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**BOARD OF TRUSTEES
TOWN OF MESILLA
BOARD MEETING
MONDAY, JANUARY 11, 2016
6:00 P.M.**

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

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

PUBLIC:

1. PLEDGE OF ALLEGIANCE

Mayor Barraza led the Pledge of Allegiance.

2. ROLL CALL & DETERMINATION OF A QUORUM

Roll Call.

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

3. CHANGES/APPROVAL OF THE AGENDA

Mayor Barraza removed item 5f Case #012426 from the agenda, it was denied by the Planning and Zoning.

Motion: To approve agenda amended **Moved by** Trustee Arzabal, **Seconded by** Trustee Johnson-Burick.

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Roll Call Vote: Motion passed (summary: Yes = 3).

Mayor Pro Tem Flores Yes

Trustee Arzabal Yes

Trustee Johnson-Burick Yes

4. PUBLIC INPUT – The public is invited to address the Board for up to 3 minutes.

No Public Input

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

Mayor Barraza asked if conditions were placed on Meson de Mesilla. She asked if the Planning and Zoning approved the Zia symbol.

Mr. Shannon responded the Zia symbol would be allowed but not within the sign. The other things will need to be under the portals.

Motion: To approve consent agenda, **Moved by** Trustee Arzabal, **Seconded by** Mayor Pro Tem Flores.

Trustee Johnson-Burick stated she thought the Zia symbol is copyrighted.

Mayor Pro Tem Flores stated back in the early 90's people had to request to use the Zia symbol.

Trustee Johnson-Burick stated she remembers there was discussion about the Zia symbol being copyrighted.

Mayor Barraza responded she will have Mr. Shannon do the research and ensure that Ms. Szczawinski follows the process.

Trustee Johnson-Burick stated she noticed that art work has already be started.

Mr. Shannon responded he did tell Ms. Szczawinski that the case was up for approval this evening; he will meet with Ms. Szczawinski.

Roll Call Vote: Motion passed (summary: Yes = 3).

1 Mayor Pro Tem Flores Yes
2 Trustee Arzabal Yes
3 Trustee Johnson-Burick Yes
4

5 a. ***BOT MINUTES** – Regular Meeting minutes of December 14, 2015. *Approved by consent*
6 *agenda*

7 b. ***BOT MINUTES** – Special Meeting minutes of January 5, 2016. *Approved by consent*
8 *agenda*

9 c. ***PZHAC Case 012408** – Submitted by Davie and Kelly Salas, a request for a building
10 permit to demolish an existing adobe and frame storage structure on a 0.32 acre property
11 located at 2419 Calle de Parian. Zoned: Historic Residential (HR). *Approved by consent*
12 *agenda*

13 d. ***PZHAC Case 012409** – Submitted by Davie and Kelly Salas, a request for a building
14 permit to construct a dwelling on a 0.32 acre property located at 2419 Calle de Parian. Zoned:
15 Historic Residential (HR). *Approved by consent agenda*

16 e. ***PZHAC Case 012410** – Submitted by Davie and Kelly Salas, a request for a building
17 permit to construct an accessory dwelling on a 0.32 acre property located at 2419 Calle de
18 Parian. Zoned: Historic Residential (HR). *Approved by consent agenda*

19 f. ***PZHAC Case 012426** – Submitted by Davie and Kelly Salas, a request for a building
20 permit to demolish an existing dwelling on a 0.23 acre property located at 2415 Calle de
21 Parian. Zoned: Historic Residential (HR). *Removed from agenda*

22 g. ***PZHAC Case 012427** – Submitted by Davie and Kelly Salas, a request for a building
23 permit to construct an accessory dwelling on a 0.23 acre property located at 2415 Calle de
24 Parian. Zoned: Historic Residential (HR). *Approved by consent agenda*

25 h. ***PZHAC Case 012459** – 1937 Calle de Parian and 2411 Calle de San Albino, submitted by
26 Velia Chavez for two structures at these addresses (Rustic Olive and Mesilla Mercantile); a
27 request for a building permit to allow the construction of an awning over the front entrance of
28 each building. Zoned: Historical Commercial (HC). *Approved by consent agenda*

29 i. ***PZHAC Case 012470** – 2780 Calle Cuarte, submitted by Jose Torres; a request for a
30 building permit to reroof a dwelling at this address. The new shingles will be a different color
31 than the original shingles. Zoned: Historical Residential (HR). *Approved by consent agenda*

32 j. ***PZHAC Case 012473** – 2255 Calle de Parian, submitted by Mayfair Development; a
33 request for a building permit to allow the front wall around a patio to be repaired and
34 extended to four feet in height, with the replacement of two missing gates. Zoned: Historical
35 Residential (HR).

36 *Approved by consent agenda*

- 1 **k. *PZHAC Case 012479** - 1891 Avenida de Mesilla, submitted by Cali Szczawinski for
2 Meson de Mesilla, a request for a permit to change the “overflow” parking signs that are
3 currently located at the front of the hotel on three adjacent properties to the south. Zoned:
4 Historical Commercial (HC). *Approved by consent agenda*
- 5 **l. *PZHAC Case 012481** – 2220 Calle de Parian, submitted by Felicia Gonzalez for Ruby Sun;
6 a request for a sign permit to install a two sided free standing sign near the parking lot of the
7 business at this address. Zoned: Historical Commercial (HC). *Approved by consent agenda*
- 8 **m. *PZHAC Case 012482** – 1750 Calle de Mercado, submitted by Brittany Salaiz for “Round
9 Table Children’s Academy”, a request for a permit to install a sign on the front of the
10 structure to be used for the child care center at this address. Zoned: General Commercial (C).
11 *Approved by consent agenda*
- 12 **n. *PZHAC Case 012484** - 1891 Avenida de Mesilla, submitted by Cali Szczawinski for
13 Meson de Mesilla, a request for a building permit to allow the painting and installation of
14 decorative paintings, murals, and three dimensional features to the front of the hotel at this
15 address. Zoned: Historical Commercial (HC). *Approved by consent agenda*
- 16 **o. *PZHAC Case 012485** - 1891 Avenida de Mesilla, submitted by Cali Szczawinski for
17 Meson de Mesilla, a request for a building permit to allow the replacement of existing signs
18 on a gateway at the front of the property with a Zia symbol and three dimensional renditions
19 of sunflowers and ristras. Historical Commercial (HC). *Approved by consent agenda*

20
21 **6. NEW BUSINESS:**

- 22 a. For Approval: Appointment of Absentee and Precinct Board to serve on Election Day, March
23 1, 2016. – **Cynthia Stoechner-Hernandez, Clerk/Treasurer**

24 Ms. Stoechner-Hernandez we have chosen the same board as last election year; Ms. Sue Theodorson, Ms.
25 Lori Jurado, Ms. Mercy Torres and Mr. Clemente Lara. As per State Statute 1-2-16 the recommended
26 compensation is \$150 for Precinct Judge and \$135 for Precinct Clerks.

27
28 **Motion:** To approve the appointment of Absentee and Precinct Board to serve on Election Day, March 1,
29 2016, **Moved by** Trustee Arzabal, **Seconded by** Mayor Pro Tem Flores.

30
31 **Roll Call Vote: Motion passed (summary: Yes = 3).**

32 Mayor Pro Tem Flores Yes

33 Trustee Arzabal Yes

34 Trustee Johnson-Burick Yes

35

- 1 b. An agreement between the Town of Mesilla Fire Department and Christopher “K.C” Alberg
2 to board a MFD-owned Accelerant Detection Canine (ADC) on a year-to-year basis. **Kevin**
3 **Hoban, Fire Chief.**

4 Fire Chief Hoban introduced Fire Marshal K.C. Alberg.

5
6 Fire Marshal Alberg stated we are proposing an Accelerant Detection Canine which is a valuable tool for
7 fire arson investigators. He meets the requirements to handle a canine. He has firsthand experience with
8 ADC that he acquired from other places. State Farm provides a scholarship for handler and canine
9 training; 5 week program. They also pay for maintenance requirements necessary to keep the dogs on
10 track during the year. Dogs are recertified annually. State Farm pays for the training, the dog and gives
11 the dog on a contingency basis to the handler. The agreement between him and the town will be on an
12 individual independent contractor basis. He is fully commissioned with the fire department and the
13 Marshal’s department. The town would get a very good bank for \$1 annually; he will eat any additional
14 cost. He will also take the dog with him to his other job. The Town of Mesilla will be the primary
15 service area; secondary will be the rest of Dona Ana County. There are currently no other ADC in the
16 state; this will be the only dog of this type. We have done a lot of work and are way ahead of other
17 departments.

18
19 Mayor Pro Tem Flores stated she feels it is a great program but has some issues. The Board Action Form
20 states there is no cost to Mesilla. After looking at the scholarship application, State Farm will pay for
21 room and board during training but then it reads the transportation will be reimbursed. The Town of
22 Mesilla will have to pay for transportation for four years which she feels it is fine but she is skeptical after
23 reading the actual application.

24
25 Fire Marshal Alberg stated the \$1 covers him so he has a salary on file. He does not make anything per
26 hour with the Town of Mesilla. He will take care of any additional costs that would normally be covered
27 under personal service contract.

28
29 Fire Chief Hoban stated this is something that Chief Alberg has brought forward on his own. It is his
30 intention that if we can support some of the expense we will. Those will be done through the Fire Fund
31 and not through the town’s General Fund so it is really no cost to the town.

32
33 Mayor Barraza stated the Fire and Marshal Departments get funding through the state.

1 Fire Chief Hoban stated the Fire Department has four funds; the town's General Fund, Fire Protection
2 Fund Act which covers most operating expenses (\$77,000), EMS Fund Act which covers EMS expenses
3 and Grant Funds which are a separate budget.

4
5 Mayor Barraza stated the Fire Marshal's Fund and other funding sources which are not tied into the
6 General Fund will need to come to the board for approval.

7
8 Fire Marshal Albert stated also if there is a personal services contract and he solicits assistance from
9 private corporations or mini grants. He is not saying he would not pursue that option as well.

10
11 Mayor Pro Tem Flores responded she read the Board Action Form and the application; she has not read
12 the contract. She read the Board Action Form. You are asking me to approve and application for a
13 scholarship; read the agenda item. To her the agenda item should have said something about the
14 scholarship item. The public needs to be told what we are going to talk about and approve; due process.
15 She if for the ADC and feels it is great. She has a problem with not giving the public enough notice and
16 information giving them a chance to comment.

17
18 Mayor Barraza responded the agenda does state that it is an agreement between the Fire Department and
19 Fire Marshal Alberg. The Board Action Form reads it is for the State Farm application.

20
21 Fire Chief Hoban stated he takes full responsibility and it would be appropriate to place the item on the
22 next agenda. He does want to state you cannot have one without the other.

23
24 Mayor Barraza state it should be two separate items.

25
26 Fire Chief Hoban stated this can be taken off the agenda and be resubmitted to include both items at the
27 same time or the board can discuss the agreement.

28
29 Mayor Barraza responded we can make the agreement an action item as presented on the agenda. The
30 application to State Farm can be approved at the next meeting.

31
32 **Motion:** To approve agreement between the Town of Mesilla Fire Department and Christopher "K.C."
33 Alberg to board a MFD-owned Accelerant Detection Canine on a year-to-year basis, **Moved by** Trustee
34 Arzabal, **Seconded by** Mayor Pro Tem Flores.

1 Trustee Johnson-Burick stated her concerns of knowing the cost associated with a canine handler and
2 ensuring that we would be reaching out to other municipalities were answered. She asked for clarification
3 on the year to year lease especially knowing how a dog bonds with their handler.

4
5 Fire Chief Alberg responded it was based on the convention of the \$1 annually; essentially it is a 5 year
6 program commitment.

7
8 **Roll Call Vote: Motion passed (summary: Yes = 3).**

9 Mayor Pro Tem Flores Yes

10 Trustee Arzabal Yes

11 Trustee Johnson-Burick Yes

12
13 **7. *STAFF REPORTS –**

14 Community Development

15 Community Programs

16 Finance Department

17 Fire Department

18 Public Works Department

19 Marshal's Department

20
21 **8. BOARD OF TRUSTEE COMMENTS**

22 Trustee Johnson-Burick no comments

23
24 Trustee Arzabal – no comments

25
26 Mayor Pro Tem Flores thanked Fire Marshal Alberg for looking at ways to serve our departments and
27 community. There was a solar application which was left out of the agenda. Our job is to work for the
28 town. She does not have a problem if it is something that is not acceptable or right for the town. We
29 have a responsibility to try and be efficient in getting answers to them. Our staff works very hard and
30 people make mistakes but we need to try to be careful.

31
32 Mayor Barraza stated the offices will be closed Monday, January 18th in observance of Martin Luther
33 King. The New Mexico Municipal League Day in Santa Fe on January 29th . Please let Ms. Stoenner-
34 Hernandez know as she is working on reservations. Staff will be leaving on Wednesday, January 27th to
35 meet with legislators on Thursday, January 28th. The University Avenue Study is up for a vote on the
36 MPO agenda which is scheduled for Wednesday.

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Mayor Pro Tem Flores stated she will provide the proposed study to anyone who is interested.

Ms. Lujan stated the MPO did approve for the study to move on to the next process. The Water Trust Board for Water System Distribution Improvement scored high and will go to the legislative to be one of the funded projects; it is for \$267,000.

Mayor Barraza stated the newsletter had a breakdown of the funding the town has applied and received. We have been able to receive over \$6 million for different projects. Staff and trustees should be commended.

9. ADJOURNMENT

The Town of Mesilla Trustees unanimously agreed to adjourn the meeting. **(Summary: Yes-3)**

MEETING ADJOURNED AT 6:32 P.M.

APPROVED THIS 25TH DAY OF JANUARY, 2015.

Nora L. Barraza
Mayor

ATTEST:

Cynthia Stoechner-Hernandez
Town Clerk/Treasurer