



**BOARD OF TRUSTEES
TOWN OF MESILLA
BOARD MEETING
MONDAY, FEBRUARY 13, 2017
6:00 P.M.**

TRUSTEES: Nora L. Barraza, Mayor
Stephanie Johnson-Burick, Mayor Pro Tem
Carlos Arzabal, Trustee
Jesus Caro, Trustee
Linda L. Flores, Trustee

STAFF: Cynthia Stoenner-Hernandez, Town Clerk/Treasurer
K.C. Alberg, Marshal
Kevin Hoban, Fire Chief
Debbie Lujan, Public Works Director
Irene Parra, Special Events Coordinator
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 Johnson-Burick, Trustee Arzabal, Trustee Caro, Trustee Flores.

1 Mayor Barraza held a Moment of Silence for Mr. Clyde Eastman and Mr. Luis “Luper” Fresquez.

2
3 **3. CHANGES/APPROVAL OF THE AGENDA**

4 Mayor Barraza requested removing Planning and Zoning Cases #06394 and #060484 from the consent
5 agenda.

6
7 **Motion: To approve agenda as amended, Moved by Trustee Arzabal, Seconded by Trustee Flores.**

8
9 **Roll Call Vote: Motion passed (summary: Yes = 4).**

10 **Mayor Pro Tem Johnson-Burick Yes**

11 **Trustee Arzabal Yes**

12 **Trustee Caro Yes**

13 **Trustee Flores Yes**

14
15 **4. PRESENTATIONS:**

- 16 a. A presentation from Manuel Escobedo, Program Manager, Adelante Senior Meal
17 Services.

18 Mr. Manuel Escobedo stated the program’s primary purpose is to provide meals to seniors throughout the
19 county. Adelante based out of Albuquerque is the provider. The office is at the Community Center. We
20 service six (6) congregate sites: Placitas, Radium Springs, Dona Ana, Chaparral, Mesilla, and Anthony.

21 Meals are delivered to Salem, Sunland Park and Chaparral. There are approximately 4,002 home delivery
22 meals per month. The numbers vary depending on the size of the congregate site. Our primary purpose is
23 to ensure that every senior that qualifies receives a meal. The state budget cuts have had an impact where
24 seniors are unable to receive home delivery. There are currently 43 seniors on a waiting list. This
25 information will be presented to the legislature in hope that funds will be released. He invited staff to the
26 Second Annual Public Hearing on Wednesday, 3:00 p.m. at the Community Center where he will be
27 providing information to the public. A meeting will be held at the Anthony Community Center on
28 Thursday. The meals are open to anyone; people under the age of 60 will pay \$7.60. Tanya handles the
29 operation and has been with the program over 16 years.

30
31 Mayor Barraza thanked Mr. Escobedo for the information. She asked if they should call in advance
32 before going to have lunch at the center and what the fees are.

1 Mr. Escobedo responded if anyone 60 and over choses they can make a donation; \$7.60 for people under
2 60. The money collected is used to purchase groceries. Calling in advance is recommended which helps
3 with daily meal preparation. Occasionally we may not have a complete meal; we save food 48 hours
4 which will help provide meals when we run short.

5
6 Mayor Barraza stated at our last Board of Trustee's meeting someone mentioned a concern regarding
7 music which she brought to your attention.

8
9 Mr. Escobedo responded there was an issue with a couple of senior s who voiced their concern with the
10 music. When he addressed the issue with the gentleman he became frustrated and chose to not play.
11 Some seniors asked him why he stopped the music. He told them that he did not stop the music and that
12 the gentleman had chosen not to play. He met with the community and asked if the gentleman could play
13 after 12:15 p.m. if he chooses to and that was agreed to. He received calls from residents that there was
14 singing and guitar planning. He spoke to the gentleman who indicated he brought in his guitar to have
15 another gentleman fine tune his guitar. There was a flyer posted to indicate that there would be no music
16 or signing until after 12:15 p.m. which is working out well. It is a delicate issue when working with
17 different cultures and different ideas.

18
19 Mayor Barraza asked which areas does Mesilla service.

20
21 Mr. Escobedo responded Mesilla covers north of the light in Mesquite to Placitas. There are no
22 restrictions; we cannot deny anyone a meal. Those meals are reimbursed by AAA.

23
24 Mayor Barraza thanked Mr. Escobedo, Tanya and staff for all they do for our seniors and the seniors from
25 surrounding areas. For some of our senior resident's lunch is their only meal.

26
27 Mr. Escobedo responded if a senior comes to us and indicates they do not have anything for dinner we
28 will provide that meal if we have food left. He documents those requests to see how many need that
29 service. What we do comes from the heart. He thanked the board for allowing them to be at the
30 Community Center and their support of the Senior Program.

31
32 Trustee Caro stated he was there a couple of weeks ago, and spoke to Mr. Escobedo. He also ate and
33 spoke to the people. It seems everyone is happy and accepts the music after 12:15 p.m.

34

1 Mr. Escobedo responded their whole purpose is to continue to provide meals to the seniors. As we visit
2 the areas we see there are several families with a need.

3
4 Mayor Barraza thanked them for all they do. The monthly menus are posted in the Las Cruces Sun News
5 on Thursdays.

6
7 Mayor Pro Tem Johnson-Burick asked what percentage of funding comes from Dona Ana County.

8
9 Mr. Escobedo responded the program received \$91K last year, which is the norm on an annual basis. The
10 fleet falls under the jurisdiction of Dona Ana County.

11
12 Mayor Barraza asked if the remainder of the funding comes from the Aging and Long Term and how
13 much does it cost to run the program on a yearly basis.

14
15 Mr. Escobedo responded the food budget runs around \$115K. He will get back with the figures.

16
17 Mayor Barraza responded we try to be community partners and thanked them for all they do.

18
19 Mr. Escobedo stated he is committed to this program so he moved to Las Cruces.

20
21 **5. PUBLIC INPUT** – The public is invited to address the Board for up to 3 minutes.

22 Ms. Jenna Emerick asked if there is a problem with her case.

23
24 Mayor Barraza responded there was a question with the warranty deed but it has been clarified. We will
25 be discussing that case and she thinks Ms. Stoechner-Hernandez will be able to clarify it. If there are any
26 questions they will ask her at that time.

27
28 **6. CLOSED SESSION** – pursuant to NMSA 1978 Chapter 10-15-1(H)(2) for discussion of
29 limited personnel matters of the Finance Department. – **Nora L. Barraza, Mayor.**

30
31 **Motion: To enter Closed Session pursuant to NMSA 1978 Chapter 10-15(H)(2) for discussion of**
32 **limited personnel matters of the Finance Department, Moved by Trustee Flores, Seconded by**
33 **Trustee Arzabal.**

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

2 **Mayor Pro Tem Johnson-Burick Yes**

3 **Trustee Arzabal Yes**

4 **Trustee Caro Yes**

5 **Trustee Flores Yes**

6

7 **Entered Closed Session at 6:22 p.m.**

8

9 **Motion: To enter Regular meeting after discussion of limited personnel matters pursuant to NMSA**
10 **1978 Chapter 10-15(H)(2) of the Finance Department; no action taken, Moved by Trustee Seconded**
11 **by Trustee**

12

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

14 **Mayor Pro Tem Johnson-Burick Yes**

15 **Trustee Arzabal Yes**

16 **Trustee Caro Yes**

17 **Trustee Flores Yes**

18

19 **Entered Regular Meeting at 6:33 p.m.**

20

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

24 Trustee Arzabal requested placing New Business items b and c on the consent agenda.

25

26 **Motion: To approve consent agenda as amended, Moved by Trustee Arzabal, Seconded by Trustee**
27 **Flores.**

28

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

30 **Mayor Pro Tem Johnson-Burick Yes**

31 **Trustee Arzabal Yes**

32 **Trustee Caro Yes**

33 **Trustee Flores Yes**

34

- 1 a. ***BOT MINUTES** – Regular Meeting minutes of Monday, January 23, 2017. *Approved*
2 *by consent agenda*
- 3 b. ***BOT MINUTES** – Special Meeting minutes of Tuesday, January 31, 2017. *Approved*
4 *by consent agenda*
- 5 c. ***PZHAC CASE #06394** – 2195 Calle de Arroyo, submitted by Jenna Emerick for Anna
6 Emerick-Biad; a request for a building permit to allow construction of a parking area at
7 this address. Zoned: Historical Commercial (HC).

8 Ms. Stoechner-Hernandez stated the packet includes everything for the parking lot. The Planning and
9 Zoning approved 3-0. The Board Action Form shows that the Planning and Zoning requested that the
10 applicant receive an agreement from the neighboring church that the parking area would not negatively
11 affect a parcel of adjacent parcel owned by the church. The applicant did do an agreement with
12 temporary easement with the church meeting that requirement.

13
14 Mayor Barraza asked if the parish decides to cease the agreement what becomes of the parking lot
15 required by CID. We decided we needed to add an amendment to the approval in the event the parish
16 ceases to lease out the property. This would have to go back to CID or the parking lot will need to be
17 redone.

18
19 Ms. Stoechner-Hernandez responded there is a possibility of adding a condition that if either party listed in
20 the agreement for temporary easement, goes back on the easement the applicant or property owner will
21 have to come back to the town to rectify that portion. Part of the parcel they are leasing is part of the
22 requirement to put the parking lot in.

23
24 Trustee Flores asked if the Mayor wants a motion to make this conditional.

25
26 Mayor Barraza responded she feels that would be appropriate for any future issues. We are trying to
27 address issues that could happen. This way the applicant is aware of conditions upfront.

28
29 **Motion: To approve PZHAC Case #06394 – 2195 Calle de Arroyo, submitted by Jenna Emerick for**
30 **Anna Emerick-Biad; a request for a building permit to allow construction of a parking area at this**
31 **address. Zoned: Historical commercial (HC); with condition, Moved by Trustee Flores, Seconded**
32 **by Trustee Arzabal.**

33
34 **Roll Call Vote: Motion passed (summary: Yes = 4).**

1 **Mayor Pro Tem Johnson-Burick Yes**

2 **Trustee Arzabal Yes**

3 **Trustee Caro Yes**

4 **Trustee Flores Yes**

5

6 **d. *PZHAC CASE #060484** – 2550 & 2558 Calle de San Albino, submitted by Richard
7 Perez; a request for a building permit to allow the repainting of two dwellings at these
8 addresses. Zoned: Historic Residential (HR).

9 Ms. Stoechner-Hernandez stated Mr. Perez is proposing to patch and paint at the properties. They are
10 similar but has more gray at the bottom making it come to Planning and Zoning for confirmation.

11

12 Mayor Barraza stated she noticed where the estimated cost is \$250; applicant doing the work. She does
13 not see where we can buy paint for two (2) buildings for \$250. She asked Mr. Maese if that is a realistic
14 cost. She does not know how we can address this.

15

16 Mr. Maese responded it probably is not realistic. We do have a lot of residents doing their own work.
17 Even with the residents doing the work it cost more than what we are being told. CID has a floating type
18 of pay scale. We handle it as a dollar amount (valuation) on materials or we can generate a number for
19 them basing the permit fees on that. The state has to set a minimum standard how we make the fees and
20 how we assess them. The Town of Mesilla can always make the fees more stringent as far as zoning
21 requirements. The only way of getting an accurate cost is having a contractor provide a written proposal.
22 We can assume what it is going to cost but we cannot charge for something like that without due cause.
23 We have to use the numbers provided. Reiterated the numbers being presented are not being realistic.
24 The only way to clarify that is to come up with a fee schedule which will need to be voted on by the
25 trustees. He recommends having a worksession to come up with an amendment. Otherwise we must take
26 it for face value. He understands revenue is being lost by not having clear numbers. We cannot say the
27 applicants are lying to us.

28

29 Mayor Barraza stated we do have people that have the experience to do the work themselves. The cost of
30 material has gone up. We are trying to be realistic in trying to get the fees that are due to the town. She
31 agrees to hold a worksession to discuss the fee schedule in place. Currently up to \$300 a fee will not be
32 assessed so residents put a low cost and indicate they are doing their own work. This is going to take
33 someone in a construction to give a fair price, even the least amount it would cost.

34

1 Mr. Maese indicated that people come in saying material was donated or salvaged from another job.
2 Without a hard number, we have to take it at face value. We have the same problem at the state, there
3 needs to be a minimum standard and/or have a floating scale to be able to assess the amount accordingly.
4

5 Mayor Barraza responded they had talked about it and are looking at that process. There are people
6 building without going through the permit process. We need to educate our residents on the process in
7 the Town of Mesilla.

8
9 Mr. Maese stated we want people to know that we are not here to make money off of them. We are here
10 to ensure that the jobs are properly done as well as protecting the property. There needs to be a fee to
11 ensure that. He spoke to other municipalities that are also having growing pains. They also indicated the
12 fees don't even cover the cost of the paperwork. This problem exists in the southern part of the state.
13 This is an issue that needs to be dealt with case by case and see what is going to work for your location.
14

15 Mayor Barraza thanked Mr. Maese for the information. Based on that information she is not requesting
16 any conditions be placed until the board has discussed this further.
17

18 **Motion: To approve *PZHAC CASE #060484 – 2550 & 2558 Calle de San Albino, submitted by**
19 **Richard Perez; a request for a building permit to allow the repainting of two dwellings at these**
20 **addresses. Zoned: Historic Residential (HR), Moved by Trustee Arzabal, Second by Trustee Flores.**
21

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

23 **Mayor Pro Tem Johnson-Burick Yes**

24 **Trustee Arzabal Yes**

25 **Trustee Caro Yes**

26 **Trustee Flores Yes**
27

- 28 e. ***PZHAC CASE #060488 – 2320 Calle de Santiago, submitted by Martha Liefeld; a request**
29 **for a demolition permit for a wood framed greenhouse at the rear of a dwelling at this**
30 **address. Zoned: Historical Residential (HR). *Approved by consent agenda***

31 **2. NEW BUSINESS:**

- 32 a. For Approval: the hiring of a full-time employee as Utility Clerk. – **Cynthia Stoehner-**
33 **Hernandez, Clerk/Treasurer.**

34 Mayor Barraza recommended the hiring of Ms. Sally Mariscal for the Utility Clerk position.

1 **Motion: To approve the hiring of a full-time employee as Utility Clerk, Moved by Trustee Arzabal,**
2 **Seconded by Trustee Flores.**

3
4 **Roll Call Vote: Motion passed (summary: Yes = 4).**

5 **Mayor Pro Tem Johnson-Burick Yes**

6 **Trustee Arzabal Yes**

7 **Trustee Caro Yes**

8 **Trustee Flores Yes**

9
10 **b. For approval: An agreement between the Town of Mesilla and Parkhill, Smith & Cooper**
11 **for construction services of Mesilla’s Water Looping Project on Snow Road, Valle**
12 **Grande Road and Los Arenales funded by BECC – Debbie Lujan, Public Works**
13 **Director. *Approved by consent agenda***

14
15 **c. For approval: An agreement between DuCross Construction and the Town of Mesilla for**
16 **Construction Services for the Mesilla Water System Project on Snow Road, Valle Grande**
17 **Road and Los Arenales funded by BECC – Debbie Lujan, Public Works Director.**
18 ***Approved by consent agenda***

19
20 **d. Resolution 2017-02: A resolution approving the change of termini and route to our Local**
21 **Government Road Fund Project. – Debbie Lujan, Public Works Director.**

22 Ms. Lujan stated this project is for Calle Santa Ana which had Phase I and Phase II. Phase I was
23 completed so to not lose this money, she needs to change the termini and route. The scope of work will
24 remain the same. This will change to Calle Segunda and keeping the intersections on Santa Ana and
25 Calle Quinta. This project is for \$64K.

26
27 **Motion: To approve Resolution 2017-02; a resolution approving the change of termini and route to**
28 **our Local Government Road Fund Project, Trustee Flores, Seconded by Trustee Arzabal.**

29
30 **Roll Call Vote: Motion passed (summary: Yes = 4).**

31 **Mayor Pro Tem Johnson-Burick Yes**

32 **Trustee Arzabal Yes**

33 **Trustee Caro Yes**

34 **Trustee Flores Yes**

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3. *STAFF REPORTS:

- Community Development
- Community Programs
- Finance Department
- Fire Department
- Marshal's Department
- Public Works Department

4. BOARD OF TRUSTEE COMMENTS

Trustee Caro stated he is concerned with the houses being approved. One of the houses is between the Reynolds and Quesada; does not feel there is going to be room for parking. He asked how they were approved. Also, across from Mr. Willie Lucero; it is beginning to look very congested. He asked are these people going to be parking in the streets, what about the runoff. We need to keep an eye open for this.

Mayor Pro Tem Johnson-Burick agrees we need a worksession on fee schedules. She has thought some of these are to low but also taking into consideration we do not want to overcharge. We need to look at other small municipalities. The Public Safety Building was worth the wait. Our wages are not the best but they have a nice place to call their own.

Trustee Arzabal agrees the Public Safety Building is a nice place. The board was asked to come up with ideas with regarding to the infrastructure. We need to be really careful since it is a touchy subject when there needs to be an increase. A worksession with contractors is a good idea.

Trustee Flores stated the Public Safety Building was great. She thanked Marshal Alberg for inviting the Girl Scout Troops; they had a great time. She ran both races and likes the new routes. It was very well run. Thanked staff for helping. Regarding Trustee Caro's comments, that is one of the questions on the Comprehensive Plan. This is the time to evaluate and see what we want. Having a worksession to get the word out to see what Mesilla wants because it is going to affect us for a while. With the current Comprehensive Plan she feels she has to be lenient. She thanked everyone for all the work that they do and gave everyone a rose for attending.

1 Mayor Barraza agrees with Trustee Caro regarding the property on Parian which is two (2) lots. She has
2 voiced her concerns with Mr. Shannon and Ms. Stoechner-Hernandez. We do not want to build a house on
3 top of a house. Our roads cannot accommodate the vehicles which many times homes have two (2) or
4 more. She understands that based on the current Comprehensive Plan and Ordinance it was allowed. She
5 does not want to ask the board to put a moratorium on building. The sooner we act on what we want the
6 better. The Comprehensive Plan is not going to happen overnight. We need to address the issues and
7 concerns coming forth. She understands Trustee Caro's concerns. We will be having worksessions to
8 address the concerns the board has regarding ordinances. Some of the issues needing to be discussed are
9 parking fees, density, setbacks, fee schedules, food truck moratorium. The Open House was very
10 successful. Mr. Porch played the bagpipe. Fire Chief Hoban did the invocation. The Attorney General
11 office, Mounted Patrol, State Police, Steinborn, Molzen-Corbin, Mr. Greg Smith and several residents
12 attended. The Fire and Marshal Department provided pizza and wings. Our legislators could not attend
13 as they were in session; asked that they thank them for making these projects possible. There was a tax
14 increase to the residents for the Visitor Center. We have so much to be thankful for. We have been
15 notified by the legislators that they do not anticipate if any, very little in terms of Capital Outlay. We are
16 not projecting any projects for next year. The offices will be closed on Monday in observance of
17 President's Day. She encourages everyone to visit and have a meal at the Senior Center.

18
19 Fire Chief Hoban thanked Marshal Alberg for providing the food

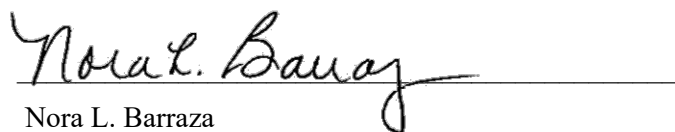
20
21 Mayor Barraza thanked the Trustees for attending.

22
23 **5. ADJOURNMENT**

24
25 **The Town of Mesilla Trustees unanimously agreed to adjourn the meeting. (Summary: Yes-4)**

26
27 **MEETING ADJOURNED AT 7:07 P.M.**

28
29 **APPROVED THIS 27th DAY OF FEBRUARY, 2017**

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32 

33 Nora L. Barraza

34 Mayor

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ATTEST:

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Cynthia Stochner-Hernandez
Town Clerk/Treasurer