

Town of Estancia
Regular Meeting of the Board of Trustees

TUESDAY, JULY 8, 2025 6:15pm

Municipal Building, 513 Williams Avenue, Estancia, NM 87016

Minutes

The Regular Meeting was called to order at 6:15pm and Roll Call was taken:

Trustee May – Present
Trustee Lovato – Absent
Trustee Sanchez – Present
Trustee Hall – Present
Mayor Dial – Present

1.0 Approval/Disapproval of Agenda – Action Item

ACTION TAKEN: Trustee Hall made a motion to approve the July 8, 2025 REGULAR MEETING AGENDA. Trustee May seconded the motion. All in favor. **MOTION CARRIED**

2.0 Discussion/Approval of the June 16, 2025 Regular Meeting Minutes – Action Item

ACTION TAKEN: Trustee May made a motion to approve the June 16, 2025 Regular Meeting minutes as written. Trustee Sanchez seconded the motion. All in favor. **MOTION CARRIED**

3.0 Discussion/Approval of the July 8, 2025, Bill List – Action Item

ACTION TAKEN: Trustee Hall made a motion to approve the July 8, 2025 Bill list. Trustee Sanchez seconded the motion. All in favor. **MOTION CARRIED**

No Public Comment

4.0 Department Updates:

Police- Chief Carter said that Officer Quinonez completed his basic training and is now certified in crisis negotiation. This certification is difficult to get and is very important. He has gotten all of his quotes for the work he would like to do to the new building and will meet with Clerk Jones to review the numbers. He is finalizing the lease for the parking lot; he is offering \$100.00 per month. He is adding a beneficiary clause and an extended termination of lease time. Tomorrow is the last day of their tactical medical course. Lastly, he is about to start a peer support program. He will also be rolling out a leadership program.

Code Enforcement Code Enforcement Officer Teaney said that his office has been receiving a steady stream of calls. People call asking about permits and animal control issues. He received a variance request that may come before the Board. We have \$9,000.00 left in our Animal Shelter grant that we need to spend in the next two years. There was some discussion about 4th street and easement there. Trustee Sanchez asked about Officer Teaney becoming a Certified Floodplain manager and reminded Officer Teaney that smoking in the building is not allowed.

Fire- Chief Wolonsky said that their building is in the production stage. Getting the metal cut, etc. One if their paramedics has started working 48 hour shifts; he is working from Friday-Sunday night. The County Manager has asked about the pressure of the hydrants. Chief Wolonsky said that the hydrant testing has been postponed until the town water issues get better. No power upgrades for the Fire station are needed. Chief Wolonsky was thanked for his support on the 4th of July.

EMS- EMS Supervisor Barela said that they have been very busy. The majority of the calls are coming in the evening. The public has responded very positively about our EMTs. They have been helping quite a bit in throughout the County. Mr. Barela is also thanked for his assistance on the 4th of July. EMS billing is going very well. We have billed approximately \$149,000.00 so far.

Library had no update for this meeting.

Maintenance- Mayor Dial said that we received approval to put Well 4 online and we have done so. We are working hard to get in compliance with the Water Trust Board and we are almost there. We have basically three administrative reports to complete and submit. We submitted for a permit to deepen and clean well 9. In the next week we will get the tanks expected to be in compliance. Trustee Hall mentioned that we need to remember to move forward with the sewer line near the property of Joe Barela.

Administration Clerk Jones gave a quick update to the Board:

- We received our notice from the Office of the State Auditor that our audit was approved and published on the State Auditor's website. We will have the presentation of the audit at our next regular meeting.
- We have spent approximately \$93,000.00 of the Que Linda Grant funding. We received \$100,000.00 and may have to revert \$7,000.00.
- We are finishing requesting our remaining grant reimbursements: Water Capital Outlay, Wastewater Capital Outlay, Park, Pond, and Pool Capital Outlay and Recreational Grant Funding, which we used for the baseball field.
- We will be sending our vouchers shortly for Town Clean-up.
- We are working on the Final budget; the Interim budget was submitted and approved by DFA.
- The Town Hall fire alarm is getting fixed next week.
- We will review the ICIP at the next regular meeting.
- Our number one focus right now is getting in compliance with the WTB so we can qualify for our Loan to dig a new well.
- We are requesting a Hearing to review an order to pay a fee for non-compliance with NMED. We have corrected almost all the compliance violations.
- PERA and Health insurance costs will go up next month.

5.0 Discussion/Approval of Fire Department Volunteers- Action Item

Chief Wolonsky shared the applications of 5 persons who wish to be volunteer firefighters for Estancia. He said each applicant would be a very good volunteer for the Town and he thanked the applicants for their willingness to serve.

ACTION TAKEN: Trustee Hall made a motion to approve Fire Department Volunteers. Joanna Fimbers, Adam Getty, Dominic Cordova, and Isaiah Armijo. Trustee May seconded the motion. All in favor. **MOTION CARRIED**

- 6.0 Distribution of Governmental Code of Conduct Act and State Statute 10-16B-3 Limitation of Gifts- No action, Information Only** Clerk Jones gave each of the Trustees, and the Departments who are present at the meeting , copies of the Governmental Code of Conduct for their review. She also gave the Trustees a copy of State Statute 10-16B-3 Limitation of Gifts for their review. She said the information is useful as an election is coming. **NO ACTION, INFORMATION ONLY**
- 7.0 Discussion/Approval of Resolution 2025.25 Adding Revenue and Expenditure Line Items to the FY25 Budget to bring in Grants- Action Item, Roll Call Vote**
Clerk Jones explained that these line items needed to be added to the budget to properly bring in grant funding that we received in FY25. **ACTION TAKEN:** Trustee May made a motion to approve Resolution 2025.25 Adding Revenue and Expenditure Line Items to the FY25 Budget to bring in Grants. Trustee Hall seconded the motion. Roll Call Vote: Trustee May- Aye, Trustee Sanchez- Aye, Trustee Hall – Aye. **MOTION CARRIED**
- 8.0 Ratification of Resolution 2025.26 Participation in NM DOT COOP Project CN L500627-**
Clerk Jones explained that Mayor Dial had to sign this resolution to get it submitted by the 6/30 deadline to ensure funding. We now ask that the Board ratify the approval of the resolution. Clerk Jones confirmed that this project is for Lassiter Rd. **ACTION TAKEN:** Trustee Hall made a motion to Ratify the Approval of Resolution 2025.26 Participation in NM DOT COOP Project CN L500627. Trustee May seconded the motion. Roll Call Vote: Trustee May- Aye, Trustee Sanchez- Aye, Trustee Hall – Aye. **MOTION CARRIED**
- 9.0 Ratification of Resolution 2025.27 Participation in NM DOT MAP Project CN L500646- Action Item, Roll Call Vote** Clerk Jones explained that Mayor Dial had to sign this resolution to get it submitted by the 6/30 deadline to ensure funding. We now ask that the Board ratify the approval of the resolution. **ACTION TAKEN:** Trustee May made a motion to Ratify the Approval of Resolution 2025.27 Participation in NM DOT MAP Project CN L500646. Trustee Sanchez seconded the motion. Roll Call Vote: Trustee May- Aye, Trustee Sanchez- Aye, Trustee Hall – Aye. **MOTION CARRIED**
- 10.0 Discussion/Approval of Town of Estancia Ordinance 2025.01 Authorizing the Town to enter into NMED RIP LOAN 00077 agreement for a total funded amount of \$275,000.00 for Monitoring Wells- Action Item, Roll Call Vote**
ACTION TAKEN: Trustee Hall made a motion to approve Town of Estancia Ordinance 2025.01 Authorizing the Town to Enter into NMED RIP LOAN 00077 Agreement for a total funded amount of \$275,000.00 for Monitoring Wells. Trustee May seconded the motion. Roll Call Vote: Trustee May- Aye, Trustee Sanchez- Aye, Trustee Hall – Aye. **MOTION CARRIED**
- 11.0 Discussion/Approval of Resolution 2025.28 Representatives and Signatory Authority for NMED RIP LOAN 00077- Action Item, Roll Call Vote**
ACTION TAKEN: Trustee May made a motion to approve Resolution 2025.28 Representatives and Signatory Authority for NMED RIP LOAN 00077. Trustee Sanchez seconded the motion. Roll Call Vote: Trustee May- Aye, Trustee Sanchez- Aye, Trustee Hall – Aye. **MOTION CARRIED**

12.0 Discussion/Approval of Resolution 2025.29 Approval of Annual Pay increases for Staff- Action Item, Roll Call Vote Clerk Jones presented a 4% increase option. Trustee May would like to see dollar increase options. Clerk Jones agrees and will present percentage and dollar options for the Trustees to consider. **ACTION TAKEN:** Trustee Sanchez made a motion to TABLE this item until the next regular meeting. Trustee Hall seconded the motion. All in favor. **ITEM TABLED**

13.0 Discussion/Approval of Resolution 2025.30 Acceptance and Approval of the Capital Asset Listing and Depreciation Schedule- Action Item, Roll Call Vote
Clerk Jones presented the Trustees with the current Capital Asset listing and Depreciation Schedule for their review. The Trustees reviewed the listing for accuracy and approval. **ACTION TAKEN:** Trustee Hall made a motion to approve Resolution 2025.30 Acceptance and Approval of the Capital Asset Listing and Depreciation Schedule. Trustee May seconded the motion. Roll Call Vote: Trustee May- Aye, Trustee Sanchez- Aye, Trustee Hall – Aye. **MOTION CARRIED**

14.0 Discussion/Approval of Old Timer's Day and other Summer Events- Possible Action Item
Trustee May said she is already working on the parade permit and she and Chief Carter are working on getting Highland shut down on that day. Mayor Dial asked about traffic control. Chief Carter said he would prefer shutting the road down versus doing a one-way. There will be traffic control for the parade and then the shut-down. There will also be a tractor parade and a safety parade. Chief Carter said he needs to be very involved in the parade planning. Trustee May and Chief Carter will work together on this. Mayor Dial said there will be a mush ball tournament and maybe music. Trustee Hall was asked if the Democratic party could bring donkeys to the park on Old Timers Day. If we open this to donkeys, we must allow elephants next year. National Night Out will happen on August 5th; the Tuesday of the Fair. It will be a fun event; bring the kids out!
There was further discussion about Old Timers Day. Trustee Sanchez and Chief Carter will talk about the Car Show. Trustee Sanchez said he will DJ if needed. There was also discussion about the tent; Clerk Jones will try to secure the tent for the event. Trustee May and Trustee Sanchez will reach out to food trucks.

15.0 Discussion of Contracting for water for the baseball field-Discussion Only NO ACTION

16.0 Mayor/Council:

Trustee Hall said that it looks like 4 of the trees at the Library have been poisoned. He has requested that this Fiscal year, trees be planted at the park. He also asked about an item that he had requested be added to the agenda. Clerk Jones apologized and said that she was aware of the agenda item and forgot to add it. She will ensure that it is added to the next regular meeting agenda.

Trustee May said that she recently attended the NMML Policy Committee Meeting. It was very productive. She said that the League will push hard to add additional funding to the State's budget for Medicaid and EBT. She said that the Estancia Police Department was specifically mentioned and commended for their efforts as a strong municipal PD. She said that economic development was also a big topic of discussion.

Trustee Lovato- absent

Trustee Sanchez had no update for this meeting.

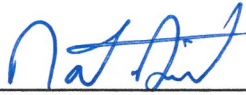
Mayor Dial said that Saturday is graduation for the American Legion Youth Corps. The Paranormal people did another reading at Town Hall and they are all excited about our building!! They want to have a family night out here.

Lastly, Trustee May brought everyone samples from the new local grocery store!

Adjournment -

ACTION TAKEN: Trustee May made a motion to adjourn the meeting. Trustee Hall seconded the motion. All in favor. **MOTION CARRIED**

The Meeting Adjourned at 7:50 pm.

Approved: 
Mayor Nathan Dial

Date: 7/21/2025

Attest: 
Clerk/Treasurer Michelle Jones

Date: 7/21/2025