

**VILLAGE OF CIMARRON
SPECIAL COUNCIL MEETING MINUTES
Monday, September 20, 2021 at 6:00pm**

The Governing Body met via GoToMeeting Application.

Wednesday, September 20, 2021 6:00 PM (MDT)

<https://global.gotomeeting.com/join/870444509>

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

I. Pledge of Allegiance- Pledge to the New Mexico State Flag

Mayor Leo Martinez led the Pledge of Allegiance and of the New Mexico State flag

II. Roll Call

Mayor Leo Martinez Mayor Pro Tem Laura Gonzales Councilor James Gallegos
Councilor Matthew Gonzales-Not Present Councilor Judy B. LeDoux

III. Approval Agenda dated September 20, 2021

Councilor James Gallegos moved to approve the agenda of September 20, 2021.

Councilor Judy B. LeDoux seconded. Approved 3-0

IV. Approve/Disapprove.

- Regular Meeting Minutes- September 8, 2021

Councilor Judy B. LeDoux moved to approve the meeting minutes of September 8, 2021.

Mayor Pro Tem Laura Gonzales seconded. Approved 3-0

V. Approve/Disapprove/Discuss Complete Vacating Block 115 Alley- Kirk & Priscilla Davis

Mr. Kirk Davis mentioned that if there are any questions he would be more than happy to answer them. Councilor James Gallegos stated that he believes this vacation of this alley is in the best interest of all parties.

Councilor James Gallegos moved to approve the complete vacating of the alleyway in Block 115. Mayor Pro Tem Laura Gonzales seconded. Approved 3-0

Admin Shawn Jeffrey did state the amount Mr. Davis would owe the Village is \$500 for this tract. This amount was determined by the square footage comparison of the last transaction for vacating land.

VI. Approve/Disapprove/Discuss Wastewater Clean out- Valerie Garcia

Miss Garcia explained that previous Public Works Supervisor Damian Casias informed her that a clean out would be put in when the new lines were being installed. This did not happen during the project. Miss Garcia's concern is if there is a sewer issue how would it be fixed without a clean out? The entire area would have to be dug up, she would like to be pro active for this issue before some big event happens and the whole area has to be dug up to fix a small area. Mayor Leo Martinez explained that normally the Village does not install clean outs as it is up to the property owner to install their own. Councilor James Gallegos asked if this is something the Village usually installs, Mayor Leo

Martinez told him no that the property owner usually install their own. Councilor Judy B. LeDoux stated that the Village never installs clean outs on private property. *Councilor Judy B. LeDoux moved to approve the installation of a wastewater clean out on Village property at 332 E. 11th Street. Councilor James Gallegos seconded. Approved 3-0*

VII. Approve/Disapprove/Discuss Dilapidated Property- 7th & Hamilton- Rick Giles

Mr. Giles stated that the property on 7th & Hamilton is in very bad shape and his concerns is for the safety of the children that play in the building and the fire hazard the house poses in the area. He would like to have the area cleaned up. Admin Shawn Jeffrey reported she sent a letter to the property owner requesting they clean the property or turn it over to the Village to clean up. The building can be condemned, and a lien put on the property. Mayor Pro Tem Laura Gonzales asked if anyone has checked to see if the taxes are current on the property. Mayor Leo Martinez stated the property used to be Mr. Naranjo and when he passed away he left it to Ms. Green to take care of it. Admin Shawn Jeffrey reported the letter to clean the property has been sent to Ms. Green in Albuquerque. Councilor James Gallegos recommended to get a survey of the Village for houses and commercial buildings that need to be cleaned up so the landowners could be sent a letter as well.

Mayor Leo Martinez let Mr. Giles know that the Village will be checking into this further. Councilor James Gallegos asked if a list of the vacant Commercial buildings could be generated so the owner could be sent a letter to see what their future intentions would be for the site and if they would be cleaning it up or using it in the future.

Discussion only.

VIII. Approve/Disapprove/Discuss Change Order #2 Time Extension Anchorbuilt

Admin Shawn Jeffrey explained the change order is for time only. Anchorbuilt has estimated lost time due to weather and previous change order and they would like to receive these three weeks.

Councilor James Gallegos moved to approve Change Order #2 Time Extension. Mayor Pro Tem Laura Gonzales seconded. Approved 3-0

IX. Approve/Disapprove/Discuss Resolution 2021-032 Personnel Policy Amendments

Councilor Judy B. LeDoux mentioned there are a few items she has identified that she would like to see implemented back into the policy. Councilor LeDoux went through each of her recommendations for amending the personnel policy. Mayor Leo Martinez mentioned he would like to discuss the restricted and non-restricted time in the policy. He has asked Chief Ryan Gates to provide an explanation of the difference in the restricted and non-restricted on call time regarding the police department. Chief Ryan Gates explained the different schedules and the need for the restricted on-call to better provide 24-hour service to the Village. He also added there are only two officer's, and the schedules are drafted according to the two positions. Mayor Leo Martinez let Chief Ryan Gates know they will meet to go over the schedules. Councilor James Gallegos asked if Finance Clerk Renee LeDoux could produce the numbers of the payrolls to show the increase in payroll expenses. Finance Clerk Renee LeDoux pulled the files and read out loud the payrolls and the differences. Councilor James Gallegos asked if there is enough

budget to cover the additional funding required to upkeep the schedules. Admin Shawn Jeffrey said nothing had been budgeted extra however the budget would have to be adjusted to reduce an item in the budget. Chief Ryan Gates provided a plan for three officers that would slightly increase the current payroll expenditures.

Council requested Admin Shawn Jeffrey and Finance Clerk Renee LeDoux to see if there is available funding for the extra 15k needed for payroll,

The Council asked if 24 coverage is necessary- Chief Ryan Gates stated that as a municipality they are supposed to have coverage for the Village or have alternative sources for coverage.

Councilor James Gallegos expressed his concern for the number of hours the police department is scheduled to work, and the exhaustion burn out factor this could cause. He also asked Mayor Leo Martinez to have Administrator Shawn Jeffrey to contact the State and County Law Enforcement to see if there are options for service to assist in covering the Village for the time the Cimarron Police are off.

Mayor and Council discussed the topic of the schedule, and it was suggested for the Police Department to work a 4-10 or an 8-5 schedule with no overtime provisions and no restricted or unrestricted on call schedule. Mayor Pro Tem Laura Gonzales mentioned that it would be best for Chief Ryan Gates to sit down with Mayor Leo Martinez and identify the critical times needed for coverage then a schedule could be generated to reflect that request.

Chief Ryan Gates submitted a letter from the Village Attorney Randy Van Vleck in response to the on call. Councilor Judy B. LeDoux asked about the on call and she was under the impression the on call was for all departments. Mayor Pro Tem Laura Gonzales responded that the on call was for all departments including public works. Admin Shawn Jeffrey stated that one Public Works employee is on call per week and the rate is 1/8 their hourly rate for this on call time.

Chief Ryan Gates received a letter from the Village attorney Randy Van Vleck regarding the on-call and budgetary items. Councilor James Gallegos read parts of the letter from Mr. VanVleck for the Council to be aware of the information of the financial and response time burden that having a limited-on call schedule could provide with the restricted, limited restricted, and stand by on call time. The Council expressed the need to explore the options further and to bring this item back at the next meeting.

Mayor Pro Tem Laura Gonzales moved to table Resolution 2021-032 personnel policy amendments. Councilor Judy B. LeDoux seconded. Approved 3-0

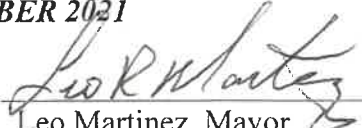
X. Adjourn

Councilor Judy B. LeDoux moved to adjourn the meeting. Mayor Pro Tem Laura Gonzales seconded. Approved 3-0 8:34 pm Approved 3-0

APPROVED THIS 13 DAY OF OCTOBER 2021

Attest:


Shawn Jeffrey, Clerk-Administrator


Leo Martinez, Mayor