

Town of Mesilla, New Mexico

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

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

STAFF: Cynthia Stoechner-Hernandez, Town Clerk/Treasurer
K.C. Alberg, Marshal
Debbie Lujan, Public Works Coordinator
Irene Parra, Special Events Coordinator
Gloria Maya, Recorder

PUBLIC: Susan Krueger Chris Alexander
Ian Simon Dorothy Villa
Tony Correa

1. PLEDGE OF ALLEGIANCE

Mayor Barraza led the Pledge of Allegiance.

Mayor Barraza held a Moment of Silence for the victims of the First Baptist Church in Texas.

2. ROLL CALL & DETERMINATION OF A QUORUM

Roll Call.

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

3. CHANGES/APPROVAL OF THE AGENDA

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

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

Mayor Pro Tem Arzabal Yes

Trustee Caro Yes

Trustee Flores Yes

1 **Trustee Johnson-Burick Yes**

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4 **4. PROCLAMATION** – declaring November 2017 “American Diabetes Month” in the
5 Town of Mesilla. – **Nora L. Barraza, Mayor.**

6 Mayor Barraza read the Proclamation declaring November 2017 “American Diabetes Month” in
7 the Town of Mesilla.

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9
10 **5. PUBLIC INPUT** – The public is invited to address the Board for up to 3 minutes.

11 Ms. Kruger stated the Planning and Zoning is required to hold a Public Hearing, published 15
12 days before the hearing. Copies are available to the public. At the November 6th Planning and
13 Zoning meeting there was to be discussion of the Comprehensive Plan. The public has had a lot
14 of information but no opportunity to comment. She notices that approval is on the agenda before
15 the Planning and Zoning has held Public Hearing, proper publication, and copies made available.
16 She was not sure what the base plan was. She feels it is premature. We cannot make comments
17 during the staff comments.

18
19 **6. CLOSED SESSION** – pursuant to NMSA 1978 Chapter 10-15-1(H) (2) discussion of
20 limited personnel matters of employees in the Fire Department. – **Nora L. Barraza,**
21 **Mayor.**

22 **Motion: To enter Closed Session pursuant to NMSA 1978 Chapter10-15-1(H)(2) discussion**
23 **of limited personnel matters of employees in the Fire Department, Moved by Trustee**
24 **Flores, Seconded by Mayor Pro Tem Arzabal.**

25
26 **Roll Call Vote: Motion passed (summary: Yes = 4).**

27 **Mayor Pro Tem Arzabal Yes**

28 **Trustee Caro Yes**

29 **Trustee Flores Yes**

30 **Trustee Johnson-Burick Yes**

31
32 **Entered Closed Session at 6:10 p.m.**

33
34 **Motion: To enter Regular Meeting after discussion of limited personnel matters of**
35 **employees in the Fire Department pursuant to NMSA 1978 Chapter10-15-1(H)(2) – no**
36 **action taken, Moved by Mayor Pro Tem Arzabal, Seconded by Trustee Caro.**

37
38 **Roll Call Vote: Motion passed (summary: Yes = 4).**

39 **Mayor Pro Tem Arzabal Yes**

40 **Trustee Caro Yes**

41 **Trustee Flores Yes**

42 **Trustee Johnson-Burick Yes**

43
44 **Entered Regular Meeting at 6:18 p.m.**

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

1 Mayor Pro Tem Arzabal requested adding item c under New Business to the consent agenda.

2
3 Trustee Caro asked for clarification of item c under consent agenda.

4
5 **Motion: To approve consent agenda as amended, Moved by Mayor Pro Tem Arzabal,**
6 **Seconded by Trustee Johnson-Burick**

7
8 **Roll Call Vote: Motion passed (summary: Yes = 4).**

9 **Mayor Pro Tem Arzabal Yes**

10 **Trustee Caro Yes**

11 **Trustee Flores Yes**

12 **Trustee Johnson-Burick Yes**

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14
15 a. ***BOT MINUTES – Regular Meeting** of Monday, October 23, 2017. *Approved by*
16 *consent agenda*

17
18 b. ***PZHAC CASE 060646** – 2909 La Mesilla Circle, submitted by Tim Altamirano; a
19 request for a building permit to replace the windows and restucco the exterior of a
20 dwelling at this address. Zoned: HR Historical Residential (HR). *Approved by*
21 *consent agenda*

22
23 c. ***PZHAC CASE 060649 w/conditions** – 2171 Calle de Guadalupe, submitted by
24 American SW Contractors (Tim Nunley) for Ken Dickson: a request for a building
25 permit to repair deteriorated vigas and cover them in copper, and to repaint a dwelling
26 at this address. Zoned: Historical Residential (HR). *Approved by consent agenda*

27
28 Mr. Shannon responded that the vigas are rotting out. The applicant had two options: to replace
29 the vigas with plastic or repair the wooden vigas and bend a copper sheet around the viga to
30 produce a shell around the viga and to apply a rain guard to protect the vigas. It is a more
31 expensive way of doing things. The copper will be exposed to the outside.

32
33 Trustee Caro responded he had heard about that.

34
35
36 d. ***PZHAC CASE 060651** – 2415 Calle de Parian, submitted by Robert Reynolds; a
37 request for a building permit to construct a rock wall at this address. Zoned:
38 Historical Residential (HR). *Approved by consent agenda*

39
40
41 **8. NEW BUSINESS:**

42 a. A public hearing for comments pertaining to the Mesilla 2017 Comprehensive Plan
43 Update. – **Nora L. Barraza, Mayor.**

44 Ms. Stoechner-Hernandez read ordinance 18.06.080 for clarification.

45
46 **Motion: To close Regular Meeting and open a Public Hearing, Moved by Mayor Pro Tem**
47 **Arzabal, Seconded by Trustee Johnson-Burick.**

48
49 **Roll Call Vote: Motion passed (summary: Yes = 4).**

50 **Mayor Pro Tem Arzabal Yes**

51 **Trustee Caro Yes**

1 **Trustee Flores Yes**

2 **Trustee Johnson-Burick Yes**

3
4 **Closed Regular Meeting and opened Public Hearing at 6:50 p.m.**

5
6 Mr. Alexander gave his comments.

7
8 Ms. Kruger gave her comments.

9
10 **Motion: To close Public Hearing, Moved by Mayor Pro Tem Arzabal, Seconded by Trustee**
11 **Flores.**

12
13 **Roll Call Vote: Motion passed (summary: Yes = 4).**

14 **Mayor Pro Tem Arzabal Yes**

15 **Trustee Caro Yes**

16 **Trustee Flores Yes**

17 **Trustee Johnson-Burick Yes**

18
19 **Closed Public Hearing at 6:58 p.m.**

20
21 **Motion: To open Regular Meeting, Moved by Trustee Flores, Seconded by Trustee Caro.**

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

24 **Mayor Pro Tem Arzabal Yes**

25 **Trustee Caro Yes**

26 **Trustee Flores Yes**

27 **Trustee Johnson-Burick Yes**

28
29 **Opened Regular Meeting at 6:58 p.m.**

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31
32 **b. For review/approval: The Town of Mesilla 2017 Comprehensive Plan. – Cynthia**
33 **Stoehner-Hernandez, Clerk/Treasurer.**

34 Mayor Barraza stated section 18.06.080 referred by Ms. Krueger, was repealed in 2008. We had
35 two Public Hearings; one had a good turn out with a lot of input that was incorporated into the
36 Comprehensive Plan. The second Public Hearing had a poor turnout. A survey was sent out as
37 well which we received a low response. The community has had a chance to participate and
38 comment on the Comprehensive Plan. Work Sessions were held with the Planning and Zoning
39 and the Board of Trustees in attendance. Thanked Mr. Alexander for his comments which show
40 that he took the time to read it and is concerned with the future of the town. She wishes more
41 residents would take the initiative on the future of Mesilla. She asked Ms. Stoehner-Hernandez if
42 there has been any requests for a draft of the plan.

43
44 Ms. Stoehner-Hernandez responded there have been no other requests other than from Ms.
45 Krueger.

46
47 Mayor Barraza stated residents have the opportunity to review it on our website. We received a
48 grant of \$50K from the Department of Finance so it did not cost the town anything. We do not

1 have the staff to do these types of projects. This was a combined effort between the Planning and
2 Zoning and the Board of Trustees.

3
4 Trustee Flores stated she did not roll her eyes. She has had sleepless nights regarding the
5 University area. She is afraid of the impact of vehicles and pedestrians. Her goal has been to
6 have a bike and walking path. She agrees with Mr. Alexander; does not feel it is necessary. She
7 wants to keep a high quality of living.

8
9 Mayor Barraza stated it was the recommendation of the Planning and Zoning to do the zoning
10 like that.

11
12 Trustee Caro stated he agrees with the comments. We cannot get into situations.

13
14 Trustee Johnson-Burick stated she concurs with her fellow trustees. She wants to ensure we keep
15 the Green Belt area.

16
17 Mayor Pro Tem Arzabal agreed as well.

18
19 Mayor Barraza asked for the sections that refer to that.

20
21 Ms. Stoechner-Hernandez stated page 49 – low density residential; will need to be updated if
22 rejected.

23
24 Ms. Phyllis inaudible

25
26 Mayor Barraza stated if approved it can be modified with their recommendations.

27
28 Trustee Johnson-Burick asked if it would be hovas to offer another Public Hearing so residents
29 can voice their opinion.

30
31 Mayor Barraza responded it can be done but are we only going to have two people show up. We
32 saw at one of our meetings it was Planning and Zoning Commission, I, and one resident in
33 attendance but we can if that is the wishes of the board. She also was concerned with the zoning
34 and does not have a trouble doing what Mr. Alexander has recommended.

35
36 Trustee Flores indicated having another hearing will afford the public another opportunity to
37 provide comments.

38
39 Mayor Barraza stated all the trustees will need to be in attendance to hear the comments. The
40 meeting will need to be held Thursday or Friday of this week due to the holiday. The meeting
41 will be held at 5:00 p.m. on November 27th before the Board of Trustee's meeting. We will post
42 at our regular posting sites that it is available on the website; a hard copy is available for 25¢ a
43 page.

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46 c. **Resolution 2017-20** - A resolution by the Board of Trustees authorizing the execution
47 and delivery of a Local Government Planning Grant Agreement between the New
48 Mexico Finance Authority and the Town of Mesilla in the amount of \$49,929.49

1 evidencing an *obligation* to utilize the grant amount solely for the purpose of
2 financing the costs of a Comprehensive Plan. – **Cynthia Stoechner-Hernandez,**
3 **Clerk/Treasurer. *Approved by consent agenda***

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5
6 **d.** For discussion/approval: proposed increase of hourly rate for staff in the Public
7 Works Department. **Debbie Lujan, Public Works Director/ Nora L. Barraza,**
8 **Mayor. (*revised 11/9/17 @ 12:00PM*)**

9 Ms. Stoechner-Hernandez and Ms. Lujan gave presentation.

10
11 Mayor Barraza stated it is difficult to bring in good qualified committed employees at the current
12 hourly rate. The foreman position has been advertised and they are not coming. There has been
13 such a turnover in that department. We invest in them and then they leave making it very costly.
14 The two employees have been working their tails off and are committed to the town. We ask
15 that the board support this request.

16
17 Mayor Pro Tem Arzabal stated we need to support these loyal employees. We should look at this
18 next year to continue to compete with other entities.

19
20 Mayor Barraza stated we have employees doing everything where other entities have designated
21 jobs for designated employees.

22
23 Trustee Flores stated this is a long time coming. It has been a revolving door. She wishes they
24 could pay more.

25
26 Trustee Johnson-Burick stated the job and salary are based on a skill set. Las Cruces approved a
27 wage increase ordinance so it has to pay what they pay and have a higher tax rate. Does not feel
28 it is appropriate 4.5 months into the budget we are giving a selected department raises; it should
29 have been done at the beginning of the budget. It is no doubt they deserve it. We are going to
30 create equity issues with other employees; potential liability concerns. There should be overall
31 compensation and classification packet done on every job description. Reiterated the City of Las
32 Cruces has the minimum ordinance. She cannot justify the increases. Some of other entities have
33 a larger tax base. We should have looked at Hatch and Sunland Park. She understands that the
34 Enterprise Funds are not to be used for personnel and operation. We raised the water rates to

35
36 Ms. Stoechner-Hernandez responded the funds are for operational costs; maintenance, repairs,
37 water wells.

38
39 Trustee Johnson-Burick stated now it is going for salaries.

40
41 Ms. Stoechner-Hernandez responded no. Ms. Lujan is keeping her budget the same. She is going
42 to find it in her salary line item to cover the increases. There are no increases to budgets.

43
44 Trustee Johnson-Burick stated it is not coming from the Enterprise Fund.

45
46 Mayor Barraza responded there are a couple of employees that are paid from the Enterprise
47 Fund. The budget report shows personnel and operation. The increases are coming from the

1 operation line item. We are not asking for a budget increase because we can work within the
2 current budget.

3
4 Trustee Johnson-Burick stated so we are pulling some of the funds from the increases we
5 charged our residents for water.

6
7 Ms. Stoechner-Hernandez responded no, all increases go to operations. That is why we have a
8 meter replacement, hydrant replacement program, and sewer. The increases are not going to
9 personnel.

10
11 Mayor Barraza stated we do take personnel from the Enterprise Fund. She wants Trustee
12 Johnson-Burick to understand that there is personnel coming from the Enterprise Fund but these
13 increases will not.

14
15 Trustee Johnson-Burick stated her concern is... There is no doubt that they are deserving of an
16 increase. We are going to have to look at broad branding.

17
18 Trustee Caro stated we cannot compare Las Cruces to Mesilla. Inaudible The employees are
19 very deserving.

20
21 Mayor Barraza responded we did try to reach out to smaller communities but received no
22 response.

23
24 Trustee Flores stated we compete with the City of Las Cruces.

25
26 Mayor Barraza responded there have been some that have left us to go to the City of Las Cruces
27 and the County. The employees are well deserving of an increase. She does not know how they
28 can support their families. The town can do better. We are on target with the 2% increase. She
29 feels we have the funds to do it; we take a department at a time. The Public Works department is
30 hard work.

31
32 **Motion: To approve the proposed increase of hourly rate for staff in the Public Works**
33 **Department, Moved by Mayor Pro Tem Arzabal, Seconded by Trustee Flores.**

34
35 **Roll Call Vote: Motion passed (summary: Yes = 3; No=1).**

36 **Mayor Pro Tem Arzabal Yes**

37 **Trustee Caro Yes – look at how much**

38 **Trustee Flores Yes**

39 **Trustee Johnson-Burick No**

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41
42 e. **Resolution 2017-21** – A resolution approving a revised job description for
43 Maintenance/Water Operator I position and a new job description for a
44 Groundskeeper/Facilities position. – **Debbie Lujan, Public Works Director/**
45 **Cynthia Stoechner-Hernandez, Clerk/Treasurer.**

46 Ms. Stoechner-Hernandez gave a presentation.

1 **Motion: To approve Resolution 2017-21 – A resolution approving a revised job description**
2 **for Maintenance/Water Operator I position and a new job description for a**
3 **Groundskeeper/Facilities position, Moved by Mayor Pro Tem Arzabal, Seconded by**
4 **Trustee Flores.**

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

7 **Mayor Pro Tem Arzabal Yes**

8 **Trustee Caro Yes**

9 **Trustee Flores Yes**

10 **Trustee Johnson-Burick Yes**

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14 **f. For discussion/approval: an agreement between the Department of Transportation and**
15 **the Town of Mesilla for the Selective Traffic Enforcement Program (STEP)/100 Days**
16 **and Nights of Summer in the amount of \$1,482.00. – K.C. Alberg, Marshal.**

17 Ms. Stoechner-Hernandez stated this grant is for DUI checkpoints within the Town of Mesilla's
18 city limits. This will terminate September 30, 2018.

19
20 Mayor Barraza stated this is to pay for staff overtime.

21
22 Ms. Stoechner-Hernandez responded yes only during the 100 Days and Nights of Summer.

23
24 **Motion: To approve an agreement between the Department of Transportation and the**
25 **Town of Mesilla for the Selective Traffic Enforcement Program (STEP) 100 Days and**
26 **Nights of Summer in the amount of \$1,482.00, Moved by Mayor Pro Tem Arzabal,**
27 **Seconded by Trustee Caro.**

28
29 **Roll Call Vote: Motion passed (summary: Yes = 4).**

30 **Mayor Pro Tem Arzabal Yes**

31 **Trustee Caro Yes**

32 **Trustee Flores Yes**

33 **Trustee Johnson-Burick Yes**

34
35
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37 **9. *STAFF REPORTS:**

38 Community Development

39 Community Programs

40 Finance Department

41 Fire Department

42 Marshal's Department

43 Public Works Department

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46 **10. BOARD OF TRUSTEE COMMENTS**

47 Lt. Salas inaudible Deputy Madson will be deployed to Puerto Rico. The department will be
48 two officers short.

49
50 Chief Hoban stated we are sending a group of firefighters to Socorro for training. There are
51 several prospects from the Fire Fighter I class coming. There will be an agreement between

1 Dona Ana Community College and Mesilla coming for review; changes to improve the
2 relationship. We are working hard to improve our training and equipment.

3
4 Ms. Lujan thanked the board for approving the increases. It has been very hard for Ms. Villa and
5 Mr. Correa. She is very proud of them.

6
7 Ms. Stoechner-Hernandez stated our audit was done last week; it went well.

8
9 Mayor Barraza thanked everyone who assisted with the Veteran's Day ceremony; it well very
10 well. A letter is being sent out about a meeting that will be held on Tuesday, November 21st at
11 City Hall hosted by Commissioner Smith regarding a Medical Cannabis Dispensary coming up
12 at 200 Conway. There will be a Car Wash on Saturday, November 18th 12-4 p.m. at the Town
13 Hall to help Fire Chief Hoban with any medical expenses. It has been coordinated by the Fire
14 and Marshal Departments. Ms. Maya and Ms. Parra delivered fifty turkeys to Mesilla
15 Elementary.

16 We need more items such as (fifty) turkey gravy, small tubs of butter, brown-n-serve rolls,
17 pumpkin pies, Kool aid, gallon on milk and bags of apples. They are needed by noon tomorrow.
18 Several organizations and businesses have donated generously. The board should have received
19 an update from Mr. Cervantes on the arbitration; we won the case. The offices will be closed on
20 Thursday and Friday in observance of Thanksgiving. We will be closing the offices from 12-1:00
21 p.m. on Tuesday for the staff's Thanksgiving Luncheon. This week meters will be read.

22
23 Trustee Flores stated she appreciates staff for all their hard work. She attended a funeral this
24 week for a 15-year-old girl and asked if anyone feels someone is feeling depressed talk to them.
25 It can make all the difference in the world.

26
27 Mayor Pro Tem Arzabal stated it is challenging when they are asked to vote on something when
28 they receive the paperwork thirty minutes before the vote. He understands how much everyone
29 has to do but it would be nice to get it the day before.

30
31 Trustee Caro wished a Happy Thanksgiving to everybody.

32 Trustee Johnson-Burick commented that she agrees with Mayor Pro Tem Arzabal's comments.
33 Wished everyone a Happy Thanksgiving to everyone and thank you for everything.

34
35 Mayor Barraza stated it has been difficult; everyone has had to pick up extra duties. Once we
36 get back on schedule things will be done in a timely manner. We want to make sure we bring the
37 right person to the board for Public Works. She wished everyone a Happy Thanksgiving and a
38 blessed holiday.

39
40 **11. ADJOURNMENT**

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

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43 **MEETING ADJOURNED AT 7:49 P.M.**

44
45 **APPROVED THIS 27th DAY OF NOVEMBER, 2017.**

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Nora L. Barraza _____

Nora L. Barraza

Mayor

ATTEST:

Cynthia Stoechner-Hernandez _____

Cynthia Stoechner-Hernandez

Town Clerk/Treasurer

