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**BOARD OF TRUSTEES
TOWN OF MESILLA
MEETING
MONDAY, JUNE 27, 2011
6:00 P.M.**

TRUSTEES: Nora L. Barraza, Mayor
Jesus Caro, Mayor Pro Tem
Carlos Arzabal, Trustee
Sam Bernal, Trustee
Linda L. Flores, Trustee

STAFF: Nick Eckert, Town Clerk
Ashley Echavarria, Special Events Coordinator
Jeff Gray, Marshal
Kevin Hoban, Fire Chief
Debbie Lujan, Public Works Director
Gloria Maya, Recorder

PUBLIC: Alexandra Hall

OPENING CEREMONIES

A. Pledge of Allegiance

Mayor Barraza led the Pledge of Allegiance.

B. Presentation of American Flag, donated by the Disabled American Veterans Chapter of the Three Crosses No. 38 for the Parque de los Veteranos. Phil Schneider.

Mr. Michael Strubarb presented the American Flag for use at the Parque de Los Veteranos.

Mayor Barraza thanked them for their donation.

ROLL CALL AND DETERMINATION OF A QUORUM

Roll Call.

Present: Mayor Barraza, Mayor Pro Tem Caro, Trustee Arzabal, Trustee Bernal, Trustee Flores.

CHANGES TO THE AGENDA

Trustee Arzabal asked to move items #7, #9, #10 and #12 to the consent agenda.

Mayor Barraza gave a brief history on each of the items being requested to place on the consent agenda. She asked to postpone item #8 since there are a few items that need to be worked out and get clarification on. Item #10 will be left on the agenda for further discussion.

Motion: To accept the agenda as amended, **Moved by** Trustee Arzabal, **Seconded by** Trustee Bernal.

1
2 **Roll Call Vote:** Motion passed (**summary:** Yes = 4).

3 Mayor Pro Tem Caro Yes

4 Trustee Arzabal Yes

5 Trustee Bernal Yes

6 Trustee Flores Yes

7
8 **ACCEPTANCE OF THE CONSENT AGENDA**

9
10 **Motion:** To accept the consent agenda as amended, **Moved by** Trustee Arzabal, **Seconded by**
11 Trustee Bernal.

12
13 Trustee Flores stated she wants to insure item #6 is approved with the conditions placed by the
14 Planning and Zoning.

15
16 Mr. Eckert responded the Planning and Zoning recommends approving the 24 square foot sign.

17
18 Trustee Flores inaudible (7:27)

19
20 Mr. Caro inaudible (8:43)

21
22 **Roll Call Vote:** Motion passed (**summary:** Yes = 4).

23 Mayor Pro Tem Caro Yes

24 Trustee Arzabal Yes

25 Trustee Bernal Yes

26 Trustee Flores Yes

27
28 **BOT MINUTES:**

- 29 1. Special Meeting 6-7-11
- 30 2. Regular Meeting 6-13-11

31
32 **PZHAC BUSINESS:**

- 33 3. Case 011060; 2652 Calle Primera, Samuel Kane, building permit for a wall. Zone: HR.
34 *Approved by consent agenda*
- 35 4. Case 011055; 2510 Calle del Oeste, Gilbert & Maggie Madrid, summary subdivision to
36 take three deeded lots and reduce to two lots. Zone: HR. *Approved by consent agenda*
- 37 5. Case 011051; 2669 Calle de Principal, Kelley Ann Noel, modifications to previously
38 approved house plans. Zone: HR. *Approved by consent agenda*
- 39 6. Case 011061; 1701 Calle de Mercado, Jessica Tharp, sign permit for Steel Magnolia
40 Boutique & Company. Zone: C. *Approved by consent agenda*

41
42
43 **NEW BUSINESS:**

- 44 7. For Consideration: A Resolution authorizing the Town of Mesilla to participate in the
45 Local Government Road Fund (LGRF) and request a hardship match waiver administered
46 by the New Mexico Department of Transportation for FY 2011-2012. *Debbie Lujan,*
47 *Public Works Director. Approved by consent agenda*

48
49 **Roll Call Vote:** Motion passed (**summary:** Yes = 4).

50 Mayor Pro Tem Caro Yes

51 Trustee Arzabal Yes

1 Trustee Bernal Yes
2 Trustee Flores Yes

3
4 8. For approval: a resolution accepting the Jornada Water system in the Raasaff Hills
5 vicinity. *Debbie Lujan, Public Works Director. Postponed*

6
7 9. For approval: a resolution authorizing the write-off of uncollected utility accounts from
8 the list of accounts receivable. *Nick Eckert, Town Clerk/Treasurer. Approved by consent*
9 *agenda*

10
11 **Roll Call Vote:** Motion passed (**summary:** Yes = 4).

12 Mayor Pro Tem Caro Yes

13 Trustee Arzabal Yes

14 Trustee Bernal Yes

15 Trustee Flores Yes

16
17 10. For approval: a memorandum of understanding between New Mexico Taxation &
18 Revenue Department's Motor Vehicle Division & the Town of Mesilla for user access to
19 NM Interactive Online Services for Driver Monitoring. *Nick Eckert, Town*
20 *Clerk/Treasurer.*

21
22 Mr. Eckert stated this is a program that the MVD offers to municipalities. Our current driver list
23 will be input and a monthly report will be made available for our review in order to keep better
24 track of our employees.

25
26 Mayor Barraza asked who would have access to this program.

27
28 Mr. Eckert responded multiple users can be assigned.

29
30 Mayor Barraza asked if it would be for the public.

31
32 Trustee Flores inaudible (11:12)

33
34 Mr. Eckert responded this is to be proactive.

35
36 **Motion:** To approve a memorandum of understanding between New Mexico Taxation &
37 Revenue Department's Motor Vehicle Division & the Town of Mesilla for user access to NM
38 Interactive Online Services for Driver Monitoring, **Moved by** Trustee Arzabal, **Seconded by**
39 Mayor Pro Tem Caro.

40
41 **Vote:** Motion passed (**summary:** Yes = 4).

42 **Yes:** Mayor Pro Tem Caro, Trustee Arzabal, Trustee Bernal, Trustee Flores..

43
44 Marshal Gray recommended Mr. Lance Shepan to fill the vacant position in the Marshal's
45 Department. Mr. Shepan will become the SRO in the fall. Gave a brief history of Mr. Shepan's
46 experience.

47
48 Mayor Barraza stated she had an opportunity to visit with Mr. Shepan and feels he will be an
49 asset to the SRO program.

50

1 Mayor Pro Tem Caro state before he votes for anyone he would like to see a pool of backgrounds.
2 He also wants to insure a background check has been done.

3
4 Marshal Gray stated he has a background check from his previous employer, Dona Ana Sheriff's
5 Department. He resigned by his own free will to come to the Town of Mesilla.

6
7 Mayor Barraza stated she is adamant about conducting background checks and that references are
8 contacted.

9
10 Mayor Pro Tem Caro stated he probably does have good references, but to him he wants to
11 consider why someone would leave a large force to come to Mesilla.

12
13 Marshal Gray responded he interviewed 4 people and Mr. Shepan was the best qualified.

14
15 Mayor Pro Tem Caro responded this is a plus to us and would like to hear from Mr. Shepan.

16
17 Mr. Shepan stated he left the Sheriff's Department because of the direction it was going. The
18 human factor has been taken out of the realm. He has worked with students the majority of his
19 career.

20
21 Mayor Pro Tem Caro inaudible (18:19) Mesilla is working for the safety of the people. We
22 want people with people skills to make the community feel they have a friend.

23
24 Mayor Barraza indicated he will be an SRO officer when school starts. The Las Cruces Public
25 Schools Associate Superintendent wants the SRO to visual at the school sites and to work with
26 staff and students. She felt that Mr. Shepan had all those strengths and will be an asset to the
27 town.

28
29 **Motion:** For approval of Mr. Lance Shepan to the Mesilla Marshal's Department, **Moved by**
30 **Trustee Arzabal, Seconded by** Mayor Pro Tem Caro.

31
32 **Vote:** Motion passed (**summary:** Yes = 4).

33 **Yes:** Mayor Pro Tem Caro, Trustee Arzabal, Trustee Bernal, Trustee Flores.

34
35 Marshal Gray indicated Mr. Shepan will begin tomorrow.

36
37 11. For approval: NM Clean and Beautiful grant. Ashley Echavarria, **Event Coordinator.**
38 **Approved by consent agenda**

39
40 12. Update on drought conditions, burn and fireworks ban. **Kevin Hoban, Fire Chief.**

41
42 Fire Chief Hoban gave a presentation on the drought conditions, burn and fireworks ban.
43 Presentation available in the Town Clerk's office.

44
45 Mayor Pro Tem Caro inaudible (23:07)

46
47 Trustee Flores asked if it is still recommended to have the firework display.

48
49 Fire Chief Hoban responded we are still planning to hold the display. The field that is being used
50 for the display is clear of vegetation; there is a 300 ft. distance that is required around the display

1 area. He will have a crew on standby during the display. It was the consensus that if we cancel
2 the display people will go buy fireworks and throw their own.

3
4 Mayor Barraza stated everyone should feel free to call Fire Chief if there are any questions.

5
6 13. FY 2010-2011 end of year budget update. *Nick Eckert, Town Clerk/Treasurer.*

7
8 Mr. Nick Eckert gave a presentation of the FY 2010-2011. Presentation available in the Town
9 Clerk's office. Everyone has been managing their budgets quite well.

10
11 Trustee Arzabal stated it is important that we are business friendly and thanked the board for their
12 efforts. He feels things are going well.

13
14 Mayor Barraza stated staff needs to be commended for doing a great job of staying within their
15 budgets. We had some unforeseen expenses but we were fortunate that we did have funds to take
16 care of those expenses. She is happy to say that we have been able to build up our reserve and we
17 are hoping that the trend continues. Staff has done a great job of staying within their budget and
18 still being able to provide service to the residents and businesses.

19
20 Mayor Pro Tem Caro thanked staff and shares the same feeling that staff should be commended.

21
22 Mr. Eckert thanked everyone and appreciates all their help.

23
24
25 **PUBLIC COMMENTS:**

26
27 Ms. Alexandra Hall stated she has done some research at the library and has found a very suitable
28 cabinet to place the town's communication at the Post Office. The building owner would like to
29 be the one installing the cabinet. She asked how they want her to proceed.

30
31 Mayor Barraza asked her to give that information to Ms. Lujan and informed her they had not
32 forgotten her request.

33
34 Ms. Hall request that there be 3 columns; Board of Trustees, Planning and Zoning and coming
35 events.

36
37 Mr. Reymundo Reyes stated he is concerned with the subdivision behind his home, Summer
38 Grove. He would like paperwork to see if they are in compliance. He is concerned with flooding
39 that has been taking place.

40
41 Mayor Barraza responded Fire Chief Hoban has reported there has been flooding in the area.
42 Recommends Mr. Reyes come in and speak to Mr. Eckert.

43
44 Mr. Reyes indicated he feels the ditch is very close to his home and is going to ruin the
45 foundation of his home.

46
47 Mayor Barraza responded he needs to come in and speak to Mr. Eckert and someone will go to
48 the area and do an evaluation.

49
50 Mayor Pro Tem Caro stated they also need to see what they are planning for the future.

51

1 Judge Frieze indicated with item #10 it will be open to whoever has a computer.

2
3 Mayor Barraza responded she believes a password will be needed.

4
5 Judge Frieze stated a lot of people do not need a password. If you want the information on one
6 of the employees the court would provide that information to you. Vehicle registrations and liens
7 should have nothing to do with this government.

8
9 Mayor Barraza responded she believes that service is already available and is being offered to us.

10
11 Mr. Eckert responded we currently utilize SAMBA Fleet Watch which is required through NM
12 Self-Insurer Fund to get the insurance rate that we get. This is an additional component.

13
14 Mayor Barraza asked if this is available throughout the state for any business.

15
16 Mr. Eckert responded any municipality insured by New Mexico Self Insurers is required to have
17 the SAMBA component. He does not know how many are using the state component. There are
18 certain things could affect our insurance rates so this would be helpful.

19 Would not allow an employee

20
21 Judge Frieze inaudible (38:46)

22
23 Trustee Flores inaudible (39:00) She is assuming who looks and who is being looked up (39:38).

24
25 Judge Frieze stated so if you don't need it why put your self in that position.

26
27 Mayor Pro Tem Caro stated he agrees with him but he is not sure if the public schools are going
28 to be doing that.

29
30 Judge Frieze stated we are a small government; you can go to the clerk to get that information.

31
32 **BOARD OF TRUSTEES COMMENTS:**

33
34 Mayor Pro Tem Caro wished everyone a safe and enjoyable 4th of July.

35
36 Trustee Arzabal commended the Public Works and Mr. Sean Lucero for calling him regarding an
37 issue with the irrigation.

38
39 Mayor Barraza wished everyone a safe and careful 4th of July weekend. Thanked the staff and
40 department heads for doing a great job.

41
42 **ADJOURNMENT**

43
44 **Motion:** To adjourn, **Moved by** Mayor Pro Tem Caro, **Seconded by** Trustee Flores.

45
46 **Vote:** Motion passed roll call vote (**summary:** Yes = 4).

47 **Yes:** Mayor Pro Tem Caro, Trustee Arzabal, Trustee Bernal, Trustee Flores.

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50 **MEETING ADJOURNED AT 6:52 P.M.**

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APPROVED THIS 25TH DAY OF JULY, 2011.

Nora L. Barraza

ATTEST:

Nicholas Eckert
Town Clerk