

**VILLAGE OF MILAN  
BOARD OF TRUSTEES MEETING  
January 18, 2018 – 5:30PM  
MINUTES**

- CALL TO ORDER
  - Mayor Knotts called the meeting to order at 5:30pm
- ROLL CALL
  - Present: Mayor George W. Knotts
  - Mayor Pro Tem Orlando Gallegos
  - Trustee Helen Dayan
  - Trustee Vivian Brumbelow
  - Trustee Felix Gallegos
- OPENING PRAYER AND PLEDGE OF ALLEGIANCE
  - Mayor Knotts lead in prayer followed by Trustee Gonzales leading the pledge
  - I. APPROVAL OF AGENDA
    - Motion: Trustee Brumbelow made a motion to approve the agenda
    - Second: Trustee Gallegos
    - Vote: 4-0; all aye
  - II. APPROVAL OF MINUTES
    - a) Board of Trustees Workshop December 13, 2017
    - b) Board of Trustees Regular Meeting December 20, 2017
      - Motion: Trustee Dayan made a motion to approve the minutes for the December 13<sup>th</sup> workshop and the December 20<sup>th</sup> regular meeting.
      - Second: Trustee Brumbelow
      - Vote: 3-0; all aye
  - III. APPROVAL OF CASH DISBURSEMENT JOURNAL FOR December 2017
    - Mayor Knotts questioned some of Boynton's attorney fees and the dates.
    - Motion: Trustee Dayan made a motion to approve the journal for Decemeber 2017
    - Second: Trustee Gallegos
    - Vote: 4-0; all aye
  - IV. ACCEPTANCE OF MUNICIPAL COURT CASH JOURNAL FOR December 2017
    - Motion: Trustee Gallegos made a motion to accept the municipal court cash journal for December 2017
    - Second: Trustee Dayan
    - Vote: 4-0; all aye
  - V. OLD BUSINESS
  - VI. NEW BUSINESS Discussion/Action
    - a) Resolution 2018-01 Open Meeting Act
      - Village Clerk Denise Baca stated that if the board would like to make any changes to the meeting dates or times this would be the resolution to make them with.
      - Motion: Trustee Gallegos made a motion to approve resolution 2018-01
      - Second: Trustee Dayan

- Vote: 4-0; all aye
- b) Resolution 2018-02 CDBG  
Motion: Trustee Gallegos made a motion to approve resolution 2018-02  
Second: Trustee Dayan  
Vote: 4-0; all aye
- c) Approval of pay for precinct workers  
Village Clerk Denise Baca stated that the precinct workers pay is set by state statute at no less than federal minimum wage and no more than \$200.  
Motion: Trustee Gallegos made a motion to approve the pay for the precinct board workers.  
Second: Trustee Dayan  
Vote: 4-0; all aye
- d) Appointment of Precinct workers for March 6, 2018 Municipal Election  
Motion: Trustee Dayan made a motion to approve the precinct board workers listed  
Second: Trustee Brumbelow  
Vote: 4-0; all aye
- e) Resolution 2018-04 fees and procedure for recall/recount  
Village Clerk Denise Baca stated that the state canvassing board determines a cost for the recount/recall proceedings. This resolution will require a deposit be paid prior to the recount/recall takes place.  
Motion: Trustee Gallegos made a motion to approve resolution 2018-04  
Second: Trustee Dayan  
Vote: 4-0; all aye
- f) Resolution 2018-05 Authorizing execution/ delivery of NMFA Grant (PER WWTP)  
Village Manager Paul Pena explained the grant procedure for the NMFA grant. This grant is for the waste water treatment plant preliminary engineering report. The report was done by Wilson & Co.  
Motion: Trustee Gallegos made a motion to approve  
Second: Trustee Dayan  
Vote: 4-0; all aye
- g) Acceptance of Audit report  
Village Manager Paul Pena discussed the audit report with the governing body  
Motion: Trustee Gallegos made a motion to accept the audit report  
Second:  
Vote: 4-0; all aye
- h) Resolution 2018-03 budget adjustment  
Motion:  
Second:  
Vote: 4-0; all aye

VII. MANAGER'S UPDATE

Manager Paul Pena gave an update on the GRT that has come in as well as the property tax. Mr. Pena also stated that there is a company that is drilling in areas behind Allsup's and El Rancho that is checking the soil.

Department Heads gave updates.

Bill McElroy, parks/building maintenance stated that the pool had a leak and it is now fixed. Mr. McElroy stated that most of the month his crew worked on taking down Christmas decorations and tearing down the old building at the farm.

Jack Moler, Street/Utility/Recreation stated that the quarterly report for the water has been submitted. There were leaks on St. Paul and Golden acres this month. The valve was locked up at golden acres. There have been complaints about sewer smell and the lines are jetted when we get a complaint. Some of the cutouts were patched and if the Village can get more mix when the weather is good the crew will do more. The road to the tank has been bladed and the ditch has been cleared. Basket ball has been running good.

Evette Montano, Code Enforcer stated that she issued one permit for a home on Haystack this month and court only once this month. She will be attending a flood plain training that will be held in April.

Sarah Austin, transit stated that the state has requested that the transit not serve the county. The county is no going to be funding the transit. The City does also not want to provide any money. The budget is in good shape and can sustain thru September 30<sup>th</sup>. Hobbs is planning on donating a wheelchair accessible bus to the Transit. The ridership is at 800 this month and we are trying to double it by the end of the month.

Mike Gonzalez, IT, stated that he set up 4 I pads for the transit and updated the calendar on the website.

Pat Salazar, Police, stated that there were 27 arrests this month, 54 reports. The accidents are not being listed on the report yet. The department is one officer short and we are working on interviews. The police department is working on putting the accidents on a website called crash docs the people involved in the wreck are given cards and they can go on the website and download the report. The PD is also working on getting new patches. Chief Salazar recognized Officer Gabby Puhuyesva for her hard work.

Keith Austin, fire department, stated that he has FEMA class here at the family fun center. The insurance inspection has taken place and results are not in yet. The county has contacted me about stopping the burn permits and looking at putting a stop to fireworks.

Village Manager Paul Pena stated that Natalie Pelack was not available for the meeting tonight. She is now a lifeguard instructor and can certify her own lifeguards.

Mechanic, Kim Chavez also not present tonight.

VIII. PERSONNEL

- a) Employee of the Month for January 2018

The employee of the month for January is Robert Ramirez

IX. CITIZENS TO ADDRESS THE BOARD

Ellen Baca addressed the board and thanked the Police Department for handling the situation with her neighbors.

X. BOARD COMMENTS

Trustee Gonzales stated that basketball is going good and there is a spellingbee coming up soon for the youth.

Trustee Brumbelow stated that the department heads are doing a great job working together. Soccer registration is next week.

Trustee Dayan stated that there will be 2 people coming in as trustees. There are two candidates present, Ellen Baca and Mary Lundstrom. Trustee Dayan thanked them for showing their interest.

Trustee Gallegos stated that for the Martin Luther King Jr. event the Village was the only entity that had representation.

Mayor Knotts stated that the Village employees are doing a good job.

XI. ANNOUNCEMENTS

a) Board of Trustees Workshop February 7, 2018 at 5:30pm

b) Board of Trustees Regular Meeting February 15, 2018 at 5:30pm

Trustee Brumbelow asked when the next planning & zoning workshop would be held. Village Manager did not have an answer for her and stated that he would get with the Code Enforcer.

XII. ADJOURNMENT

Motion: Trustee Dayan made a motion to adjourn

Second: Trustee Brumbelow

Meeting adjourned at 6:55pm

Approved/Approved with changes

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George W. Knotts, Mayor

ATTEST:

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Denise Baca, Clerk