR THE RECREATION DIVISION.

Mr. Jason Duran presented item six. Jason is requesting permission to enter into contract with Aerobics Instruction, Ms. Susan Dyer. Councilman Munoz inquired about the social distancing in the gym for aerobics. Jason replied that he is following restrictions. Mayor Griego asked for a motion from Council.

APPROVAL: Motion to approve contract for Ms. Susan Dyer.
MOVED: Councilman Ortiz
SECONDED: Councilman Munoz
CARRIED: Motion passed on a vote of **4 (Councilman Romero – yes; Councilman Ortiz – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.**

7. ESRI CITIZEN PROBLEM REPORTER – CODE ENFORCEMENT.

Ms. Erin Callahan presented item seven. Community Development has configured an ESRI GSI Code Enforcement application for the public to use to submit potential code violations in their neighborhoods (Village). Website: <https://arcg.is/190bqj>. Sonia Walker walked the Mayor/Council through a brief application process. App will be available at a later date per Erin.

8. EXECUTIVE SESSION.

Mayor Griego announced that the Council would be going into executive session pursuant to NMSA 1978 Section 10-15-1(H), the following matters may be discussed in closed session: hire FT Facility Maintenance Supervisor, FT Utility Billing Clerk, FT Streets Laborer, and Police Officer.

APPROVAL: Motion to go into executive session pursuant to NMSA 1978 Section 10-15-1 (H) (2).
MOVED: Councilman Ortiz
SECONDED: Councilman Munoz
CARRIED: Motion passed on a vote of **4 (Councilman Romero – yes; Councilman Ortiz – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.** 6:57PM

Mayor Griego asked for a motion from Council to reconvene indicating that they discussed a request to hire FT Facility Maintenance Supervisor, FT Utility Billing Clerk, FT Streets Laborer, and Police Officer.

APPROVAL: Motion to approve
MOVED: Councilman Jaramillo
SECONDED: Councilman Munoz
CARRIED: Motion passed on a vote of **4 (Councilman Romero – yes; Councilman Ortiz – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.** 7:43PM

Regarding the position of FT Facility Maintenance Supervisor, Mayor Griego recommended Mr. Diego Luna.

APPROVAL: Motion to approve
MOVED: Councilman Munoz
SECONDED: Councilman Jaramillo
CARRIED: Motion passed on a vote of **4 (Councilman Romero – yes; Councilman Ortiz – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST**

Regarding the position of FT Utility Billing Clerk, Mayor Griego recommended Ms. Demiree Moore.

APPROVAL: Motion to approve
MOVED: Councilman Ortiz
SECONDED: Councilman Munoz
CARRIED: Motion passed on a vote of **4 (Councilman Romero – yes; Councilman Ortiz – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST**

Regarding the position of FT Streets Laborer, Mayor Griego recommended Mr. Dominic Anzures.

APPROVAL: Motion to approve
MOVED: Councilman Romero
SECONDED: Councilman Jaramillo
CARRIED: Motion passed on a vote of **4 (Councilman Romero – yes; Councilman Ortiz – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST**

Regarding the position of FT Police Officer, Mayor Griego recommended Ms. Nanci Najera.

APPROVAL: Motion to approve
MOVED: Councilman Munoz
SECONDED: Councilman Ortiz
CARRIED: Motion passed on a vote of **4 (Councilman Romero – yes; Councilman Ortiz – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST**

9. MINUTES.

Mayor Griego asked if there were corrections to the council minutes of July 23, 2020 – there were none.

MOTION: Motion to approve.
MOVED: Councilman Ortiz
SECONDED: Councilman Munoz
CARRIED: Motion passed on a vote of **4 (Councilman Romero – yes; Councilman Ortiz – yes; Councilman Munoz – yes; Councilman Jaramillo – yes) FOR AND 0 AGAINST.**

10. ADJOURNMENT.

Council meeting adjourned at 7:50PM.

Gregory D. Martin, Village Administrator

Charles Griego, Mayor

