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**BOARD OF TRUSTEES**  
**TOWN OF MESILLA**  
**BOARD MEETING**  
**MONDAY, JANUARY 25, 2016**  
**6:00 P.M.**

**TRUSTEES:** Nora L. Barraza, Mayor  
Linda L. Flores, Mayor Pro Tem  
Carlos Arzabal, Trustee  
Sam Bernal, Trustee  
Stephanie Johnson-Burick, Trustee

**STAFF:** Cynthia Stoechner-Hernandez, Town Clerk/Treasurer  
Kevin Hoban, Fire Chief  
Debbie Lujan, Public Works Director  
Chris Mangusing, Marshal  
Gloria Maya, Recorder

**PUBLIC:** Tom Hutchinson Jerean Hutchinson  
Susan Krueger

**1. PLEDGE OF ALLEGIANCE**

Mayor Barraza led the Pledge of Allegiance.

Mayor Barraza had a Moment of Silence for Mr. Miguel Silva and Ms. Alexandra Hall.

**2. ROLL CALL & DETERMINATION OF A QUORUM**

**Roll Call.**

**Present:** Mayor Barraza, Mayor Pro Tem Flores, Trustee Bernal, Trustee Arzabal, Trustee Johnson-Burick.

**3. CHANGES/APPROVAL OF THE AGENDA**

1 Mayor Pro Tem Flores addressed her issues of the January 11<sup>th</sup> Board of Trustee’s meeting minutes.

2  
3 **Motion:** To approve agenda as amended, **Moved by** Trustee Arzabal, **Seconded by** Mayor Pro Tem  
4 Flores.

5  
6 **Roll Call Vote:** Motion passed, (**summary:** Yes = 4).

7 Mayor Pro Tem Flores Yes

8 Trustee Arzabal Yes

9 Trustee Bernal Yes

10 Trustee Johnson-Burick Yes

11  
12 **4. PRESENTATIONS:**

13 a. Presentation to Tom and Jerean Hutchinson for their service to the Town of Mesilla. – **Nora**

14 **L. Barraza, Mayor.**

15 The Board presented Tom and Jerean Hutchinson for their service to the Town of Mesilla. She thanked  
16 them for their 20 years of support and help to make the Christmas and Easter events for the students  
17 possible. Ms. Parra and herself will be taking over the activities and will be knocking on their door as  
18 well as the other merchants. She stated she cannot thank them enough for all they have done.

19  
20 Mr. Hutchinson thanked the fire chief and the marshal for their support.

21  
22 Mrs. Hutchinson stated it gives back in so many ways. The parents are so grateful to the town and the  
23 merchants and encourages that these things continue.

24  
25 **5. PUBLIC INPUT** – The public is invited to address the Board for up to 3 minutes.

26 No public input

27  
28 **6. \*APPROVAL OF CONSENT AGENDA – The Board will be asked to approve by one**  
29 **motion the following items of recurring or routine business. The Consent Agenda is marked**  
30 **with an asterisk \*:**

31 Trustee Arzabal asked to place items 6 a ,c, d on the consent agenda.

32  
33 **Motion:** To approve agenda as amended, **Moved by** Trustee Arzabal, **Seconded by** Trustee Bernal.

34  
35 Mayor Pro Tem Flores stated she wanted to hear about the EFC A.M. Kan Work Manual.

1 Ms. Stoechner-Hernandez responded the EFC A.M. Kan Work is a type of management plan that we will  
2 be using.

3

4 Mayor Barraza added it is a manual that the management plan is committed to using.

5

6 Ms. Lujan stated she believes it is a test that is given before and then again after the plan is completed to  
7 see how much we learned.

8

9 Trustee Johnson-Burick asked where we are receiving the directive to implement this.

10

11 Mayor Barraza responded Souder, Miller and Associates will be overseeing the project.

12

13 Ms. Lujan responded an Asset Management plan is being required by the Water Trust Board when  
14 funding is received for a project. They want to make sure we are ready and will implement the plan. The  
15 town received \$50k to do an Asset Management Plan Study.

16

17 **Roll Call Vote:** Motion passed, (**summary:** Yes = 4).

18 Mayor Pro Tem Flores Yes

19 Trustee Arzabal Yes

20 Trustee Bernal Yes

21 Trustee Johnson-Burick Yes

22

23 a. **\*BOT MINUTES** – Regular Meeting minutes of January 11, 2016. *Approved by consent*  
24 *agenda*

25 b. **\*PZHAC Case 012411** – 2921 Calle de Guadalupe, submitted by Solar City for Hallie and  
26 Virgil Lee Shelton; a request for a building permit to allow photovoltaic solar panels to be  
27 installed on a dwelling at this address. Zoned: Historical Residential (HR) *Approved by*  
28 *consent agenda*

29 c. **\*PZHAC Case 012486** – 2638 Calle Primera, submitted by Albert Borunda; a request for a  
30 building permit to allow construction of a chain link dog enclosure (20 ft. x 36 ft. x 6 ft. high)  
31 on a vacant property at the rear of a dwelling at this address. Zoned: Historical Residential  
32 (HR). *Approved by consent agenda*

33

34 **6. NEW BUSINESS:**

1 a. For approval: Appointment of Ms. Ramona Avalos to Absentee and Precinct board to serve  
2 on Election Day, March 1, 2016 in place of Ms. Theodorson. – **Cynthia Stoehner-**  
3 **Hernandez – Clerk/Treasurer. *Approved by consent agenda***  
4

5 b. For discussion: A Live-in Firefighter program for the Mesilla Fire Department. – **Chad**  
6 **Zecha, Deputy Fire Chief.**

7 Deputy Fire Chief Zecha recognized Ms. Alexandra Hall for her support of the Fire Department. Senior  
8 staff is always tasked with finding ways to staff our department. Across the nation there are several  
9 programs which I have model this after; Resident Live-In Program. In the past it has been hard to do due  
10 to state of our facilities but now with the renovation we are at a point where we can implement programs.  
11 This program is called the Mesilla Resident Live-In Program. We will able to house 6 live-ins at this  
12 time. Preference will be to those that have Firefighter I certification through the state and IFSAC and  
13 their New Mexico EMT. This gives us front line firefighters ready to go after a month of training on  
14 learning to drive the lower end firetrucks. They will live and work night shifts at the fire station in lieu of  
15 getting paid. There will be split into 2 shifts and back staffed by the volunteers. The shifts will be from  
16 6:00 p.m. to 6:00 a.m. Monday, Wednesday and Friday with weekends off; Tuesday, Thursday, Saturday  
17 (24 hour shift). During the week Fire Chief Hoban and volunteers will cover during the day. The  
18 flexibility of the schedule will allow students to attend classes and to work part-time jobs. This is not  
19 meant to be permanent position, it is meant as a transitional position geared toward college students.  
20 The goal is to work with students. We have an MOU with the DACC where we train Fire Fighters I and  
21 II classes which give them hands on experience. We have been averaging 5–7 applicants after every  
22 semester from this program. We currently have 15 applications for department and 3-5 for the live-in  
23 program. If we do not fill the 6 spots the schedules will be adjusted as needed. This program was  
24 advertised in the Bulletin and the Las Cruces Sun News.

25  
26 Mayor Barraza stated she feels we have the best volunteer fire department in the state of New Mexico.  
27 Fire Chief Hoban and Deputy Fire Chief Zecha do a great job in training. She sincerely appreciates them.

28  
29 Deputy Fire Chief Zecha stated the department is a 100% is certified Fire Fighter I and 90% Fire Fighter  
30 II; EMT is about at 40%. We have applied for state funding to help with an EMT class for our department  
31 and if there is space we open it up to the surrounding areas. We are trying to be self-sufficient. We are a  
32 stepping stone fire department; our goal is to train fire fighters. It is hard to keep fire fighters when we  
33 cannot pay them.

34  
35 Mayor Barraza stated the caliber we have is amazing and she is very proud of the fire department and the  
36 volunteers.

1  
2 Trustee Johnson-Burick feels it is a great idea and is supportive. She is glad the town looks at  
3 partnerships with other communities. She asked if we have the facilities to house the live-ins.  
4

5 Deputy Fire Chief Zecha responded once the facility opens we are ready. We are having our testing  
6 process so we can start training. Once we get the green light from everyone that we can move in we will  
7 be ready to move forward; beds have been ordered. None of this would have happened without the  
8 partnership with DACC and their supportive staff. We want to move toward getting internships where  
9 students finish fire fighter I class and get credit while covering for us.  
10

11 Trustee Johnson-Burick asked if we have any idea on the overhead cost.  
12  
13

14 Fire Chief Deputy Zecha currently we stress to our volunteers to spend the night so we plan for that in a  
15 budget senses.  
16

17 Fire Chief Hoban stated we already have contingencies to pay for the overhead. The utilities will be  
18 different due to the added space, at the same time the building was made more efficient so we are hoping  
19 to save on utilities cost.  
20

21 Trustee Johnson-Burick asked if changes will need to be made to the policies and procedures.  
22

23 Fire Chief Zecha stated we adopted a policy manual in 2006 which meshes with the town's policy.  
24 There will be a live-in policy in place when the program starts. The live-ins only have to be there on their  
25 shifts.  
26

27 Mayor Barraza stated this is the first time we do this so the policy will be revised as needed.  
28

29 Deputy Fire Chief Zecha responded we need to get through the first hurdle to see where we need to make  
30 adjustments for the following years.  
31

32 Trustee Bernal stated it is a win-win situation. By having the housing it will help the Fire Chief.  
33

34 Fire Deputy Zecha stated the response time is cut in half when someone is in quarters; from 8 minutes to  
35 less than 4 minutes and when dealing with CPR, fire that makes a big difference.  
36

1 Trustee Bernal agreed response time is crucial. Fire Chief Hoban has brought a lot of support to the town.  
2 He asked if the stipends are still going back to the fire department.

3  
4 Mayor Barraza responded the stipends are budgeted but they go to pay the fire truck loan.

5  
6 Mayor Pro Tem Flores stated it is a win-win situation and it is worth the increase in utilities to have the  
7 additional coverage.

8  
9 Deputy Fire Chief Zecha stated it is a minimum cost for the coverage we will be getting. This is a small  
10 price to pay.

11  
12 Mayor Barraza responded we have accommodations for both male and female.

13  
14 Trustee Arzabal stated we cannot put a dollar sign on public safety; the town can find money to help.

15  
16 Deputy Fire Chief Zecha stated this is the give and take that we need. We are coming up with programs  
17 that benefit the town at a minimal cost. We ask that the town look at ways to assist when we find other  
18 programs that support public safety.

19  
20 c. For Approval: An Arson Canine Training Scholarship Application to State Farm. – **Kevin**  
21 **Hoban, Fire Chief. *Approved by consent agenda***

22  
23 d. Resolution 2016-01: A resolution from the Governing Body committing to the  
24 implementation of an asset management plan with a statement affirming the use of the EFC  
25 A.M. Kan Work Manual to be implemented within three years. – **Debbie Lujan, Public**  
26 **Works Director. *Approved by consent agenda***

27  
28 **7. BOARD OF TRUSTEE COMMITTEE REPORTS**

29 No Board of Trustee Committee Reports

30  
31 **8. BOARD OF TRUSTEE COMMENTS**

32 Mayor Pro Tem Flores thanked the Fire and Marshal Department for their quick and professional  
33 response when I suspected a gas leak. She was asked by Andy if the town would like to get certified  
34 through the League of American Bicyclist. This maybe something we may want to look into if we have  
35 the University Corridor Plan. She recommended speaking to George from the BPac which advises the  
36 MPO. She is broken hearted over Mr. Silva's and Ms. Hall's passing. She was very happy to hear that at  
37 a board meeting it was mentioned that her dog was found; it meant a lot to her. Mr. Buddy Ritter sent a

1 letter regarding Bowman Street and believes Ms. Lujan will be responding to him. She did tell him she  
2 would read the letter at the meeting.

3  
4 Mayor Barraza stated everyone received the letter.

5  
6 Trustee Arzabal stated it does not need to be read since everyone received the letter.

7  
8 Trustee Arzabal no comments

9  
10 Trustee Bernal no comments

11  
12 Trustee Johnson-Burick stated she was informed by Mr. John Win that the FEMA Flood Maps have been  
13 approved and that he would be contacting the town to change the ordinance. She wanted to mention also  
14 Mr. Silva passing and losing Ms. Hall who was a true gem, in her eyes, for this community. Her passion  
15 and love for Mesilla were some of the many things that made her absolutely remarkable and incredible in  
16 terms of adversary she had to go through. We have lost a gem and she has lot a dear, sweet friend; she  
17 too is feeling heart broken.

18  
19 Mayor Barraza stated we are in receipt of Mr. Ritter's letter regarding Bowman Street; at this time we do  
20 not have the funding to do repairs. We know the dire need for repairs. Ms. Lujan was going to see if the  
21 cost could be split with the City of Las Cruces. Mayor Pro Tem Smith showed a map indicating the street  
22 belongs to Mesilla. All of our streets are in dire need. Ms. Lujan and she have met to see what the cost  
23 would be for a temporary fix and include at a later time as one of our projects. Capital Outlay funding  
24 does not look promising for the future at this time. We will continue to look for grants to help with the  
25 infrastructure needs. In the future the board will have to be created in coming up with ways and solutions  
26 to address the infrastructure needs. We are not receiving enough in forms of taxes to sustain the  
27 infrastructure and as years go by it is getting worse. The board was very supportive in terms increasing  
28 rates which have help out tremendously. We are better prepared than we have ever been in addressing  
29 water leaks. She thanked the board and indicated they will continue working together to address the  
30 needs. Thanked the board for their support of the fire fighters program. All of our Public Safety  
31 departments do an excellent job in doing the best for our town as Public Safety is number 1. The fire  
32 department does an excellent job. Public safety is number 1. She shares the feelings of the board on the  
33 passing of Mr. Silva and Ms. Hall. She remembers the last time Ms. Hall attend the board meeting; the  
34 compassion she had for the community and preserving our historical ambiance. She saw what was going  
35 on around the town since she lived so close to the plaza. She contributed so much and we will forever be  
36 grateful for that. The town has lost a person who was so compassionate of our community. The  
37 department heads, Trustee Arzabal and herself will be leaving on Wednesday to Santa Fe to meet with the  
38 legislators and attend Municipal Day. On Saturday, February 6<sup>th</sup> the CARE 5K (9:00 a.m.) and For the  
39 Love of Art will be held on the plaza. The next Board of Trustee's meeting will be February 8<sup>th</sup>. We  
40 have been running into a few obstacles at the Public Safety Building. We are hoping that within the next  
41 3 weeks we will have addressed those items; we will keep you posted.

## 42 43 **9. ADJOURNMENT**

44  
45 The Town of Mesilla Board of Trustees unanimously agreed to adjourn the meeting. **(Summary: 4-Yes)**

46  
47 **MEETING ADJOURNED AT 6:52 P.M.**

48  
49 **APPROVED THIS 8<sup>TH</sup> DAY OF FEBRUARY, 2015.**

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Nora L. Barraza  
Mayor

**ATTEST:**

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Cynthia Stoeber-Hernandez  
Town Clerk/Treasurer