



VILLAGE OF HATCH BOARD OF TRUSTEES

Minutes

Tuesday, March 12, 2024 at 6:00 pm

Attendees: Mayor Pro Tem Torres, Trustee Crist, Trustee Atencio, Trustee Martinez, Tim Thornton, Lupe Castillo, Alfredo Holguin, Mike Castillo, Aurora Hernandez, David Shields, Lisa Neal, Bertha C. Torres, Jorge Au, Jovany Cortez, Elizabeth Porras

Trustees Chambers - 133 North Franklin St, Hatch New Mexico

1. Call to Order/ Roll Call/ Pledge of Allegiance/ Moment of Silence

Minutes:

A regular meeting of the Board of Trustees of the Village of Hatch was held in the Trustees Chambers located at 133 N. Franklin Street, Hatch, NM, on March 12, 2024. Mayor Whitlock being absent, Mayor Pro-Tem Torres presided over the meeting. The Clerk Treasurer conducted a roll call, with the following members present: Mayor Pro-Tem Torres, Trustee Atencio, Trustee Crist, and Trustee Martinez. With a quorum present, Mayor Pro-Tem Torres called the meeting to order at 6:00 p.m. Trustee Martinez led all in attendance in the pledge of allegiance. Mayor Pro-Tem Torres then requested a moment of silence in remembrance of Mayor Whitlock, followed by an opening prayer.

2. * Approval of Agenda

Minutes:

Trustee Crist moved to approve the agenda as presented. Seconded by Trustee Atencio. Motion carried.

Vote results:

Ayes: 4 / Nays: 0

3. * Consent Agenda (Police, Fire, Museum, Planning & Zoning, Parks & Rec, Library, Cemetery, Court Reports, Approved Bills List, Delinquent List, Utility Applications, Regular Meeting Minutes February 13, 2024, Special Meeting Minutes February 20, 2024).

Minutes:

Trustee Martinez moved to approve the consent agenda as written. Seconded by Trustee Atencio. Motion carried.

Vote results:

Ayes: 4 / Nays: 0

4. Public input

- a. **The Village of Hatch has filed an application with the USDA Rural Development for financial assistance to purchase a backhoe and two vehicles, opportunity for public comment.**

Minutes:

At the meeting, Mayor Pro Tem Torres invited public comments regarding the Village of Hatch's application to USDA Rural Development for financial assistance in procuring a backhoe and two vehicles for the Public Works Department. No comments were received from the public. Consequently, the Board of Trustees reached a consensus to proceed with the application process with USDA.

Lupe Castillo voiced her support to the Board of Trustees and extended congratulations to Chief Hernandez on her appointment as Chief of Police.

5. ***Consideration and approval of celebration liquor permit for the Icebox for special events on April 27, 2024, and August 30 - September 1, 2024, at 208 E. Hall St., Hatch NM, additionally authorization for any future events in the year 2024.**

Minutes:

Trustee Atencio motioned to approve the celebration liquor permit for the Icebox for special events on April 27, 2024, and August 30 through September 1, 2024, at 208 E. Hall St., Hatch, NM. This includes authorization for any future events in the year 2024. Trustee Martinez seconded the motion, which carried.

Vote results:

Ayes: 4 / Nays: 0

6. ***Consideration and approval of Street closure request by Icebox for Special Events, allowing Icebox to block off and utilize Price St., for the following special events: April 27, 2024 and Labor Day Weekend: August 30 - September 1, 2024**

Minutes:

Trustee Atencio motioned to approve the street closure requested by the Icebox for special events, permitting the closure and utilization of Price Street for the following occasions: April 27, 2024, and Labor Day Weekend from August 30 to September 1, 2024. Trustee Martinez seconded the motion, which was carried.

Vote results:

Ayes: 4 / Nays: 0

7. Wilson & Company Report

Minutes:

Alfredo Holguin provided a status update for all ongoing services provided by Wilson & Company.

8. ***Approval of Ordinance No. xxx - Amending Ordinance No. 414 for the purpose of increasing the funding amount of the New Mexico Environment Department (NMED) Clean Water State Revolving Fund (CWSRF) Loan Number CWSRF Loan 106.**

Minutes:

Trustee Atencio motioned to approve Ordinance No. 424 Amending Ordinance No. 414 for the purpose of increasing the funding amount of the New Mexico Environment Department (NMED)

Clean Water State Revolving Fund (CWSRF) Loan Number CWSRF Loan 106. Seconded by Trustee Crist. The board was polled as follows: Mayor Pro Tem Torres - aye, Trustee Atencio-aye, Trustee Crist-aye, Trustee Martinez-aye. Motion carried.

Vote results:

Ayes: 4 / Nays: 0

9. Bohannon Huston Report

Minutes:

Dave Shields provided a status update for all ongoing services provided by Bohannon Huston.

10. *Consideration and approval of Cooperative Purchasing Agreement for State Agencies and/or Local Public Bodies (CES)

Minutes:

Trustee Crist motioned to approve the Cooperative Purchasing Agreement for State Agencies and/or Local Public Bodies (CES). Seconded by Trustee Atencio. Motion carried.

Vote results:

Ayes: 4 / Nays: 0

11. *Consideration and approval of Aid Agreement for fire protection and emergency services response between the Village of Hatch and the County of Dona Ana.

Minutes:

Trustee Martinez motioned to approve Aid Agreement for fire protection and emergency services response between the Village of Hatch and the County of Dona Ana. Seconded by Trustee Atencio. Motion carried.

Vote results:

Ayes: 4 / Nays: 0

12. *Consideration and approval to purchase property located at 120 Hill St. for the expansion of the Fire Department and authorize the Mayor to execute all necessary documentation. The purchase of this property is necessary to accommodate the growing needs of the Fire Department and improve response times to emergencies in the area.

Minutes:

Trustee Crist motioned to approve the purchase of the property located at 120 E. Hill St., for the expansion of the Fire Department, and authorized the Mayor to execute all necessary documents. The acquisition of this property is deemed essential to accommodate the escalating demands of the Fire Department and enhance response times to emergencies within the area. Trustee Atencio seconded the motion, which was carried.

Vote results:

Ayes: 4 / Nays: 0

13. *Personnel

Minutes:

*6:31 pm Trustee Martinez moved to convene in closed executive session to discuss threatened or pending litigation, employment matters as authorized by the open meetings act § (H)(7). Seconded by Trustee Atencio. The Board was polled as follows: Mayor Pro Tem Torres-aye,

Trustee Atencio-aye, Trustee Crist-aye, Trustee Martinez-aye. Motion carried.

*6:56 pm Trustee Crist moved to reconvene in open session from closed executive session where no decisions were made. Seconded by Trustee Atencio. The Board was polled as follows: Mayor Pro Tem Torres-aye, Trustee Atencio-aye, Trustee Crist-aye, Trustee Martinez-aye. Motion carried.

a. *Accept the resignation of Chief of Police Tim Thornton effective March 16, 2024.

Minutes:

Trustee Martinez motioned to accept the resignation of Chief of Police Tim Thornton, effective March 16, 2024. Trustee Crist seconded the motion. The motion was carried.

Vote results:

Ayes: 4 / Nays: 0

b. *Appointment of Aurora Hernandez as Chief of Police, effective March 4, 2024 includes a salary increase of seven dollars per hourly rate with a six month probationary period.

Minutes:

Trustee Atencio motioned to appoint Aurora Hernandez as Chief of Police, effective March 4, 2024 with a salary increase of seven dollars per hourly rate with a six month probationary period. Seconded by Trustee Crist. The board was polled as follows: Mayor Pro Tem Torres - aye, Trustee Atencio-aye, Trustee Crist-aye, Trustee Martinez-nay. Motion carried.

Vote results:

Ayes: 3 / Nays: 1

c. *Ratify the promotion of John L. Rubio to the position of Detective, with an effective date of February 23, 2024, includes a salary increase of two dollars per hourly rate.

Minutes:

Trustee Crist motioned to ratify the promotion of John L. Rubio to the position of Detective, effective February 23, 2024, with a salary increase of two dollars per hour. The motion was seconded by Trustee Atencio. The motion carried.

Vote results:

Ayes: 4 / Nays: 0

d. *Ratify the hiring of Ramiro A. Garcia as a Police Officer, effective February 26, 2024, with a six-month probationary period at an hourly rate of \$18.00.

Minutes:

Trustee Martinez motioned to ratify the hiring of Ramiro A. Garcia as a police officer, effective February 26, 2024, with a six-month probationary period and an hourly rate of \$18.00. The motion was seconded by Trustee Atencio. The motion carried.

Vote results:

Ayes: 4 / Nays: 0

e. *Consideration and approval to remove Mayra Ariana Martinez from probationary status to non-probationary and authorize fifty-cent pay increase effective March 11, 2024.

Minutes:

Trustee Atencio motioned to transition Mayra Ariana Martinez from probationary status to non-probationary and to authorize a fifty-cent pay increase, effective March 11, 2024. The motion was seconded by Trustee Martinez. The motion carried.

Vote results:

Ayes: 4 / Nays: 0

14. *Consideration and approval of agreement between the Village of Hatch Police Officer's Association and the Village of Hatch, New Mexico.

Minutes:

Trustee Crist motioned to indefinitely table item No. 14 of the agenda. The motion was seconded by Trustee Atencio. The motion carried.

Vote results:

Ayes: 4 / Nays: 0

15. Department Head Input

Minutes:

Fire Department Update: Jorge Au, Fire Chief, provided a brief update on department activities. Mentioned ongoing efforts to secure a grant for land acquisition and new fire station planning. Informed about upcoming shifts for the weekend.

Library Report: Lisa Neal, Librarian, presented a brief report. Highlighted the summer reading program and finalizing the GO Bond for additional shelving and computer software.

Public Works Department Update: Mike Castillo, Public Works Director, shared updates. Mentioned preparations for the upcoming pool season. Noted issues with the heater at the WIC Department and the Hackey well, along with ongoing maintenance tasks. Johnny's Septic is scheduled to install a septic tank at the ball fields. Mentioned completion of the CCR report, pending approval for distribution.

Police Department Update: Chief of Police Hernandez expressed gratitude for her appointment. Noted the progress of two new officers in their FTO training. Will explore the possibility of filling the SRO position.

Court Report: Judge Torres provided a brief update on court matters. Mentioned the removal of a fee from citations and plans to explore alternative funding sources. Anticipated information from a May conference for judges regarding municipal practices.

Elizabeth Porras, Clerk Treasurer, briefed the Board on the procedural steps following the passing of Mayor Whitlock. Noted that the Board of Trustees would need to appoint a new Mayor. If Mayor Pro Tem Torres accepts and is appointed as the new Mayor, he would serve from the date of appointment until December 31, 2025. If Mayor Pro Tem Torres wishes to continue as Mayor beyond 2025, he would need to run at the next regular election in November 2025. Additionally, the Board would need to appoint a new Trustee until December 31, 2025. The appointed Trustee would run in the next regular election. In the event of multiple candidates for Trustee, the ones with the highest number of votes would secure four-year terms, while the candidate with the lowest number of votes would serve a two-year term as Trustee.

16. Mayor & Trustees Input

17. * Adjourn

Minutes:

In the absence of further business, Trustee Atencio moved to adjourn at 7:46 p.m. The motion was seconded by Trustee Crist. and it carried.

Signed: _____, Mayor

ATTEST: _____

Date: _____

Vote results:

Ayes: 4 / Nays: 0

THE BOARD OF TRUSTEES MAY CONVENE IN CLOSED SESSION to discuss limited personnel matters; threatened or pending litigation, as authorized by the Open Meetings Act 10-15-1(H) (2), 10-15-1 (H) (7) and 10-15-1 (H) (5) respectively.

If you are an individual with a disability who is in need of a reader, amplifier, 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 Village of Hatch office at (575)-267-5216 at least one (1) week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats.