

**VILLAGE OF CIMARRON  
REGULAR COUNCIL MEETING MINUTES  
WEDNESDAY, JANUARY 13, 2021 at 6:00pm**

**The Governing Body met via GoToMeeting Application**  
Wednesday, January 13, 2020 6:00 PM (MDT)  
<https://global.gotomeeting.com/join/870444509>

**The dial in meeting information is below:**  
United States (Toll Free): 1 866 899 4679  
United States: +1 (224) 501-3318

**Access Code:** 870-444-509

This code is the same code used for every meeting- it is the Village of Cimarron Code

**I. Pledge of Allegiance**

Mayor Leo Martinez led the Pledge of Allegiance

**II. Pledge to the New Mexico State Flag**

Mayor Leo Martinez led the Pledge of the New Mexico Flag

**III. Roll Call**

Mayor Leo Martinez      Mayor Pro Tem Laura Gonzales      Councilor James Gallegos  
Councilor Judy B. LeDoux      Councilor Matthew Gonzales

**IV. Approval of Agenda**

*Councilor Matthew Gonzales moved to approve the agenda of January 13, 2021 with the correct year date. Councilor James Gallegos seconded.*

*Roll Call Vote: Councilor James Gallegos-Aye, Mayor Pro Tem Laura Gonzales-Aye, Councilor Judy B. LeDoux- Aye, Councilor Matthew Gonzales-Aye Approved 4-0*

**V. Minutes**

**a. Discuss/Approve: Regular Meeting Minutes December 28, 2020**

*Councilor Judy B. LeDoux moved to approve the meeting minutes of December 28, 2020.*

*Councilor Matthew Gonzales seconded. Approved 4-0*

*Roll Call Vote: Councilor Judy B. LeDoux- Aye, Councilor Matthew Gonzales- Aye, Mayor Pro Tem Laura Gonzales-Aye, Councilor James Gallegos-Aye, Aye, Approved 4-0*

**b. Special Meeting Minutes January 4, 2021**

*Councilor Judy B. LeDoux moved to approve the meeting minutes of January 4, 2021. Councilor Matthew Gonzales seconded. Approved 4-0*

*Roll Call Vote: Councilor Judy B. LeDoux- Aye, Councilor Matthew Gonzales- Aye, Mayor Pro Tem Laura Gonzales-Aye, Councilor James Gallegos-Aye, Aye, Approved 4-0*

**VI. Comments from the General Public (Limited to 3 minutes)**

None

**VII. Correspondence and Appreciations**

None

**VIII. Reports by Department Heads-**

a. *Mayor's Comments*

Mayor Leo Martinez reported that progress is being made on the water system and we have continued to work on the water issues. He also added that it is taking all of us to get the water issues resolved and he thanked everyone. He also thanked everyone for logging in and attending the meeting.

b. *Village Administrator Report*

Admin Shawn Jeffrey submitted her report

Councilor James Gallegos mentioned that he would like to have the 11<sup>th</sup> street project delayed until Spring so we can get a good compaction on the materials in that area. He stressed that if the materials are too cold they may not break up easy. Mr. Gallegos also asked if Mr. Davis is charging by the hour or is it lump sum to work on the diversion? Admin Shawn Jeffrey responded she would review the bill.

c. *Public Works Report*

No report

Admin Shawn Jeffrey did report the Water and wastewater have been connected at the new clinic building. Councilor James Gallegos stated that nobody in Mountain Meadows has requested speed bumps.

d. *Police Department Report*

Chief Ryan Gates presented his report

e. *Ambulance Report*

No report submitted

f. *Fire Department Report*

No report submitted

g. *Municipal Judge Report*

Judge Karen Gates presented her report and added that she is waiting on Caselle to update her module.

h. *Senior Center Report*

No report submitted

i. *Chamber of Commerce Report*

No report submitted

j. *Cemetery Board Report*

Mayor Pro Tem Laura Gonzales asked if the Board could begin meeting in person again if there is less than 10 members and they follow Covid safe practices? Mayor and Council agreed that it would be fine for the Board to meet in person.

k. *Beautification Board Report*

No report submitted

l. *Code Regulation Board Report*

No report submitted

**IX. Financials- Each Item listed A.-B. will be Considered for Action of Approve/Disapprove:**

**a. Check Report and Deposit Register from December 7, 2020 through January 13, 2021**

*Mayor Pro Tem Laura Gonzales moved to approve the check report and the deposit register for December 7, 2020 to January 13, 2021. Councilor Judy B. LeDoux seconded.*

*Roll Call Vote: Councilor Judy B. LeDoux-Aye, Councilor James Gallegos- Aye, Mayor Pro Tem Laura Gonzales-Aye, Councilor Matthew Gonzales, Approved 4-0*

**b. NM Local Government Law Firm bill for \$2,689.47**

*Councilor Matthew Gonzales moved to approve the NM Law, LLC billing for \$2689.47.*

*Councilor Laura Gonzales seconded.*

*Roll Call Vote: Councilor Matthew Gonzales-Aye, Councilor Judy B. LeDoux-Aye, Councilor James Gallegos- Aye, Mayor Pro Tem Laura Gonzales-Aye, Approved 4-0*

**X. Old Business- Each Item listed A.- D. will be considered for Action of Approve/Disapprove/Discuss:**

**a. Water Updates**

Mayor read the email from Joe Savage stating the Village should advertise for a level 3 or 4 operator for plant operations. Mayor Pro Tem Laura Gonzales asked if the jar tests are being done once a week and if process control is being followed? Mayor Leo Martinez responded that yes all changed are being done with him and the Public Works present and all work is being documented.

**b. Solid Waste Updates**

Admin Shawn Jeffrey reported the guys are working on the route and we will submit it when the route has been drafted. Councilor Matthew Gonzales asked if we can identify the most dumped areas so we make sure to have enough containers distributed. The Governing body mentioned disposing of the scrap material at the transfer station and get it cleaned up.

**c. COVID-19 Updates**

Mayor Leo Martinez reported he has sent a letter to the Governors Office requesting a call back and information on the lack of COVID shots in the rural communities. Councilor Matthew Gonzales asked if we have a plan for opening up the Village. Mayor Leo Martinez stated we will open slow.

**d. Telepharmacy Agreement**

The Governing body reviewed the agreement the attorney sent and they discussed the options in the agreement.

Mayor Leo Martinez called for executive session to discuss the agreement with attorney Charles Rennick.

*Councilor Matthew Gonzales motioned to adjourn to executive session. Councilor Judy LeDoux seconded. Approved 4-0 7:33pm*

*Roll Call Vote: Mayor Pro Tem Laura Gonzales-Aye, Councilor James Gallegos-Aye, Councilor Judy B. LeDoux- Aye, Councilor Matthew Gonzales-Aye, Approved 4-0*

*Councilor James Gallegos moved to return to open session at 7:50pm. Councilor Judy B. LeDoux seconded. Approved 4-0*

Mayor Leo Martinez reported the only items discussed were those listed on the agenda and no decisions were made.

Roll Call: Mayor Leo Martinez, Mayor Pro Tem Laura Gonzales, Councilor James Gallegos, Councilor Judy B. LeDoux, Councilor Matthew Gonzales- All are present

*The item was discussed and No action was taken*

**XI. New Business- Each Item listed A.-N. will be considered for Action of Approve/Disapprove:**

**a. 2021 Capital Outlay Requests**

The Governing Body reviewed the ICIP and would like to keep the top five listed as the priorities.

*Mayor Pro Tem Laura Gonzales moved to approve the top five ICIP priorities for the 2021 Capital Outlay requests. Councilor James Gallegos seconded. Approved 4-0*

*Roll Call Vote: Councilor Judy B. LeDoux- Aye, Councilor Matthew Gonzales-Aye, Councilor James Gallegos-Aye, Mayor Pro Tem Laura Gonzales-Aye, Approved 4-0*

**b. Resolution 2021-002 Fair Housing**

*Councilor Matthew Gonzales moved to approve Resolution 2021-002 Fair Housing. Councilor Judy B. LeDoux seconded. Approved 4-0*

*Roll Call Vote: Councilor Judy B. LeDoux- Aye, Councilor Matthew Gonzales-Aye, Councilor James Gallegos-Aye, Mayor Pro Tem Laura Gonzales-Aye, Approved 4-0*

**c. Fair Housing Proclamation**

*Councilor Matthew Gonzales moved to approve the Fair housing Proclamation. Councilor James Gallegos seconded. Approved 4-0*

*Roll Call Vote: Councilor Judy B. LeDoux- Aye, Councilor Matthew Gonzales-Aye, Councilor James Gallegos-Aye, Mayor Pro Tem Laura Gonzales-Aye, Approved 4-0*

**d. Resolution 2021-003 Citizen Participation Plan**

*Councilor James Gallegos asked to have the minutes and packets posted on the website for the public to view.*

*Councilor James Gallegos moved to approve Resolution 2021-003 Citizen Participation Plan. Councilor Matthew Gonzales seconded. Approved 4-0  
Roll Call Vote: Councilor Judy B. LeDoux- Aye, Councilor Matthew Gonzales-Aye, Councilor James Gallegos-Aye, Mayor Pro Tem Laura Gonzales-Aye, Approved 4-0*

**e. Resolution 2021-004 Residential Anti Displacement and Relocation Plan**

*Councilor Matthew Gonzales moved to approve Resolution 2021-004 Residential Anti Displacement and relocation plan. Mayor Pro Tem Laura Gonzales seconded. Approved 4-0  
Roll Call Vote: Councilor Judy B. LeDoux- Aye, Councilor Matthew Gonzales-Aye, Councilor James Gallegos-Aye, Mayor Pro Tem Laura Gonzales-Aye, Approved 4-0*

**f. Resolution 2021-005 Water Conservation Plan Update**

*Councilor Matthew Gonzales moved to approve Resolution 2021-005 Water Conservation Plan Update. Councilor Judy B. LeDoux seconded. Approved 4-0  
Roll Call Vote: Councilor Judy B. LeDoux- Aye, Councilor Matthew Gonzales-Aye, Councilor James Gallegos-Aye, Mayor Pro Tem Laura Gonzales-Aye, Approved 4-0*

**g. Resolution 2021-006 Section 3 Plan**

*Councilor Matthew Gonzales moved to approve Resolution 2021-006 Section 3 Plan. Mayor Pro Tem Laura Gonzales seconded. Approved 4-0  
Roll Call Vote: Councilor Judy B. LeDoux- Aye, Councilor Matthew Gonzales-Aye, Councilor James Gallegos-Aye, Mayor Pro Tem Laura Gonzales-Aye, Approved 4-0*

**h. Resolution 2021-007 Procurement Policy**

*Councilor Matthew Gonzales moved to approve Resolution 2021-007 Procurement Policy. Councilor Judy B. LeDoux seconded. Approved 4-0  
Roll Call Vote: Councilor Judy B. LeDoux- Aye, Councilor Matthew Gonzales-Aye, Councilor James Gallegos-Aye, Mayor Pro Tem Laura Gonzales-Aye, Approved 4-0*

**i. Resolution 2021-008 Annual CDBG Resolutions**

*Councilor Matthew Gonzales moved to approve Resolution 2021-008 Annual CDBG Resolutions. Councilor Judy B. LeDoux seconded. Approved 4-0  
Roll Call Vote: Councilor Judy B. LeDoux- Aye, Councilor Matthew Gonzales-Aye, Councilor James Gallegos-Aye, Mayor Pro Tem Laura Gonzales-Aye, Approved 4-0*

**j. Resolution 2021-009 IRS Mileage Rate**

*Mayor Pro Tem Laura Gonzales moved to approve Resolution 2021-009 IRS Mileage Rate with correction of Resolution number from 2020 to 2021. Councilor Matthew Gonzales seconded. Approved 4-0  
Roll Call Vote: Councilor Judy B. LeDoux- Aye, Councilor Matthew Gonzales-Aye, Councilor James Gallegos-Aye, Mayor Pro Tem Laura Gonzales-Aye, Approved 4-0*

**k. NMFA Refinance Offer-CWLF**

The Governing body discussed the offer and had questions such as how long is the offer good for? They would like to get additional information from NMED.

*Councilor Matthew Gonzales moved to table the NMFA Refinance Offer until additional information can be obtained. Councilor Judy B. LeDoux seconded. Approved 4-0*  
*Roll Call Vote: Councilor Judy B. LeDoux- Aye, Councilor Matthew Gonzales-Aye, Councilor James Gallegos-Aye, Mayor Pro Tem Laura Gonzales-Aye, Approved 4-0*

**l. On Call Policy**

The Governing body discussed the on-call options and requested to have a work session for this item.

*Councilor James Gallegos moved to table the on-call policy until a work session has been conducted and the details have been worked out. Councilor Judy B. LeDoux seconded. Approved 4-0*

*Roll Call Vote: Councilor Judy B. LeDoux- Aye, Councilor Matthew Gonzales-Aye, Councilor James Gallegos-Aye, Mayor Pro Tem Laura Gonzales-Aye, Approved 4-0*

**m. Comnet- Additional Ground Space Lease**

Admin Shawn Jeffrey provided the material that had been submitted by Comnet for the additional lease for consideration. The governing Body requested a copy of the old lease as well as the current so they could be compared.

*Mayor Pro Tem Laura Gonzales moved to table the Comnet lease for additional space until additional information could be obtained, and documents reviewed. Councilor James Gallegos seconded. Approved 4-0*

*Roll Call Vote: Councilor Judy B. LeDoux- Aye, Councilor Matthew Gonzales-Aye, Councilor James Gallegos-Aye, Mayor Pro Tem Laura Gonzales-Aye, Approved 4-0*

**n. NMDOT- COOP Application**

The Governing Body discussed the options for the COOP funding and would like to apply for sidewalks and crosswalks.

**XII. ADJOURN TO EXECUTIVE SESSION TO DISCUSS LITIGATION AND LIMITED PERSONNEL MATTERS AS PER NEW MEXICO OPEN MEETINGS ACT 10-15-1 SECTION H SUBSECTIONS 2 & 7:**

**Limited Personnel Matters-**

- A. Alvis May- Performance Evaluation and Pay Increase for Certification
- B. Probationary Employee Joseph Quintana- Performance Evaluation
- C. Reva Sandoval- Performance & Training
- D. Administrator Shawn Jeffrey-Performance & Training
- E. Deputy Clerk Renee LeDoux- Performance & Training
- F. PW Danny Martinez- Performance & Training
- G. PW Jerrid Turner- Performance & Training
- H. Chief Ryan Gates- Performance & Training
- I. Officer Chris Coca- Performance & Training
- J. Solid Waste Truck Driver

*Mayor Pro Tem Laura Gonzales motioned to adjourn to executive session. Councilor James Gallegos seconded. Approved 4-0 8:15pm*

*Roll Call Vote: Mayor Pro Tem Laura Gonzales-Aye, Councilor James Gallegos-Aye, Councilor Judy B. LeDoux- Aye, Councilor Matthew Gonzales-Aye, Approved 4-0*

**XIII. Return from Executive Session**

*Councilor Matthew Gonzales moved to return to open session at 9:05pm. Mayor Pro Tem Laura Gonzales seconded. Approved 4-0*

Mayor Leo Martinez reported the only items discussed were those listed on the agenda and no decisions were made.

Roll Call: Mayor Leo Martinez, Mayor Pro Tem Laura Gonzales, Councilor James Gallegos, Councilor Judy B. LeDoux, Councilor Matthew Gonzales- All are present

**XIV. Approve/Disapprove/Discuss Alvis May- Performance Evaluation and Pay Increase for Certification**

*Councilor Matthew Gonzales motioned to table Alvis May- Performance Evaluation and Pay Increase for Certification until the next meeting. Councilor Judy B. LeDoux seconded. Approved 4-0*

*Roll Call Vote: Mayor Pro Tem Laura Gonzales-Aye, Councilor James Gallegos-Aye, Councilor Judy B. LeDoux- Aye, Councilor Matthew Gonzales-Aye, Approved 4-0*

**XV. Approve/Disapprove/Discuss Probationary Employee Joseph Quintana- Hire Full Time**

Mayor Leo Martinez made the recommendation to terminate the position.

*Councilor James Gallegos motioned to approve the recommendation made by Mayor Leo Martinez to terminate Probationary Employee Joseph Quintana. Councilor Matthew Gonzales seconded. Approved 4-0 8:15pm*

*Roll Call Vote: Mayor Pro Tem Laura Gonzales-Aye, Councilor James Gallegos-Aye, Councilor Judy B. LeDoux- Aye, Councilor Matthew Gonzales-Aye, Approved 4-0*

**XVI. Approve/Disapprove/Discuss Reva Sandoval- Performance & Training**

No Action

**XVII. Approve/Disapprove/Discuss Administrator Shawn Jeffrey-Performance & Training**

No Action- Evaluation to be reviewed at next Regular meeting

**XVIII. Approve/Disapprove/Discuss Deputy Clerk Renee LeDoux- Performance & Training**

No Action

**XIX. Approve/Disapprove/Discuss PW Danny Martinez- Performance & Training**

No Action

**XX. Approve/Disapprove/Discuss PW Jerrid Turner- Performance & Training**

No Action



*XXI. Approve/Disapprove/Discuss Chief Ryan Gates- Performance & Training*  
No Action- Evaluation will be reviewed at next Regular Meeting

*XXII. Approve/Disapprove/Discuss Officer Chris Coca- Performance & Training*  
No Action

*XXIII. Approve/Disapprove/Discuss Solid Waste Truck Driver*  
No Applications were received the position will be posted until February

**XXIV. Items for Next Agenda**

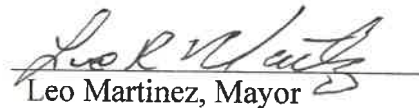
- Update on Dog Park
- Admin Shawn Jeffrey and Chief Ryan Gates performance Evaluation Review

**XXV. Adjourn**

*Councilor Judy B. LeDoux moved to adjourn the meeting. Councilor Matthew Gonzales seconded. Approved 4-0 9:10 pm*

*Roll Call Vote: Councilors Judy B. LeDoux-Aye, Councilor Matthew Gonzales- Aye, Councilor James Gallegos-No, Mayor Pro Tem Laura Gonzales- Aye Approved 4-0*

**APPROVED THIS 29 DAY OF JANUARY 2021**

  
Leo Martinez, Mayor

Attest:

  
Shawn Jeffrey, Clerk-Administrator