



**DRAFT MINUTES
VILLAGE OF TIJERAS
SPECIAL COUNCIL MEETING
MONDAY, OCTOBER 28, 2024, AT 3:00PM
SENIOR CENTER AND ZOOM**

Join Zoom Meeting
<https://us06web.zoom.us/j/88115216674>

Meeting ID: 881 1521 6674
 Dial: (720)707-2699

**Please turn off cell phones
or set to silent mode.**

1. **Call to Order**

Meeting called to order at 3:01PM by Mayor Bruton

2. **Pledge of Allegiance**

3. **Roll Call/Determination of Quorum**

MA	✓	EB	✓	YG	✓	JO	✓
Quorum present		Yes	No				

4. **Introduction of Guests**

Jessica Nixon, Village Attorney

Nathan Mulvihill, Village Attorney

5. **Public Comment**

No Public Comments

6. **Approval of Agenda:**

A C T I O N	Motion:	To approve agenda for Special Meeting, October 28 @ 3PM	
	Made by:	Y. Garcia	Councilor Armenta- Yes Councilor Barnes- Yes Councilor Garcia- Yes Councilor Ortiz- Yes
	Second by:	E. Barnes	
	Motion carried?	PASSED	

7. **Council to Review and Approve Previous Minutes**

[Attachment A – Regular Meeting DRAFT Minutes September 16, 2024.pdf](#)

A C T I O N	Motion:	To approve meeting minutes for September 16, 2024	
	Made by:	Y. Garcia	Councilor Armenta- Yes Councilor Barnes- Yes Councilor Garcia- Yes Councilor Ortiz- Yes
	Second by:	M. Armenta	
	Motion carried?	PASSED	



Councilor Barnes requested status of the accounts noted in the water audit. Clerk Caufield stated that the accounts with the wrong multiplier were updated in the billing software, but will take longer to update in Neptune software because IT from Neptune has to take a look at the settings on the handheld and how they are read by the software and this could possibly take another month. Clerk Caufield also stated that the next steps will include a resolution to mandate all residents be hooked up to the water system. Councilor Ortiz asked about the water workshop. Clerk Caufield stated that Carole from Lee Wilson wanted to be at this meeting but was asked to wait until billing was accurate so revenue comparisons were accurate. Mayor Bruton stated the workshop would be next month and Councilor Garcia clarified that next month meant the month of November. Councilor Armenta stated that he was concerned that Resolution 2024-30 Pipeline Procurement gave the appearance the award was for the Village. Jessica, Village Attorney, confirmed that stating in the minutes that the pipeline purchase was for Entranosa and that we also had a separate MOU with Entranosa that the stating in minutes would be sufficient. Clerk stated she would send out a copy of the MOU between the Village and Entranosa.

8. Approval of Resolution 2024-28 OMA

[Attachment B – Resolution 2024-28 OMA Resolution](#)

A C T I O N	Motion:	To approve Resolution 2024-28 OMA for remaining 2024 meetings		
	Made by:	E. Barnes	Councilor Armenta- Yes Councilor Barnes- Yes Councilor Garcia- Yes Councilor Ortiz- Yes	
	Second by:	M. Armenta		
	Motion carried?	PASSED		

Councilor Barnes questioned item 3 – stating special council meetings should be in writing to the Village Clerk and clarified in writing meant emails were acceptable as well. Clerk Caufield stating she will be requesting first meeting in December to be cancelled. Mayor stative he will approve administratively.

9. Approval of Resolution 2024-29 Comcast Franchise Agreement

- a. [Attachment C\(1\) – Resolution 2024-29 Comcast Franchise Agreement](#)
- b. [Attachment C\(2\) – Comcast Franchise Agreement](#)

A C T I O N	Motion :	To approve Resolution 2024-29 Comcast Franchise Agreement		
	Made by:	Y. Garcia	Councilor Armenta- Yes Councilor Barnes- Yes Councilor Garcia- Yes Councilor Ortiz- Yes	
	Second by:	E. Barnes		
	Motion carried?	PASSED		

Councilor Armenta asked Clerk if this should have been done already. Clerk stated this should have been done years ago, both for Comcast and the Village. Clerk stated that the Village has



been receiving the franchise fee and Comcast doesn't intend to stop, but that an agreement should be in place for both giving and receiving funds. Councilor Barnes asked if this was the best we could get. Clerk stated this is standard % for franchise agreements.

10. Approval of Resolution 2024-30 Pipeline Procurement & Delivery Award

- a. Attachment D(1) – Resolution 2024-30 Pipeline Procurement & Delivery Award
- b. Attachment D(2) – Info for Award
- c. Attachment D(3) – Notice of Award
- d. Attachment D(4) – Bid Tabulation

A C T I O N	Motion:	To approve Resolution 2024-30 Pipeline Procurement and Delivery Award	
	Made by:	M. Armenta	Councilor Armenta- Yes Councilor Barnes- Yes Councilor Garcia- Yes Councilor Ortiz- Yes
	Second by:	J. Ortiz	
	Motion carried?	PASSED	

Councilor Barnes asked if we've ever used Ferguson. Clerk stated the last time she viewed documents with Ferguson name was roughly around 2017. Councilor Armenta stated verbatim "for the record that the pipeline was not for any work to be done in the Village of Tijeras".

11. Approval of Resolution 2024-31 NM ENV Capital Project Appropriation SAP 24-I4049

- a. Attachment E(1) – Resolution 2024-31 NM ENV Capital Project Appropriation SAP 24-I4049
- b. Attachment E(2) – NM ENV Grant Agreement SAP 24-I4049-STBR

A C T I O N	Motion:	To approve Resolution 2024-31 NM ENV Capital Project Appropriation SAP 24-I4049	
	Made by:	J. Ortiz	Councilor Armenta- Yes Councilor Barnes- Yes Councilor Garcia- Yes Councilor Ortiz- Yes
	Second by:	E. Barnes	
	Motion carried?	PASSED	

Councilor Armenta asked for confirmation if the resolution was only to extend the date. Clerk stated yes, confirming that the resolution was to extend the reversion date of the funds from 6/30/2025 to 6/30/2026. Attorney stated nothing else in the agreement changed, only the date. Clerk confirmed it was the same agreement as before, with only a new reversion of funds date.



12. Approval of Resolution 2024-32 MRCOG GRO FUND IGA

- a. Attachment F(1) – Resolution 2024-32 MRCOG GRO Fund IGA
- b. Attachment F(2) – MRCOG IGA

A C T I O N	Motion:	To approve Resolution 2024-32 MRCOG GRO Fund IGA	
	Made by:	M. Armenta	Councilor Armenta- Yes Councilor Barnes- Yes Councilor Garcia- Yes Councilor Ortiz- Yes
	Second by:	J. Ortiz	
	Motion carried?	PASSED	

Clerk stated that page two in the MOU explains the two agreements that MRCOG will be administering are for the Historic Church and the Visitors Center. Clerk stated that MRCOG mentioned that because the address of the Visitors Center is outside of Village limits and within Bernalillo County, they may be able to administer this grant directly with the East Mountain Historical Society. Clerk to follow-up with MRCOG after the meeting to see if there is an update to the decision. Mayor asked if the same could be done with the Entranosa pipeline project. Clerk will research and let mayor and council know, but Clerk stated she didn't think so because the GRO funds were given directly to MRCOG. The Entranosa funds were not.

13. Approval of Duprees Trees Quote

- a. Attachment G – Duprees Trees Quote

A C T I O N	Motion:	To postpone item #13, Duprees Trees Quote	
	Made by:	J. Ortiz	Councilor Armenta- Yes Councilor Barnes- Yes Councilor Garcia- Yes Councilor Ortiz- Yes
	Second by:	M. Armenta	
	Motion carried?	PASSED	

Councilor Garcia stated she didn't see any changes the last time we entered into an agreement to clear the elms. Councilor Garcia also asked for the starting and ending dates of the project. Mayor stated after approval, the work would start in a week or so and finish within a month or two, pending weather. Mayor mentioned we could wait until spring to start. Councilor Ortiz said the quote seems high and we should wait until the spring to vote. And that within 5 feet of the road, there weren't too many elms and not a lot of work to be done within the 5 feet. Mayor asked if Council would consider 10 feet from the road. Councilor Ortiz stated that he and Councilor Armenta were concerned about entering the property of residents. Clerk stated her concern with delaying this work is that the trees are one of the biggest complaints from Village residents. Councilor Armenta stated another concern of his was regrowth. Councilor Armenta asked if Duprees could spray the trees and eliminate the trees completely. Councilor Barnes stated that Pine View Road was done and the larger trees already resprouted because they were not sprayed. Councilor Armenta asked if this would come out of Road funds. Clerk confirmed and possibly a BAR completed, as the



expense was not included in budget. Clerk offered to go back to Duprees trees for an update on verbiage that includes the killing of the trees permanently and doesn't anticipate the next quote to take as long. Mayor was also interested in permanently killing the trees and it would be in our best interest that they are removed and killed permanently. Mayor requested Clerk to get a new quote that included the permanent killing of the trees and requested Clerk to get a second quote from Sammy's Trees with the same project scope. Councilor Garcia asked how the treatment would affect our aquifers. Mayor stated what they use is EPA approved. Councilor Ortiz asked for a 6-month guarantee. Clerk offered to request the trees be cut in the spring with a guarantee that lasted through the growing season – Sept/Oct. Clerk requested a member of the governing body to drive the roads listed in the quote. Councilor Ortiz offered to drive the roads to identify any roads that needed to be added or removed from the scope of work.

14. Updates

- a. Prior Meeting Items
 - i. East Mountain Celebration -
 - ii. Pocket Park – Work started Monday 10/21 w/ a 4/10 schedule. Work estimated to be completed by end of the calendar year.
- b. Mayor – no comments
- c. Councilors
 - Councilor Barnes – Signs at the Senior Center were put up but one is needed on the right of way on Hwy 66 – stated he reached out to NMDOT and spoke to Nancy Perea. Councilor Barnes stated that Ms. Perea said we needed a permit to place signs. Councilor Barnes was unsure if it was us or DOT that replaced the signs. Councilor Barnes gave Clerk Ms. Perea's phone number to resolve permit requirements, if needed. Councilor Barnes asked when does Capital Outlay start and end. Mayor said that it starts and ends at the end of the legislative session and that MolzenCorbin was going to prepare packets. Clerk said she will confirm the October/December dates Councilor Barnes stated and bring to the next meeting.
 - Councilor Garcia – Stated metal skate ramps are available if the Village wants them. To further clarify, the skate ramps are free and are from the Los Vecinos Park. Councilor Barnes asked where we would want to put them and what ideas do we have. Mayor said there is some property behind Village Hall where we could store them until we decide what to do with them.
 - Councilor Ortiz – Criswell & Baillos... When is the road work going to start. Councilor Armenta stated that MolzenCorbin is first going to revise some plans to see if we could find savings, because we didn't have enough money for the entire project. But confirmed that TLC could possibly start end of November. Councilor Ortiz asked if we were going to have a Christmas even and was approached by Bernalillo County to have a joint event at Los Vecinos. Last year



the two events were on the same day and resident turnout would have been better, had the events been combined. Councilor Ortiz is going to provide Clerk with contact information for the County to start organizing the celebration. Stated main Manager was named Mario. For the newsletters, please add a note that residents of the Village get a free small PO Box. Proof of residency required. There is a piece of property that borders the Village and is an idea for future growth. Councilor Ortiz will send the information to the Clerk in order to disseminate the information.

- Councilor Armenta – Spoke to Postmaster Leon. There is a concern that even with free post office boxes, the aging community cannot get to the post office. Councilor Armenta asked how we could get mail delivered, especially for handicapped residents. Councilor Armenta shared that if the Village could lay the concrete pads, that the Postmaster would provide the cluster mailboxes. Councilor Armenta asked if we could add the Postmaster to the agenda so he could speak at one of the meetings. When speaking with MolzenCorbin about Baillo/Carmino/Criswell, Councilor asked about Pine View and was told that the design was available and was at 90%. Molzen/Corbin said they would send. Councilor Barnes stated he already received a copy and would send a copy to Clerk to share with all.

d. Village Clerk/Manager

Tomorrow out of the office 9-12:30 for IPRA Training @ UNM. Trunk or treat on Thursday. Village Hall will be closing at 3pm for setup. No volunteers except for one. Jessica introduced Nathan Mulvihill as an additional attorney for the Village to assist Jessica with Village business. Clerk stated the dates for the upcoming Planning & Zoning Hearings and Council Meetings to accommodate conflicts with upcoming holidays.

15. **Time and Place of Next Meeting**

THE NEXT REGULAR MEETING OF THE VILLAGE OF TIJERAS GOVERNING BODY WILL BE HELD ON MONDAY, NOVEMBER 4, 2024 AT THE TIJERAS SENIOR CENTER

16. **Adjournment**

Meeting adjourned 6:53 PM

The Governing Body may revise the order of the agenda items considered at this Open Meeting. If you are an individual with a disability who needs a reader, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the office of the Village Clerk at (505) 281-1220 at least four (4) calendar days prior to the meeting. Public documents including the agenda and minutes can be provided in digital or hardcopy format. The Village of Tijeras strictly prohibits any form of unlawful discrimination based on race, color, religion, gender identity, sexual orientation, sex, national origin, age, disability, or political affiliation in any program, activity, or service sponsored by the Village. Contact the office of the Village Clerk for more information.